

State of Arkansas *As Engrossed: H4/3/25*

95th General Assembly

A Bill

Regular Session, 2025

HOUSE BILL 1003

By: House Management

For An Act To Be Entitled

AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
AND OPERATING EXPENSES FOR THE ARKANSAS HOUSE OF
REPRESENTATIVES - STAFF FOR THE FISCAL YEAR ENDING
JUNE 30, 2026; AND FOR OTHER PURPOSES.

Subtitle

AN ACT FOR THE ARKANSAS HOUSE OF
REPRESENTATIVES - STAFF APPROPRIATION FOR
THE 2025-2026 FISCAL YEAR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

*SECTION 1. REGULAR SALARIES - HOUSE STAFF. There is hereby established
for the Arkansas House of Representatives for the 2025-2026 fiscal year, the
following maximum number of regular employees.*

		<i>Maximum</i>	<i>Annual</i>
		<i>No. of</i>	<i>Salary Rate</i>
<i>Item</i>		<i>Fiscal Year</i>	
<i>No.</i>	<i>Title</i>	<i>Employees</i>	<i>2025-2026</i>
(1)	CHIEF OF STAFF	1	GRADE EXE04
(2)	CHIEF COUNSEL/PARLIAMENTARIAN	1	GRADE EXE03
(3)	COORD LEGISLATIVE SERV	1	GRADE EXE01
(4)	CHIEF INFORMATION OFFICER	1	GRADE SPC08
(5)	CHIEF CLERK/FISCAL OFFICER	1	GRADE SPC08
(6)	DIRECTOR OF MEMBER SERVICES	1	GRADE SPC08
(7)	ADMIN SPECIALIST/TRAVEL COORDINATOR	1	GRADE SGS10



1	(8)	HOUSE PROPERTIES & FACILITIES MGR	1	GRADE SPC03
2	(9)	DIRECTOR OF OPS/EXEC ADMIN TO THE SPEAKER	1	GRADE SPC08
3	(10)	ADMINISTRATIVE SPECIALIST	1	GRADE SGS09
4	(11)	CHIEF SECURITY OFFICER/SERGEANT AT ARMS	1	GRADE LES05
5	(12)	ASST CHIEF CLERK/ASST FISCAL OFFICER	1	GRADE SPC02
6	(13)	COMMUNICATIONS SPECIALIST/VIDEOGRAPHER	1	GRADE IST07
7	(14)	COMMUNICATIONS SPECIALIST/PHOTOGRAPHER	1	GRADE SPC01
8	(15)	ADMINISTRATIVE RECEPTIONIST	2	GRADE SGS06
9	(16)	ASST HOUSE PROPERTIES & FACILITIES MGR	1	GRADE SGS04
10	(17)	COMMUNICATIONS SPECIALIST/SOUND CLERK	<u>1</u>	GRADE SGS06
11		MAX. NO. OF EMPLOYEES	18	

12

13 SECTION 2. EXTRA HELP. There is hereby authorized, for the Arkansas
 14 House of Representatives for the 2025-2026 fiscal year, the following maximum
 15 number of part-time or temporary employees, to be known as "Extra Help",
 16 payable from funds appropriated herein for such purposes: seven (7) temporary
 17 or part-time employees, when needed, at rates of pay not to exceed those
 18 provided in the Uniform Classification and Compensation Act, or its
 19 successor, or this act for the appropriate classification.

20

21 SECTION 3. APPROPRIATION - STAFF. There is hereby appropriated, to the
 22 Arkansas House of Representatives, to be payable from the State Central
 23 Services Fund, for personal services and operating expenses of the Arkansas
 24 House of Representatives for the fiscal year ending June 30, 2026, the
 25 following:

26

27	ITEM	FISCAL YEAR
28	<u>NO.</u>	<u>2025-2026</u>
29	(01) REGULAR SALARIES	\$1,662,250
30	(02) EXTRA HELP	50,000
31	(03) PERSONAL SERV MATCHING	449,602
32	(04) MAINTENANCE & GENERAL OPERATIONS	100,000
33	(05) MAINT. & GEN. OPERATION	
34	(A) OPER. EXPENSE	0
35	(B) CONF. & TRAVEL	0
36	(C) PROF. FEES	25,000

1	(D) CAP. OUTLAY	0
2	(E) DATA PROC.	<u>0</u>
3	TOTAL AMOUNT APPROPRIATED	<u><u>\$2,286,852</u></u>

4

5 SECTION 4. APPROPRIATION - INSTITUTE. There is hereby appropriated, to
 6 the Arkansas House of Representatives, to be payable from the Constitutional
 7 Officers Fund, for payment of per diem and mileage of members and newly
 8 elected members who attend the Institute of Legislative Procedure, House
 9 Legislative Orientation, and any other briefing meetings held prior to the
 10 convening of a Legislative Session of the General Assembly, the sum
 11 of.....\$50,000.

