

DAH - DELTA CULTURAL CENTER

Enabling Laws

Act 233 of 2012
A.C.A. §13-5-701 et seq.

History and Organization

History and Organization

Agency Mission Statement:

It is the mission of the Delta Cultural Center (DCC) to preserve, research, document, interpret, and present the heritage of the Arkansas Delta. The Center is comprised of seven facilities and several acres of land located in Helena, AR.

- The Visitors Center is comprised of three connected buildings, two historic commercial buildings and one reconstructed structure. This facility houses staff offices, the museum gift shop and major interpretive exhibits.
- The restored 1912 Union Pacific Railroad Depot houses interpretive exhibits and is listed on the National Register.
- The Moore-Horner House was constructed in 1859, is listed on the National Register and is used as a historic house museum and Civil War interpretive center.
- The Cherry Street Pavilion serves as a permanent stage and outdoor pavilion for agency events and community programs.
- The Beth El Heritage Hall, a 1917 Jewish temple, provides an auditorium and classroom space for DCC and community programs. The structure also provides additional collections storage space. It is a contributing structure in the Beech Street Historic District.
- A maintenance shop is utilized by maintenance staff.
- The Miller Building provides a classroom/assembly space.

Future additions to the DCC are mission driven and will enhance our programming. These additions include a Replica of Fort Curtis, an 1862 Union Fortification and Freedom Park, an interpretive recreational area exploring the African American experience in the Civil War.

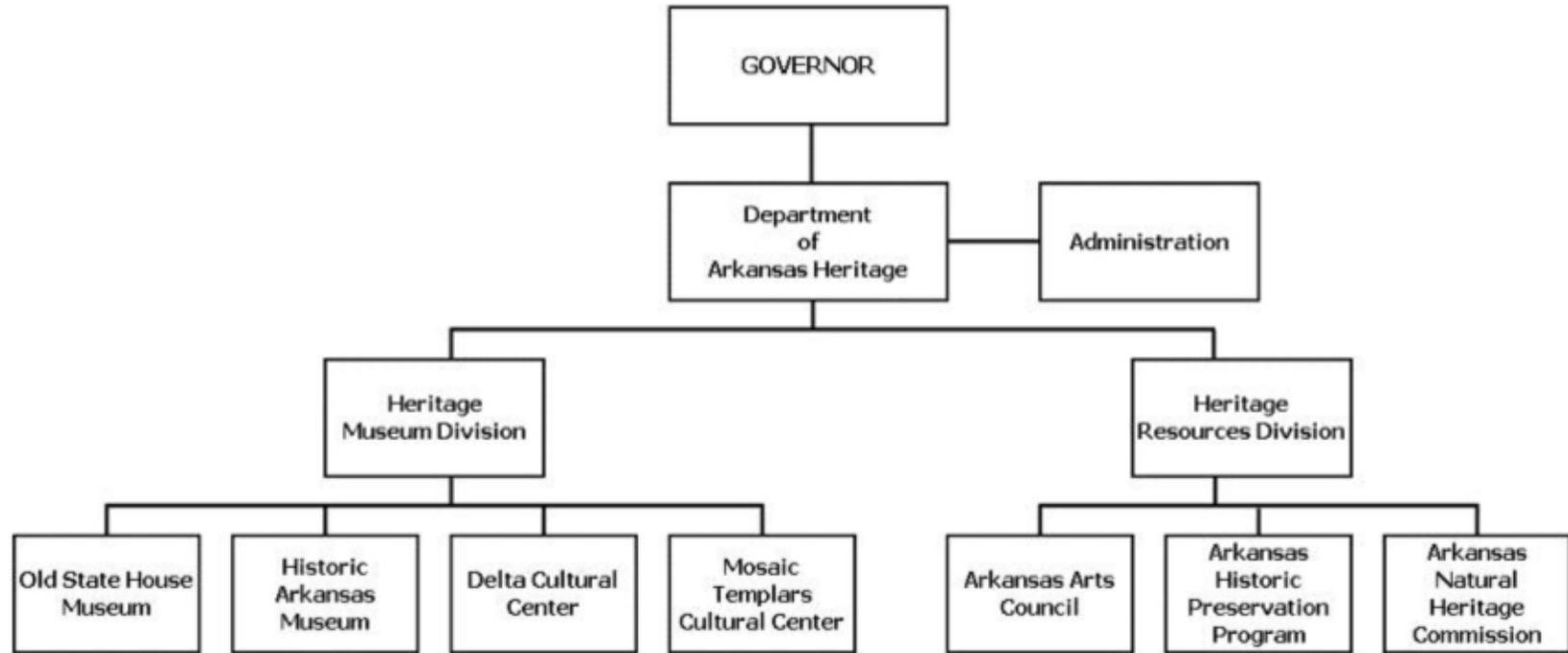
Brief Discussion of Statutory Responsibilities and Primary Activities:

