

DEPARTMENT OF PARKS AND TOURISM

Enabling Laws

Appropriation Acts: Act 420, 446, 480, 1141 and 1227 of 2007.

Arkansas Code: §25-13-101 to 104, §15-11-201 to 211, §13-9-101 to 105, §19-4-801-802, §13-3-101 to 109, §13-3-201 to 206, §15-11-601 to 604, §8-6-404, §19-6-484, §13-5-201 to 202;206 to 207, §13-5-401 to 404, §13-5-505, §22-4-112, §13-5-601 to 604, §14-54-106, §14-270-201 to 203, §18-11-301 to 307, §19-5-1051, §22-4-101, §22-4-302,305,307, §22-4-201 to 203, §22-4-312-313, §22-4-401 to 411, §22-4-501 to 504, §27-67-204, §15-11-101-102, §15-11-401 to 410, §15-11-301 to 306, §27-69-201 to 207, §25-13-102, §26-52-1006.

History and Organization

The mission of the Department of Parks and Tourism is to enhance the quality of life in Arkansas by promoting, protecting, interpreting and managing the State's natural and cultural resources.

The reorganization of State government, as affected by Act 38 of 1971, gave considerable emphasis to Arkansas' travel and recreation industry. This was emphasized by the creation of the Department of Parks and Tourism and by the expansion of the overall effort of the Agency. The Executive Director is appointed by the Governor and is responsible for personnel and administration; policy is set by various commissions. Within the department itself, organization of the staff functions and delivery of services are divided into six defined areas with each managed by a division director. The Executive Director's office coordinates the overall operations of the department and also directs the personnel, internal audit and public information functions.

The Personnel Section of the Department of Parks and Tourism works directly for the Executive Director. The primary functions of this section include human resources management, the personnel process, policy, affirmative action, training, human resources management, personnel records, performance evaluation, job classification and the application/interview process. It works with all divisions of the department to provide technical assistance, employee counseling and career planning.

The Administration Division provides administrative support for all department divisions in the accounting, auditing, purchasing and payroll areas, as well as the mailroom, printing reproduction, warehouse functions, and data processing service. All department budgetary funding responsibilities are coordinated, verified, and monitored by the Administration Division.

The Arkansas State Parks, Recreation and Travel Commission, the policy board of the Parks and Tourism divisions of the department, has fourteen members appointed by the Governor. One is a commissioner emeritus (lifetime) and one represents the retirement age sector of our population. The remaining twelve members include representatives of the newspaper, radio, television, news media, recreation, and hospitality industries. Each of the four Congressional Districts of the State is represented on this commission.

The Parks Division is the largest in the department. It is charged with conserving and protecting the State resources, providing recreation and educational opportunities to the State's citizens and visitors, and

enhancing the economy through tourism. The State Parks Division, founded in 1937, four years after the initial development of the first State parks in 1933 by the National Parks Service advisors and the Civilian Conservation Corps (CCC), is responsible for the development, maintenance, and operation of over 53,238 acres of land, consisting of 52 State parks and museums that offer a variety of natural, cultural, historical, educational, and recreational experiences. Characterized by 865 buildings (including 183 historic structures), six national historic and one natural landmark, 1,780 campsites, five lodges, 283 miles of trails, hundreds of miles of utilities, and over 9 million visitors annually, the State parks are like running small cities.

The Parks Division handles the Outdoor Recreation Grants Program from the U.S. Department of Interior, the Natural and Cultural Resources Fund for cities, the Statewide Comprehensive Outdoor Recreation Plan (SCORP), and provides technical assistance in park development and operation for cities and counties. The staff participates in statewide trail programs, environmental reviews, and conservation, recreation and environmental committees on behalf of the department. The Arkansas Outdoor Recreation Grants Advisory Committee is organized under provisions of the Land and Water Conservation Fund Act of 1965 and the Arkansas Open Project Selection Process as approved by the National Park Service. The Committee shall consist of five members appointed by the Governor.

In 1996, Amendment 75 was passed by the voters establishing a 1/8 cent conservation tax to repair, renovate and improve the State parks. In 1999, ArkansasStateParks.com web site was developed to enhance marketing, educational and informational efforts.

The State Parks Division works with the Prairie Grove Battlefield Commission, which is composed of five members appointed by the Governor, and charged with the duties and responsibilities deemed appropriate by the Commission for the preservation and development of the park commemorating those that fought the Battle of Prairie Grove.

The Arkansas Museum of Natural Resources Advisory Committee, consisting of fifteen members, appointed by the Governor, serves in an advisory capacity to the Agency. At least half of the members are residents of oil and brine producing counties of south Arkansas. The Advisory Committee advises in the establishment of policies and procedures for the development of the Arkansas Museum of Natural Resources and coordinates efforts to encourage gifts or donations to the museum.

The Plantation Agriculture Review Committee is a five-member group appointed by the Governor to advise the Agency in the establishment of policies and procedures for the development of the Plantation Agriculture Museum and develops and coordinates efforts to encourage gifts or donations to the Plantation Agriculture Museum.

The Arkansas Post Museum was operated by Arkansas County until January 1997, when it became part of the Arkansas State Parks system. The Arkansas Post Museum Advisory Committee will consist of not less than seven nor more than nine members as determined by the Governor. At least one member of the committee is required to be a historian by profession.

The Ozark Folk Cultural Center Commission members are selected by the seated Commission members and must be approved by the City Council of Mountain View. The nine (9) member board was created by legislation for the purpose of construction and operation of the Ozark Folk Center. The OFCCC serves as an advisory board and approves Capital Improvements/Major Maintenance Expenditures Reserve Account projects.

The overall purpose of the Tourism Division is to enrich the quality of life and improve the economy of Arkansas by generating travel and enhancing the image of the State. The division's out-of-state efforts are to: (1) generate travel and tourism to Arkansas by utilizing sophisticated marketing techniques; (2) enhance the image of the State via advertising messages, the internet, and editorial efforts with national media; (3) encourage investment in Arkansas' tourism industry by providing an environment of cooperation and incentive where possible; and (4) encourage retirement and relocation to the State. The division's in-state objectives are to: (1) encourage travel and tourism in Arkansas by Arkansas people; (2) build pride by image enhancement and educational efforts; (3) be a leader and advocate to build understanding and support for the important role tourism plays in the Arkansas economy; (4) work to present and enhance the image of Arkansas. In 1998, arkansas.com web site was developed to expand the State's marketing and promotional efforts.

The Tourism Division has four in-house sections: Communications, Tourism Development, Group Travel, and Research & Information Services. The Communications Section generates articles and photos (which are made available to the public and the media), arranges and hosts "familiarization" tours for visiting journalists and writers, and also has Internet responsibilities. The Tourism Development Section conducts hospitality training seminars, provides technical assistance to city and county governments, assists communities and businesses with tourism development plans, promotes and assists in the development of retirement and relocation to the state, and aids in the planning and promotion of local festivals. It also administers the Division's matching fund program which makes grant monies available to recognized regional tourism promotion associations. The Group Travel Section markets the state to increase visitor expenditures made by motor coach tours, conventions, and other group travelers and assists the Arkansas tourism industry in its group travel and convention marketing efforts. The Research & Information Services Section compiles and analyzes statistical data and handles fulfillment operations for the Division's inquiries from the traveling public. It also operates the State's system of 13 Welcome Centers located at major entry points into Arkansas. Trained staff at these facilities, which are a cooperative venture with the Arkansas State Highway & Transportation Department, provide that critical "first impression" to our visitors, encouraging them to get off the main highways and explore all corners of the Natural State.

In addition, the Tourism Division works with two outside organizations, an advertising agency and an internet agency, which provide professional services to augment the Division's promotional efforts. The ad agency produces an annual marketing plan, creates and places media campaigns, conducts research, and assists in a variety of public relations efforts. The internet agency keeps the arkansas.com web site current, conducts research, places key-word buys, and coordinates search engine optimization efforts. During FY 2008, traffic on arkansas.com totaled 5,603,005 visitors - which led to 2,462,935 industry referrals for additional information or making reservations.

The Great River Road was reorganized under the Tourism Division, for administrative purposes. The Great River Road has a policy board, the Arkansas Mississippi River Parkway Commission, composed of ten members appointed by the Governor. The members represent the ten counties bordering the Mississippi River. The Great River Road Section is charged with preserving and promoting all tourism and historic aspects of the ten counties. The Section also works with the other states of the International Mississippi River Parkway Commission to secure National Scenic Byway status for all states in cooperation with the Federal Highway Administration. This International Parkway provides a unique route for tourists from Canada to the Gulf of Mexico.