12

13 SECTION 5. APPROPRIATION - INFORMATION TECHNOLOGY. There is hereby
 14 appropriated, to the Arkansas House of Representatives, to be payable from
 15 the State Central Services Fund, for operating expenses required in
 16 continuing the automating of the legislative process of the Arkansas House of
 17 Representatives for the fiscal year ending June 30, 2026, the following:

18

19	ITEM	FISCAL YEAR
20	<u>NO.</u>	<u>2025-2026</u>
21	(01) MAINT. & GEN. OPERATION	
22	(A) OPER. EXPENSE	\$25,000
23	(B) CONF. & TRAVEL	0
24	(C) PROF. FEES	0
25	(D) CAP. OUTLAY	125,000
26	(E) DATA PROC.	<u>0</u>
27	TOTAL AMOUNT APPROPRIATED	<u><u>\$150,000</u></u>

28

29 SECTION 6. REGULAR SALARIES - MEMBER SERVICES. There is hereby
 30 established for the Arkansas House of Representatives - Member Services for
 31 the 2025-2026 fiscal year, the following maximum number of regular employees.

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33		Maximum Annual
34		Maximum Salary Rate
35	Item	No. of Fiscal Year
36	<u>No. Title</u>	<u>Employees 2025-2026</u>

1	(1)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE III	6	GRADE <i>SGS10</i>
2	(2)	HOUSE SPECIAL PROJECTS/GRANTS COORDINATOR	1	GRADE <i>SGS11</i>
3	(3)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE II	3	GRADE <i>SGS07</i>
4	(4)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE I	2	GRADE <i>SGS06</i>
5	(5)	HOUSE LEGISLATIVE COMMITTEE SECRETARY	<u>1</u>	GRADE <i>SGS05</i>
6	MAX. NO. OF EMPLOYEES		13	

7

8 SECTION 7. APPROPRIATION - MEMBER SERVICES. There is hereby
 9 appropriated, to the Arkansas House of Representatives, to be payable from
 10 the State Central Services Fund, for personal services and operating expenses
 11 of the Arkansas House of Representatives - Member Services for the fiscal
 12 year ending June 30, 2026, the following:

13

14	ITEM	FISCAL YEAR
15	<u>NO.</u>	<u>2025-2026</u>
16	(01) REGULAR SALARIES	\$969,285
17	(02) EXTRA HELP	25,000
18	(03) PERSONAL SERV MATCHING	271,399
19	(04) MAINT. & GEN. OPERATION	
20	(A) OPER. EXPENSE	10,000
21	(B) CONF. & TRAVEL	0
22	(C) PROF. FEES	0
23	(D) CAP. OUTLAY	0
24	(E) DATA PROC.	<u>0</u>
25	TOTAL AMOUNT APPROPRIATED	<u><u>\$1,275,684</u></u>

26

27 SECTION 8. REGULAR SALARIES - SUPPLEMENTAL STAFFING. There is hereby
 28 established for the Arkansas House of Representatives Supplemental Staffing
 29 for the 2025-2026 fiscal year, the following maximum number of regular
 30 employees.

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32			Maximum Annual
33		Maximum	Salary Rate
34	Item	No. of	Fiscal Year
35	<u>No.</u>	<u>Title</u>	<u>Employees</u>
36	(1)	HOUSE LEGISLATIVE ANALYST II	5
			GRADE <i>SGS07</i>

1	(2)	HOUSE LEGISLATIVE ANALYST	2	GRADE	SGS06
2	(3)	MANAGEMENT PROJECT ANALYST	1	GRADE	SGS05
3	(4)	HOUSE LEGIS COMMITTEE SECRETARY	<u>5</u>	GRADE	SGS05
4		MAX. NO. OF EMPLOYEES	13		

5

6 SECTION 9. APPROPRIATION - SUPPLEMENTAL STAFFING. There is hereby
 7 appropriated, to the Arkansas House of Representatives, to be payable from
 8 the State Central Services Fund, for personal services and operating expenses
 9 of the Arkansas House of Representatives - Supplemental Staffing for the
 10 fiscal year ending June 30, 2026, the following:

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12	ITEM	FISCAL YEAR
13	<u>NO.</u>	<u>2025-2026</u>
14	(01) REGULAR SALARIES	\$670,000
15	(02) PERSONAL SERV MATCHING	174,000
16	(03) MAINT. & GEN. OPERATION	
17	(A) OPER. EXPENSE	0
18	(B) CONF. & TRAVEL	0
19	(C) PROF. FEES	0
20	(D) CAP. OUTLAY	0
21	(E) DATA PROC.	<u>0</u>
22	TOTAL AMOUNT APPROPRIATED	<u><u>\$844,000</u></u>

