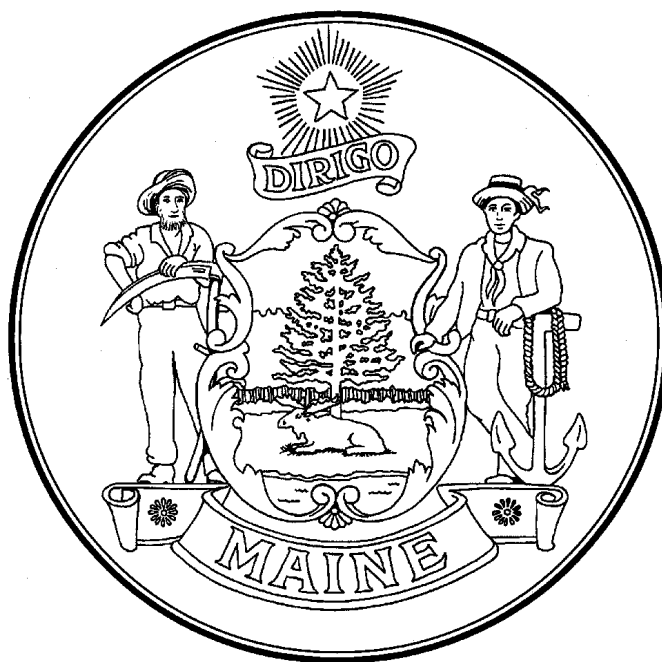


MAINE STATE LEGISLATURE

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**LEGISLATIVE COUNCIL
FEBRUARY 13, 2001
AGENDA**

CALL TO ORDER

ROLL CALL

**REPORTS FROM EXECUTIVE DIRECTOR AND STAFF OFFICE
DIRECTORS**

REPORTS FROM COUNCIL COMMITTEES

OLD BUSINESS

Item #1: Legislature's FY 2002-2003 "Part I Budget Request

Item #2: 120th Maine Legislative Council - Rules of Procedure

Item #3: Establishing an Early Deadline for Submission of Major Substantive Rules

NEW BUSINESS

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

PROPOSED LEGISLATIVE BUDGET 2002-2003 BIENNIUM: 02/13/01 (AS ADJUSTED)

Index

• Major Growth Areas	Page 1
• Summary data	Pages 2-3
• Program data	Pages 4-6
• Legislative Account	
□ Revised Position Listing	Page 7-13
□ Headcount/Personal Services Adjustment Details	Page 14-16

PROPOSED LEGISLATIVE BUDGET, AS ADJUSTED 2002-2003 BIENNIUM

MAJOR GROWTH AREAS

PERSONAL SERVICES

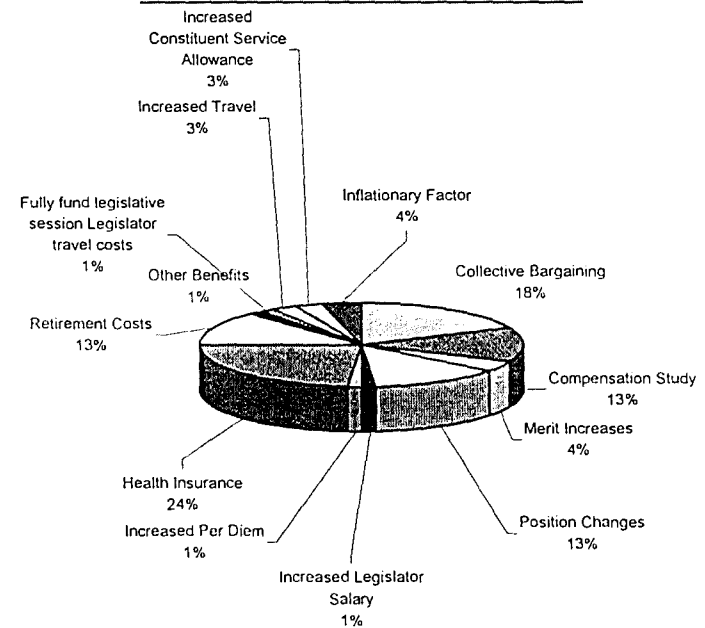
	Estimated Biennial Increase \$	% of Total
Collective Bargaining	\$1.4	18.4%
Compensation Study	1.0	13.2%
Merit Increases	0.3	3.9%
Position Changes	1.0	13.2%
Increased Legislator Salary	0.1	1.3%
Increased Per Diem	0.1	1.3%
Health Insurance	1.8	23.7%
Retirement Costs	1.0	13.2%
Other Benefits	0.1	1.3%
TOTAL PERSONAL SERVICES GROWTH AREAS	6.8	89.5%

ALL OTHER

Fully fund legislative session Legislator travel costs	0.1	1.3%
Increased Travel	0.2	2.6%
Increased Constituent Service Allowance	0.2	2.6%
Inflationary Factor	0.3	3.9%
TOTAL ALL OTHER GROWTH AREAS	0.8	10.5%

