

HB

195

ALASKA PUBLIC OFFICES COMMISSION
POSITION PAPER

CSHB 195 (STA)

Bill Title: "an Act relating to election campaigns, regulation of lobbying, conflicts of interest, and the Alaska Public Offices Commission."

This bill includes several provisions which will create new prohibitions on campaign finance activity by State and municipal candidates and lobbyists. It also establishes new financial disclosure requirements for some public officials. The Alaska Public Offices Commission (APOC) will administer these provisions and investigate and adjudicate alleged violations. This bill also expands the scope of civil penalties for all three laws APOC enforces, makes year-end reports mandatory and closes a two-day reporting gap before elections.

The Commission supports this legislation. Comments are limited to those sections where the Commission has questions or concerns, as follows:

Section 4--AS 15.13.077 (page 3, line 24). It appears that a different standard has been set for municipalities and the State with regard to ballot propositions. Is this intentional? The Commission anticipates that significant energy will be spent in complaints and reviewing the content of campaign literature to determine if it is in support or opposition to a ballot proposition and is factual.

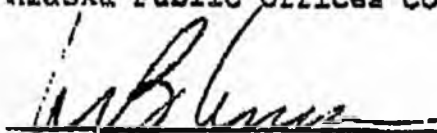
Section 11--AS 15.13.127 (page 7, line 10). This section establishes a procedure for returning illegal contributions. Currently, existing regulations (2 AAC 50.319) provide a workable procedure for this.

Section 21--AS 39.50.020(a) (page 11, lines 25-27). The last sentence of this section was intended to deal with the transition of boards and commissions at the time the Conflict of Interest Law was first adopted. It could be deleted rather than amended as it is no longer necessary.

Section 22--(page 12, line 6) AS 39.50.020(c) and AS 39.50.035 are redundant.

Section 31--(page 16, line 2) AS 39.50.160 Statements of Public Record and the last sentence of AS 39.50.020(b) are redundant.

Karen Boorman
Executive Director
Alaska Public Offices Commission



Nancy Bear Usher
Commissioner
Department of Administration

Post-It™ brand fax transmittal memo 7671		# of pages: 1
To: KAREN	From: E. Usher	
CC:	On:	
Dept:	Phone:	
Fax #:	Fax:	

Rep. Finkelstein
March 16, 1992

Section-by-Section Description of CSHB 195 (STA)

Section 1 raises the level of campaign contribution which candidates must identify by donor from \$100 to \$250, and exempts candidates who do not raise or spend over \$1,000 from filing APOC reports.

Section 2 mirrors section 1 for political groups.

Section 3 prohibits taking surplus campaign funds as personal income. Currently, candidates are permitted to use campaign funds as personal income.

Section 4 says a candidate may not knowingly allow a lobbyist to violate section 18 of the bill on the candidates behalf, and prohibits the use of government funds to support or oppose a candidate or ballot proposition.

Section 5 allows APOC to adopt more flexible regulations on the "paid for by" identifications.

Section 6 prohibits the use of campaign funds for non-campaign purposes and establishes time lines for campaign fundraising. (For legislative races, June 1 - December 31 of the year before the election and the year of the election.)

Section 7 changes the due date for APOC year-end reports from December 31 to February 15.

Section 8 closes the two-day loophole in the current campaign reporting requirements.

Section 9 and Section 10 give APOC the power to assess civil penalties for violations of the campaign finance law.

Section 11 requires candidates to return illegal contributions.

Section 12 says that APOC will publish lobbyist summaries semi-annually instead of quarterly.

Section 13 deletes obsolete language relating to the use of lobbyists' photographs in lobbying reports and the locations where the reports are available.

Section 14 requires lobbyists' employers to sign lobbyists' registration forms instead of submitting separate statements to APOC.

Section 15 requires lobbyists' employers to file reports with APOC annually instead of quarterly.

Section 16 clarifies that only lobbyists' reports, and not employers' reports, must be submitted on the stated dates.

Section 17 sets the date that lobbyists' employers' annual reports are due.

Section 18 prohibits a lobbyist from holding certain positions in campaigns, and from using state resources that are not available to the general public.

Section 19 and Section 20 give APOC the authority to assess civil penalties for violations of the lobbying statute.

Section 21 clarifies when and how legislative directors submit their Conflict of Interest forms.

