

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**AGENCY PROGRAM COMMENTARY**  
**2003 - 2005**

The Arkansas State Board of Architects certify, license and register individuals and firms who meet requirements to practice architecture and protect the public from illegal, incompetent, unethical and unprofessional practitioners. The operations of the Board are funded from the receipts of fees charged by the Agency. The budget request for the Arkansas State Board of Architects reflects \$297,333 as Base Level FY03, \$302,333 in FY04 and \$302,333 in FY05, including 3 positions. One position is funded in part by the Arkansas State Board of Landscape Architects. Change Level requests total \$5,000 for FY04 and \$5,000 for FY05 and include the following:

Data Processing Appropriation: Add an additional \$5,000 each year in capital outlay to replace necessary computer equipment due to technological enhancements. Purchase one computer system because the old one "crashed" on June 20, 2002.

<b>AGENCY</b> Arkansas State Board of Architects	<b>DIRECTOR</b> John D. Harris 	<b>AGENCY PROGRAM COMMENTARY</b>	<b>PAGE</b> 42
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DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF:  
ARKANSAS STATE BOARD OF ARCHITECTS  
FOR THE YEAR ENDED JUNE 30, 2001

Findings	Recommendations
None	None

SA0720601

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM  
 EMPLOYMENT SUMMARY  
 Required by: A.C.A. 19-4-307

AGENCY TITLE: 0206 STATE BD OF ARCHITECTS

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	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>1</u>	<u>2</u>	<u>3</u>	<u>100%</u>
BLACK EMPLOYEES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
TOTAL EMPLOYED AS OF			<u>0</u>	<u>0%</u>
	<u>08/05/2002</u>			
	DATE		TOTAL MINORITIES	
			<u>3</u>	<u>100%</u>
			TOTAL EMPLOYEES	

  
 \_\_\_\_\_  
 AGENCY DIRECTOR

**CASH FUND BALANCE DESCRIPTION**  
**AS OF JUNE 30, 2002**

**AGENCY:** Arkansas State Board of Architects #0206

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
Cash <u>304</u>	\$30,138.64	Checking	Regions Bank - Little Rock	<p>A.C.A. 17-15-202(e) provide that the Board may use funds collected to reimburse and carry out the functions of the Board.</p> <p><b>STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:</b>                      A.C.A. 17-15-204(D) AND 17-15-311 authorizes the Board to collect fees, fines and penalties.</p> <p><b>REVENUE RECEIPTS CYCLE:</b>                      Fees, fines and penalties are collected throughout the year. The renewal times are July 31 and December 31 annually.</p> <p><b>FUND BALANCE UTILIZATION:</b>                      The fees are used to carry out the function of the Board. Because the activities of the Board has dramatically increased, the fund balance will be used to carry out the normal duties of the Board.</p>
	\$100,000	CD	Capitol Bank - Little Rock	
	\$100,000	CD	USBank - Little Rock	
	\$5,000	Savings	Bank of Little Rock - Little Rock	
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
				<p><b>STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:</b></p> <p><b>REVENUE RECEIPTS CYCLE:</b></p> <p><b>FUND BALANCE UTILIZATION:</b></p>

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**STATE AGENCY PUBLICATIONS**

**Fiscal Year 2002-2003**

**Required by: A.C.A. 25-1-204**

**AGENCY:** Arkansas State Board of Architects

NAME OF PUBLICATION	STATUTORY AUTHORIZATION ACT # OR A.C.A.	REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED & DISTRIBUTED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
Arkansas Architectural Act	17-15-305(e)		Published 0 Distributed 100	Act 1338 of 1999 requires the Board to send each new registrant a copy of the Act. We will not need to publish the Act as we have sufficient publications on hand to cover the estimated 100 new registrants annually.
Arkansas State Board of Architects Rules and Regulations	17-15-305(e)		Published 0 Distributed 100	Act 1338 of 1999 requires the Board to send each new registrant a copy of the Act. We will not need to publish the Act as we have sufficient publications on hand to cover the estimated 100 new registrants annually.