TOTAL BIENNIAL INCREASE	7.6	100.0%
--------------------------------	------------	---------------

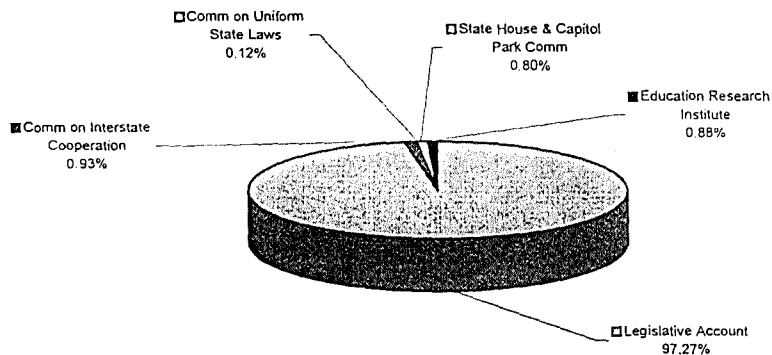
GROWTH AREAS: 2002-2003 Biennium



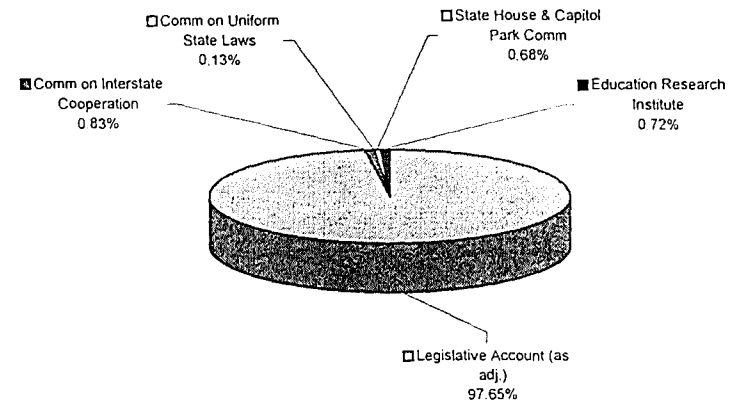
FY 2002-2003 SUMMARY OF PROPOSED BIENNIAL BUDGET REQUEST, AS ADJUSTED

(col. 1)	FISCAL YEAR 2000 Final Appropriation (col. 2)	FISCAL YEAR 2001 Adj. Appropriation (col. 3)	TOTAL FY 00/01 BIENNIUM (col. 4)	FISCAL YEAR 2002 Proposed Request (col. 5)	FISCAL YEAR 2003 Proposed Request (col. 6)	Proposed Biennial Request (col. 7)
LEGISLATIVE ACCOUNTS SUMMARY:						
ORIGINAL REQUEST:						
PERSONAL SERVICES	10,847,786	13,009,785	23,857,571	14,398,728	15,765,965	30,164,693
ALL OTHER	6,229,053	16,786,166	23,015,219	5,230,179	6,187,396	11,417,575
CAPITAL	55,000	75,000	130,000	40,000	102,500	142,500
TOTAL SUMMARY	17,131,839	29,870,951	47,002,790	19,668,907	22,055,861	41,724,768
REVISED REQUEST:						
PERSONAL SERVICES	10,847,786	13,009,785	23,857,571	14,666,929	16,079,617	30,746,546
ALL OTHER	6,229,053	16,786,166	23,015,219	5,230,179	6,187,396	11,417,575
CAPITAL	55,000	75,000	130,000	40,000	102,500	142,500
TOTAL SUMMARY	17,131,839	29,870,951	47,002,790	19,937,108	22,369,513	42,306,621
Adjustments for major one-time items:						
Migration	1,424,000	4,180,000	5,604,000	0	0	0
State House Renovations	0	7,000,000	7,000,000	0	0	0
Legislative Studies	102,620	132,640	235,260	9,200	0	9,200
Legislative Apportionment Comm.	0	0	0	0	500,000	500,000
Total - Legislature less one-time items	15,605,219	18,558,311	34,163,530	19,927,908	21,869,513	41,797,421
Legislative Account (as adj.)	15,143,418	18,087,637	33,231,055	19,443,518	21,372,281	40,815,799
Comm on Interstate Cooperation	156,401	160,724	317,125	168,760	177,198	345,958
Comm on Uniform State Laws	20,000	20,600	40,600	26,280	27,200	53,480
State House & Capitol Park Comm	135,400	139,350	274,750	139,350	142,834	282,184
Education Research Institute	150,000	150,000	300,000	150,000	150,000	300,000

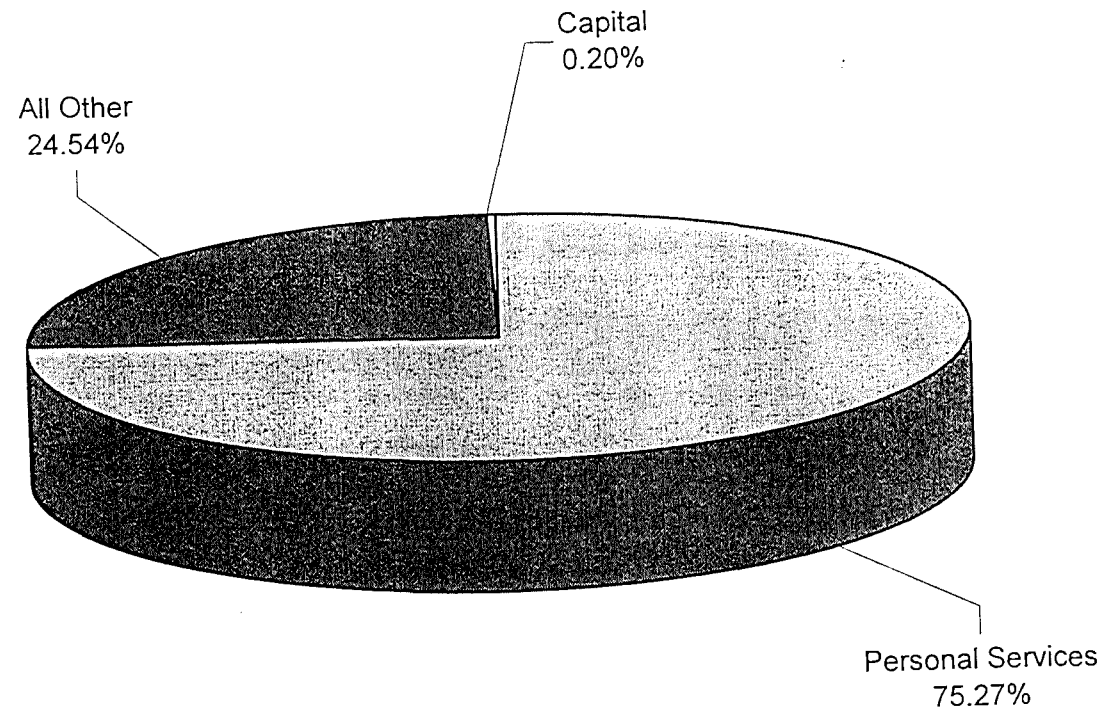
2000-2001 Legislative Budget



2002-2003 Part I Budget Request



LEGISLATIVE ACCOUNT
2002-2003 PART I BUDGET REQUEST
(AS ADJUSTED)