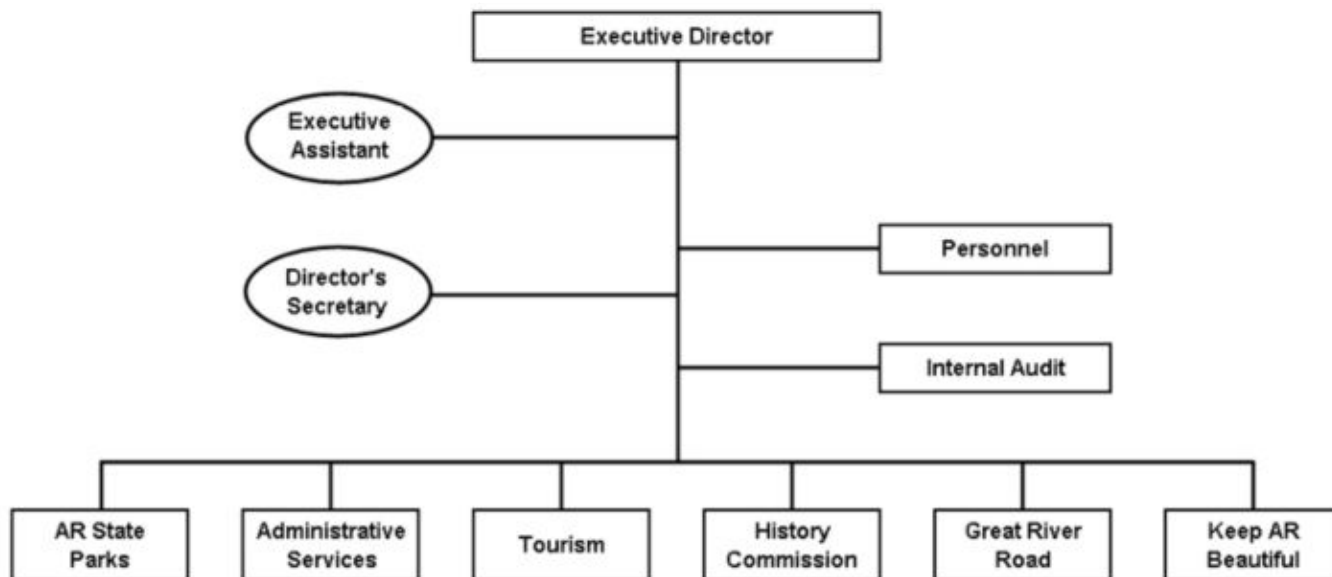
The History Commission was created by Act 215 of 1905, but its existence as a functioning State agency was uncertain until after the passage of Act 355 by the General Assembly of 1911. The latter Act, as

amended by Act 207 of 1963, is the basic law under which the Commission operates. This fundamental Act charges the History Commission with the responsibility of keeping and caring for the official archives of the State, collecting materials relating to Arkansas history, and encouraging the use of historical source materials such as documents, newspaper files, maps and photographs. A documents restoration laboratory and a microfilm section assist with preservation. In 1996, the ark-ives.com web site was developed to enhance educational and informational efforts.

The History Commission itself is composed of seven members appointed by the Governor with the approval of the Senate. Since the passage of Act 38 of 1971, the Commission has operated within the Department of Parks and Tourism. The Arkansas Black History Commission of Arkansas was created by Act 1233 of 1991 (name changed from Black History Advisory Commission by Act 1601 of 2007). It, operates in connection with the History Commission.

The Keep Arkansas Beautiful Commission (KArB) was established in 1989 by Executive Order of the Governor. Since 1993, the Keep Arkansas Beautiful Commission has been a division of the Department of Parks and Tourism. In 1996, Amendment 75 the Conservation Amendment created funding for the Keep Arkansas Beautiful Commission. Act 1278 of 1997 superseded the Executive order and re-created the KArB Commission and a new Commission was appointed by the Governor, consisting of nine Commissioners appointed to six-year terms. Two members are appointed from each of the four Congressional Districts and one from the state at-large. In 2000, KeepArkansasBeautiful.com web site was developed to enhance marketing, educational and informational efforts.

Keep Arkansas Beautiful is charged with: (1) raising public awareness of our litter problem; (2) educating the general public of the economics and ecological impact of litter; (3) encouraging litter prevention; (4) increasing awareness of litter laws and enforcement; (5) promoting recycling and recycling benefits to consumers; (6) generating interest in beautification projects; (7) supporting communities statewide in establishing litter prevention programs, ongoing recycling campaigns, and beautification projects.



Agency Commentary

Administration Division

The Administration Division provides centralized management and administrative services for the Department. These services include internal audit, personnel, accounting, purchasing, budgeting, computer technology services, printing and warehousing. In addition, overall department coordination, direction and liaison with the Governor, Legislature and various Commissions are responsibilities of this division.

The budget request includes an increase in the maintenance and operations line item to cover increases relating to the normal cost of doing business. These requests are necessary to maintain the current level of operations and support of agency staff and to cover the rising prices for fuel, travel cost, utilities, office equipment, rent and related expenses. Included in the request is an anticipated increase in Board Member Expenses for an additional new member to the State Parks Travel and Recreation Commission due to an existing Commissioner reaching emeritus status. Also included in the increase is the Administration Division's share of the Department's Technology Plan which covers normal equipment replacement of computers, software updates, network services charges, training and the cost to upgrade from Microsoft Office 2003 to 2007. An additional request for Capital Outlay funding is included to replace a 27+ year old offset printing press.

Tourism Division

The Department's Tourism Division has an over-riding mission: to contribute to improving the economy of the State of Arkansas. It does this via several objectives: enhancing the image of the state, generating travels to Arkansas, and encouraging retirement/relocation to the Natural State. Given the quick and lucrative returns possible in the tourism industry, most state governments have made it a priority in their overall economic development plans. States that compete with Arkansas are certainly no exception, each devoting extensive resources to attracting the next season's visitors. They're improving their websites, purchasing more television exposure, and buying more newspaper and magazine ads - all aimed at getting into the mindsets of potential visitors and influencing their travel decisions. For Arkansas to maintain and increase its market share, the state's tourism promotion efforts must be expanded.

The Tourism Division's request for additional general revenue is to bring the State's Retirement/Relocation Program up to a competitive level. In Appropriation 504 (the State's 2% tourism tax), increases are requested for advertising, regional matching fund grants, and capital expenditures (for replacement vehicles and photographic equipment). Additional monies are also requested for technological improvements/advancements.

The Tourism Division no longer needs the 1VH - Motor Coach Incentive (Fund MCP0100) due to market conditions. Diminished interest in the program is due to the fact that other states now have similar programs for assessing the property of tour operators, and Arkansas is no longer operating at a competitive disadvantage.

State Parks Division

The State Parks Division operates 52 state parks and museums covering 53,569 acres of forest, wetlands, fish and wildlife habitat, outdoor recreation facilities and unique historic and cultural resources. The system includes over 865 buildings (including 183 historic structures) in its inventory with the buildings and contents insured for over \$300 million. Our state parks have over 1,799 campsites, over 963 picnic sites, 116 cabins, five lodges (278 guest rooms), eight restaurants, nine marinas, 283 miles of hiking trails, over 120 miles of roads, and hundreds of miles of utilities. The parks have over 9 million visitors

each year who come from all regions of the country. In fiscal year 2007 the parks took in over \$22.5 million in revenue. Each park is similar to a small city, except the population changes every week. There are constant maintenance needs with buildings, recreational facilities, roads, and utility systems. There are customer service, law enforcement, fire protection, visitor safety and security responsibilities to be concerned with on a daily basis.

Personnel Request - The State Parks Division requests 7 new positions and 17 restored positions. The positions are needed to staff: New facilities at Hobbs, Jacksonport, Moro Bay, and trail construction at Delta Heritage Trail along with front desk support at Queen Wilhelmina. We are also requesting three Park Superintendent Trainee positions to prepare for future park management roles.

Parks General Revenue (Appropriation 499) - The general revenue request for the Parks Division is "continuing level".

