

STATE OF ILLINOIS  
GENERAL ASSEMBLY  
HOUSE OF REPRESENTATIVES  
COMPLIANCE EXAMINATION

For the two years ended June 30, 2005

Performed as Special Assistant Auditors  
for the Auditor General, State of Illinois

STATE OF ILLINOIS  
GENERAL ASSEMBLY  
HOUSE OF REPRESENTATIVES  
COMPLIANCE EXAMINATION  
For the two years ended June 30, 2005

TABLE OF CONTENTS

	<u>Page</u>
Agency Officials	2
Management Assertion Letter	3
Compliance Report	
Summary	9
Auditors' Reports	
Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes	11
Schedule of Findings	
Current Findings – State Compliance	14
Prior Finding Not Repeated – State Compliance	15
Supplementary Information for State Compliance Purposes	
Summary	16
Fiscal Schedules and Analysis	
Schedule of Appropriations, Expenditures and Lapsed Balances	
Fiscal Year 2005	17
Fiscal Year 2004	18
Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances	19
Comparative Schedule of Expenditures by Major Object Account	23
Schedule of Changes in State Property	24
Comparative Schedule of Cash Receipts	25
Reconciliation Schedule of Cash Receipts to Deposits Remitted to the State Comptroller	26
Analysis of Significant Variations in Expenditures	27
Analysis of Significant Lapse Period Spending	29
Analysis of Operations	
Agency Functions and Planning Program	31
Average Number of Employees	33
Service Efforts and Accomplishments (Not examined)	34

State of Illinois  
General Assembly  
House of Representatives

AGENCY OFFICIALS

For the two years ended June 30, 2005

Speaker of the House	Representative Michael J. Madigan
Minority Leader	Representative Tom Cross
Clerk of the House	Mark Mahoney
Assistant Clerk of the House	Bradley S. Bolin

Agency offices are located at:

Office of the Speaker of the House  
300 State House  
Springfield, IL 62706

Office of the Minority Leader  
316 State House  
Springfield, IL 62706

Office of the Clerk of the House  
402 State House  
Springfield, IL 62706



ILLINOIS HOUSE OF REPRESENTATIVES  
**HOUSE FISCAL OFFICE**  
416 STATE CAPITOL  
SPRINGFIELD, ILLINOIS 62706  
217/782-8224

MANAGEMENT ASSERTION LETTER

November 2, 2005  
Kerber, Eck, & Braeckel, LLP.  
1000 Myers Building  
Springfield, IL 62701

Ladies and Gentlemen:

We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Agency. We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Agency's compliance with the following assertions during the two-year period ended June 30, 2005. Based on this evaluation, we assert that during the years ended June 30, 2004 and June 30, 2005, the Agency has materially complied with the assertions below.

- A. The agency has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The agency has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The agency has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the agency are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. The money or negotiable securities or similar assets handled by the agency on behalf of the State or held in trust by the agency have been properly and legally administered, and the

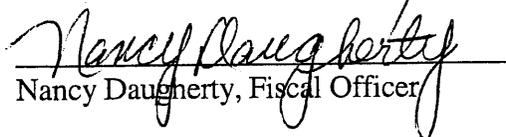
accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Sincerely,

Clerk of the House

Handwritten signature of Mark Mahoney in cursive script, written over a horizontal line.

Mark Mahoney, Chief Clerk

Handwritten signature of Nancy Daugherty in cursive script, written over a horizontal line.

Nancy Daugherty, Fiscal Officer



STATE OF ILLINOIS  
HOUSE OF REPRESENTATIVES

**TOM CROSS**  
HOUSE REPUBLICAN LEADER

316 STATE HOUSE  
SPRINGFIELD, IL 62706  
217/782-1331

October 31, 2005

Kerber, Eck, & Braeckel, LLP.  
1000 Myers Building  
Springfield, IL 62701

Ladies and Gentlemen:

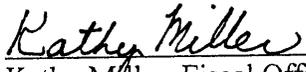
We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Agency. We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Agency's compliance with the following assertions during the two-year period ended June 30, 2005. Based on this evaluation, we assert that during the years ended June 30, 2004 and June 30, 2005, the Agency has materially complied with the assertions below.