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**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**ANALYSIS OF BUDGET REQUEST**  
**2003 - 2005**

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The State Board of Architects is responsible for the regulation of the practice of architecture by providing examinations of qualifications for the issuance of certificates of registration and licenses. The agency also provides for the education of building officials and the public regarding the provisions of the Arkansas Architectural Act and the rules and regulations of the Board. The operations of the Board are funded from Cash Funds generated from the receipt of fees charged by the Agency.

The Base Level request includes a 2.7% salary increase each year over the FY03 salary levels for all incumbents plus associated increases in Personal Services Matching. Included in Personal Services Matching is a \$33 per month increase in the monthly contribution for State employee's health insurance for a total state contribution of \$280 per month per budgeted employee. A Change Level request in the amount of \$5,000 each year is requested in Operating Expenses for computer upgrades.

The Executive Recommendation provides for the agency request. Expenditure of appropriation is contingent upon available funding.

AGENCY	APPROPRIATION	CASH FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: State Board of Architects  Code: 206	Name: Board of Architects - Cash Operations  Code: A07	Name: Board of Architects - Cash  Code: 304		<b>47</b>

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**Biennial Appropriation Summary**

Agency Name                    STATE BOARD OF ARCHITECTS  
 Agency Code                    206  
 Appropriation Name            Board of Architects - Cash Operations  
 Appropriation Code            A07  
 Fund Name                      Board of Architects - Cash  
 Fund Code                      304

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Regular Salaries	5010000	127,621	130,360	3	130,360	3
Personal Serv Match	5010003	31,374	31,969	0	31,887	0
Operating Expenses	5020002	174,310	102,444	0	102,444	0
Travel-Conferences	5050009	4,516	5,750	0	5,750	0
Capital Outlay	5120011	3,480	2,391	0	2,391	0
Prof. Fees & Serv.	5060010	2,839	13,000	0	13,000	0
Exams	5900046	12,768	13,892	0	13,892	0
<b>Grand Total</b>		<b>356,908</b>	<b>299,806</b>	<b>3</b>	<b>299,724</b>	<b>3</b>

Funding Sources						
Name	Code					
Fund Balance	4000005	298,535	235,139	*****	*****	*****
Cash Funds	4000045	293,512	304,200	*****	*****	*****
<b>Total Funding</b>		<b>592,047</b>	<b>539,339</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>
Excess Appr/(Funding)		(235,139)	(239,533)	*****	*****	*****
<b>Grand Total</b>		<b>356,908</b>	<b>299,806</b>	<b>*****</b>	<b>*****</b>	<b>*****</b>

The FY03 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the authorized amounts due to the implementation of the pay plan during the 2001-2003 biennium.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM  
Biennial Appropriation Summary

Agency Name           STATE BOARD OF ARCHITECTS  
Agency Code           206  
Appropriation Name    Board of Architects - Cash Operations  
Appropriation Code    A07  
Fund Name              Board of Architects - Cash  
Fund Code              304

Character Name                    Code		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Regular Salaries	5010000	133,880	3	0	0	133,880	3	137,494	3	0	0	137,494	3
Personal Serv Match	5010003	33,790	0	0	0	33,790	0	34,430	0	0	0	34,430	0
Operating Expenses	5020002	102,444	0	5,000	0	107,444	0	102,444	0	5,000	0	107,444	0
Travel-Conferences	5050009	5,750	0	0	0	5,750	0	5,750	0	0	0	5,750	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0	0	0	0
Prof. Fees & Serv.	5060010	13,000	0	0	0	13,000	0	13,000	0	0	0	13,000	0
Exams	5900046	13,892	0	0	0	13,892	0	13,892	0	0	0	13,892	0
<b>Grand Total</b>		<b>302,756</b>	<b>3</b>	<b>5,000</b>	<b>0</b>	<b>307,756</b>	<b>3</b>	<b>307,011</b>	<b>3</b>	<b>5,000</b>	<b>0</b>	<b>312,011</b>	<b>3</b>