Section 22 codifies the current APOC policy on disclosure of confidential client relationships.

Section 23 deletes unnecessary language in the conflict of interest statute.

Section 24 raises the threshold for disclosure of sources of income from \$100 to \$1,000 for all public officials. The section also requires legislators, legislative directors and legislative candidates to provide additional information about income and loans from sources with an interest in political decisions. The sources of gifts from family members must be reported if the gifts exceed \$10,000 per year, and the sources of non-family gifts are reported if they exceed \$100.

Section 25 defines "substantial interest in legislative, administrative, or political action".

Section 26 deletes a reference to a statute that is repealed in Section 29 of CSHB 195.

Section 27 gives APOC the responsibility to examine Conflict of Interest statements.

Section 28 and Section 29 give APOC the power to assess civil penalties for violations of the conflict of interest statute.

Section 30 exempts officers of municipalities with populations of under 1,000 from conflict of interest reporting requirements.

Section 31 clarifies that conflict of interest statements are public.

Section 32 defines "income", "legislative director" and "source of income".

Section 33 repeals three sections of statute.

Section 34 says the bill takes effect on January 1, 1993.

(Repeals)

1. AS 24.45.041(c), which says lobbyists may submit photographs to A.P.O.C. for publication in lobbyist reports;
2. AS 24.45.051(5), which requires a lobbyist to report the identity of any firm in which a public official has a financial interest, with which the lobbyist has done over \$100 business in a calendar year;
3. AS 24.45.116, which is an outdated requirement that civic leagues report contributions they receive worth over \$100; and

HOUSE COMMITTEE REPORT

(7) Date Referred: March 6, 1991 FURTHER REFERRALS: Judiciary
Finance

Date of Committee Action: 3/9/92

The STATE AFFAIRS Committee considered: HB 195

HOUSE BILL NO. 195 CAMPAIGN FINANCE REFORM

"An Act relating to election campaigns, regulation of lobbying, conflicts of interest, and the Alaska Public Offices Commission; and providing for an effective date."

RECOMMENDATIONS: the same title
 be replaced with CS HB 195 (STA) a new title
 have attached amendments(s)
 do pass
 do not pass
 no recommendations
 individual recommendations
 additional referral to the _____ Committee

ADOPTS: _____ letter of Intent

ATTACHES NEW FISCAL NOTE(S): (Dept) APPROVES PREVIOUS: (Dept/Date)
 fiscal impact ADMIN - APOC fiscal note(s) _____
 zero fiscal note _____ zero fiscal note(s) _____

SIGNING <u>DO</u> PASS	DP	OTHER RECOMMENDATIONS	DNP	NR	AM
<i>Eugene G. Kukarin</i>	✓	<i>Mike Miller</i>			
<i>Mike Gurnberg</i>	-	<i>LARRY KESSLER</i>		✓	
<i>Samuel...</i>	-				
<i>Bob Buckner</i>	-				
<i>Tom Meyer</i>	X				

Eugene G. Kukarin
 CHAIRMAN'S SIGNATURE

(11)

HOUSE COMMITTEE REPORT

Date Referred: March 16, 1992

FURTHER REFERRALS:

Finance

Date of Committee Action: 4/29/92

The JUDICIARY Committee considered:

HB 195

HOUSE BILL NO. 195

CAMPAIGN FINANCE REFORM

"An Act relating to election campaigns, regulation of lobbying, conflicts of interest, and the Alaska Public Offices Commission; and providing for an effective date."

RECOMMENDATIONS:

be replaced with CS HB 195 (JUD)

the same title
 a new title

have attached amendments(s)

do pass

do not pass

no recommendations

individual recommendations

additional referral to the _____ Committee

ADOPTS: _____ letter of Intent

ATTACHES NEW FISCAL NOTE(s): _____ (Dept)

APPROVES PREVIOUS: _____ (Dept/Date)

fiscal impact _____

fiscal note(s) Admin-APOC 3/16/92

zero fiscal note _____

zero fiscal note(s) _____

SIGNING DO PASS	DP	OTHER RECOMMENDATIONS	DNP	NR	AM
<u>David Donley</u>	✓				
<u>John Elliott</u>	✗	<u>Mark Stanley</u>		✗	
<u>Mark Thornberg</u>	-	<u>Terry Martin</u>		✗	
<u>Kevin Portance</u>	✓	<u>Mike Hill</u>		✗	

David Donley
CHAIRMAN'S SIGNATURE

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. CSHB 195 (SA)

Revision Date: _____
 Title: An Act relating to election campaign, regulation of lobbying,
conflict of interest, etc.
 Sponsor: Finkelstein
 Requestor: _____

Department Affected: Administration
 BRU: Alaska Public Offices Commission
 Component: Alaska Public Offices Commission

COMPONENT SERIAL NO.