- A. The agency has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The agency has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The agency has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. To the extent applicable, the State revenues and receipts collected by the agency are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. The money or similar assets handled by the agency on behalf of the State have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Sincerely,

Illinois House of Representatives – Republican Leadership

  
\_\_\_\_\_  
William A. O'Connor, Chief of Staff

  
\_\_\_\_\_  
Kathy Miller, Fiscal Officer



**GENERAL ASSEMBLY  
STATE OF ILLINOIS**

**MICHAEL J. MADIGAN**  
SPEAKER  
HOUSE OF REPRESENTATIVES

ROOM 300  
STATE HOUSE  
SPRINGFIELD, ILLINOIS 62706

November 2, 2005

Kerber, Eck, & Braeckel, LLP.  
1000 Myers Building  
Springfield, IL 62701

Ladies and Gentlemen:

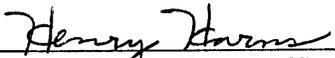
We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Agency. We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Agency's compliance with the following assertions during the two-year period ended June 30, 2005. Based on this evaluation, we assert that during the years ended June 30, 2004 and June 30, 2005, the Agency has materially complied with the assertions below.

- A. The agency has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The agency has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The agency has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the agency are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. The money or negotiable securities or similar assets handled by the agency on behalf of the State or held in trust by the agency have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Sincerely,

Illinois House of Representatives – Democratic Leadership

  
\_\_\_\_\_  
Timothy Mapes, Chief of Staff

  
\_\_\_\_\_  
Henry Harms, Fiscal Officer

State of Illinois  
General Assembly  
House of Representatives

COMPLIANCE REPORT

SUMMARY

For the two years ended June 30, 2005

The compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

Auditors' Reports

The Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes does not contain scope limitations, disclaimers, or other significant non-standard language.

Summary of Findings

<u>Number of</u>	<u>This Report</u>	<u>Prior Report</u>
Findings	0	1
Repeated Findings	0	0
Prior recommendations implemented or not repeated	1	0

Details of findings are presented in a separately tabbed report section.

Schedule of Findings

<u>Item No.</u>	<u>Page</u>	<u>Description</u>
PRIOR FINDINGS NOT REPEATED (STATE COMPLIANCE)		
05-1	16	TA-2 forms not filed.

State of Illinois  
General Assembly  
House of Representatives

COMPLIANCE REPORT

SUMMARY - CONTINUED

For the two years ended June 30, 2005

Exit Conference

Clerk of the House personnel waived an exit conference in correspondence from Mark Mahoney, Clerk of the House, dated December 15, 2005.

House Republican Leadership personnel waived an exit conference in correspondence from Kathy Miller, Fiscal Officer, dated December 16, 2005.

House Democratic Leadership personnel waived an exit conference in correspondence from Henry Harms, Fiscal Officer, dated December 20, 2005.

INDEPENDENT ACCOUNTANTS' REPORT ON STATE COMPLIANCE,  
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON  
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

Honorable William G. Holland  
Auditor General  
State of Illinois

**Compliance**

As Special Assistant Auditors for the Auditor General, we have examined the State of Illinois, General Assembly - House of Representatives' compliance with the requirements listed below, as more fully described in the Audit Guide for Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (Audit Guide) as adopted by the Auditor General, during the two years ended June 30, 2005. The management of the State of Illinois, General Assembly - House of Representatives is responsible for compliance with these requirements. Our responsibility is to express an opinion on the State of Illinois, General Assembly - House of Representatives' compliance based on our examination.

- A. The State of Illinois, General Assembly - House of Representatives has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The State of Illinois, General Assembly - House of Representatives has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The State of Illinois, General Assembly - House of Representatives has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the State of Illinois, General Assembly - House of Representatives are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the State of Illinois, General Assembly - House of Representatives on behalf of the State or held in trust by the State of Illinois, General Assembly - House of Representatives have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Illinois State Auditing Act (Act); and the Audit Guide as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the State of Illinois, General Assembly - House of Representatives' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the State of Illinois, General Assembly - House of Representatives' compliance with specified requirements.

In our opinion, the State of Illinois, General Assembly - House of Representatives complied, in all material respects, with the aforementioned requirements during the two years ended June 30, 2005. The results of our procedures disclosed no instances of noncompliance with those requirements, which are required to be reported in accordance with criteria established by the Audit Guide, issued by the State of Illinois Office of the Auditor General. As required by the Audit Guide, immaterial findings relating to instances of noncompliance excluded from this report have been reported in a separate letter to your office.

### **Internal Control**

The management of the State of Illinois, General Assembly - House of Representatives is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws and regulations. In planning and performing our examination, we considered the State of Illinois, General Assembly - House of Representatives' internal control over compliance with the aforementioned requirements in order to determine our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Audit Guide, issued by the Illinois Office of the Auditor General.

Our consideration of internal control over compliance with the aforementioned requirements would not necessarily disclose all matters in internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws and regulations that would be material in relation to one or more of the aforementioned requirements being examined may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving internal control over compliance that we consider to be material weaknesses. The results of our procedures disclosed no other matters involving internal control which are required to be reported in accordance with criteria established by the Audit Guide, issued by the Illinois Office of the Auditor General. As required by the Audit Guide, immaterial findings relating to internal control deficiencies excluded from this report have been reported in a separate letter to your office.