FY 2002-2003 SUMMARY OF PROPOSED BIENNIAL BUDGET REQUEST, AS ADJUSTED

ACCOUNT	FISCAL YEAR 1998 Final Appropriation	FISCAL YEAR 1999 Final Appropriation	TOTAL FY 98/99 BIENNIUM	FISCAL YEAR 2000 Final Appropriation	FISCAL YEAR 2001 Adj. Appropriation	TOTAL FY 00/01 BIENNIUM	FISCAL YEAR 2002 Proposed Request	FISCAL YEAR 2003 Proposed Request	Proposed Biennial Request
(col. 1)	(col. 2)	(col. 3)	(col. 4)	(col. 5)	(col. 6)	(col. 7)	(col. 8)	(col. 9)	(col. 10)
Legislative Account									
Personal Services	10,285,431	11,332,532	21,617,963	10,811,266	12,980,745	23,792,011	14,664,729	16,055,617	30,720,346
All Other	3,455,448	3,748,445	7,203,893	4,277,152	5,031,892	9,309,044	4,738,789	5,275,664	10,014,453
Capital	55,000	55,000	110,000	55,000	75,000	130,000	40,000	41,000	81,000
Total Legislative Account	13,795,879	15,135,977	28,931,856	15,143,418	18,087,637	33,231,055	19,443,518	21,372,281	40,815,799
Annual % Change		9.714%		0.049%	19.442%		7.496%	9.920%	
Biennium % Change						14.860%			22.824%
Legislative Branch-Wide									
All Other				1,424,000	4,180,000	5,604,000	0	0	0
Annual % Change		#DIV/0!		#DIV/0!	193.539%		-100.000%	#DIV/0!	
Biennium % Change						#DIV/0!			-100.000%
Comm on Interstate Cooperation									
All Other	143,087	145,966	289,053	156,401	160,724	317,125	168,760	177,198	345,958
Annual % Change		2.012%		7.149%	2.764%		5.000%	5.000%	
Biennium % Change						9.712%			9.092%
Comm on Uniform State Laws									
All Other	18,800	19,200	38,000	20,000	20,600	40,600	26,280	27,200	53,480
Annual % Change		2.128%		4.167%	3.000%		27.573%	3.501%	
Biennium % Change						6.842%			31.724%
State House Renovations									
All Other					7,000,000	7,000,000	0	0	0
Annual % Change		#DIV/0!		#DIV/0!	#DIV/0!		-100.000%	#DIV/0!	
Biennium % Change						#DIV/0!			-100.000%
State House & Capitol Park Comm									
All Other	127,596	131,600	259,196	135,400	139,350	274,750	139,350	142,834	282,184
Annual % Change		3.138%		2.888%	2.917%		0.000%	2.500%	
Biennium % Change						6.001%			2.706%
Misc Studies-Legislative									
Personal Services	19,745	14,025	33,770	36,520	29,040	65,560	2,200	0	2,200
All Other	32,060	30,050	62,110	66,100	103,600	169,700	7,000	0	7,000
Total Misc Studies	51,805	44,075	95,880	102,620	132,640	235,260	9,200	0	9,200
Annual % Change		-14.921%		132.830%	29.254%		-93.064%	-100.000%	
Biennium % Change						145.369%			-96.089%
Apportionment Commission									
Personal Services			0			0	0	24,000	24,000
All Other			0			0	0	414,500	414,500
Capital			0			0	0	61,500	61,500
Total Legislative Account	0	0	0	0	0	0	0	500,000	500,000
Annual % Change		#DIV/0!		#DIV/0!	#DIV/0!		#DIV/0!	#DIV/0!	
Biennium % Change						#DIV/0!			#DIV/0!

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02/12/01									
FY 2002-2003 SUMMARY OF PROPOSED BIENNIAL BUDGET REQUEST, AS ADJUSTED									
ACCOUNT	FISCAL YEAR 1998 Final Appropriation	FISCAL YEAR 1999 Final Appropriation	TOTAL FY 98/99 BIENNIUM	FISCAL YEAR 2000 Final Appropriation	FISCAL YEAR 2001 Adj. Appropriation	TOTAL FY 00/01 BIENNIUM	FISCAL YEAR 2002 Proposed Request	FISCAL YEAR 2003 Proposed Request	Proposed Biennial Request
(col. 1)	(col. 2)	(col. 3)	(col. 4)	(col. 5)	(col. 6)	(col. 7)	(col. 8)	(col. 9)	(col. 10)
Education Research Institute									
All Other	75,000	150,000	225,000	150,000	150,000	300,000	150,000	150,000	300,000
Annual % Change		100.000%		0.000%	0.000%		0.000%	0.000%	
Biennium % Change						33.333%			0.000%
LEG. ACCTS SUMMARY:									
PERSONAL SERVICES	10,305,176	11,346,557	21,651,733	10,847,786	13,009,785	23,857,571	14,666,929	16,079,617	30,746,546
ALL OTHER	3,851,991	4,225,261	8,077,252	6,229,053	16,786,166	23,015,219	5,230,179	6,187,396	11,417,575
CAPITAL	55,000	55,000	110,000	55,000	75,000	130,000	40,000	102,500	142,500
TOTAL SUMMARY	14,212,167	15,626,818	29,838,985	17,131,839	29,870,951	47,002,790	19,937,108	22,369,513	42,306,621
Annual % Change		9.954%		9.631%	74.359%		-33.256%	12.200%	
Biennium % Change						57.521%			-9.991%
Reserve Fund for State House									
Preservation and Maintenance									
Capital Expenditures									
*\$850,000 is transferred from the Department of Administrative and Financial Services each fiscal year in accordance with 3 MRSA, section 162,									
sub-sec. 12-A and not appropriated.									

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02/12/01									
FY 2002-2003 SUMMARY OF PROPOSED BIENNIAL BUDGET REQUEST, AS ADJUSTED									
ACCOUNT	FISCAL YEAR 1998 Final Appropriation	FISCAL YEAR 1999 Final Appropriation	TOTAL FY 98/99 BIENNIUM	FISCAL YEAR 2000 Final Appropriation	FISCAL YEAR 2001 Adj. Appropriation	TOTAL FY 00/01 BIENNIUM	FISCAL YEAR 2002 Proposed Request	FISCAL YEAR 2003 Proposed Request	Proposed Biennial Request
(col. 1)	(col. 2)	(col. 3)	(col. 4)	(col. 5)	(col. 6)	(col. 7)	(col. 8)	(col. 9)	(col. 10)
Law & Legislative Reference Library									
Personal Services	749,244	775,694	1,524,938	803,793	816,609	1,620,402	992,872	1,021,716	2,014,588
All Other	294,786	318,616	613,402	326,809	334,806	661,615	347,120	351,920	699,040
Capital	10,000	10,000	20,000	10,000	10,000	20,000	0	0	0
Total Library	1,054,030	1,104,310	2,158,340	1,140,602	1,161,415	2,302,017	1,339,992	1,373,636	2,713,628
Annual % Change		4.770%		3.286%	1.825%		15.376%	2.511%	
Biennium % Change				-		6.657%			17.880%

LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L010	052150008	Leg Executive Director	3110	52	52	15/08	101,940.80	106,017.60
L011	052150003	Dir Fiscal/Prog Rev	3110	52	52	14/09	96,366.40	96,366.40
L013	052150015	Accounting Tech	3110	52	52	04/09	37,169.60	37,169.60
L050	052000037	Legislative Tech	3110	52	52	04/09	37,169.60	37,169.60
L050	052000040	Legislative Tech	3110	52	52	04/09	37,169.60	37,169.60
L050	052000041	Legislative Tech	3110	52	52	04/09	37,169.60	37,169.60
L050	052700194	Legislative Tech	3110	52	52	04/09	37,169.60	37,169.60
L051	052000038	Sr Legislative Tech	3110	52	52	05/09	40,892.80	40,892.80
L051	052000042	Sr Legislative Tech	3110	52	52	05/09	40,892.80	40,892.80
L051	052700207	Sr Legislative Tech	3110	52	52	05/09	40,892.80	40,892.80
L052	052110045	Spvr Legislative Tech	3110	52	52	06/09	44,969.60	44,969.60
L053	052000195	Spvr Legal Proofread	3110	52	52	06/09	44,969.60	44,969.60
L060	052600003	Director Pol/Leg Analy	3110	52	52	14/09	96,366.40	96,366.40
L061	052150056	Analyst/Attorney	3110	52	52	10/09	62,712.00	62,712.00
L061	052150057	Analyst/Attorney	3110	52	52	10/09	65,852.80	65,852.80
L061	052150061	Analyst/Attorney	3110	52	52	10/09	65,852.80	65,852.80
L061	052600068	Analyst/Attorney	3110	52	52	10/05	56,076.40	58,871.20
L061	052600177	Analyst/Attorney	3120	52	52	10/09	26,341.12	26,341.12
L061	052600063	Analyst/Attorney	3110	52	52	10/06	59,368.00	62,292.80
L061	052600064	Analyst/Attorney	3110	52	52	10/03	50,717.60	53,254.40
L061	052600066	Analyst/Attorney	3110	52	52	10/04	53,304.80	55,971.60
L061	052600067	Analyst/Attorney	3110	52	52	10/03	49,670.40	52,145.60
L061	052600069	Analyst/Attorney	3110	52	52	10/04	53,607.20	56,286.00
L061	052600070	Analyst/Attorney	3110	52	52	10/07	61,440.80	64,242.40
L061	052600071	Analyst/Attorney	3110	52	52	10/03	49,670.40	52,145.60
L061	052600074	Analyst/Attorney	3110	52	52	10/09	65,852.80	65,852.80
L061	052600213	Analyst/Attorney	3120	52	52	10/09	33,939.52	34,066.16
L061	052600214	Analyst/Attorney	3110	52	52	10/02	47,320.00	49,670.40
L061	052000054	Analyst/Attorney	3110	52	52	10/07	61,440.80	64,242.40
L062	052150055	Sr Analyst/Sr Attorney	3110	52	52	11/09	72,425.60	72,425.60
L062	052600065	Sr Analyst/Sr Attorney	3110	52	52	11/09	72,425.60	72,425.60
L062	052600072	Sr Analyst/Sr Attorney	3110	52	52	11/09	72,425.60	72,425.60

LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L062	052600073	Sr Analyst/Sr Attorney	3110	52	52	11/09	72,425.60	72,425.60
L062	052000053	Sr Analyst/Sr Attorney	3110	52	52	11/07	67,468.40	70,553.00
L224	052112156	Hse Asst Min Ldr	3210				989.77	1,385.67
L225	052112153	Hse Maj Ldr	3210				1,979.53	2,771.35
L226	052112154	Hse Asst Maj Ldr	3210				989.77	1,385.67
L227	052112155	Hse Min Ldr	3210				1,979.53	2,771.35
L228	Indian Reps (2)	@ 50X110/100X110	3210				11,000.00	22,000.00
L229	Repres. (151)	@ 7,918.13/11,085.38	3210				1,195,637.63	1,673,892.38
		Special Session Salary	3210				30,600.00	30,600.00
L230	052401038	Sen Asst Democratic Ldr	3210				989.77	1,385.67
L231	052111040	Sen Asst Republican Ldr	3210				989.77	1,385.67
L232	052401037	Sen Democratic Ldr	3210				1,979.53	2,771.35
L233	052401039	Sen Republican Ldr	3210				1,979.53	2,771.35
L234	052501036	Sen President	3210				3,959.07	5,542.69
L235	Senators (35)	@ 7,918.13/11,085.38	3210				277,134.55	387,988.30
L236	052112152	Speaker	3210				3,959.07	5,542.69
		Special Session Salary	3210				7,000.00	7,000.00
L237	052600078	Leg Researcher	3110	52	52	08/05	46,438.00	48,759.20
L237	052600083	Leg Researcher	3110	52	52	08/03	41,732.40	43,818.80
L243	052000048	Legal Proofreader	3310	32	36	04/03	17,254.40	20,390.40
L243	052000087	Legal Proofreader	3310	32	36	04/09	22,873.60	25,732.80
L243	052000179	Legal Proofreader	3310	8	12	04/03	4,313.60	6,796.80
L243	052000180	Legal Proofreader	3310	8	12	04/02	4,108.80	6,470.40
L243	052000181	Legal Proofreader	3310	32	36	04/05	19,020.80	22,478.40
L243	052000182	Legal Proofreader	3110	52	52	04/05	32,138.80	33,731.60
L243	052000183	Legal Proofreader	3310	32	36	04/03	17,254.40	20,390.40
L243	052000184	Legal Proofreader	3110	52	52	04/06	33,177.20	34,806.40
L243	052000185	Legal Proofreader	3110	52	52	04/09	37,169.60	37,169.60
L243	052000189	Legal Proofreader	3110	52	52	04/05	31,748.80	33,331.20
L243	052000208	Legal Proofreader	3310	32	36	04/09	22,873.60	25,732.80
L245	052000049	Sr Legal Proofreader	3310	32	36	05/09	25,164.80	28,310.40
L245	052000050	Sr Legal Proofreader	3310	32	36	05/09	25,164.80	28,310.40