The Delta Cultural Center was established in 1989 to serve as the heritage center for the 27 counties that comprise the Arkansas Delta region. The Center has been in operation since 1990 utilizing exhibits and educational programs to reach its goals. Major projects include components of educational programming, research, preservation, exhibits, collections, historic site management, marketing, development, and administration. The King Biscuit Blues Festival and the Arkansas Delta Family Gospel Festival are examples of two major events that occur annually.

The Delta Cultural Center follows a five year long-range plan that is updated regularly. This is a comprehensive plan which includes the goals and objectives of the Center dedicated to meet the overall mission and purpose.

Agency Board or Commission:

The Delta Cultural Center is advised by an 11 member advisory board appointed by the Governor which meets quarterly. The members serve for three-year terms. No member shall be eligible for appointment to more than two consecutive full terms. The advisory board positions are designated so that a broad range of interests are served: Helena community, blues musicians, historians, and Delta residents.



Agency Commentary

See Agency Commentary in DAH - Central Administration.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF ARKANSAS HERITAGE
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

Audit findings are reported under DAH-Central Administration.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	3	4	7	64 %
Black Employees	2	2	4	36 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			4	36 %
Total Employees			11	100 %

Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
1210100	\$40,888	Checking	Southern Bancorp/Helena

Statutory/Other Restrictions on use:

A.C.A. §13-5-706 established that the agency can accept gifts of real or personal property and money. The agency shall have the authority to set fees related to services and programs.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. §13-5-706 established that the agency can accept gifts of real or personal property and money. The agency shall have the authority to set fees related to services and programs.

Revenue Receipts Cycle:

Funds are collected on an irregular basis throughout the year. Deposits are made in a timely manner upon receipt of funds. Receipts are generated from Museum Store sales, rentals, and/or donations.

Fund Balance Utilization:

The fund balance will be used to purchase additional inventory for resale through the Museum Store. The funds will be deposited to the State Treasury and expenditures made according to DFA regulations.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014						2014-2015					
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
2JF Delta Cultural Center - Cash in Treasury	39,382	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0
922 Delta Cultural Center - State Operations	545,105	10	542,045	10	559,249	10	520,206	10	695,311	12	695,311	12	520,206	10	695,311	12	695,311	12
C14 Delta Cultural Center - Bank Charges Fund	3,726	0	5,000	0	5,000	0	5,000	0	6,000	0	6,000	0	5,000	0	6,000	0	6,000	0
Total	588,213	10	597,045	10	614,249	10	575,206	10	751,311	12	751,311	12	575,206	10	751,311	12	751,311	12

Funding Sources		%		%		%		%		%		%		%		%		
Fund Balance 4000005	49,060	7.8	42,822	6.9			24,747	4.2	24,747	3.3	24,747	4.2	9,254	1.6	8,254	1.1	8,254	1.4
General Revenue 4000010	545,105	86.4	542,045	87.2			520,206	89.0	695,311	91.5	520,206	89.0	520,206	91.0	695,311	93.2	520,206	91.1
Cash Fund 4000045	72,952	11.6	75,821	12.2			78,403	13.4	78,403	10.3	78,403	13.4	81,243	14.2	81,243	10.9	81,243	14.2
Intra-agency Fund Transfer 4000317	(36,082)	(5.7)	(38,896)	(6.3)			(38,896)	(6.7)	(38,896)	(5.1)	(38,896)	(6.7)	(38,896)	(6.8)	(38,896)	(5.2)	(38,896)	(6.8)
Total Funds	631,035	100.0	621,792	100.0			584,460	100.0	759,565	100.0	584,460	100.0	571,807	100.0	745,912	100.0	570,807	100.0
Excess Appropriation/(Funding)	(42,822)		(24,747)				(9,254)		(8,254)		166,851		3,399		5,399		180,504	
Grand Total	588,213		597,045				575,206		751,311		751,311		575,206		751,311		751,311	

The Intra-agency Fund Transfer represents a transfer of cash funds from the Agency's Cash In Bank Fund to the Agency's Cash in Treasury Fund. Variation in fund balance is due to unfunded appropriation in appropriation (922) Delta Cultural Center - State Operations.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
11	11	0	11	0	0.00 %	11	10	1	11	0	9.09 %	11	10	1	11	0	9.09 %

Analysis of Budget Request

Appropriation: 2JF - Delta Cultural Center - Cash in Treasury

Funding Sources: NNH - Delta Cultural Center Cash

Act 109 of 1989 (A.C.A. §13-5-703) established the Delta Cultural Center to provide a resource to study, preserve, interpret, and present the rich cultural heritage of a rural Mississippi River Delta community. This appropriation is used to supplement the operating expenses of the Delta Cultural Center. Funding is derived from cash funds generated at the Delta Cultural Center in Helena, Arkansas.