## **Supplementary Information for State Compliance Purposes**

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information as listed in the table of contents as Supplementary Information for State Compliance Purposes is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General to the 2005 and the 2004 Supplementary Information for State Compliance Purposes, except for information on the Service Efforts and Accomplishments on which we did not perform any procedures. However, we do not express an opinion on the supplementary information.

We have not applied procedures to the 2003 Supplementary Information for State Compliance Purposes, and accordingly, we do not express an opinion thereon.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, and agency management, and is not intended to be and should not be used by anyone other than these specified parties.

*Kelley, Eck & Braeckel LLP*

Springfield, Illinois  
November 2, 2005

State of Illinois  
General Assembly  
House of Representatives

CURRENT FINDINGS - STATE COMPLIANCE

For the two years ended June 30, 2005

No findings were reported in the compliance examination of the State of Illinois General Assembly for the two years ended June 30, 2005.

State of Illinois  
General Assembly  
House of Representatives

PRIOR FINDING NOT REPEATED - STATE COMPLIANCE

For the two years ended June 30, 2005

05-1 Prior Finding: TA-2 forms not filed.

In the last examination, the prior auditors noted the Illinois General Assembly House of Representatives did not file the Travel Headquarter Reports (TA-2) during fiscal year 2002 and fiscal year 2003 as required by the State Finance Act. Additionally, two employees of the Democratic Leadership were improperly reimbursed for travel expenditures.

Status:

Not repeated. The Clerk of the House of Representatives, the Republican Leadership, and the Democratic Leadership all filed the required TA-2 reports during the examination period, with the exception of the first required TA-2 report of the period. The due date of this report was prior to the issuance of the finding and the parties were not yet aware of this requirement. Additionally, during the compliance examination for the two years ended June 30, 2005, we did not note any improper reimbursement for travel expenditures.

State of Illinois  
General Assembly  
House of Representatives

SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

SUMMARY

For the two years ended June 30, 2005

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

- Fiscal Schedules and Analysis:
  - Schedule of Appropriations, Expenditures and Lapsed Balances
  - Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
  - Comparative Schedule of Expenditures by Major Object Account
  - Schedule of Changes in State Property
  - Comparative Schedule of Cash Receipts
  - Reconciliation Schedule of Cash Receipts to Deposits Remitted to the State Comptroller
  - Analysis of Significant Variations in Expenditures
  - Analysis of Significant Lapse Period Spending
  
- Analysis of Operations
  - Agency Functions and Planning Program
  - Average Number of Employees
  - Service Efforts and Accomplishments (Not examined)

The auditors' report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the auditors have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General, except for information on the Service Efforts and Accomplishments on which they did not perform any procedures. However, the auditors do not express an opinion on the supplementary information.

State of Illinois  
General Assembly  
House of Representatives

SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES

Appropriations for Fiscal Year 2005  
Fourteen Months Ended August 31, 2005

<u>Public Act 93-681</u>	<u>Appropriations (Net After Transfers)</u>	<u>Expenditures Through June 30, 2005</u>	<u>Lapse Period Expenditures July 1 to August 31, 2005</u>	<u>Total Expenditures</u>	<u>Balances Lapsed</u>
<b><u>APPROPRIATED FUNDS</u></b>					
<b><u>GENERAL REVENUE FUND 001</u></b>					
For the ordinary, incidental, and contingent expenses of leadership staff and office operations:					
Speaker	\$ 4,334,600	\$ 3,844,601	\$ 366,221	\$ 4,210,822	\$ 123,778
Minority Leader	4,334,600	4,234,958	96,077	4,331,035	3,565
For the ordinary and incidental expenses of the general staff, operations, and special and standing committees, for per diem employees and for expenses incurred in transcribing and printing of House debates					
	4,872,600	4,598,256	161,951	4,760,207	112,393
For the purchasing on contract as required by law of printing, binding, printing paper, stationery, and office supplies, no part of which shall be expended for expenses of purchasing, handling, or distributing such supplies and against which no indebtedness shall be incurred without the written approval of the Speaker of the House of Representatives					
	91,000	66,873	10,974	77,847	13,153
For the ordinary, incidental and contingent expenses of the leadership and general staff:					
Speaker	326,300	219,602	14,929	234,531	91,769
Minority Leader	148,000	82,003	58,437	140,440	7,560
For travel expenses to Springfield of members on official legislative business during weeks when the General Assembly is not in session					
	27,700	16,780	318	17,098	10,602
For furnishing the items to members throughout the year in connection with their legislative duties and responsibilities and not in connection with any political campaign					
	7,471,500	6,973,619	353,951	7,327,570	143,930
For expenses of Standing House Committees					
	2,173,100	2,048,490	65,559	2,114,049	59,051
For expenses in connection with the planning and preparation of redistricting of legislative and representative districts as required by Article IV, Section 3 of the Illinois Constitution of 1970:					
Speaker	312,072	40,898	-	40,898	271,174
Minority Leader	-	-	-	-	-
Sub-Total Fund 001	<u>24,091,472</u>	<u>22,126,080</u>	<u>1,128,417</u>	<u>23,254,497</u>	<u>836,975</u>
<b><u>GENERAL ASSEMBLY OPERATIONS</u></b>					
<b><u>REVOLVING FUND - 196</u></b>					
For ordinary and contingent expenses	<u>250,000</u>	<u>51,916</u>	<u>47,100</u>	<u>99,016</u>	<u>150,984</u>
<b>TOTAL ALL FUNDS FISCAL YEAR 2005</b>	<u><u>\$ 24,341,472</u></u>	<u><u>\$ 22,177,996</u></u>	<u><u>\$ 1,175,517</u></u>	<u><u>\$ 23,353,513</u></u>	<u><u>\$ 987,959</u></u>