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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	212.8	217.9	170.1	175.2	180.5	185.9
TRAVEL	7.0	7.0	2.0	2.0	2.0	2.0
CONTRACTUAL	6.7	26.7	22.5	22.5	22.5	22.5
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	1.7	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	228.2	251.6	194.6	199.7	205.0	210.4

CAPITAL	0	0	0	0	0	0
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REVENUE FUND SOURCE:	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND	228.2	251.6	194.6	199.7	205.0	210.4
FEDERAL FUNDS	0	0	0	0	0	0
OTHER FUND SOURCE:	0	0	0	0	0	0
TOTAL	228.2	251.6	194.6	199.7	205.0	210.4

POSITIONS:

FULL-TIME	5	5	4	4	4	4
PART-TIME	(1)	(1)	(1)	(1)	(1)	(1)
TEMPORARY	0	0	0	0	0	0

Estimate of current year impact: 0

ANALYSIS: (Attach a separate page if necessary.)

See attached narrative.

Prepared by: Karen Boorman, Executive Director
 Division: Alaska Public Offices Commission

Phone: (907) 276-4176
 Date: March 25, 1992

Approved by Commissioner: Nancy Bear Usera
 Agency: Administration

Date: 3/31/92

Distribution (by preparer): Leg. Fin., Legislative Sponsor, Requestor, OMB/DBR, Gov. Legis. Ofc., & Impacted Agency(ies).

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. CSHB 195 (SA)

This bill includes several provisions which will create new prohibitions on campaign finance activity by State and municipal candidates and lobbyists. It also establishes new financial disclosure requirements for some public officials. The Alaska Public Offices Commission (APOC) will administer these provisions and investigate and adjudicate alleged violations. This bill also expands the scope of civil penalties for all three laws APOC enforces, makes year-end reports mandatory and closes a two-day reporting gap before elections.

The campaign finance provisions restrict the ways surplus funds may be disbursed, restrict campaign activities by lobbyists on behalf of candidates, impose time limits on fund raising, restrict the use of public funds to influence the outcome of elections and require candidates to return illegal contributions. The lobbying provisions restrict lobbyists' use of State property or resources and prohibits them from becoming actively involved in campaign management or fund raising. The financial disclosure provisions require legislators, legislative candidates and legislative directors to disclose more detailed information on their loans and sources of income that have a substantial interest in legislative, administrative or political action, or are from a lobbyist or a person who has a contract with the State for more than \$10,000 annually.

The commission anticipates it will incur start up costs as it prepares to assume its duties of administering and enforcing these new provisions. Staff must revise forms, manuals and training materials as well as prepare new regulations for commission review. Existing staff cannot undertake these start up activities, so new positions would be required.

The commission will receive many ongoing requests for advice about interpretation of the law, including questions such as whether a contribution is illegal and thus must be returned, whether a draft group may fund raise before the date allowed for legislators, whether a legislator must provide more detailed financial disclosure concerning a client, and whether a local government or school district is properly using public funds to influence the outcome of a ballot proposition. Staff will need extra funds to prepare for the first election in which candidates must comply with the provisions regarding disbursement of campaign surplus and prohibited uses of campaign funds and the stricter financial disclosure requirements. Training sessions to help candidates and contributors of over \$250 are essential.

The bill makes all violations of the three laws APOC administers subject to civil penalties in addition to criminal penalties. This is a more cost effective penalty process for less egregious violations than the criminal penalty process which can require a lengthy complaint hearing process and substantial involvement from the Department of Law and potentially the courts.

It is expected that several complaints will be filed each year alleging that a candidate, lobbyist or public entity has violated one of these provisions. Potential complaints include allegations that a candidate filed incomplete financial disclosure information, or conducted fund raising too soon or too late, and that a municipality used public funds to support a ballot proposition. It is reasonable to expect that one complaint each year will proceed to public hearing. This expense cannot be absorbed from funds currently budgeted.