Updated 02/12/01

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LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L273	052150024	Administrative Sec	3110	52	52	06/09	42,827.20	42,827.20
L273	052600052	Administrative Sec	3110	52	52	06/05	38,514.40	40,448.40
L273	052700190	Administrative Sec	3110	52	52	06/09	44,969.60	44,969.60
L274	052600027	Senior Secretary	3110	52	52	04/09	37,169.60	37,169.60
L274	052600028	Senior Secretary	3110	52	52	04/09	37,169.60	37,169.60
L275	052150013	Asst for Admin Svcs	3110	52	52	11/09	72,425.60	72,425.60
L300	052000084	Sr Prog Analyst	3110	52	52	10/09	65,852.80	65,852.80
L300	052100202	Sr Prog Analyst	3110	52	52	10/09	65,852.80	65,852.80
L300	052100206	Sr Prog Analyst	3110	52	52	10/06	57,767.20	60,645.60
L400	052404001	Sec of the Senate	3110	52	52	14/09	96,366.40	96,366.40
L401	052304005	Clerk of the House	3110	52	52	14/08	92,664.00	96,366.40
L402	052404002	Assist Sec of Senate	3110	52	52	13/07	82,519.60	86,119.20
L403	052304004	Chief of Staff	3110	52	52	13/06	78,510.40	82,370.00
L403	052404003	Chief of Staff	3110	52	52	13/05	72,883.20	76,523.20
L403	052404040	Chief of Staff	3110	52	52	13/03	66,102.40	69,409.60
L404	052304011	Special Assistant	3110	52	52	10/09	65,852.80	65,852.80
L404	052304012	Special Assistant	3110	52	52	10/07	60,361.60	63,315.20
L404	052304030	Special Assistant	3110	52	52	10/07	60,361.60	63,315.20
L404	052404007	Special Assistant	3110	52	52	10/09	65,852.80	65,852.80
L404	052404008	Special Assistant	3110	52	52	10/02	47,320.00	49,670.40
L405	052304021	Legislative Aide	3110	52	52	08/05	45,260.80	47,528.00
L405	052304038	Legislative Aide	3110	52	52	08/09	54,412.80	54,412.80
L405	052304022	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20
L405	052304023	Legislative Aide	3110	52	52	08/08	52,312.00	54,412.80
L405	052304024	Legislative Aide	3110	52	52	08/04	43,118.40	45,260.80
L405	052304029	Legislative Aide	3110	52	52	08/06	47,984.00	50,363.20
L405	052304116	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20
L405	052304014	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20
L405	052304025	Legislative Aide	3110	52	52	08/02	39,931.20	41,930.40
L405	052304026	Legislative Aide	3110	52	52	08/04	43,612.80	45,784.00
L405	052304027	Legislative Aide	3110	52	52	08/05	45,653.20	47,938.40
L405	052304083	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20

LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L405	052404110	Legislative Aide	3110	52	52	08/03	41,059.20	43,118.40
L405	052404043	Legislative Aide	3110	52	52	08/08	52,312.00	54,412.80
L405	052404019	Legislative Aide	3110	52	52	08/06	49,580.00	51,987.20
L405	052404020	Legislative Aide	3110	52	52	08/09	54,412.80	54,412.80
L405	052404111	Legislative Aide	3110	52	52	08/06	47,528.00	49,899.20
L405	052404018	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20
L405	052404100	Legislative Aide	3110	52	52	08/02	39,856.00	41,851.20
L405	052404112	Legislative Aide	3110	52	52	08/02	39,104.00	41,059.20
L407	052304006	Assist Clerk House	3110	52	52	13/03	66,102.40	69,409.60
L408	052304037	Sr Executive Sec	3110	52	52	06/09	44,969.60	44,969.60
L408	052304047	Sr Executive Sec	3110	52	52	06/09	44,969.60	44,969.60
L408	052304048	Sr Executive Sec	3110	52	52	06/05	37,542.40	39,422.40
L408	052404032	Sr Executive Sec	3110	52	52	06/09	44,969.60	44,969.60
L408	052404044	Sr Executive Sec	3110	52	52	06/06	40,258.40	42,244.80
L408	052404033	Sr Executive Sec	3110	52	52	06/02	33,300.80	34,974.40
L410	052304060	House Staff	3310	32	36	04/09	22,873.60	25,732.80
L500	052304061	Chamber Staff	3310	32	36	02/09	18,572.80	20,894.40
L500	052304063	Chamber Staff	3310	32	36	02/02	14,003.20	16,560.00
L500	052304065	Chamber Staff	3310	42	42	02/03	19,320.00	20,277.60
L500	052304066	Chamber Staff	3310	32	36	02/02	14,003.20	16,560.00
L500	052304067	Chamber Staff	3310	32	36	02/02	14,003.20	15,753.60
L500	052304072	Chamber Staff	3310	32	36	02/02	14,003.20	16,560.00
L500	052304073	Chamber Staff	3310	32	36	02/03	14,003.20	16,560.00
L500	052304074	Chamber Staff	3310	32	36	02/03	14,003.20	16,560.00
L500	052304087	Chamber Staff	3120	52	52	02/08	15,023.20	15,090.40
L500	052404096	Chamber Staff	3310	32	36	02/02	13,337.60	15,753.60
L500	052404097	Pstmaster/Sgt. At Arms	3310	32	36	03/02	14,937.60	17,654.40
L500	052404098	Chamber Staff	3310	32	36	02/02	13,337.60	17,654.40
L500	052404099	Chamber Staff	3310	32	36	02/02	13,337.60	17,654.40
L500	052404101	Executive Secretary	3310	32	36	04/03	17,254.40	20,390.40
L500	052404102	Chamber Staff	3310	32	36	02/04	14,720.00	17,380.80
L500	052404103	Chamber Staff	3310	32	36	02/03	14,003.20	16,560.00

LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L501	052304075	Assist Sgt at Arms	3110	52	52	03/09	33,779.20	33,779.20
L502	052304055	Assist Document Clk	3310	32	36	04/06	19,980.80	23,587.20
L504	052404094	Sgt at Arms	3110	52	52	03/06	29,515.20	30,971.20
L505	052304054	Document Clerk	3110	52	52	03/09	33,779.20	33,779.20
L506	052304051	Executive Secretary	3310	42	42	04/06	27,518.40	28,862.40
L506	052304052	Executive Secretary	3110	52	52	04/04	29,452.80	30,908.80
L506	052304076	Executive Secretary	3110	52	52	04/07	34,294.40	35,927.60
L506	052304050	Executive Secretary	3110	52	52	04/08	35,734.40	37,169.60
L506	052404041	Sr Executive Assistant	3110	52	52	06/02	33,176.00	34,843.20
L506	052404039	Sr Executive Sec	3110	52	52	06/02	32,302.40	33,924.80
L507	052304053	Journal Clerk	3110	52	52	05/09	39,524.80	40,892.80
L508	052304016	Reporter	3110	52	52	05/09	40,892.80	40,892.80
L508	052404114	Reporter	3110	52	52	05/03	31,675.20	33,259.20
L509	052304035	Calendar Clerk	3110	52	52	06/09	44,969.60	44,969.60
L509	052304036	Calendar Clerk	3110	52	52	06/09	44,969.60	44,969.60
L509	052404042	Calendar Clerk	3110	52	52	06/03	33,924.80	35,630.40
L510	052404031	Index Clerk	3110	52	52	06/03	34,712.00	36,446.40
L512	052304017	Chief Calendar Clerk	3110	52	52	09/09	60,798.40	60,798.40
L512	052404034	Chief Calendar Clerk	3110	52	52	09/04	49,472.00	51,940.80
L514	052304064	Sr Sgt. At Arms	3110	52	52	06/09	44,969.60	44,969.60
L515	052304046	Sr Sys Supp Coor	3110	52	52	09/03	45,884.80	48,172.80
L516	052304013	Ch of Staff	3110	52	52	10/08	63,315.20	65,852.80
L516	052304015	Ch of Staff	3110	52	52	10/03	49,670.40	52,145.60
L516	052404009	Ch of Staff	3110	52	52	10/02	47,320.00	49,670.40
L516	052404010	Special Assistant	3110	52	52	10/03	49,670.40	52,145.60
L600	052506001	Committee Clerk	3310	32	36	03/07	19,059.20	22,492.80
L600	052506002	Committee Clerk	3310	32	36	03/02	14,937.60	17,654.40
L600	052506003	Committee Clerk	3310	32	36	03/06	18,163.20	21,441.60
L600	052506004	Committee Clerk	3310	32	36	03/03	15,692.80	18,532.80
L600	052506005	Committee Clerk	3310	32	36	03/04	16,473.60	19,468.80
L600	052506006	Committee Clerk	3310	32	36	03/08	19,993.60	23,385.60
L600	052506008	Committee Clerk	3310	32	36	03/02	14,937.60	17,654.40