Note: All appropriations, expenditures and lapsed balances were obtained from Agency records and have been reconciled to the records of the State Comptroller.

State of Illinois  
General Assembly  
House of Representatives

SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES

Appropriations for Fiscal Year 2004  
Fourteen Months Ended August 31, 2004

	Appropriations (Net After Transfers)	Expenditures Through June 30, 2004	Lapse Period Expenditures July 1 to August 31, 2004	Total Expenditures	Balances Lapsed
<u>Public Act 93-91</u>					
<u>APPROPRIATED FUNDS</u>					
<u>GENERAL REVENUE FUND 001</u>					
For the ordinary, incidental, and contingent expenses of leadership staff and office operations:					
Speaker	\$ 4,209,600	\$ 3,787,027	\$ 292,356	\$ 4,079,383	\$ 130,217
Minority Leader	4,209,600	3,974,801	198,277	4,173,078	36,522
For the ordinary and incidental expenses of the general staff, operations, and special and standing committees, for per diem employees and for expenses incurred in transcribing and printing of House debates					
	4,872,600	4,230,368	130,792	4,361,160	511,440
For the purchasing on contract as required by law of printing, binding, printing paper, stationery, and office supplies, no part of which shall be expended for expenses of purchasing, handling, or distributing such supplies and against which no indebtedness shall be incurred without the written approval of the Speaker of the House of Representatives					
	91,000	53,169	13,573	66,742	24,258
For the ordinary, incidental and contingent expenses of the leadership and general staff:					
Speaker	326,300	286,392	14,452	300,844	25,456
Minority Leader	148,000	39,775	37,334	77,109	70,891
For travel expenses to Springfield of members on official legislative business during weeks when the General Assembly is not in session					
	27,700	16,496	3,605	20,101	7,599
For furnishing the items to members throughout the year in connection with their legislative duties and responsibilities and not in connection with any political campaign					
	7,471,500	6,838,215	432,357	7,270,572	200,928
For expenses of Standing House Committees					
	2,173,100	2,053,127	30,634	2,083,761	89,339
For expenses in connection with the planning and preparation of redistricting of legislative and representative districts as required by Article IV, Section 3 of the Illinois Constitution of 1970:					
Speaker	441,600	129,529	-	129,529	312,071
Minority Leader	-	-	-	-	-
Sub-Total Fund 001	23,971,000	21,408,899	1,153,380	22,562,279	1,408,721
<u>GENERAL ASSEMBLY OPERATIONS</u>					
<u>REVOLVING FUND - 196</u>					
For ordinary and contingent expenses	250,000	42,988	196,930	239,918	10,082
 TOTAL ALL FUNDS FISCAL YEAR 2004	 \$ 24,221,000	 \$ 21,451,887	 \$ 1,350,310	 \$ 22,802,197	 \$ 1,418,803

Note: All appropriations, expenditures and lapsed balances were obtained from Agency records and have been reconciled to the records of the State Comptroller.

