

**Reports or Studies Required by the 83rd General Assembly, 2010 Session, that Affect or are of Interest to the Iowa Department of Transportation (DOT)**

**The following require DOT to issue a report or conduct a study:**

- HF 2460** Section 4 requires DOT, in cooperation with organizations that represent highway contractors, to submit recommendations to the General Assembly and the Governor by November 1, 2010, concerning methods to track and assess the participation of small businesses and disadvantaged business enterprises in receiving nonfederal highway funding. Also requires DOT to annually review the small business and disadvantaged business enterprise participation achievements of contractors who were awarded contracts for nonfederal aid highway projects with DOT.
- SF 2067** Section 3 adds a new subsection requiring an official or state employee to file a report with the Ethics and Campaign Disclosure Board within 20 days of making the sale, unless the sale was completed while performing official state duties. SF 2067 is effective upon enactment, March 19, 2010.
- SF 2088** Section 64 concerns contract services and training. Requires that each department report to the Legislative Services Agency on January 15 and July 15 of each year concerning the budget, expenditure, quality assurance and cost control information addressed in Section 64 of SF 2088.
- SF 2273** Section 2 requires DOT to conduct a study of how to implement a uniform statewide system to allow electronic transactions for the registration and titling of motor vehicles. A report is due to the General Assembly by December 1, 2010. SF 2273 is effective upon enactment, April 7, 2010.
- SF 2310** This bill is known as the Natural Resources and Outdoor Recreation Act. Section 6 requires the Department of Agriculture and Land Stewardship, Department of Natural Resources and DOT to jointly prepare and submit to the Governor and the General Assembly no later than January 15 of each year a complete report concerning the Natural Resources and Outdoor Recreation Trust Fund and recommendations including legislation proposed by one or more departments. This Act shall be implemented on January 1, 2011, if the joint resolution proposing an amendment to the Constitution of the State of Iowa to dedicate a portion of state revenue for the benefit of the state's natural resources is ratified.
- SF 2389** Section 9 adds a new Code section to Code chapter 12 creating a Revenue Bonds Capitals II Fund. A state agency that receives an appropriation from the Revenue Bonds Capitals II Fund must report annually, on or before January 15 of each year, to the Legislative Services Agency and the Department of Management (DOM) the status of all projects completed or in progress. This section is effective upon enactment, April 26, 2010.

**The following reports or studies require DOT to provide information or assist in the report or study:**

**HF 2418** Section 1 requires the Department of Natural Resources (DNR) Director to convene meetings by June 1 during the second calendar year following the adoption of new or revised federal ambient air quality standards by the United States Environmental Protection Agency to review emission limitations or standards relating to the maximum quantities of air contaminants that may be emitted from any air contaminant source. Section 1 also requires DNR, by November 1 of the same calendar year, to submit a report to the Governor and the General Assembly regarding recommendations for law changes necessary for the attainment of new or revised federal standards. Section 2 requires DNR to convene meetings as necessary to develop recommendations for the establishment of state implementation plans sufficient to control the direct emissions of certain particulate matter. Also requires DNR, by January 1, 2011, to submit a report to the Governor and the General Assembly that includes recommendations necessary to meet the provisions of section 2. **Note:** DNR has asked DOT to participate.

**HF 2496** Relates to recycling initiatives and establishes a Green Advisory Committee of which the DOT Director or director's designee is a member. The Committee must submit a report by January 1, 2011, to the Comprehensive Recycling Planning Task Force, which includes recommendations for creating, administering, funding and periodically reviewing a Green Certification Program. The Committee is repealed on January 1, 2012.

**HF 2531** Section 2 requires all departments and establishments of government to transmit to the DOM Director estimates of their expenditure requirements, including every proposed expenditure, for the ensuing fiscal year in a form prescribed by DOM. Supporting data and explanations may also be required.

Section 25 concerns the Salary Model Administrator. Requires DOT and others to provide salary data to DOM and the Legislative Services Agency to operate the state's salary model.

**SF 2088** Section 25 requires that the Department of Administrative Services (DAS) and the Department of Cultural Affairs, in consultation with the State Records Commission, conduct a study on and make recommendations for the creation, storage and retention of state agency records in an electronic format. The report is due to the General Assembly by December 15, 2010. In conducting the study, DAS, Department of Cultural Affairs and the State Records Commission, must collect and assess information from each state agency.

Section 70 concerns cooperative purchasing and requires the Board of Regents to convene at least quarterly an interagency purchasing group and an interagency information technology group. The Board of Regents is required to report to the General Assembly and Governor on or before November 1, 2010, concerning

information on the cooperative purchasing plan and the results of the quarterly interagency meetings, including the specific cost savings or efficiency gains.

Section 76 states that DAS shall require state agencies to provide DAS a report regarding planned purchases on an annual basis and to report on an annual basis regarding efforts to standardize products and services within their own agencies and with other state agencies.

Section 80 requires that DAS complete an inventory of surplus and unused state properties, including properties owned or under the control of DOT, and recommend which assets could be sold. The DAS must also conduct a thorough review of all state office leases and require, where possible, that state agencies consolidate office spaces that are rented from private sector landlords. Also directs DAS to work with state agencies to begin renegotiating office leases to obtain more favorable lease terms. The DAS must also explore potential opportunities for state agencies to sell some properties to a private sector owner and then lease them back. The DAS is required to submit a report to the General Assembly by January 1, 2011, concerning the requirements in Section 80. The report shall identify any statutory barriers for pursuing efforts described and shall include its findings and any recommendations for legislative action.