Parks Cash Fund (Appropriation 986) - Generated from the numerous retail facilities and services provided at the state parks and museums, this is a major operating fund for their operations. Five new and six restored positions are requested to support operations and to meet the demand for full-time positions at revenue facilities (\$334,198 for FY10 and \$341,879 for FY11). We are requesting an increase in Extra Help of \$490,485 for FY10 and \$500,294 for FY11 as a result of the increase in the federal minimum wage and an increase for long-term returning employees. An increase of \$148,104 for FY10 and \$154,324 for FY11 is needed to provide additional M&O throughout the parks system for increases related to higher fuel and utility costs and inflation. An increase in Conference Fees and Travel of \$10,000 each year of the biennium is needed to cover training needs of park staff responsible for managing, operating and administering state parks and museums. An increase in Professional Fees and Services of \$115,000 each year of the biennium is needed for additional expenses for advertising and marketing new facilities at Lake Fort Smith, Mississippi River and Hobbs along with inflation adjustments. An increase of \$472,950 in FY10 and \$480,214 in FY11 in Resale is needed for increasing prices and inflation system-wide and for new facilities coming on line. In order to replace deteriorated equipment and vehicles, our request is to re-establish Capital Outlay in the amount of \$525,000 each year of the biennium for the Central Office and Regional Offices. An increase of \$460,271 for each year of the biennium in Debt Service is needed for increases in the bond payment and interest for Mount Magazine. An increase in Operating Expenses for Network Services of \$760,012 in FY10 and \$303,301 in FY11 for WAN network services, computer hardware and software and to establish a point of sale system for merchandise sales at state park gift shops, stores and marinas and a golf pro shop. With annual sales of approximately \$3 million, an efficient modern system is needed for integration into AASIS and the park reservation system, to include bar-code scanning, inventory management for purchases, sales and vendor order tracking, physical inventory time savings and improved management of sales and reporting.

Amendment 75-1/8¢ Conservation Tax (Appropriation 500) - The request is to continue the long-term plan to repair, renovate, improve, expand and properly equip the 52 state parks. Two new and ten restored positions are requested to support operations and to meet the demand at new facilities. We are requesting an increase of \$67,247 in FY10 and \$68,592 in FY11 for Extra Help as a result of the increase in the federal minimum wage and an increase for long term returning employees. An additional \$668,277 in FY10 and \$717,438 in FY11 in M&O is needed to operate new facilities and cover increasing utility and fuel costs and inflation. Establish Capital Outlay in FY10 for \$1,360,101 and FY11 for \$1,428,106 in order to meet the parks and museums needs to replace worn out and deteriorated equipment and vehicles. Increase of \$82,477 in FY10 and \$169,077 for FY11 in Special Maintenance for increases in costs for plumbing, electrical, other building materials and inflation. Increase of \$3,000,000 in both years of the biennium in Construction for scheduled design and construction as a part of the long

term plan for the Conservation Amendment.

Arkansas Museum of Natural Resources - (Appropriation 984) - An increase of \$3,046 in FY10 and \$3,107 in FY11 for Extra Help as a result of the increase in the federal minimum wage and an increase for long term returning employees. An increase of \$17,000 each year of the biennium in M&O is needed to cover increasing utility and fuel costs and inflation.

Outdoor Recreation Grants Program: Federal Land & Water Conservation Fund - (Appropriation 2JJ) - Restoration of Regular Salaries of \$29,251 in FY10 and \$29,923 in FY11 is requested should the Conservation and Reinvestment Act grant program of LWCF be funded.

Outdoor Recreation Grants Program - (Appropriation 579) - Reduction of \$381,828 in both years of the biennium due to the Base Level exceeding the anticipated funding level.

Keep Arkansas Beautiful

The Keep Arkansas Beautiful Program is predominantly funded by the 1/8¢ Conservation Amendment, but also receives some revenue from litter law enforcement fines. It is responsible for the coordination of anti-litter efforts, the encouraging of recycling, and promotion of scenic beautification. Program growth has resulted in the establishment of an active network of local affiliated communities which undertake environmental improvements within their local areas as well as participating in statewide activities. The program utilizes the voluntary efforts of citizens working with governmental organizations to accomplish these programs, contributing more than \$5.00 in cost avoidance benefit value to each program dollar. To strengthen this relationship, we wish to increase communication, knowledge and training opportunities offered by the program.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF PARKS AND TOURISM

FOR THE YEAR ENDED JUNE 30, 2007

<u>Findings</u>	<u>Recommendations</u>
Review of the Agency's fixed asset accounts revealed material differences between the balances recorded on the Arkansas Administrative Statewide Information System (AASIS) and the amounts recorded on the Agency's subsidiary ledger. The variances were caused by errors in recording the initial balances in AASIS for fiscal year 2002 and remain uncorrected as of the end of field work. Material variances noted are as follows:	Continue to work with the Department of Finance and Administration in order to correct the fixed asset account balances in AASIS.

<u>Description</u>	<u>Balance as of June 30, 2007</u>		
	<u>Per Audit</u>	<u>Per AASIS</u>	<u>Variance</u>
Buildings	\$127,913,584	\$ 64,224,813	\$ 63,688,771
Construction in progress	11,292,391	96,016,681	(84,724,290)
Improvements	20,245,248	10,417,536	9,827,712
Infrastructure	60,828,611	34,816,621	26,011,990
Total assets	<u>\$220,279,834</u>	<u>\$205,475,651</u>	<u>\$14,804,183</u>

In December of 2007 the Agency submitted to the Department of

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF PARKS AND TOURISM

FOR THE YEAR ENDED JUNE 30, 2007

Findings

Recommendations

Finance and Administration the adjustments that need to be made in AASIS in order to correct fixed asset account balances; however, approval to make the adjustments had not been granted as of the end of fieldwork.

Employment Summary

	Male	Female	Total	%
White Employees	331	299	630	90 %
Black Employees	18	34	52	7 %
Other Racial Minorities	10	10	20	3 %
Total Minorities			72	10 %
Total Employees			702	100 %

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	2007-2008		2008-2009		2008-2009		2009-2010					2010-2011						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
1MH Trails for Life Grants	179,457	0	260,000	0	260,000	0	260,000	0	260,000	0	260,000	0	260,000	0	260,000	0	260,000	0
21J SCORP Program-Federal	757,158	2	6,677,380	2	6,722,954	3	6,681,897	2	6,721,982	3	6,721,982	3	6,683,261	2	6,724,150	3	6,724,150	3
433 Museum Natural Res-Spec Rev	103,697	2	113,228	2	114,260	2	124,638	2	124,638	2	124,638	2	126,970	2	126,970	2	126,970	2
499 State Operations	19,965,383	450	20,238,746	443	20,170,401	444	21,672,191	443	21,846,251	444	21,846,251	444	22,061,921	443	22,141,454	444	22,141,454	444
500 Conservation Tax	27,629,743	126	29,204,785	133	29,135,496	143	28,356,758	133	33,954,978	144	33,954,978	144	28,447,642	133	34,304,917	145	34,304,917	145
501 Museum Natural Res-ConsTax	66,494	0	66,500	0	66,500	0	66,500	0	66,500	0	66,500	0	66,500	0	66,500	0	66,500	0
502 Keep Arkansas Beautiful-ConsTax	608,385	3	702,928	3	697,792	3	707,934	3	749,836	3	707,934	3	710,858	3	752,760	3	710,858	3
504 Tourism Promotion-Special Rev	11,464,016	7	12,706,855	7	13,298,070	7	12,695,339	7	13,822,855	7	13,822,855	7	12,700,073	7	14,147,355	7	14,147,355	7
579 Outdoor Recreation Grants Prg	2,682,759	4	4,831,316	4	4,849,746	4	4,848,198	4	4,466,370	4	4,466,370	4	4,851,702	4	4,469,874	4	4,469,874	4
984 Museum Natural Resources-Treas	160,849	3	171,091	3	198,547	3	177,120	3	197,428	3	197,428	3	179,897	3	200,271	3	200,271	3
986 Operations & Construction-Cash in Treasury	20,115,571	140	23,909,360	151	22,453,838	157	22,615,358	151	26,095,117	162	26,095,117	162	22,728,020	151	25,784,388	162	25,784,388	162
994 Retirement & Relocation Program	228,226	0	228,278	0	228,278	0	228,278	0	500,000	0	228,278	0	228,278	0	500,000	0	228,278	0
995 Tourism - Cash in Treasury	4,101	0	65,200	0	65,200	0	65,200	0	65,200	0	65,200	0	65,200	0	65,200	0	65,200	0
996 Entertainers Hall of Fame-Treas	12,585	0	49,633	0	49,633	0	49,633	0	49,633	0	49,633	0	49,633	0	49,633	0	49,633	0
NOT REQUESTED FOR THE BIENNIUM																		
1VH Motorcoach Incentive	0	0	0	0	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	83,978,424	737	99,225,300	748	98,410,715	766	98,549,044	748	108,920,788	772	108,607,164	772	99,159,955	748	109,593,472	773	109,279,848	773