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES

	Fiscal Year		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
	<u>PA 93-681</u>	<u>PA 93-91</u>	<u>PA 92-0538</u>
<u>General Revenue Fund-001</u>			
Appropriations (net after transfers)	\$ 24,091,472	\$ 23,971,000	\$ 24,121,024
Expenditures			
For the ordinary, incidental, and contingent expenses of leadership staff and office operations:			
Speaker	4,210,822	4,079,383	4,170,217
Minority Leader	4,331,035	4,173,078	4,072,300
For the ordinary and incidental expenses of the general staff, operations, and special and standing committees, for per diem employees and for expenses incurred in transcribing and printing of House debates	4,760,207	4,361,160	4,714,030
For the purchasing on contract as required by law of printing, binding, printing paper, stationery, and office supplies, no part of which shall be expended for expenses of purchasing, handling, or distributing such supplies and against which no indebtedness shall be incurred without the written approval of the Speaker of the House of Representatives	77,847	66,742	66,256

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES - CONTINUED

	Fiscal Year		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
	<u>PA 93-681</u>	<u>PA 93-91</u>	<u>PA 92-0538</u>
<u>General Revenue Fund-001 - Continued</u>			
For the ordinary, incidental and contingent expenses of the leadership and general staff:			
Speaker	\$ 234,531	\$ 300,844	\$ 303,535
Minority Leader	140,440	77,109	33,124
For travel expenses to Springfield of members on official legislative business during weeks when the General Assembly is not in session	17,098	20,101	14,466
For furnishing the items to members throughout the year in connection with their legislative duties and responsibilities and not in connection with any political campaign	7,327,570	7,270,572	7,186,140
For expenses of Standing House Committees	2,114,049	2,083,761	2,095,130
For expenses in connection with the planning and preparation of redistricting of legislative and representative districts as required by Article IV, Section 3 of the Illinois Constitution of 1970:			
Speaker	40,898	129,529	131,392
Minority Leader	-	-	-
Total Expenditures	<u>23,254,497</u>	<u>22,562,279</u>	<u>22,786,590</u>
Lapsed Balances	<u>\$ 836,975</u>	<u>\$ 1,408,721</u>	<u>\$ 1,334,434</u>

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES - CONTINUED

	Fiscal Year		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
	<u>PA 93-681</u>	<u>PA 93-91</u>	<u>PA 92-0538</u>
<u>General Assembly Operations Revolving Fund - 196</u>			
Appropriations (net after transfers)	\$ 250,000	\$ 250,000	\$ 250,000
Expenditures			
For ordinary and contingent expenses	<u>99,016</u>	<u>239,918</u>	<u>96,736</u>
Lapsed Balances	<u>\$ 150,984</u>	<u>\$ 10,082</u>	<u>\$ 153,264</u>
 <u>Grand Total, All Funds</u>			
Appropriations (net after transfers)	\$ 24,341,472	\$ 24,221,000	\$ 24,371,024
Expenditures	<u>23,353,513</u>	<u>22,802,197</u>	<u>22,883,326</u>
Lapsed Balances	<u>\$ 987,959</u>	<u>\$ 1,418,803</u>	<u>\$ 1,487,698</u>

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES - CONTINUED

	Fiscal Year		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
	<u>PA 93-681</u>	<u>PA 93-91</u>	<u>PA 92-0538</u>
<u>State Officers' Salaries</u>			
Appropriations to Comptroller's Office for House Members' Salaries	\$ 8,673,322	\$ 8,638,800	\$ 8,960,600
<u>Expenditures</u>			
For the Speaker of the House and Minority Leader	46,776	46,776	46,776
For the Majority Leader of the House	19,731	19,731	19,731
For the 12 Assistant Majority and Minority Leaders in the House	176,479	176,200	184,152
For the Majority and Minority Conference Chairmen in the House	30,692	30,692	30,692
For the two Deputy Majority and the two Deputy Minority Leaders in the House	65,839	67,240	67,240
For the Chairmen and Minority Spokesmen of Standing and Select Committees in the House	559,138	499,212	611,041
For Per Diem Allowances for the Members of the House, as Provided by Law	848,622	651,005	659,940
For Salaries, 118 Members of the House of Representatives	6,808,640	6,875,791	6,827,847
Total Expenditures	<u>8,555,917</u>	<u>8,366,647</u>	<u>8,447,419</u>
Lapsed Balances - State Officers' Salaries	<u>\$ 117,405</u>	<u>\$ 272,153</u>	<u>\$ 513,181</u>

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF EXPENDITURES BY MAJOR OBJECT ACCOUNT