LEGISLATIVE ACCOUNT								
ADJUSTED BUDGETED POSITION LISTING								
FISCAL YEARS 2001/2002/2003								
Updated 02/12/01								
CLASS CODE	POSITION CODE	JOB TITLE	C & O	FY 02 NO. WKS	FY 03 NO. WKS	02 Budget RGR/STP	Proj. 02 Annualized Salary	Proj. 03 Annualized Salary
L600	052506009	Committee Clerk	3310	32	36	03/04	16,473.60	19,468.80
L600	052506010	Committee Clerk	3310	32	36	03/02	14,937.60	17,654.40
L600	052506011	Committee Clerk	3310	32	36	03/04	16,473.60	19,468.80
L600	052506012	Committee Clerk	3310	32	36	03/05	17,305.60	20,433.60
L600	052506013	Committee Clerk	3310	32	36	03/02	14,937.60	17,654.40
L600	052506014	Committee Clerk	3310	32	36	03/07	19,059.20	22,492.80
L600	052506015	Committee Clerk	3310	32	36	03/04	16,473.60	19,468.80
L600	052506016	Committee Clerk	3310	32	36	03/03	15,692.80	18,532.80
L600	052506017	Committee Clerk	3310	32	36	03/09	20,787.20	23,385.60
L600	052506018	Committee Clerk	3310	32	36	03/02	14,937.60	17,654.40
L979	052000047	Fac Support Staff	3110	52	52	03/09	32,489.60	32,489.60
L980	052150183	Leg Info Assist	3110	52	52	04/03	28,038.40	29,452.80
L981	052500029	Payroll/Benefits Supv	3110	52	52	08/09	54,412.80	54,412.80
L982	052000096	Engrossing Supv	3110	52	52	06/09	44,969.60	44,969.60
L983	052150023	Mgr/Leg Info Office	3110	52	52	09/09	60,798.40	60,798.40
L984	052100203	Helpdesk Supp Admin	3110	52	52	07/06	44,616.00	46,806.40
L985	052100200	Dsktp Apl Supp Admin	3110	52	52	08/05	45,435.20	47,710.40
L988	052150097	Network Administrator	3110	52	52	09/08	59,902.40	60,798.40
L989	052100188	Ofc Suppt Technician	3110	52	52	05/07	38,608.00	40,284.80
New	052304085	Clerk Emeritus	3310				35,000.00	35,000.00
New	052404104	Sr Tech & Sys Supp Coor	3110	52	52	12/07	73,049.60	76,585.60
		GRAND TOTAL SALARIES					9,901,483.96	10,838,377.62

**LEGISLATIVE ACCOUNT
HEAD COUNT/PERSONAL SERVICES REQUIREMENTS
FISCAL YEARS 2002/2003**

	Leg Cnt.	FTE Cnt.	FY 02	FY 03
<u>HEADCOUNT</u>				
Governor's Recommended Headcount	136.000	46.481		
Proposed Headcount for Legislative Account	<u>145.500</u>	<u>39.454</u>		
Difference from Gov. Recommendation	9.500	-7.027		
 <u>PERSONAL SERVICES</u>				
Original Budget Submission (Salary portion)			\$9,698,964	\$10,603,698
Revised Projected Salary Requirement			<u>9,901,484</u>	<u>10,838,378</u>
Additional Salary Cost			202,520	234,680
Additional Retirement Cost			39,431	49,165
Health/Dental Insurance for 4 new positions			<u>26,250</u>	<u>29,806</u>
GRAND TOTAL ADDITIONAL P.S. COSTS			\$268,201	\$313,652

Adjustments included in Grand Total:		
House	\$50,034	\$77,247
Senate	182,083	196,297
Other	<u>36,084</u>	<u>40,108</u>
Total Personal Services Adjustments	\$268,201	\$313,652

LEGISLATIVE ACCOUNT

SUMMARY OF SENATE AND HOUSE POSITION ADJUSTMENTS

FISCAL YEARS 2001/2002/2003

	POSITIONS	FY 01	FY 02	FY 03
SENATE POSITIONS				
AMOUNT BUDGETED BY OFFICE ¹				
Office of the Secretary of the Senate	17	480,918.40	522,561.20	560,650.40
Office of the President of the Senate	6	302,057.60	330,108.40	339,856.00
Senate Majority Office	6	253,822.40	294,178.00	308,305.20
Senate Minority Office	4	<u>135,715.20</u>	<u>153,716.40</u>	<u>164,564.00</u>
Total Budgeted Senate Position Costs (Salaries Only)	33	1,172,513.60	1,300,564.00	1,373,375.60
PROJECTED COSTS BY OFFICE				
Office of the Secretary of the Senate	16	505,900.00	588,623.20	627,718.60
Office of the President of the Senate	4	228,709.60	217,729.60	225,327.20
Office of the President Pro Tem	4	116,858.60	240,895.00	253,335.40
Senate Democratic Office	6	243,293.80	227,460.00	241,444.80
Senate Republican Office	6	<u>184,597.80</u>	<u>207,939.00</u>	<u>221,846.40</u>
Total Projected Position Costs (Includes additional benefit costs and related All Other costs)	36	1,279,359.80	1,482,646.80	1,569,672.40
TOTAL PROJECTED SENATE ADDITIONAL COSTS/POSITIONS ²				
	3	106,846.20	182,082.80	196,296.80
HOUSE POSITIONS				
AMOUNT BUDGETED BY OFFICE ¹				
Office of the Clerk of the House	25	825,072.00	857,010.00	886,071.20
Office of the Speaker of the House	7	336,523.20	394,047.60	403,798.40
House Majority Office	11	418,388.80	459,036.00	477,068.40
House Minority Office	9	<u>303,923.20</u>	<u>340,206.00</u>	<u>352,720.40</u>
Total Budgeted House Position Costs (Salaries Only)	52	1,883,907.20	2,050,299.60	2,119,658.40
PROJECTED COSTS BY OFFICE				
Office of the Clerk of the House	26	826,087.00	856,921.20	896,698.60
Office of the Speaker of the House	7	344,280.00	377,088.40	391,614.40
House Majority Office	12	458,086.00	552,381.00	580,361.80
House Minority Office	8	289,299.80	313,943.20	328,230.20
Total Projected Position Costs (Includes additional benefit costs and related All Other costs)	53	1,917,752.80	2,100,333.80	2,196,905.00
TOTAL PROJECTED HOUSE ADDITIONAL COSTS/POSITIONS ²				
	1	33,845.60	50,034.20	77,246.60
TOTAL BUDGETED SENATE AND HOUSE	85	3,056,420.80	3,350,863.60	3,493,034.00
TOTAL PROJECTED SENATE AND HOUSE	89	3,197,112.60	3,582,980.60	3,766,577.40
TOTAL PROJECTED ADDITIONAL COSTS/POSITIONS ²				
	4	140,691.80	232,117.00	273,543.40