The commission will need to hold a hearing in FY 93 and probably FY 94 to adopt regulatory changes. The expenses of such a hearing are not funded within the FY 93 or FY 94 budget.

In order to meet the mandates of the new law, the commission will need to add a professional staff member (Associate Coordinator--Range 18) to investigate complaints, draft regulations and provide compliance advice. For the first two years, a paraprofessional staff member (Regulations Specialist II--Range 16) will be necessary to help draft regulations, develop manuals, revise forms and conduct training. An Administrative Assistant I (Range 12) will be needed to provide ongoing compliance advice, compare and examine reports and process civil penalties for candidates and groups. A Clerk IV (Range 9) will be needed to handle the additional paperwork and extra typing that cannot be absorbed by the one secretary in the Anchorage office.

The commission's current office space in Anchorage is too small to house these new positions. Modest sized space is available in the building and could be made functional with minor remodeling. Two desks, chairs and telephones will be required as well.

The Juneau office will require additional staff to provide compliance advice, assist in investigations, and process civil penalties under the lobbying law. In order to meet this need and provide assistance to the lobbying administrator without creating the need for additional office space, furniture and equipment by adding additional positions, the commission requests upgrading of the current part-time Clerk III position to a full-time, year round administrative assistant position.

A detailed breakdown of the costs associated with administration and enforcement of this bill is attached.

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. CSHB 195 (SA)

HB 195
APOC Estimated Costs
FY 93

Personnel:

Associate Coordinator--Range 18A	\$ 59,705
* Regulations Specialist II--Range 16A	52,422
Administrative Assistant I--Range 12A (Anchorage)	41,279
Clerk IV--Range 9A (Anchorage)	35,261
Administrative Assistant I--Range 12A (Juneau)	<u>24,111</u>
(Upgrade from Clerk III, six months)	\$212,778

Travel:

* Regulations hearing	\$3,000
Training	<u>4,000</u>
	\$7,000

Contractual Services:

Instruction/education materials (design, print, postage for amended forms and manuals)	\$2,500
Office space: 350 square feet @ \$1.00 sq. ft./month	<u>4,200</u>
	\$6,700

** Legal Fees \$20,000

Hearings, Witness Fees, Subpoenas, Transcripts

Equipment:

*** Desk and Chairs (2)	\$1,200
*** Phone Installation/Equipment (2)	<u>500</u>
	\$1,700

* Funding for Regulations Specialist, travel for regulations hearing required for FY 93 and FY 94 only.

** Complaint investigation funds (legal fees) will be necessary after FY 93.

*** Equipment necessary for FY 93 only.

Personal Services projected to increase at 3 percent per year for merit increases.

1992 LEGISLATIVE SESSION

Revision Date: _____
 Title: "...relating to election campaigns, regulation of lobbying..."
 Sponsor: Representative Finkelstein
 Requestor: House Judiciary Committee

Department Affected: Department of Law
 BRU: Legal Services
 Component: Operations

COMPONENT SERIAL

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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-

CAPITAL						
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REVENUE FUND SOURCE:						
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FUNDING: (Thousands of Dollars)

GENERAL FUND	-0-	-0-	-0-	-0-	-0-	
FEDERAL FUNDS						
OTHER FUND SOURCE:						
TOTAL						

POSITIONS:

FULL-TIME	-0-	-0-	-0-	-0-	-0-	-0-
PART-TIME						
TEMPORARY						

Estimate of current year impact: _____

ANALYSIS: (Attach a separate page if necessary.)

Please see the attached analysis.

Prepared by: Richard I. Peques, Director Phone: 465-3672
 Division: Administrative Services Date: April 10, 1992
 Approved by Commissioner: Charles E. Cole, Attorney General
 Agency: Department of Law Date: April 10, 1992

Distribution (by preparer): Leg. Fin., Legislative Sponsor, Requestor, OMB/DBR, Gov. Legis. Ofc., & Impacted Agency(ies).