The Agency Base Level Request includes appropriation of \$50,000 each year of the biennium.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 2JF - Delta Cultural Center - Cash in Treasury

Funding Sources: NNH - Delta Cultural Center Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	5,822	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	5,500	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	28,060	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		39,382	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Funding Sources										
Fund Balance	4000005	15,033	1,934		1,934	1,934	1,934	1,934	1,934	1,934
Cash Fund	4000045	26,283	50,000		50,000	50,000	50,000	50,000	50,000	50,000
Total Funding		41,316	51,934		51,934	51,934	51,934	51,934	51,934	51,934
Excess Appropriation/(Funding)		(1,934)	(1,934)		(1,934)	(1,934)	(1,934)	(1,934)	(1,934)	(1,934)
Grand Total		39,382	50,000		50,000	50,000	50,000	50,000	50,000	50,000

Analysis of Budget Request

Appropriation: 922 - Delta Cultural Center - State Operations

Funding Sources: HRA - Arkansas Heritage Fund

The Delta Cultural Center (DCC), located in historic downtown Helena, Arkansas, is a museum dedicated to the history of the Arkansas Delta. The DCC is comprised of seven facilities and several acres of land located in Helena, Arkansas. This appropriation provides for maintenance and general operations of the agency, as well as routinely updated programming and exhibitory illustrating the historical, musical, and geographical significance of the 27 county Delta region.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level includes appropriation and general revenue funding of \$520,206 each year with 10 Regular positions.

The Agency Change Level Request includes additional appropriation and general revenue funding of \$175,105 each year for the following:

- Regular Salaries and Personal Services Matching: Increase of \$66,005 each year for two (2) Regular positions.
 - 1) C056C Administrative Specialist III (grade C112) is needed to complete various business operations tasks to better manage sites, maintain records and improve administrative operations.
 - 2) S065C Maintenance Assistant (grade C108) is needed to provide maintenance for all properties, lawn care, seasonal maintenance, trash removal and preparation of special events and exhibits.
- Operating Expenses: Increase of \$109,100 each year to cover basic utility costs due to overall utility increases, expanded facilities and increase utilization of properties.

The Executive Recommendation provides the Agency Request for positions and appropriation only.

Appropriation Summary

Appropriation: 922 - Delta Cultural Center - State Operations

Funding Sources: HRA - Arkansas Heritage Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	391,387	384,834	394,998	359,968	406,024	406,024	359,968	406,024	406,024
#Positions		10	10	10	10	12	12	10	12	12
Personal Services Matching	5010003	131,274	135,721	130,466	138,748	158,697	158,697	138,748	158,697	158,697
Operating Expenses	5020002	22,444	21,490	33,785	21,490	130,590	130,590	21,490	130,590	130,590
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		545,105	542,045	559,249	520,206	695,311	695,311	520,206	695,311	695,311
Funding Sources										
General Revenue	4000010	545,105	542,045		520,206	695,311	520,206	520,206	695,311	520,206
Total Funding		545,105	542,045		520,206	695,311	520,206	520,206	695,311	520,206
Excess Appropriation/(Funding)		0	0		0	0	175,105	0	0	175,105
Grand Total		545,105	542,045		520,206	695,311	695,311	520,206	695,311	695,311

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

Change Level by Appropriation

Appropriation: 922 - Delta Cultural Center - State Operations
Funding Sources: HRA - Arkansas Heritage Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	520,206	10	520,206	100.0	520,206	10	520,206	100.0
C01	Existing Program	175,105	2	695,311	133.7	175,105	2	695,311	133.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	520,206	10	520,206	100.0	520,206	10	520,206	100.0
C01	Existing Program	175,105	2	695,311	133.7	175,105	2	695,311	133.7