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance	4000005	28,339,978	24.1	33,457,027	26.0	29,301,399	23.0	29,301,399	22.9	29,301,399	23.0	29,047,019	22.2	19,161,142	15.8	19,203,044	15.9	
General Revenue	4000010	19,986,223	17.0	20,267,842	15.8	21,900,469	17.2	22,346,251	17.4	21,900,469	17.2	22,290,199	17.1	22,641,454	18.7	22,290,199	18.4	
Federal Revenue	4000020	757,158	0.6	6,677,380	5.2	6,681,897	5.2	6,721,982	5.2	6,721,982	5.3	6,683,261	5.1	6,724,150	5.6	6,724,150	5.6	
Special Revenue	4000030	82,919	0.1	84,668	0.1	113,014	0.1	113,014	0.1	113,014	0.1	126,970	0.1	126,970	0.1	126,970	0.1	
Cash Fund	4000045	26,779,595	22.8	24,324,301	18.9	24,841,612	19.5	24,841,612	19.4	24,841,612	19.5	25,384,936	19.4	25,384,936	21.0	25,384,936	21.0	
Trust Fund	4000050	11,492,356	9.8	12,707,355	9.9	12,795,363	10.0	12,795,363	10.0	12,795,363	10.0	13,947,355	10.7	13,947,355	11.5	13,947,355	11.5	
Merit Adjustment Fund	4000055	207,386	0.2	199,182	0.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
Interest	4000300	22,563	0.0	15,000	0.0	15,000	0.0	15,000	0.0	15,000	0.0	15,000	0.0	15,000	0.0	15,000	0.0	
Real Estate Transfer Tax	4000403	2,277,229	1.9	2,364,334	1.8	2,482,551	1.9	2,482,551	1.9	2,482,551	1.9	2,612,684	2.0	2,612,684	2.2	2,612,684	2.2	
Conservation Tax	4000453	27,237,211	23.2	28,179,610	21.9	29,214,758	22.9	29,214,758	22.8	29,214,758	22.9	30,280,106	23.2	30,280,106	25.0	30,280,106	25.1	

Funding Sources			%		%		%		%		%		%		%
Tobacco Settlement	4000495	252,833	0.2	250,000	0.2										
						250,000	0.2	250,000	0.2	250,000	0.2	250,000	0.2	250,000	0.2
Total Funds		117,435,451	100.0	128,526,699	100.0	127,596,063	100.0	128,081,930	100.0	127,636,148	100.0	130,637,530	100.0	121,143,797	100.0
Excess Appropriation/(Funding)		(33,457,027)		(29,301,399)		(29,047,019)		(19,161,142)		(19,028,984)		(31,477,575)		(11,550,325)	
Grand Total		83,978,424		99,225,300		98,549,044		108,920,788		108,607,164		99,159,955		109,593,472	

Actual number of positions may exceed the Authorized due to the flexibility inherent in the authorization of all positions through one salary section in appropriation acts (Appropriation 499) .

The FY09 Budget amount for State Operations (Appropriation 499), Conservation Tax (Appropriation 500), and Keep Arkansas Beautiful (Appropriation 502) exceeds the authorized amount due to salary adjustments during the 2007 -2009 biennium.

The FY09 Budget amount for Operations & Construction - Cash in Treasury (Appropriation 986) exceeds the authorized amount due transfers from the Cash Fund Holding Account as well as salary adjustments during the 2007-2009 biennium.

Variances in fund balances are due to unfunded appropriation (Appropriation 499).

Agency Position Usage Report

FY2006 - 2007						FY2007 - 2008						FY2008 - 2009					
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	
724	677	27	704	20	6.49 %	766	704	44	748	18	8.09 %	766	702	46	748	18	8.36 %

Analysis of Budget Request

Appropriation: 1MH - Trails for Life Grants

Funding Sources: NPT - Parks Treasury Fund

This appropriation is funded by proceeds derived from the Health Department - Tobacco Settlement Proceeds Act for grants to cities and counties for the purpose of constructing health and fitness trails and other related facilities that target public health and fitness improvements in their communities.

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1MH - Trails for Life Grants

Funding Sources: NPT - Parks Treasury Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2009-2010			2010-2011		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Grants and Aid	5100004	179,457	260,000	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Total		179,457	260,000	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Funding Sources										
Fund Balance	4000005	424,442	520,381		525,381	525,381	525,381	530,381	530,381	530,381
Interest	4000300	22,563	15,000		15,000	15,000	15,000	15,000	15,000	15,000
Tobacco Settlement	4000495	252,833	250,000		250,000	250,000	250,000	250,000	250,000	250,000
Total Funding		699,838	785,381		790,381	790,381	790,381	795,381	795,381	795,381
Excess Appropriation/(Funding)		(520,381)	(525,381)		(530,381)	(530,381)	(530,381)	(535,381)	(535,381)	(535,381)
Grand Total		179,457	260,000		260,000	260,000	260,000	260,000	260,000	260,000

Special Language provides for carry forward of appropriation. The carry forward amount for FY09 was \$100,543.

CARRY FORWARD OF ANY UNEXPENDED BALANCE OF APPROPRIATION AND/OR FUNDING FROM FISCAL YEAR 2008 TO FISCAL YEAR 2009

Agency: Parks & Tourism Department

Program: Trails for Life Grants-Treas

Act #: 1227 of 2007 Section(s) #: 26 & 29

Estimated Carry Forward Amount \$ 100,543.00 Appropriation Funds

Funding Source: Cash

Accounting Information:

Business Area: 0900 Funds Center: 1MH Fund: NPT Functional Area: REC

Line Item	Commitment Item	Estimated Carry Forward Amount	Actual Carry Forward Amount
Grants and Aid	5100004	100,543.00	100,542.66
Total		\$ 100,543.00	\$ 100,542.66

Current law requires a written statement be submitted to the DFA Office of Budget stating the reason(s) to carry forward appropriation and/or funding for a program or a specific line item within a program from the first fiscal year of the biennium to the second fiscal year of the biennium.

Justification for carry forward of unexpended balance of appropriation and/or funding:

To ensure the Agency has sufficient appropriation available to fund grant awards from Tobacco Settlement proceeds.

Actual Funding Carry Forward Amount \$ 0.00

Current status of carry forward appropriation/funding:

Current carry forward appropriation is used for grants awarded from proceeds received from the Tobacco Settlement.

Richard Davies
Executive Director

08-22-2008
Date

Analysis of Budget Request

Appropriation: 2JJ - SCORP Program-Federal

Funding Sources: FPT - Parks & Tourism Federal

The Department utilizes this appropriation to provide for the Outdoor Recreation Grant Program and the Development of the Statewide Comprehensive Outdoor Recreation Plan. This appropriation is funded by the Federal Land and Water Conservation Fund Program (LWCF).

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level request of \$40,085 in FY10 and \$40,889 in FY11 in Regular Salaries & Personal Services Matching provides for the restoration of one (1) Administrative Analyst position should the Conservation and Reinvestment Act Grant Program of LWCF be funded.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2JJ - SCORP Program-Federal

Funding Sources: FPT - Parks & Tourism Federal

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	41,705	47,313	80,951	49,584	78,835	78,835	50,724	80,647	80,647
#Positions		2	2	3	2	3	3	2	3	3
Personal Services Matching	5010003	17,058	17,672	29,608	19,918	30,752	30,752	20,142	31,108	31,108
Operating Expenses	5020002	22,889	25,800	25,800	25,800	25,800	25,800	25,800	25,800	25,800
Conference & Travel Expenses	5050009	0	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	675,506	6,581,995	6,581,995	6,581,995	6,581,995	6,581,995	6,581,995	6,581,995	6,581,995
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		757,158	6,677,380	6,722,954	6,681,897	6,721,982	6,721,982	6,683,261	6,724,150	6,724,150
Funding Sources										
Federal Revenue	4000020	757,158	6,677,380		6,681,897	6,721,982	6,721,982	6,683,261	6,724,150	6,724,150
Total Funding		757,158	6,677,380		6,681,897	6,721,982	6,721,982	6,683,261	6,724,150	6,724,150
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		757,158	6,677,380		6,681,897	6,721,982	6,721,982	6,683,261	6,724,150	6,724,150

Change Level by Appropriation

Appropriation: 2JJ - SCORP Program-Federal
Funding Sources: FPT - Parks & Tourism Federal

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	6,681,897	2	6,681,897	100.0	6,683,261	2	6,683,261	100.0
C01	Existing Program	40,085	1	6,721,982	100.6	40,889	1	6,724,150	100.6

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	6,681,897	2	6,681,897	100.0	6,683,261	2	6,683,261	100.0
C01	Existing Program	40,085	1	6,721,982	100.6	40,889	1	6,724,150	100.6