CONTINUATION of FISCAL NOTE ANALYSIS

For Bill/Resolution No. CSHB 195 (STA)

This bill amends several state statutes concerning election campaigns, regulation of lobbying, conflicts of interest and the Alaska Public Offices Commission. The bill exempts candidates who raise and spend \$1,000 or less in an election campaign from the state's usual campaign financing reporting requirements, and it increases the individual minimum reportable campaign contribution from \$100 to \$250. The bill also establishes rules for the distribution of campaign funds that remain unexpended and unobligated after a campaign has ended or at the time a candidate ceases to be a candidate. The bill amends AS 15.13 to make clear that campaign activities by lobbyists that are prohibited by AS 24.45.121(a)(9), and also prohibited under AS 15.13.

The bill prohibits the use of public funds to support or to oppose the election of a candidate, and the bill prohibits municipalities from using public funds to support or oppose a ballot proposition or the election of a candidate. However, the bill does not prohibit municipalities from using public funds to provide factual information to the public regarding a ballot proposition.

AS 15.11 is also amended to prohibit the use of campaign funds for the personal use of a candidate or another person, including interest earned on campaign funds. Use of campaign funds as a loan to another person or group, knowingly paying more than fair market value for goods or services, and paying fines or monetary penalties would also be prohibited. The bill would also place time limitations on campaign contributions, limiting the period in which contributions could be solicited or accepted to June 1 in the year preceding the election through the date of election, except candidates for the legislature would be prohibited from soliciting or accepting campaign contributions between January 1 and May 31.

The bill amends lobbying reporting provisions in AS 24.45, making certain quarterly reports semi-annual or annual, and it prohibits a lobbyist from using state property or resources unless the use is nominal and available to the general public. Lobbyists would also be prohibited from serving as an officer in a candidate's campaign or serving as a member of a finance or fund-raising committee. Lobbyists would be permitted to make personal contributions to or personally advocate on behalf of a candidate.

Last, the bill provides for civil penalties up to \$20,000 for violations of any provisions where a penalty is not already prescribed.

CONTINUATION of FISCAL NOTE ANALYSIS

For Bill/Resolution No. CSHB 195 (STA)

The bill will probably not have a fiscal impact on the Department of Law, except that we may, from time to time, have to defend the commission in respect to upholding the new civil penalty provisions. We believe that this new activity can be handled using existing resources. However, if this activity became prolonged, or otherwise causes a substantial new cost, we would have to seek additional funding to handle this work.

1992 LEGISLATIVE SESSION

No. 1
 Bill Version CSHB 195 (STA)
 (H) Publish Date: 3-16-92

Revision Date: December 20, 1991
 Title: An Act relating to election campaign, regulation of lobbying, conflict of interest, etc.
 Sponsor: Representative Finkelstein
 Requestor: Representative Finkelstein

Department Affected: Administration
 BRU: Alaska Public Offices Commission
 Component: Alaska Public Offices Commission

COMPONENT SERIAL NO.

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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	212.8	165.2	170.1	175.2	180.5	185.9
TRAVEL	5.0	2.0	2.0	2.0	2.0	2.0
CONTRACTUAL	6.2	22.5	22.5	22.5	22.5	22.5
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	1.7	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	225.7	189.7	194.6	199.7	205.0	210.4

CAPITAL	0	0	0	0	0	0
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REVENUE FUND SOURCE:	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND	225.7	189.7	194.6	199.7	205.0	210.4
FEDERAL FUNDS	0	0	0	0	0	0
OTHER FUND SOURCE:	0	0	0	0	0	0
TOTAL	225.7	189.7	194.6	199.7	205.0	210.4

POSITIONS:

FULL-TIME	5	4	4	4	4	4
PART-TIME	(1)	(1)	(1)	(1)	(1)	(1)
TEMPORARY	0	0	0	0	0	0

Estimate of current year impact: 0

ANALYSIS: (Attach a separate page if necessary.)

See attached narrative.

Prepared by: Karen Boorman, Executive Director
 Division: Alaska Public Offices Commission

Phone: (907) 276-4176
 Date: December 20, 1991

Approved by Commissioner: Nancy Bear Usura
 Agency: Administration

Date: 2/3/92

Distribution (by preparer): Leg. Fin., Legislative Sponsor, Requestor, OMB/DBR, Gov. Legis. Ofc., & Impacted Agency(ies).

This bill includes several provisions which will create new prohibitions on campaign finance activity by State and municipal candidates and lobbyists. The Alaska Public Offices Commission (APOC) will administer these provisions and investigate and adjudicate alleged violations. This bill also expands the scope of civil penalties for all three laws APOC enforces, makes year-end reports mandatory and closes a two-day reporting gap before elections.