For the years ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
Personal services	\$ 12,763,250	\$ 12,381,014	\$ 12,275,731
Employee retirement contributions paid by employer	397,539	455,131	439,793
State contribution to state employees' retirement system	2,056,486	1,119,024	1,269,779
State contribution to social security	935,488	910,034	906,850
Personal services - contractual	2,151,807	2,219,326	2,282,499
Social security - contractual employees	149,310	155,396	158,777
Contractual services	2,797,624	3,336,101	3,241,529
Travel	314,970	244,613	254,906
Printing	181,156	218,525	189,030
Commodities	301,325	315,204	308,034
Equipment	456,936	488,585	427,344
Electronic data processing	9,960	42,613	162,914
Telecommunications	809,739	855,247	927,273
Operation of automobile equipment	9,434	12,867	17,114
Permanent improvements	18,439	48,239	21,547
Refunds	50	278	-
Lump sums	-	-	206
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Totals	<u><u>\$ 23,353,513</u></u>	<u><u>\$ 22,802,197</u></u>	<u><u>\$ 22,883,326</u></u>

State of Illinois  
General Assembly  
House of Representatives

SCHEDULE OF CHANGES IN STATE PROPERTY

For the years ended June 30,

	<u>Equipment</u>
Balance at July1, 2003	\$ 6,264,691
Additions	789,814
Deletions	(305,139)
Net Transfers	<u>(288,268)</u>
Balance at June 30, 2004	<u>\$ 6,461,098</u>
Balance at July 1, 2004	\$ 6,461,098
Additions	209,614
Deletions	(49,421)
Net Transfers	<u>(160,945)</u>
Balance at June 30, 2005	<u>\$ 6,460,346</u>

Note: The above schedule has been derived from Agency records which have been reconciled without material exception to property reports submitted to the Office of the Comptroller.

State of Illinois  
General Assembly  
House of Representatives

COMPARATIVE SCHEDULE OF CASH RECEIPTS

For the year ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
<u>General Revenue Fund 001</u>			
Majority Leadership	\$ 1,293	\$ 1,059	\$ 6,843
Minority Leadership	467	1,013	1,651
Clerk of the House	294	5,317	18,024
Prior Year Refunds	<u>6,883</u>	<u>2,819</u>	<u>32,713</u>
Total receipts - Fund 001	<u>\$ 8,937</u>	<u>\$ 10,208</u>	<u>\$ 59,231</u>

State of Illinois  
General Assembly  
House of Representatives

RECONCILIATION SCHEDULE OF CASH RECEIPTS TO DEPOSITS  
REMITTED TO THE STATE COMPTROLLER

For the years ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
General Revenue Fund 001			
Majority Leadership			
Deposit per Agency records	\$ 1,293	\$ 1,059	\$ 6,843
Deposits in transit beginning of year	-	-	-
Deposits in transit end of year	-	-	-
	<hr/>	<hr/>	<hr/>
Deposits per Comptroller	\$ 1,293	\$ 1,059	\$ 6,843
Minority Leadership			
Deposit per Agency records	\$ 467	\$ 1,013	\$ 1,651
Deposits in transit beginning of year	-	53	12
Deposits in transit end of year	(14)	-	(53)
	<hr/>	<hr/>	<hr/>
Deposits per Comptroller	\$ 453	\$ 1,066	\$ 1,610
Clerk of the House			
Deposit per Agency records	\$ 294	\$ 5,317	\$ 18,024
Deposits in transit beginning of year	-	-	350
Deposits in transit end of year	-	-	-
	<hr/>	<hr/>	<hr/>
Deposits per Comptroller	\$ 294	\$ 5,317	\$ 18,374
Prior Year Refunds			
Deposit per Agency records	\$ 6,883	\$ 2,819	\$ 32,713
Deposits in transit beginning of year	-	-	-
Deposits in transit end of year	-	-	-
	<hr/>	<hr/>	<hr/>
Deposits per Comptroller	\$ 6,883	\$ 2,819	\$ 32,713
Grand Totals for House of Representatives Fund 001			
Deposit per Agency records	\$ 8,937	\$ 10,208	\$ 59,231
Deposits in transit beginning of year	-	53	362
Deposits in transit end of year	(14)	-	(53)
	<hr/>	<hr/>	<hr/>
Deposits per Comptroller	<u>\$ 8,923</u>	<u>\$ 10,261</u>	<u>\$ 59,540</u>

State of Illinois  
General Assembly  
House of Representatives

ANALYSIS OF SIGNIFICANT VARIATIONS  
IN EXPENDITURES

The following are explanations for expenditures which differed by at least \$ 32,000 and by more than 20 percent from the previous year.