Justification

C01	Restore – Administrative Analyst (C115) for the Outdoor Recreation Grants program should the Conservation and Reinvestment Act Grant program of LWCF be funded.
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Analysis of Budget Request

Appropriation: 433 - Museum Natural Res-Spec Rev

Funding Sources: SAH - Arkansas Oil Museum Fund

The Department utilizes this appropriation to provide operating expenses for the Museum of Natural Resources (formerly the Oil and Brine Museum). Pursuant to Arkansas Code §25-58-301, this appropriation receives its income from the 1/2 Cent Tax on each barrel of oil produced in the State.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 433 - Museum Natural Res-Spec Rev

Funding Sources: SAH - Arkansas Oil Museum Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	64,873	73,134	73,134	81,169	81,169	81,169	83,119	83,119	83,119
#Positions		2	2	2	2	2	2	2	2	2
Personal Services Matching	5010003	21,753	22,734	23,766	26,109	26,109	26,109	26,491	26,491	26,491
Operating Expenses	5020002	17,071	17,360	17,360	17,360	17,360	17,360	17,360	17,360	17,360
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		103,697	113,228	114,260	124,638	124,638	124,638	126,970	126,970	126,970
Funding Sources										
Fund Balance	4000005	60,962	40,184		11,624	11,624	11,624	0	0	0
Special Revenue	4000030	82,919	84,668		113,014	113,014	113,014	126,970	126,970	126,970
Total Funding		143,881	124,852		124,638	124,638	124,638	126,970	126,970	126,970
Excess Appropriation/(Funding)		(40,184)	(11,624)		0	0	0	0	0	0
Grand Total		103,697	113,228		124,638	124,638	124,638	126,970	126,970	126,970

Analysis of Budget Request

Appropriation: 499 - State Operations

Funding Sources: HGA - Parks & Tourism Account

This appropriation provides State Funding for the personal services and operating expenses of the Central Administration, Tourism (including Great River Road), and Parks (including Museum Services) Divisions of the Department of Parks and Tourism. The funding source for this appropriation is general revenue.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study as well as the recommendation for two unclassified positions to classified. Salaries are adjusted accordingly. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests total \$174,060 in FY10 and \$79,533 in FY11 and reflect the following:

Regular Salaries & Personal Services Matching totaling \$43,670 in FY10 and \$44,556 in FY11 to restore an existing Computer Support Analyst to provide additional support for 700+ computers, a multitude of printers and peripheral equipment and 700-1200 employees.

Operating Expenses of \$43,590 in FY10 and \$34,977 in FY11. These increases are necessary to maintain the current level of operations and support of agency staff and to cover the rising costs for fuel, travel, utilities, office equipment, rent and other related expenses.

Capital Outlay of \$86,800 in FY10 for a new printing press to replace a 27 year-old printing press that has incurred numerous repair expenses in order to produce a quality printing job.

The Executive Recommendation provides for the Agency Request with no additional general revenue funding.

Appropriation Summary

Appropriation: 499 - State Operations
Funding Sources: HGA - Parks & Tourism Account

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010 Base Level	2009-2010 Agency	2009-2010 Executive	2010-2011 Base Level	2010-2011 Agency	2010-2011 Executive
Regular Salaries 5010000	13,790,101	14,122,812	13,834,676	14,923,502	14,955,751	14,955,751	15,249,228	15,282,218	15,282,218
#Positions	450	443	444	443	444	444	443	444	444
Extra Help 5010001	20,564	23,032	23,032	23,032	23,032	23,032	23,032	23,032	23,032
#Extra Help	6	18	18	18	18	18	18	18	18
Personal Services Matching 5010003	4,615,768	4,551,195	4,770,986	5,183,950	5,195,371	5,195,371	5,247,954	5,259,520	5,259,520
Operating Expenses 5020002	514,653	514,916	514,916	514,916	558,506	558,506	514,916	549,893	549,893
Conference & Travel Expenses 5050009	2,884	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Grants and Aid 5100004	22,160	22,588	22,588	22,588	22,588	22,588	22,588	22,588	22,588
Capital Outlay 5120011	0	0	0	0	86,800	86,800	0	0	0
Tourism Promotion 5900046	316,263	316,263	316,263	316,263	316,263	316,263	316,263	316,263	316,263
Advertising Expense 5900047	682,890	682,890	682,890	682,890	682,890	682,890	682,890	682,890	682,890
Conference-DAC 5900048	100	100	100	100	100	100	100	100	100
Total	19,965,383	20,238,746	20,170,401	21,672,191	21,846,251	21,846,251	22,061,921	22,141,454	22,141,454
Funding Sources									
General Revenue 4000010	19,757,997	20,039,564		21,672,191	21,846,251	21,672,191	22,061,921	22,141,454	22,061,921
Merit Adjustment Fund 4000055	207,386	199,182		0	0	0	0	0	0
Total Funding	19,965,383	20,238,746		21,672,191	21,846,251	21,672,191	22,061,921	22,141,454	22,061,921
Excess Appropriation/(Funding)	0	0		0	0	174,060	0	0	79,533
Grand Total	19,965,383	20,238,746		21,672,191	21,846,251	21,846,251	22,061,921	22,141,454	22,141,454

Actual number of positions may exceed the Authorized number of positions due to the flexibility inherent in the authorization of all positions through one salary section in appropriation acts.

The FY09 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2007-2009 biennium.

Change Level by Appropriation

Appropriation: 499 - State Operations
Funding Sources: HGA - Parks & Tourism Account

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	21,672,191	443	21,672,191	100.0	22,061,921	443	22,061,921	100.0
C01	Existing Program	99,086	0	21,771,277	100.5	13,995	0	22,075,916	100.1
C03	Discontinue Program	(100)	0	21,771,177	100.5	(4,390)	0	22,071,526	100.0
C08	Technology	75,074	1	21,846,251	100.8	69,928	1	22,141,454	100.4

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	21,672,191	443	21,672,191	100.0	22,061,921	443	22,061,921	100.0
C01	Existing Program	110,507	0	21,782,698	100.5	25,561	0	22,087,482	100.1
C03	Discontinue Program	(100)	0	21,782,598	100.5	(4,390)	0	22,083,092	100.1
C08	Technology	63,653	1	21,846,251	100.8	58,362	1	22,141,454	100.4

Justification

C01	Additional M & O is requested to cover the normal inflationary increase in cost of doing business. These requests are necessary to maintain the current level of operations and support of agency staff and to cover the rising prices for fuel, travel costs, utilities, office equipment, rent and other related expenses. Included in the request is an anticipated increase in board member expenses for an additional new member to the State Parks Travel and Recreation Commission due to an existing Commissioner reaching emeritus status. An additional cost element was added for vehicle licenses for the Executive Director and pool vehicles assigned to MIS and Personnel and for the warehouse/mailroom vehicles. Line item appropriation for this cost element was not included in the previous biennium budgets. Capital Outlay of \$86,600 is requested in 2010 to replace a 27+ year old printing press. Costs of repairs continue to rise and replacement parts are becoming more difficult to obtain. The press constantly needs repair and parts to keep it producing acceptable print quality jobs. Replacement of the press will avoid the cost and delays of commercial printing.
C03	A reduction in the Base Level of \$100 in FY2010 and FY2011 is due to no longer needing the Data Processing Equipment Maintenance Cost Element. Reduction of \$4,290 in Low Value Assets in the second year of the biennium is due to fewer replacements of computers in 2011 than in 2010, based on established computer replacement policy.
C08	The Administration Division's share of the Department technology budget includes an increase in IT expenditures for upgrades from Microsoft 2003 to Microsoft 2007, hardware and software costs for record retention electronic filing requirements, ongoing software support, increases in network service charges and the cost of normal computer replacement. The Department is requesting to restore a Computer Support Analyst position (C117) to provide additional IT support for 700+ computers, a multitude of printers and peripheral equipment and 700-1200 employees. IT Plan-Agency Desktop Software and Hardware.

Analysis of Budget Request

Appropriation: 500 - Conservation Tax

Funding Sources: SPT - Department of Parks & Tourism Treasury Fund

This appropriation provides for the special revenue funding from the 1/8 Cent Sales Tax levied by Amendment 75 (A.C.A.19-6-484). The Department utilizes these funds to supplement existing funding for State Parks and to provide for their repair and further development, consistent with the referendum presented to and approved by the citizens of Arkansas in 1996.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests totaling \$5,598,220 in FY10 and \$5,857,275 in FY11 reflect the following:

Regular Salaries & Personal Services Matching increases totaling \$414,974 in FY10 and \$468,815 in FY11 to support twelve (12) positions, including: 1) New positions - Park Superintendent I in FY10 at Moro Bay and Park Superintendent II in FY11 for Jacksonport State Park; and 2) Restored positions - Maintenance Specialist, Park Ranger, and Park Office Manager I at Mississippi River, Facility Manager I and Maintenance Technician at Pinnacle Mountain, Skilled Trades Supervisor and Museum Program Assistant I at Old Washington, Maintenance Technician at Delta Heritage Trail, Supervisor of Interpretive Programs at Ozark Folk Center, and a Park Superintendent II at Beaver Lake.