Justification

C01	<p>The agency requests an increase in General Revenue appropriation and funding to cover basic utility costs due to overall utility increases, expanded facilities, and increased utilization of properties. The agency has decreased its energy consumption and reduced costs where possible. Even with these aggressive steps, the agency is requesting an increase in operating expenses to cover the anticipated cost of daily operations. The Delta Cultural Center (DCC) was established in 1989 as the heritage center for a 27 county region known as the Arkansas Delta. The Center has been in operation since 1990 utilizing historic sites, exhibits, and educational programs to reach specific goals relating to the overall mission, and organized into departments including: education, exhibits & collections, marketing and development, and historic sites management. When the DCC opened in 1990 it included one property: the 1917 Missouri Pacific Train Depot. Since that time the Center has expanded to include seven buildings and structures and will soon add two additional properties to its holdings. With the current buildings encompassing more than 43,000 square feet and more than 4 acres of land, current maintenance staff is unable to provide adequate coverage. It is for this reason that the Agency is requesting a full time position within the maintenance department to provide routine maintenance for all properties, lawn care, seasonal maintenance, trash removal, various repairs, emergency repairs/issues, and preparation of special events and exhibits. The position will ensure that maintenance issues are dealt with in a timely manner to avoid any damage and/or increased cost associated with the problem area. It is important to maintain properties at a professional level and provide our visitors with a quality experience. The position is vital to our operations. The Delta Cultural Center is requesting a full time administrative position within the business office operation. In recent years the agency has increased the number of properties it manages and therefore increased its outreach and programming efforts. The DCC is interested in pursuing grants to fund additional projects and programs. With the addition of properties, the increase in programming, and the pursuit of various grants, a need for additional administrative staff has become apparent. It is for this reason that the agency is requesting a full time Administrative Specialist III for specific administrative duties. The role of the Administrative Specialist III is to complete various business operation tasks to better manage our multiple sites, maintain records, and improve administrative operations. As the agency increases its property holdings and programming, the amount of paperwork that flows through the its business office increases. At the present time the Delta Cultural Center has one business office position. The additional position is essential to the operations of the agency.</p>
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Analysis of Budget Request

Appropriation: C14 - Delta Cultural Center - Bank Charges Fund

Funding Sources: 121 - Delta Cultural Museum Bank Charges

This cash appropriation provides for the payment of bank charges, credit card charges and fees from revenues collected by the Delta Cultural Museum Store.

Base Level includes Operating Expenses appropriation of \$5,000 each year of the biennium.

The Agency Change Level Request includes additional appropriation of \$1,000 in Operating Expenses each year to provide for an increase in fee charges based on increased visitation and sales from the Museum Store and other credit card activities.

The Executive Recommendation provides the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: C14 - Delta Cultural Center - Bank Charges Fund

Funding Sources: 121 - Delta Cultural Museum Bank Charges

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	3,726	5,000	5,000	5,000	6,000	6,000	5,000	6,000	6,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		3,726	5,000	5,000	5,000	6,000	6,000	5,000	6,000	6,000
Funding Sources										
Fund Balance	4000005	34,027	40,888		22,813	22,813	22,813	7,320	6,320	6,320
Cash Fund	4000045	46,669	25,821		28,403	28,403	28,403	31,243	31,243	31,243
Intra-agency Fund Transfer	4000317	(36,082)	(38,896)		(38,896)	(38,896)	(38,896)	(38,896)	(38,896)	(38,896)
Total Funding		44,614	27,813		12,320	12,320	12,320	(333)	(1,333)	(1,333)
Excess Appropriation/(Funding)		(40,888)	(22,813)		(7,320)	(6,320)	(6,320)	5,333	7,333	7,333
Grand Total		3,726	5,000		5,000	6,000	6,000	5,000	6,000	6,000

The Intra-agency Fund Transfer represents a transfer of cash funds from the Agency's Cash In Bank Fund to the Agency's Cash in Treasury Fund.

Change Level by Appropriation

Appropriation: C14 - Delta Cultural Center - Bank Charges Fund
Funding Sources: 121 - Delta Cultural Museum Bank Charges

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	5,000	0	5,000	100.0	5,000	0	5,000	100.0
C01	Existing Program	1,000	0	6,000	120.0	1,000	0	6,000	120.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	5,000	0	5,000	100.0	5,000	0	5,000	100.0
C01	Existing Program	1,000	0	6,000	120.0	1,000	0	6,000	120.0

Justification

C01	This request is to increase the appropriation for the agency's cash-in-bank fund. The agency anticipates an increase in fee charges based on increased visitation and sales from the Museum Store and other credit card activities.
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