Funding Sources													
Name	Code												
Fund Balance	4000005	239,533	*****	0	*****	239,533	*****	241,777	*****	0	*****	241,777	*****
Cash Funds	4000045	305,000	*****	5,000	*****	310,000	*****	307,000	*****	5,000	*****	312,000	*****
<b>Total Funding</b>		<b>544,533</b>	<b>*****</b>	<b>5,000</b>	<b>*****</b>	<b>549,533</b>	<b>*****</b>	<b>548,777</b>	<b>*****</b>	<b>5,000</b>	<b>*****</b>	<b>553,777</b>	<b>*****</b>
Excess Appro/(Funding)		(241,777)	*****	0	*****	(241,777)	*****	(241,766)	*****	0	*****	(241,766)	*****
<b>Grand Total</b>		<b>302,756</b>	<b>*****</b>	<b>5,000</b>	<b>*****</b>	<b>307,756</b>	<b>*****</b>	<b>307,011</b>	<b>*****</b>	<b>5,000</b>	<b>*****</b>	<b>312,011</b>	<b>*****</b>

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**Biennial Appropriation Summary**

Agency Name                    STATE BOARD OF ARCHITECTS  
 Agency Code                    206  
 Appropriation Name            Board of Architects - Cash Operations  
 Appropriation Code            A07  
 Fund Name                      Board of Architects - Cash  
 Fund Code                      304

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Name	Code								
Regular Salaries	5010000	133,880	3	137,494	3	0	0	0	0
Personal Serv Match	5010003	33,790	0	34,430	0	0	0	0	0
Operating Expenses	5020002	107,444	0	107,444	0	0	0	0	0
Travel-Conferences	5050009	5,750	0	5,750	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0
Prof. Fees & Serv.	5060010	13,000	0	13,000	0	0	0	0	0
Exams	5900046	13,892	0	13,892	0	0	0	0	0
<b>Grand Total</b>		<b>307,756</b>	<b>3</b>	<b>312,011</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Funding Sources									
Name	Code								
Fund Balance	4000005	239,533	*****	241,777	*****	0	*****	0	*****
Cash Funds	4000045	310,000	*****	312,000	*****	0	*****	0	*****
<b>Total Funding</b>		<b>549,533</b>	<b>*****</b>	<b>553,777</b>	<b>*****</b>	<b>0</b>	<b>*****</b>	<b>0</b>	<b>*****</b>
Excess Appro/(Funding)		(241,777)	*****	(241,766)	*****	0	*****	0	*****
<b>Grand Total</b>		<b>307,756</b>	<b>*****</b>	<b>312,011</b>	<b>*****</b>	<b>0</b>	<b>*****</b>	<b>0</b>	<b>*****</b>

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM**  
**Biennial Rank by Appropriation**

Agency Name STATE BOARD OF ARCHITECTS  
 Agency Code 206  
 Appropriation Name Board of Architects - Cash Operations  
 Appropriation Code A07  
 Fund Name Board of Architects - Cash  
 Fund Code 304

Rank	Justification	Designation	Cost Center	2001-02	2002-03		Agency Request			Executive Recommendation			Legislative Recommendation					
				Actual	Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
		BL Base Level		356,908	299,806	3	302,756	3	307,011	3	302,756	3	307,011	3	0	0	0	0
1	This request is made for computer upgrades and equipment replacement.	C01	156210 Architects Oper	0	0	0	5,000	0	5,000	0	5,000	0	5,000	0	0	0	0	0
		CC1	Total	0	0	0	5,000	0	5,000	0	5,000	0	5,000	0	0	0	0	0
		Grand Total	Total	356,908	299,806	3	307,756	3	312,011	3	307,756	3	312,011	3	0	0	0	0