Extra Help and Personal Services Matching in the sum of \$72,391 in FY10 and \$73,839 in FY11 to offset federal minimum wage and 2% increase for long-term Extra Help employees.

Operating Expenses in the amount of \$668,277 in FY10 and \$717,438 in FY11 for utilities, building and grounds maintenance, fuel purchases, office supplies and equipment for new facilities at Delta Heritage, Jacksonport, Hobbs and Lake Fort Smith;

Capital Outlay of \$1,360,101 FY10 and \$1,428,106 in FY11 for replacing worn out and deteriorated equipment system-wide.

Construction totaling \$3,000,000 each year to offset the Department's Cash Operations due to loan repayments for major construction projects;

Special Maintenance of \$82,477 in FY10 and \$169,077 in FY11 for increases in the cost to replace plumbing, electrical and other building materials.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 500 - Conservation Tax

Funding Sources: SPT - Department of Parks & Tourism Treasury Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,047,730	3,584,550	3,476,138	3,858,464	4,157,995	4,157,995	3,934,460	4,274,737	4,274,737
#Positions		126	133	143	133	144	144	133	145	145
Extra Help	5010001	895,922	1,034,260	1,034,260	1,034,260	1,101,507	1,101,507	1,034,260	1,102,852	1,102,852
#Extra Help		126	147	147	147	147	147	147	147	147
Personal Services Matching	5010003	1,343,734	1,350,015	1,389,138	1,523,408	1,643,995	1,643,995	1,538,296	1,672,081	1,672,081
Operating Expenses	5020002	11,368,174	11,078,035	11,078,035	11,078,035	11,746,312	11,746,312	11,078,035	11,795,473	11,795,473
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	246,439	296,760	296,760	296,760	296,760	296,760	296,760	296,760	296,760
Construction	5090005	7,996,164	8,916,293	8,916,293	8,916,293	11,916,293	11,916,293	8,916,293	11,916,293	11,916,293
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	1,709,494	1,295,334	1,295,334	0	1,360,101	1,360,101	0	1,428,106	1,428,106
Special Maintenance	5120032	1,022,086	1,649,538	1,649,538	1,649,538	1,732,015	1,732,015	1,649,538	1,818,615	1,818,615
Total		27,629,743	29,204,785	29,135,496	28,356,758	33,954,978	33,954,978	28,447,642	34,304,917	34,304,917
Funding Sources										
Fund Balance	4000005	14,268,202	13,217,856		11,531,571	11,531,571	11,531,571	11,706,698	6,108,478	6,108,478
Conservation Tax	4000453	26,579,397	27,518,500		28,531,885	28,531,885	28,531,885	29,574,674	29,574,674	29,574,674
Total Funding		40,847,599	40,736,356		40,063,456	40,063,456	40,063,456	41,281,372	35,683,152	35,683,152
Excess Appropriation/(Funding)		(13,217,856)	(11,531,571)		(11,706,698)	(6,108,478)	(6,108,478)	(12,833,730)	(1,378,235)	(1,378,235)
Grand Total		27,629,743	29,204,785		28,356,758	33,954,978	33,954,978	28,447,642	34,304,917	34,304,917

The FY09 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2007-2009 biennium.

Act 1227 of 2007 authorized \$11,872,903 in Operating Expense for FY08 due to new park facilities scheduled to open in FY08 and to offset loan repayments from Parks Cash appropriation (986) for Mt. Magazine construction bonds.

Actual exceeds Authorized Appropriation in Capital Outlay due to transfers from the DFA Motor Vehicle Acquisition Fund.

Special Language provides for carry forward of appropriation in Construction & Special Maintenance. The carry forward amount for FY09 was \$25,909,389.

Change Level by Appropriation

Appropriation: 500 - Conservation Tax

Funding Sources: SPT - Department of Parks & Tourism Treasury Fund

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	28,356,758	133	28,356,758	100.0	28,447,642	133	28,447,642	100.0
C01	Existing Program	5,598,220	11	33,954,978	119.7	5,857,275	12	34,304,917	120.6

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	28,356,758	133	28,356,758	100.0	28,447,642	133	28,447,642	100.0
C01	Existing Program	5,598,220	11	33,954,978	119.7	5,857,275	12	34,304,917	120.6

Justification

C01	<p>New Positions-Park Superintendent II for Jacksonport State Park to be used as an Assistant Superintendent. With the addition of two new facilities, a 9,000 sq. ft. Collection Management Facility (historic artifacts) and a 7,000 sq. ft. Visitor/Education Center, an Assistant will be needed in the second year of the biennium in order to meet increased administrative, supervisory, security needs, expanded visitor programs and meet the needs of the public. Park Superintendent I for Moro Bay State Park to be used as an Assistant Superintendent. Construction is underway for five rental cabins that will be open in the spring of 2009. An Assistant will be needed to provide administrative duties, supervision of additional employees, increased programming and providing security for new facilities and additional overnight guests. Restore Positions- Park Superintendent II, Facility Manager I, Museum Program Assistant I, Skilled Trades Supervisor, Park Office Manager I, Supervisor of Interpretive Programs, Park Ranger, Two Maintenance Technicians and a Maintenance Specialist in both FY10 and FY11. Other Operating Expenses-An increase in the Extra Help commitment item of \$67,247 in FY10 and \$68,592 in FY11 as a result of the increase in federal minimum wage and a 2% increase for other long term extra help employees. M&O-An increase of \$668,277 for FY10 and \$717,438 for FY11 is needed for additional M&O for new facilities at Delta Heritage Trail, Hobbs, Jacksonport, Lake Fort Smith, Mississippi River and Moro Bay. This increase also provides additional M&O throughout the parks system for increases related to higher fuel and utility costs and inflation. Capital Outlay-Establish the Capital Outlay in FY10 for \$1,360,101 and FY11 for \$1,428,106 in order to meet the parks and museums needs to replace worn out and deteriorated equipment. Special Maintenance-Increase by \$82,477 in FY10 and \$169,077 in FY11 for increases in costs for plumbing, electrical, other building materials and inflation. Construction-Increase by \$3,000,000 in both years of the biennium for scheduled design and construction as a part of the long term plan for the Conservation Amendment.</p>
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CARRY FORWARD OF ANY UNEXPENDED BALANCE OF APPROPRIATION AND/OR FUNDING FROM FISCAL YEAR 2008 TO FISCAL YEAR 2009

Agency: Parks & Tourism Department

Program: Conservation Tax

Act #: 1227 of 2007 Section(s) #: 6 & 30

Estimated Carry Forward Amount \$ 10,865,298.00 Appropriation Funds

Funding Source: Special

Accounting Information:

Business Area: 0900 Funds Center: 500 Fund: SPT Functional Area: REC

Line Item	Commitment Item	Estimated Carry Forward Amount	Actual Carry Forward Amount
Construction	5090005	10,152,593.00	24,483,453.46
Special Maintenance	5120032	712,705.00	1,425,935.58
Total		\$ 10,865,298.00	\$ 25,909,389.04

Current law requires a written statement be submitted to the DFA Office of Budget stating the reason(s) to carry forward appropriation and/or funding for a program or a specific line item within a program from the first fiscal year of the biennium to the second fiscal year of the biennium.

Justification for carry forward of unexpended balance of appropriation and/or funding:

To ensure that amounts will be available to pay contracts and commitments for various construction projects with Conservation Tax funding.

Actual Funding Carry Forward Amount \$ 0.00

Current status of carry forward appropriation/funding:

Commitment item 05 is currently used for systemwide design, major renovation, and construction of State Park facilities such as water & sewer systems, campgrounds, visitor centers. Major projects include Lake Fort Smith State Park, Mississippi River State Park, and Moro Bay State Park. Commitment item 32 carry forward is used for systemwide special maintenance which includes, renovation, repairing, replacing and restoring state park buildings and facilities, infrastructure and lands.

