

MEMORANDUM

To: Members of the Legislative Coordinating Council

From: Gordon L. Self, Revisor of Statutes

Subject: Proposed budget of the Office of Revisor of Statutes for FY 2021 (Revised) and FY 2022

Date: November 19, 2020

INTRODUCTION – PROPOSED BUDGET SUBMISSION PROCESS

This memorandum is a general summary of the proposed FY 2021 (Revised) and FY 2022 budgets of the Office of Revisor of Statutes. As with all state agency budget requests, the Office of Revisor of Statutes will submit the agency's budget request electronically to the Division of Budget.

In accordance with instructions given to Legislative Agencies by the Legislative Coordinating Council at the July 9, 2020, meeting of the Council, the Office of Revisor of Statutes is submitting the agency's budget proposals to the LCC in summary format. This approach provides a means of focusing on main issues addressed by the budget documents, which are prepared by the Office of Revisor of Statutes. The budget documents and information used in preparing of such documents are available from the Revisor of Statutes upon request.

BUDGET OF THE OFFICE OF REVISOR OF STATUTES

FY 2021 (REVISED)

In accordance with LCC budget instructions staff salaries and wages do not include step increases or cost-of-living adjustments; longevity bonuses are set at the statutory level of \$40 per year of service and are provided within the existing budgets; salaries fixed by the LCC are not changed; fringe benefit rate adjustments are based on rate adjustments utilized by executive branch agencies; and continuing the progress in meeting the recommendations of the LCC Subcommittee on Administration regarding salary enhancements are included.

SUMMARY OF OFFICE OF REVISOR OF STATUTES BUDGET REQUEST

The following table summarizes the request of the Office of Revisor of Statutes.

FY 2021 (REVISED) BUDGET

FY 2021 – Approved Budget and Revised Request (current year)

Appropriation	\$4,121,467
Authorized Amount – Includes Reappropriated (July 1, 2020)	\$4,608,878
Lapse	<u>(\$ 384,071)</u>
Revised budget request	\$4,224,807

The revised budget for FY 2021 is equal to the authorized amount including reappropriations. Amounts have been adjusted up and down among the budget categories to reflect current expenditure patterns and necessary adjustments. The revised budget request includes a lapse of \$384,071 as a result of a decision to not publish certain volumes of the Kansas Statutes Annotated previously planned to be published during 2020 that was included in the previously approved FY 2021 budget. This decision was based on responsibilities and requirements related to the Special Session and other factors related to work from home limitations of the staff.

FULL-TIME EQUIVALENT (FTE) POSITIONS

In the revised budget for FY 2021, there is not a request for additional positions. The total number of positions in the Revisor’s Office continues at 31.5 positions. Due to the increased demands of the legislative session and statutory publication schedule, it is important to note that the Revisor’s Office does incur overtime expenses associated with a limited number of support positions and includes expenditures to staff temporary session-only positions related to proofreading and document preparation, management and delivery. There are no overtime expenses for attorneys and other professionals. The LCC has provided that the Revisor’s Office expend funds for the following non-FTE positions: Revisor Emeritus and not to exceed two Legislative Fellows. The Revisor Emeritus position is currently not filled and there are no funds in the fiscal years included in this report for a Revisor Emeritus. The Revisor’s Office may request funding for such position if circumstances change.

<u>Position</u>	<u>Number</u>
Revisor of Statutes	1
First Assistant Revisor of Statutes	1
Senior Assistant Revisor of Statutes	4
Assistant Revisor of Statutes	14.5
Editor of Statutes	1
Publications Manager	1
Publication Assistant	1
Office Manager	1
Secretary	3
Receptionist	1
Administrative Assistant	1
Information Systems Administrator	<u>2</u>
Total	31.5

FY 2022 BUDGET

The amount requested in this proposal for FY 2022 is \$4,241,111, which is \$16,304 more than the FY 2021 (Revised) budget. This amount reflects an increase in salary and wages estimates due to an increase in benefit costs that is partially offset by a small decrease in printing costs.

By law, the Legislature delegates to the Office of Revisor of Statutes the responsibility and duty to prepare and publish the Kansas Statutes Annotated and the Cumulative Supplements. The publication of the laws of the State of Kansas is the culmination of the completion of the constitutionally delegated responsibilities of the Revisor's Office and is a major expenditure in our budget. The requested amount for FY 2022 for printing includes funding for publication of Volumes 3, 3A and 3B of the Kansas Statutes Annotated and the 2021 Supplement volumes.

The number of FTE positions remains the same for FY 2022.

SUMMARY OF EXPENDITURES:

	FY 2021 (Revised)	FY 2022
Expenditures	\$4,224,807	\$4,241,111
FTE Positions	31.5	31.5

Please do not hesitate to contact me with any questions or requests for additional information that you may have related to this budget.