The campaign finance provisions restrict the ways surplus funds may be disbursed, restrict campaign activities by lobbyists on behalf of candidates, impose time limits on fund raising, prohibit the use of public funds to influence the outcome of elections and forbid the use of campaign funds for personal benefit. The lobbying provisions prohibit lobbyists from using State property or resources and from becoming actively involved in campaign management or fund raising.

The commission anticipates it will incur start up costs as it prepares to assume its duties of administering and enforcing these new provisions. Staff must revise forms, manuals and training materials as well as prepare new regulations for commission review. Existing staff cannot undertake these start up activities, so new positions would be required.

The commission will receive many ongoing requests for advice about interpretation of the law, including questions such as whether a planned campaign expenditure is permissible because it may be a personal benefit, whether a draft group may fund raise before the date allowed for legislators and whether a local government or school district is properly using public funds to influence the outcome of a local election. Staff will need extra funds to prepare for the first election in which candidates must comply with the provisions regarding disbursement of campaign surplus and prohibited uses of campaign funds and to give training sessions to help candidates comply.

The bill makes all violations of the three laws APOC administers subject to civil penalties in addition to criminal penalties. This is a more cost effective penalty process for less egregious violations than the criminal penalty process which can require a lengthy complaint hearing process and substantial involvement from the Department of Law and potentially the courts.

It is expected that several complaints will be filed each year alleging that a candidate, lobbyist or public entity has violated one of these provisions. Potential complaints include allegations that a candidate used campaign funds for a personal benefit, closed down a campaign account improperly, or conducted fund raising too soon or too late. It is reasonable to expect that one complaint each year will proceed to public hearing. This expense cannot be absorbed from funds currently budgeted.

The commission will need to hold a hearing in FY 93 to adopt regulatory changes. The expenses of such a hearing are not funded within the FY 93 budget.

In order to meet the mandates of the new law, the commission will need to add a professional staff member (Associate Coordinator--Range 1E) to investigate complaints, draft regulations and provide compliance advice. For the first year only, a paraprofessional staff member (Regulations Specialist II--Range 16) will be necessary to help draft regulations, develop manuals, revise forms and conduct training. An Administrative Assistant I (Range 12) will be needed to provide ongoing compliance advice, compare and examine reports and process civil penalties for candidates and groups. A Clerk IV (Range 9) will be needed to handle the additional paperwork and extra typing that cannot be absorbed by the one secretary in the Anchorage office.

The commission's current office space in Anchorage is too small to house these new positions. Modest sized space is available in the building and could be made functional with minor remodeling. Two desks, chairs and telephones will be required as well.

The Juneau office will require additional staff to provide compliance advice, assist in investigations, and process civil penalties under the lobbying law. In order to meet this need and provide assistance to the lobbying administrator without creating the need for additional office space, furniture and equipment by adding additional positions, the commission requests upgrading of the current part-time Clerk III position to a full-time, year round administrative assistant position.

A detailed breakdown of the costs associated with administration and enforcement of this bill is attached.

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. 6 HB 195 (STA)

HB 195
APOC Estimated Costs
FY 93

Personnel:

Associate Coordinator--Range 18A	\$ 59,705
* Regulations Specialist II--Range 16A	52,422
Administrative Assistant I--Range 12A (Anchorage)	41,279
Clerk IV--Range 9A (Anchorage)	35,261
Administrative Assistant I--Range 12A (Juneau)	<u>24,111</u>
(Upgrade from Clerk III, six months)	\$212,778

Travel:

* Regulations hearing	\$3,000
Training	<u>2,000</u>
	\$5,000

Contractual Services:

Instruction/education materials (design, print, postage for amended forms and manuals)	\$2,000
Office space: 350 square feet @ \$1.00 sq. ft./month	<u>4,200</u>
	\$6,200

** Legal Fees

\$16,250

Hearings, Witness Fees, Subpoenas, Transcripts

Equipment:

* Desk and Chairs (2)	\$1,200
* Phone Installation/Equipment (2)	<u>500</u>
	\$1,700

* Funding for Regulations Specialist, travel for regulations hearing, and office equipment required for FY 93 only.

** Complaint investigation funds (legal fees) will be necessary after FY 93.

Personal Services projected to increase at 3 percent per year for merit increases.