Richard Davies
Executive Director

08-22-2008
Date

Analysis of Budget Request

Appropriation: 501 - Museum Natural Res-Constax

Funding Sources: SPT - Department of Parks & Tourism Treasury Fund

This appropriation provides for Operating Expenses of the Museum of Natural Resources (formerly the Oil and Brine Museum). Funding is derived from the Conservation Tax levied by Amendment 75 (A.C.A. 19-6-484).

The Agency Request is for Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 501 - Museum Natural Res-Constax
Funding Sources: SPT - Department of Parks & Tourism Treasury Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	66,494	66,500	66,500	66,500	66,500	66,500	66,500	66,500	66,500
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		66,494	66,500	66,500	66,500	66,500	66,500	66,500	66,500	66,500
Funding Sources										
Conservation Tax	4000453	66,494	66,500		66,500	66,500	66,500	66,500	66,500	66,500
Total Funding		66,494	66,500		66,500	66,500	66,500	66,500	66,500	66,500
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		66,494	66,500		66,500	66,500	66,500	66,500	66,500	66,500

Analysis of Budget Request

Appropriation: 502 - Keep Arkansas Beautiful-ConsTax

Funding Sources: SBA - Keep Arkansas Beautiful

Act 1278 of 1997 (A.C.A. 15-11-603) established the Keep Arkansas Beautiful Commission to implement a statewide litter prevention program through the voluntary actions of local communities. This appropriation provides for the special revenue funding from the 1/8th Cent Sales Tax levied by Amendment 75 (A.C.A. 19-6-484). This funding will be utilized to support the Keep Arkansas Beautiful Commission and its activities.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study as well as the recommendation for one unclassified position to classified. Salaries are adjusted accordingly. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests total \$41,902 each year and reflects the following:

Operating Expenses increase of \$12,300 each year for advertising tracking, freight costs, ground transportation, parking and fuel costs.

Grants and Aid in the amount of \$10,000 each year for organizational and project assistance and training to Keep Arkansas Beautiful and to invest in local community improvement organizations to attract, train and maintain volunteers.

Advertising Expense totaling \$19,602 each year to continue to improve citizen behavior via mass media, the Commission's primary vehicle for change.

The Executive Recommendation provides for the Base Level.

Appropriation Summary

Appropriation: 502 - Keep Arkansas Beautiful-ConsTax

Funding Sources: SBA - Keep Arkansas Beautiful

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	107,693	110,370	105,138	112,299	112,299	112,299	114,743	114,743	114,743
#Positions		3	3	3	3	3	3	3	3	3
Extra Help	5010001	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
#Extra Help		0	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	34,567	33,879	33,975	36,956	36,956	36,956	37,436	37,436	37,436
Operating Expenses	5020002	65,538	102,228	102,228	102,228	114,528	102,228	102,228	114,528	102,228
Conference & Travel Expenses	5050009	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Professional Fees	5060010	40,000	40,400	40,400	40,400	40,400	40,400	40,400	40,400	40,400
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	6,118	20,000	20,000	20,000	30,000	20,000	20,000	30,000	20,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Advertising Expense	5900047	354,469	392,051	392,051	392,051	411,653	392,051	392,051	411,653	392,051
Total		608,385	702,928	697,792	707,934	749,836	707,934	710,858	752,760	710,858
Funding Sources										
Fund Balance	4000005	314,779	297,714		189,396	189,396	189,396	97,835	55,933	97,835
Conservation Tax	4000453	591,320	594,610		616,373	616,373	616,373	638,932	638,932	638,932
Total Funding		906,099	892,324		805,769	805,769	805,769	736,767	694,865	736,767
Excess Appropriation/(Funding)		(297,714)	(189,396)		(97,835)	(55,933)	(97,835)	(25,909)	57,895	(25,909)
Grand Total		608,385	702,928		707,934	749,836	707,934	710,858	752,760	710,858

The FY08 Actual and FY09 Budget amounts in Regular Salaries and Personal Services Matching exceeds the authorized amounts due to salary and matching rate adjustments during the 2007-2009 biennium.

Change Level by Appropriation

Appropriation: 502 - Keep Arkansas Beautiful-ConsTax

Funding Sources: SBA - Keep Arkansas Beautiful

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	707,934	3	707,934	100.0	710,858	3	710,858	100.0
C01	Existing Program	40,702	0	748,636	105.7	40,702	0	751,560	105.7
C08	Technology	1,200	0	749,836	105.9	1,200	0	752,760	105.9

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	707,934	3	707,934	100.0	710,858	3	710,858	100.0
C01	Existing Program	0	0	707,934	100.0	0	0	710,858	100.0
C08	Technology	0	0	707,934	100.0	0	0	710,858	100.0

Justification

C01	Advertising tracking, freight costs, ground transportation and parking and fuel costs need to reflect actual current expenses and projected increases. We are increasingly attending more meetings that require an exhibitor fee; it needs to be charged under the appropriate commitment item. Commission meeting expenses are increasing due to the greater travel and lodging costs that are being incurred by Commissioners and staff attending meetings out in the state. In order to attract and retain volunteers to our two statewide cleanups each year, we offer T-shirts as incentives, some are provided by sponsors, but we are always far short of the number needed to furnish them to all volunteers, which is our goal and their expectation. We offer small matching grants now for organizational and project assistance and training to the Keep America Beautiful Certified Affiliates and other community organizations that furnish our 40,000 volunteers each year, but we need greater funding to offer more meaningful grants to help them sustain and insure their viability and effectiveness. We continually utilize mass communications to inspire, educate, influence and promote improved behaviors toward our state's prized environment. We reach citizens statewide through promotional and educational messages placed on electronic, broadcast and print media to provide information about our programs and events and to encourage voluntary participation by individuals, governmental, businesses and civic and community organizations. These communication costs are increasing; we must maintain our ability to communicate at the local community level through timely messages and information to support our volunteer groups and to attract and inform new potential volunteers to the opportunities we offer for environmental stewardship and improvement.
C08	The new technology request is required for renewal of IT licenses, services and software and DIS, training and hardware costs. IT Plan-Agency Desktop Software.

Analysis of Budget Request

Appropriation: 504 - Tourism Promotion-Special Rev

Funding Sources: TDT - Tourism Development Trust

Act 629 of 1989 (A.C.A. §19-5-956) established the Tourism Development Trust Fund to promote tourism in Arkansas. Pursuant to A.C.A. §26-52-1006, funding is derived from a 2% Gross Receipts Tax on tourist-related business. The Department utilizes this appropriation for operating expenses to promote Arkansas tourism through advertising and website promotion, grassroots campaigns, and printed materials.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests total \$1,127,516 in FY10 and \$1,447,282 in FY11 reflect the following:

Operating Expenses increase of \$48,596 in FY10 and \$78,596 in FY11 to address postage increases for fulfillment of an expanding number of vacation information packet requests; and network services expenses as needed for replacement and upgrades of computer equipment & software licenses, as outlined in the Department's IT plan.

Capital Outlay in the amount of \$42,000 each year of the biennium for new digital photographic equipment for the photo library.

Tourism Promotion totaling \$50,000 in FY10 and \$100,000 in FY11 to increase the regional matching fund program which serves grassroots promotions across the state.

Advertising Expense in the amount of \$986,920 in FY10 and \$1,226,686 in FY11 for print, broadcast, and internet mass media advertising to promote tourism in Arkansas.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 504 - Tourism Promotion-Special Rev

Funding Sources: TDT - Tourism Development Trust

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	181,531	201,936	188,593	216,303	216,303	216,303	220,262	220,262	220,262
#Positions		7	7	7	7	7	7	7	7	7
Extra Help	5010001	16,175	19,000	19,000	19,000	19,000	19,000	19,000	19,000	19,000
#Extra Help		4	5	5	5	5	5	5	5	5
Personal Services Matching	5010003	69,169	70,612	70,634	79,729	79,729	79,729	80,504	80,504	80,504
Operating Expenses	5020002	1,105,701	1,478,674	1,478,674	1,478,674	1,527,270	1,527,270	1,478,674	1,557,270	1,557,270
Conference & Travel Expenses	5050009	99	3,860	3,860	3,860	3,860	3,860	3,860	3,860	3,860
Professional Fees	5060010	0	50,000	145,000	50,000	50,000	50,000	50,000	50,000	50,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	35,000	50,000	0	42,000	42,000	0	42,000	42,000
Tourist Promotion	5900046	862,490	886,490	912,490	886,490	936,490	936,490	886,490	986,490	986,490
Advertising Expense	5900047	9,228,851	9,961,283	10,429,819	9,961,283	10,948,203	10,948,203	9,961,283	11,187,969	11,187,969
Total		11,464,016	12,706,855	13,298,070	12,695,339	13,822,855	13,822,855	12,700,073	14,147,355	14,147,355
Funding Sources										
Fund Balance	4000005	1,198,652	1,226,992		1,227,492	1,227,492	1,227,492	1,327,516	200,000	200,000
Trust Fund	4000050	11,492,356	12,707,355		12,795,363	12,795,363	12,795,363	13,947,355	13,947,355	13,947,355
Total Funding		12,691,008	13,934,347		14,022,855	14,022,855	14,022,855	15,274,871	14,147,355	14,147,355
Excess Appropriation/(Funding)		(1,226,992)	(1,227,492)		(1,327,516)	(200,000)	(200,000)	(2,574,798)	0	0
Grand Total		11,464,016	12,706,855		12,695,339	13,822,855	13,822,855	12,700,073	14,147,355	14,147,355

The FY09 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2007-2009 biennium.