<u>Fund, Account (if Applicable) and Explanation</u>	<u>Fiscal Year</u>		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
General Revenue Fund 001			
For the ordinary, incidental and contingent expenses of the leadership and general staff:			
Speaker	\$ 234,531	\$ 300,844	\$ 303,535
Minority Leader	140,440	77,109	33,124
<p>The decrease of \$ 66,313, or 22% from fiscal year 2004 to fiscal year 2005 for the Speaker was due to the implementation of a new telephone system that was completely installed during fiscal year 2004. The new telephone system has helped to reduce costs beginning in fiscal year 2005. The increase of \$ 43,985, or 133% from fiscal year 2003 to fiscal year 2004 for the Minority Leader was due to this appropriation being used only 6 months during fiscal year 2003. During fiscal year 2004, a full year of expenses were expended. The increase of \$ 63,331, or 82% from fiscal year 2004 to fiscal year 2005 for the Minority Leader was due to an increase of approximately \$ 14,000 in intern payroll and an increase of approximately \$ 63,000 in postage during fiscal year 2005.</p>			
For expenses in connection with the planning and preparation of redistricting of legislative and representative districts as required by Article IV, Section 3 of the Illinois Constitution of 1970:			
Speaker	40,898	129,529	131,392
<p>The decrease of \$ 88,631, or 68% from fiscal year 2004 to fiscal year 2005 for the Speaker was due to a contractual agreement during fiscal year 2004 for database collection and preparation of redistricting data for the House of Representatives in relation to 2010 redistricting.</p>			

State of Illinois  
 General Assembly  
 House of Representatives

ANALYSIS OF SIGNIFICANT VARIATIONS  
 IN EXPENDITURES - CONTINUED

The following are explanations for expenditures which differed by at least \$ 32,000 and by more than 20 percent from the previous year.

<u>Fund, Account (if Applicable) and Explanation</u>	<u>Fiscal Year</u>		
	<u>2005</u>	<u>2004</u>	<u>2003</u>
General Assembly Operations Revolving Fund (196)			
For ordinary and contingent expenses	\$ 99,016	\$ 239,918	\$ 96,736
The increase of \$ 143,182, or 148% from fiscal year 2003 to fiscal year 2004 and the decrease of \$ 140,902, or 59% from fiscal year 2004 to fiscal year 2005 was due to restoration costs of the 3rd and 4th floor corridors and maintenance and repair costs for work done in the Capitol during fiscal year 2004.			

State of Illinois  
General Assembly  
House of Representatives

ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING  
For the year ended June 30, 2005

Expenditure Item	Fund	Total Expenditures	Lapse Period Expenditures	Percent	Explanation of Significant Lapse Period Expenditures
For the ordinary, incidental and contingent expenses of the leadership and general staff:					
Minority Leader	001	\$ 140,440	\$ 58,437	42%	Lapse period spending was due to furniture purchased for the District office and the installation of phone systems for the District office prior to June 30, 2005. Payment was not made until lapse period.
For ordinary and contingent expense	196	99,016	47,100	48%	Lapse period spending was due to the purchase of EDP equipment for House Operations Accounting.

State of Illinois  
General Assembly  
House of Representatives

ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING  
For the year ended June 30, 2004

Expenditure Item	Fund	Total Expenditures	Lapse Period Expenditures	Percent	Explanation of Significant Lapse Period Expenditures
For the ordinary, incidental, and contingent expenses of the leadership and the general staff:					
Minority Leader	001	\$ 77,109	\$ 37,334	48%	Lapse period spending was due to installation of carpet in the Chicago office prior to June 30, 2004, which was not paid for until lapse period.
For the purchasing on contract as required by law of printing, binding, printing paper, stationery, and office supplies, no part of which shall be expended for expenses of purchasing, handling, or distributing such supplies and against which no indebtedness shall be incurred without the written approval of the Speaker of the House of Representatives	001	66,742	13,573	20%	Lapse period spending was due to the purchase of janitorial supplies and office supplies prior to June 30, 2004, which were not paid until lapse period.
For ordinary and contingent expense	196	239,918	196,930	82%	Lapse period spending was due to costs related to the restoration of decorative paint on the walls and ceilings of the 3rd and 4th floor corridors and maintenance and repair costs for work done in the Capitol prior to June 30, 2004, which was not paid for until lapse period.

State of Illinois  
General Assembly  
House of Representatives

AGENCY FUNCTIONS AND PLANNING PROGRAM

June 30, 2005 and 2004

The Legislative Power of the State of Illinois is vested in the General Assembly, which is composed of a 59-member Senate and a 118-member House of Representatives. Its principal activities are enacting, amending or repealing laws, passing resolutions, adopting appropriation bills and conducting inquiries on proposed legislation.

As of 1982, each Legislative district is comprised of one Senate district, which is divided into two representative districts. Every two years, one representative is elected from each representative district for a term of two years.

On the first day of the January session of the General Assembly in odd-numbered years, the Secretary of State shall convene the House of Representatives to elect from its membership a Speaker of the House of Representatives as presiding officer. The House shall also elect a Minority Leader, a Clerk of the House, an Assistant Clerk of the House and a Doorkeeper.