Section 233 requires DOM to examine the possibility of merging all state payroll systems into the centralized payroll system operated by DOM. Requires DOM to consult with DOT and others. The DOM shall provide information to the Joint Appropriations Subcommittee on Administration and Regulation concerning efforts by DOM to merge payroll systems and any recommendations for legislative action. **Note: Section 233 is amended in 2010 Iowa Acts, House File 2531, section 33, by changing DOM to DAS.**

**SF 2389** Section 25 establishes an Iowa Smart Planning Task Force. The DOT Director or designee is named a member of the Task Force. The Task Force is required to prepare a report for the Governor and the General Assembly on or before November 15, 2010, that includes goals, recommendations, and other information.

**The following reports or studies are of interest to DOT:**

**HF 2531** Section 27 reduces department appropriations from the General Fund for FY 2011 for salary, support, administrative expenses or other personnel-related costs. On or before December 1, 2010, DOM must submit a report to the General Assembly and the Legislative Services Agency regarding anticipated reductions in appropriations for operational purposes and anticipated reductions in full-time equivalent positions for FY 2011. The report must be categorized in one of four categories: implementation of 2010 Iowa Acts, Senate File 2062 (retirement incentive), implementation of 2010 Iowa Acts, Senate File 2088, section 65 (vacant FTE positions), implementation of 2010 Iowa Acts, Senate File 2088, sections 67 and 68

(span of control) and implementation of both Executive Order 20 issued December 16, 2009, and any remaining provisions of 2010 Iowa Acts, Senate File 2088 (state government reorganization).

**SF 2062** Provides for a retirement incentive program for state employees. The DAS, in collaboration with DOM, must present an interim report to the General Assembly by October 1, 2010, concerning the operation of the program. The DAS must also submit an annual update concerning the program by October 1 of each year for four years, beginning October 1, 2011. This bill is effective upon enactment, February 10, 2010.

**SF 2088** Section 22 requires that the Chief Information Officer conduct a study concerning convenience or other handling fees charged by state agencies by credit or debit card or other electronic means of payment. The goal of the study is to encourage the elimination of such fees wherever possible. The Chief Information Officer must submit a report to the General Assembly by January 15, 2011, concerning the results of the study, including any recommendations for legislative consideration.

Section 66 requires each joint appropriations subcommittee of the General Assembly to examine and review on an annual basis the fees charged by state agencies under the purview of that joint appropriations subcommittee.

Section 67, paragraph "i," requires that DAS present an annual report to the Governor and General Assembly on or before April 1, 2011, and a final report on or before April 1, 2012, detailing the effects of the span of control policy on the composition of the workforce, cost savings, government efficiency and outcomes. The DAS is also required to evaluate the state's systems for job classifications. The evaluation shall include but is not limited to a review of the classifications for all positions and must provide options for eliminating obsolete, duplicative or unnecessary job classifications. The DAS must present an interim report to the General Assembly on or before January 14, 2011, concerning DAS's progress in completing the evaluation and associated outcomes. Section 67 is effective upon enactment, March 10, 2010.

Section 79 requires that DAS provide information to the General Assembly concerning steps taken to implement a more streamlined hiring process and any recommendations for legislation action.

Section 258 adds a new subsection requiring the Department of Natural Resources to report to the Governor and the General Assembly regarding greenhouse gas emissions by September 1 of each year. The first submission must be filed by September 1, 2011, for the calendar year beginning January 1, 2010. **Note:** 2010 Iowa Acts, House File 2531, section 54, amends the reporting deadlines by changing September 1 to December 31.

Section 420 creates a State Government Efficiency Review Committee. The Committee must meet at least every two years to review and consider options for reorganizing state government. The Committee must issue a report including its findings and recommendations to the General Assembly. The first report must be submitted to the General Assembly by January 1, 2013, and subsequent reports are due January 1 every second year thereafter.

**SF 2367** Section 1 requires DAS to reduce the size of the state fleet, examine policies on when state vehicles are assigned and circumstances when employees take state vehicles home and consider guidelines for when to sell and purchase new vehicles. The DAS must submit a report to the General Assembly by January 1, 2011, concerning the department's efforts to reduce state motor vehicle fleet costs, including data on the extent of savings realized.

**SF 2383** Section 24 states that it is the intent of the General Assembly to implement the collection of court debt on behalf of the clerk of the district court at the time a person renews a motor vehicle registration beginning July 1, 2011. The State Court Administrator, or designee, in cooperation with the Iowa State County Treasurers Association must develop a plan to allow county treasurers to collect restitution and delinquent court debt on behalf of the clerk of the district court at the time a person appears before a county treasurer to renew a vehicle registration. The State Court Administrator shall submit a report of the plan to the General Assembly on or before December 1, 2010.

**SF 2389** Section 87 requires the Iowa Finance Authority to collect data on all of the projects approved for the Iowa Jobs Program. The DOM and state agencies associated with the projects must assist the authority with the data collection and in developing the report required. The Iowa Finance Authority must report quarterly to the Governor and the General Assembly concerning the data. This section is effective upon enactment, April 26, 2010, and applies to projects approved on, before, and after the effective date.

June 1, 2010