23

24 SECTION 10. APPROPRIATION - HOUSE SELECT COMMITTEE EXPENSES. There is
 25 hereby appropriated, to the Arkansas House of Representatives, to be payable
 26 from the State Central Services Fund, for paying per diem, expenses and
 27 mileage to members of the House of Representatives attending regular and
 28 special meetings and other committee related activities of the House Select
 29 Committees for the fiscal year ending June 30, 2026, the following:

30

31	ITEM	FISCAL YEAR
32	<u>NO.</u>	<u>2025-2026</u>
33	(01) PER DIEM, EXPENSES AND MILEAGE FOR	
34	MEMBERS OF HOUSE SELECT COMMITTEES	<u><u>\$50,000</u></u>

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36 SECTION 11. APPROPRIATION - REAPPROPRIATION - CONSTITUTIONAL OFFICERS

1 FUND. There is hereby appropriated, to the Arkansas House of
2 Representatives, to be payable from the Constitutional Officers Fund, for the
3 balance remaining on June 30, 2025, in the appropriations enacted to defray
4 any necessary expenses of the House of Representatives of the Ninety-Fifth
5 General Assembly, Section 2 of Act 1 of 2024, Sections 4 and 11 of Act 43 of
6 2024, and HB1001 as introduced in the 2025 Regular Session, there to be used
7 for the same purposes of the Arkansas House of Representatives of the Ninety-
8 Fifth General Assembly, of the Arkansas House of Representatives for the
9 fiscal year ending June 30, 2026, the sum of.....\$2,050,000.

10
11 SECTION 12. APPROPRIATION - REAPPROPRIATION - STATE CENTRAL SERVICES.
12 There is hereby appropriated, to the Arkansas House of Representatives, to be
13 payable from the State Central Services Fund, for the balance remaining on
14 June 30, 2025 in the appropriations enacted to defray any necessary expenses
15 of the House of Representatives of the Ninety-Fifth General Assembly,
16 Sections 3, 5, 7, 9, 10 and 12 of Act 43 of 2024, there to be used for the
17 same purposes of the Arkansas House of Representatives of the Ninety-Fifth
18 General Assembly, the sum in the aggregate not to exceed.....\$2,025,000.

19
20 SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
21 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. USES OF
22 FUNDS. The funds appropriated in this Act shall be used to defray the
23 necessary expenses of the operation of the Office of the Speaker of the House
24 of Representatives, the Office of the Chief of Staff, the Office of the
25 Coordinator of House Legislative Services, the Office of Parliamentarian, the
26 Chief Clerk's Office, House Member Services Office and other reasonable and
27 necessary expenses of the House of Representatives of the General Assembly
28 incurred during the fiscal year ending June 30, ~~2025~~ 2026. Any balance
29 remaining on June 30, ~~2024~~ 2025 in the funds provided by this Act shall be
30 made available for the fiscal year ending June 30, ~~2025~~ 2026 and for the same
31 purposes.

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33 SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS
34 CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER
35 AUTHORITY. If the Speaker of the House and the Chief of Staff or his
36 designee determine that any item or portion thereof appropriation ~~herein~~ for

1 a specific purpose is not needed for such purpose, they may certify such fact
2 to the State Auditor and the State Auditor shall cause a transfer to be made
3 ~~from one item to another~~ between any appropriations authorized by the General
4 Assembly for the House of Representatives.

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

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

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

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

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

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

31
32 SECTION 17. COMPLIANCE WITH OTHER LAWS. Disbursement of funds
33 authorized by this act shall be limited to the appropriation for such agency
34 and funds made available by law for the support of such appropriations; and
35 the restrictions of the State Procurement Law, the General Accounting and
36 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary

1 Procedures and Restrictions Act, or their successors, and other fiscal
2 control laws of this State, where applicable, and regulations promulgated by
3 the Department of Finance and Administration, as authorized by law, shall be
4 strictly complied with in disbursement of said funds.

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

14
15 SECTION 19. EMERGENCY CLAUSE. It is found and determined by the
16 General Assembly, that the Constitution of the State of Arkansas prohibits
17 the appropriation of funds for more than a one (1) year period; that the
18 effectiveness of this Act on July 1, 2025 is essential to the operation of
19 the agency for which the appropriations in this Act are provided, and that in
20 the event of an extension of the legislative session, the delay in the
21 effective date of this Act beyond July 1, 2025 could work irreparable harm
22 upon the proper administration and provision of essential governmental
23 programs. Therefore, an emergency is hereby declared to exist and this Act
24 being necessary for the immediate preservation of the public peace, health
25 and safety shall be in full force and effect from and after July 1, 2025.

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27 /s/House Management
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30 **APPROVED: 4/17/25**
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