Notes: ¹ FY 01 reflects original budget, adjusted for projected annual salary costs of positions based on incumbents in position at the beginning of FY 01. FY 02 and 03 reflect salary costs included in the proposed budget for the 2002-2003 biennium.

² "Total Projected Additional Costs" reflects the establishment of new positions, upgrading positions and making session positions full-time. These costs also reflect the additional costs incurred or projected savings that may be achieved as a result of filling positions at different steps than the one budgeted. Other proposed changes in staffing that have not yet been identified may alter the additional costs currently projected.

MAINE STATE LEGISLATURE
Position Count changes needed to reflect current status of positions
FISCAL YEARS 2001-2002-2003

2/12/01 4:28 PM

Job Class	Position			Headcount Change	
Code	Number	Position Title	COMMENTS	Leg. Count	FTE Count
			CURRENT POSITION COUNT	136.000	51.423
			Prior adjustments processed in accordance with PL 1999, c. 16, sec. B-1 (session positions converted to full-time)		-4.942
Office of the Executive Director					
L979	052000047	Fac Support Staff	Session position filled on a full-time basis	1.000	-0.692
L272	052100199	Ofc Asst	Convert position to Deputy Director/OIS		-0.538
Office of Information Services					
L246	052100199	Deputy Director	Position authorized by Legislative Council (see above)	1.000	
L272	052304086	Ofc Asst	Convert position to Leg Info Assist - full-time	1.000	-0.096
Office of Fiscal and Program Review					
L274	052150033	Sr Secretary	Full-time position filled on a session basis	-1.000	0.692
L274	052600177	Analyst/Attorney	Convert full-time Secretary position to part-time Analyst position	-0.500	
Office of the Secretary of the Senate					
L506	052404040	Ex Sec	Spare position - Leg. count not needed	-1.000	0.808
L506	052404043	Ex Sec	Spare position - Leg. count not needed	-1.000	0.808
		Sr. Tech. & Sys. Supp. Coord.	New position authorized Senate Order 0011	1.000	
Office of the President Pro-tem					
		Chief of Staff	New position authorized Senate Order 0011	1.000	
		Legislative Aide	New position authorized Senate Order 0011	1.000	
Senate Majority Office					
L405	052404111	Legislative Aide	Session position filled on a full-time basis	1.000	-0.808
L405	052404112	Legislative Aide	Increase from session to full-time	1.000	-0.808
Office of the Clerk of the House					
L500	052304065	Chamber Staff	Increased weeks from 32/36 to 42 weeks each year consistent with number of weeks position is currently filled		0.115
L506	052304051	Executive Secretary	Increased weeks from 32/36 to 42 weeks each year consistent with number of weeks position is currently filled		0.115
L506	052304052	Executive Secretary	Session position filled on a full-time basis	1.000	-0.808
		Clerk Emeritus	New position authorized House Order 2		0.808
House Majority Office					
L271	052304057	Secretary	Session position filled on a full-time basis	1.000	-0.808
L405	052304056	Legislative Aide	Session Secretary position converted to Legislative Aide and made full-time	1.000	-0.808
L405	052304116	Legislative Aide	Session Secretary position converted to Legislative Aide and made full-time	1.000	-0.808
House Minority Office					
L405	052304083	Legislative Aide	Session position filled on a full-time basis	1.000	-0.808
			Adjustment for session positions to reflect number of weeks positions are funded and expected to be filled.		-3.391
			TOTAL PROPOSED HEADCOUNT FOR LEGISLATIVE ACCOUNT	145.500	39.454
			GOVERNOR'S RECOMMENDATION	136.000	46.481
			DIFFERENCE/ADJUSTMENT TO HEADCOUNT PROPOSED	9.500	-7.027



Maine State Legislature
OFFICE OF POLICY AND LEGAL ANALYSIS

13 State House Station, Augusta, Maine 04333-0013
Telephone: (207) 287-1670
Fax: (207) 287-1275

Memorandum

To: The Honorable Michael V. Saxl, Chair
The Honorable Richard A. Bennett, Vice Chair
And Honorable Members of the Legislative Council

From: *D. B.*
David E. Boulter, Director

Date: January 29, 2001

Re: Establishing an early deadline for submission of major substantive rules

Policy Question:

If the Legislative Council anticipates an adjournment of the First Regular Session that is several weeks earlier than the statutory adjournment date of June 20, 2001, does the Council want to establish an early deadline for the filing of major substantive rules by state agencies that require legislative review?

Policy Options:

Several options are available to the Council.

If adjournment is to be early -- on or about June 1st -- the Council may, pursuant to law, choose to either:

- A. Not change the current deadline of May 4th, in which case the available time for legislative review and action on the rules would be shortened by about 2 ½ weeks (from 45 to 28 calendar days); or
- B. Establish an earlier deadline that is anytime between April 6th and May 4th.

A 2-½ week reduction in legislative review time would be noticeable when considering the lead-time necessary for advertising and holding public hearings on the rules. Committee work on rules review typically consists of publication of notice, public hearing and at least one work session before making a committee report. Historically, the Legislature has required some change to 2/3 of the rules filed for review.

JAN 29 2001

David E. Boulter, Director
Offices Located in the State House, Rooms 101/107/135

Memo to Legislative Council
Re: Deadline for major substantive rules
January 29, 2001

Background:

It is my understanding that an adjournment date about 3 weeks earlier than the statutory date of adjournment is being considered.