**Speaker of the House**

Speaker of the House of Representatives - Representative Michael J. Madigan

The Speaker has those powers conferred upon him or her by the Constitution, the laws of Illinois, and any other motions or resolutions adopted by the House or jointly by the House and Senate. The Speaker is the chief administrative officer of the House and has those powers necessary to carry out those functions. Various duties and responsibilities are outlined in House Rule 4.

The office of the Speaker of the House is located at 300 State House, Springfield, Illinois.

**Minority Leader**

Minority Leader - Representative Tom Cross

The Minority Leader has those powers conferred upon him or her by the Constitution, the laws of Illinois, and any other motions or resolutions adopted by the House or jointly by the House and Senate. For purposes of powers of appointment conferred by the Constitution, the Minority Leader is a member of the numerically strongest political party other than the party to which the Speaker belongs. The Minority leader has general supervision of the minority caucus staff.

The office of the Minority Leader is located at 316 State House, Springfield, Illinois.

State of Illinois  
General Assembly  
House of Representatives

AGENCY FUNCTIONS AND PLANNING PROGRAM - CONTINUED

June 30, 2005 and 2004

**Clerk of the House and Assistant Clerk of the House**

Clerk of the House - Mark Mahoney  
Assistant Clerk of the House - Bradley Bolin

The Clerk of the House may adopt policies and procedures for the conduct of his or her office. Various duties and responsibilities are outlined in House Rule 6. The Speaker is the final arbiter of any dispute arising in connection with the operation of the Office of the Clerk.

The Assistant Clerk of the House shall perform those duties as assigned by the Clerk.

The office of the Clerk of the House is located at 402 State House, Springfield, Illinois.

**Doorkeeper**

Doorkeeper - Lee Crawford

The Doorkeeper shall perform those duties assigned by law, or as ordered by the Speaker, Presiding Officer, or Clerk. The various duties are outlined in House Rule 8.

**Agency Planning Program**

The House of Representatives does not have a formal planning program. A long range planning program is difficult to formulate for a legislative body, whose purpose is to legislate rather than to provide a governmental service. The powers and duties of the House of Representatives are detailed in the State of Illinois Constitution, the laws of Illinois, other motions or resolutions adopted by the House or jointly by the House and the Senate, and by the House Rules.

State of Illinois  
General Assembly  
House of Representatives

AVERAGE NUMBER OF EMPLOYEES

For the years ended June 30, 2005, 2004, and 2003

The following table, prepared from Agency records, presents the average number of employees by function, for the Fiscal Years ended June 30,

	<u>2005</u>	<u>2004</u>	<u>2003</u>
Regular Full-time Employees			
Speaker of the House	75	77	77
Minority Leader	88	89	93
Office of the Clerk	<u>193</u>	<u>194</u>	<u>194</u>
Total Average Full-time Employees	<u>356</u>	<u>360</u>	<u>364</u>
Contractual Full-time Employees			
Speaker of the House	30	24	27
Minority Leader	6	7	6
Office of the Clerk	<u>118</u>	<u>128</u>	<u>112</u>
Total Average Contractual Employees	<u>154</u>	<u>159</u>	<u>145</u>
 Total Average Employees	 <u>510</u>	 <u>519</u>	 <u>509</u>

State of Illinois  
General Assembly  
House of Representatives

SERVICE EFFORTS AND ACCOMPLISHMENTS  
(Not Examined)

For the years ended June 30, 2005, 2004, and 2003

**2005 Session 94th General Assembly**  
January 2005 - June 2005

56	Session Days (2 Perfunctory)
3,905	House Bills Introduced
2,227	House Bills Passed House Committees
678	House Bills Passed House
443	House Bills Passed Both House and Senate
21	House Bills Vetoed or Amendatorially Vetoed
54	House Bills Signed into Law

**2004 Session 93rd General Assembly**  
January 2004 - December 2004

48	Session Days (2 Perfunctory)
3,381	House Bills Introduced
1,793	House Bills Passed House Committees
329	House Bills Passed House
238	House Bills Passed Both House and Senate
16	House Bills Vetoed or Amendatorially Vetoed
231	House Bills Signed into Law

**2003 Session 93rd General Assembly**  
January 2003 - December 2003

57	Session Days (2 Perfunctory)
3,871	House Bills Introduced
2,178	House Bills Passed House Committees
1,859	House Bills Passed House
393	House Bills Passed Both House and Senate
58	House Bills Vetoed or Amendatorially Vetoed
340	House Bills Signed into Law (5 filed without signature)