As you may recall, major substantive rules proposed by state agencies must be submitted to the Legislature for review and authorization prior to being finally adopted. Agencies will be filing new major substantive rules with the Legislature over the next several months. **If rules are timely filed or late-filed rules are accepted for review, the Legislature must act on the rules this session or they go into effect without legislative authorization.**

The Council is authorized by statute to set an earlier deadline for submission of major substantive rules if it decides an earlier submission date is necessary to assure that the Legislature will have sufficient time to hear, work, draft and debate rules review legislation before it adjourns. 5 MRSa §8072(7). Under the law, the Legislative Council may set a new filing deadline of up to 75 days before statutory adjournment if an early adjournment is anticipated.

Under the Administrative Procedure Act, agencies generally may submit provisional rules for legislative review anytime up to 45 days before the statutory adjournment date. In the First Regular Session of the 120th Legislature the statutory adjournment date is June 20, 2001 so absent any change by the Legislative Council, the deadline for filing rules for legislative review is Friday, May 4, 2001.

Suggested New Deadline:

The Legislative Council may want to consider establishing a filing deadline of **Friday, April 20, 2001** (2 weeks earlier) which should allow the committees adequate time to complete their rule reviews by May 11th when work on most other bills will have been completed. If the Council authorizes an alternative filing date, this office will notify affected agencies of the changed schedule for filing provisionally adopted rules.

I would be happy to discuss this matter further or answer any questions you may have.

cc: Senate President Michael H. Michaud
Jim Clair, Exec. Dir.



Maine State Legislature
OFFICE OF POLICY AND LEGAL ANALYSIS

13 State House Station, Augusta, Maine 04333-0013
Telephone: (207) 287-1670
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Memorandum

To: The Honorable Michael V. Saxl, Chair
The Honorable Richard A. Bennett, Vice Chair
And Honorable Members of the Legislative Council

From: 
David E. Boulter, Director

Date: February 13, 2001

Re: **Follow-up on establishing an early deadline for submission of major substantive rules**

At the Legislative Council meeting on February 7, 2001, I asked whether the Council wants to establish an early deadline for the filing of major substantive rules by agencies in light of an anticipated early adjournment of the legislative session. (See memo dated January 29, 2001). By law, the Legislative Council has the option of leaving unchanged the current filing deadline of May 4, 2001, or alternatively, establishing a new deadline that is anytime between April 6th and May 4th. My recommendation was to establish a new deadline of Friday, April 20th – 2 weeks early.

Although the Council expressed general interest in establishing an early deadline, Speaker Saxl asked me to consult with the Executive Branch and receive its view of the feasibility of an April 6th deadline before the Council makes a decision. I met with Kay Rand, Chief of Staff to the Governor, who polled affected agencies on the proposed new deadlines. She heard back from most but not all agencies by this morning.

According to Ms. Rand, the agencies would make every effort to meet a new deadline of April 6th, but that deadline may be problematic for agencies that have complex or extensive rules proposed. She said that an April 20th deadline would be more feasible, and allow agencies to file their rules on time, and not ask for permission to file after the deadline. Ms. Rand indicated that even if the Council established an early deadline of April 20th, the Governor's Office would set an internal deadline of April 6th and work with agencies to file their rules for legislative review just as soon as possible.

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David E. Boulter, Director
Offices Located in the State House, Rooms 101/107/135

MARGARET E. MATHESON
Revisor of Statutes

SUZANNE M. GRESSER
Principal Attorney

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MARK A. SWANSON
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KIM M. ALLEN
JUDITH L. PAQUETTE
JAY SELBERG
Paralegals

Date: February 13, 2001

To: Michael V. Saxl, Chair of the Legislative Council
Richard A. Bennett, Vice Chair of the Legislative Council
Members of the Legislative Council

Cc: Michael H. Michaud, Senate President

From: Margaret E. Matheson, Revisor *MEM*

RE: DRAFTING STATUS REPORT

As of this morning, drafting statistics for live requests are as follows:

- More than 840 have been sent to the chambers for introduction;
- About 540 are out for review and signature, more than 440 of which are still subject to the change cycle;
- About 415 are in production in the Revisor's Office, about 40 of which are undergoing the change cycle; and
- About 210 are in the drafting process, including after-deadlines and memorials.

To date, 19 after deadline requests have been accepted.

G/letters120th/stats0207

Pending Legislative Council Motion

15. **Capital Area Advisory Committee:** The Chair shall name a Capital Area Advisory Committee to be made up of 7 members as follows:
- A. Two members from the Legislative Council, representing each of the Chambers and each of the two major political parties;
 - B. The Director of the Maine Historic Preservation Commission, or his designee;
 - C. Four members of the public, two who are residents of Augusta appointed by the Mayor of Augusta, and two who are residents of Kennebec County appointed by the Chair, Kennebec County Commissioners.

The Chair shall be elected from the membership. The Advisory Committee's meeting schedule is determined by vote of the Advisory Committee or by call of the Chair.

16. **Capitol Park:** Any proposal having an impact on Capitol Park, be it a temporary or permanent change, must be approved by the Legislative Council consistent with these rules. The Council must first receive a recommendation on any proposal from the Capitol Area Advisory Committee prior to final vote.

Senator Daggett's Recommendation

16. **Capital Area Advisory Committee:** The Council establishes a Capital Area Advisory Committee ("Advisory Committee") to: facilitate communication between the Maine Legislature, the City of Augusta and area residents; and advise the Legislative Council on proposed actions relating to Capitol Park. The Advisory Committee is made up of 9 members as follows:
- a. Two members of the Legislative Council, appointed by the Chair. One member must be a member of the Senate and one member must be a member of the House of Representatives. The members may not be from the same political party;
 - b. The Chair of the State House and Capitol Park Commission or the Chair's designee;
 - c. Two legislators whose legislative districts include the City of Augusta or proximate communities, appointed by the Chair;
 - d. Two members of the public who reside in the City of Augusta, appointed by the Mayor of Augusta; and
 - e. Two members of the public who reside in Kennebec County, appointed by the Chair of the Kennebec County legislative delegation.

Members are appointed for a term coterminous with the Council. At its first meeting, the Advisory Committee shall elect a chair from among its members.

Meetings of the Advisory Committee may be called by the Chair of the Advisory Committee or by a majority of the Advisory Committee. All meetings of the Advisory Committee are public meetings. Notice of meetings must include notice to the Kennebec County legislative delegation and to the Executive Director of the Legislative Council.

17. **Decisions affecting Capitol Park:** Any action affecting Capitol Park, be it a temporary or permanent change or use, must be approved by a majority of the Council, consistent with these rules. Prior to a final decision on any proposal affect Capitol Park, the Council shall seek the advice and recommendations of the Advisory Committee.