Change Level by Appropriation

Appropriation: 504 - Tourism Promotion-Special Rev

Funding Sources: TDT - Tourism Development Trust

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	12,695,339	7	12,695,339	100.0	12,700,073	7	12,700,073	100.0
C01	Existing Program	1,098,920	0	13,794,259	108.7	1,418,686	0	14,118,759	111.2
C08	Technology	28,596	0	13,822,855	108.9	28,596	0	14,147,355	111.4

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	12,695,339	7	12,695,339	100.0	12,700,073	7	12,700,073	100.0
C01	Existing Program	1,098,920	0	13,794,259	108.7	1,418,686	0	14,118,759	111.2
C08	Technology	28,596	0	13,822,855	108.9	28,596	0	14,147,355	111.4

Justification

C01	This request is to replace or upgrade capital equipment and vehicles as needed—new digital photographic equipment is required to ensure that the photo library can meet the needs of publishers and editors from across the country, and new display cases at the welcome centers are needed to promote special events. An increase is needed to allow a boost to our advertising investments. As the tourism industry becomes increasingly competitive, Arkansas must maintain an active presence in the marketplace, getting our message in front of perspective travelers. The additional funds will allow us to expand our Internet campaigns and to purchase additional print and broadcast media. With the increased costs for fulfillment of vacation information, additional postage is being requested. An increase is also needed in the Regional Matching Funds program, which supports grassroots promotion of local tourism attractions. The state's 12 regions work hand-in-hand with the state, focusing consumer attention on local destinations and events. The additional funding will allow the regions to maintain and expand their advertising campaigns, reaching more travelers with their unique marketing messages.
C08	The technology request is required to meet additional needs for software license updates and network services from remote tourism sites to the central office. IT Plan-State Network Connectivity.

Analysis of Budget Request

Appropriation: 579 - Outdoor Recreation Grants Prg

Funding Sources: MPT - Parks & Tourism Outdoor Recreation

The Department utilizes this appropriation for operating expenses and outdoor recreational grants to cities and counties. Funding is derived from the State Parks' portion of the proceeds of the Real Estate Transfer Tax increase levied by Act 729 of 1987, and further increased by Act 1181 of 1993 (A.C.A. 26-60-105).

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency Request is for Base Level, with the exception of a reduction in the Grants and Aid line item of \$381,828 in both years due to the inability to certify funding to fully support the Base Level.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 579 - Outdoor Recreation Grants Prg
Funding Sources: MPT - Parks & Tourism Outdoor Recreation

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	171,324	174,207	180,492	178,300	178,300	178,300	181,230	181,230	181,230
#Positions		4	4	4	4	4	4	4	4	4
Extra Help	5010001	0	15,210	15,210	15,210	15,210	15,210	15,210	15,210	15,210
#Extra Help		0	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	42,768	43,865	56,010	56,654	56,654	56,654	57,228	57,228	57,228
Operating Expenses	5020002	36,832	37,020	37,020	37,020	37,020	37,020	37,020	37,020	37,020
Conference & Travel Expenses	5050009	287	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	2,431,548	4,559,514	4,559,514	4,559,514	4,177,686	4,177,686	4,559,514	4,177,686	4,177,686
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		2,682,759	4,831,316	4,849,746	4,848,198	4,466,370	4,466,370	4,851,702	4,469,874	4,469,874
Funding Sources										
Fund Balance	4000005	6,714,981	6,309,451		3,842,469	3,842,469	3,842,469	1,476,822	1,858,650	1,858,650
Real Estate Transfer Tax	4000403	2,277,229	2,364,334		2,482,551	2,482,551	2,482,551	2,612,684	2,612,684	2,612,684
Total Funding		8,992,210	8,673,785		6,325,020	6,325,020	6,325,020	4,089,506	4,471,334	4,471,334
Excess Appropriation/(Funding)		(6,309,451)	(3,842,469)		(1,476,822)	(1,858,650)	(1,858,650)	762,196	(1,460)	(1,460)
Grand Total		2,682,759	4,831,316		4,848,198	4,466,370	4,466,370	4,851,702	4,469,874	4,469,874

Change Level by Appropriation

Appropriation: 579 - Outdoor Recreation Grants Prg
Funding Sources: MPT - Parks & Tourism Outdoor Recreation

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	4,848,198	4	4,848,198	100.0	4,851,702	4	4,851,702	100.0
C03	Discontinue Program	(381,828)	0	4,466,370	92.1	(381,828)	0	4,469,874	92.1

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	4,848,198	4	4,848,198	100.0	4,851,702	4	4,851,702	100.0
C03	Discontinue Program	(381,828)	0	4,466,370	92.1	(381,828)	0	4,469,874	92.1

Justification

C03	Reduction of \$381,828 in both years of the biennium due to the Base Level exceeding anticipated funding levels.
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Analysis of Budget Request

Appropriation: 984 - Museum Natural Resources-Treas

Funding Sources: NPT - Parks Oil Museum

The Department utilizes this appropriation for personal services and operating expenses of the Museum of Natural Resources. Pursuant to Arkansas Code §26-58-302, funding is derived from a 2 cents per barrel tax on oil produced in the State and a 10 cents per 1,000 barrels tax on brine produced in the State for bromine extraction.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests of \$20,308 in FY10 and \$20,374 in FY11 reflects the following:

Extra Help and Personal Services Matching \$3,308 in FY10 and \$3,374 in FY11 for federal minimum wage increases and a 2% COLA for long-term extra help employees.

Operating Expenses of \$17,000 in each year to offset increases in fuel and utility costs.

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

Appropriation Summary

Appropriation: 984 - Museum Natural Resources-Treas

Funding Sources: NPT - Parks Oil Museum

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	96,276	99,609	117,676	102,393	102,393	102,393	104,714	104,714	104,714
#Positions		3	3	3	3	3	3	3	3	3
Extra Help	5010001	11,071	10,000	10,000	10,000	13,046	13,046	10,000	13,107	13,107
#Extra Help		3	3	3	3	3	3	3	3	3
Personal Services Matching	5010003	34,866	32,982	42,371	36,227	36,489	36,489	36,683	36,950	36,950
Operating Expenses	5020002	6,493	6,500	6,500	6,500	23,500	23,500	6,500	23,500	23,500
Conference & Travel Expenses	5050009	0	500	500	500	500	500	500	500	500
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	12,143	21,500	21,500	21,500	21,500	21,500	21,500	21,500	21,500
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		160,849	171,091	198,547	177,120	197,428	197,428	179,897	200,271	200,271
Funding Sources										
Fund Balance	4000005	54,692	75,170		85,129	85,129	85,129	99,009	78,701	78,701
Cash Fund	4000045	181,327	181,050		191,000	191,000	191,000	191,000	191,000	191,000
Total Funding		236,019	256,220		276,129	276,129	276,129	290,009	269,701	269,701
Excess Appropriation/(Funding)		(75,170)	(85,129)		(99,009)	(78,701)	(78,701)	(110,112)	(69,430)	(69,430)
Grand Total		160,849	171,091		177,120	197,428	197,428	179,897	200,271	200,271

Actual exceeds Authorized Appropriation in Extra Help due to a transfer from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation: 984 - Museum Natural Resources-Treas

Funding Sources: NPT - Parks Oil Museum

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	177,120	3	177,120	100.0	179,897	3	179,897	100.0
C01	Existing Program	20,308	0	197,428	111.5	20,374	0	200,271	111.3

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	177,120	3	177,120	100.0	179,897	3	179,897	100.0
C01	Existing Program	20,308	0	197,428	111.5	20,374	0	200,271	111.3

Justification

C01	M&O- Increase by \$17,000 in each year of the biennium for increases related to higher fuel and utility costs as well as other increases in operational expenses. Other Operating Expenses – An increase in the Extra Help commitment item of \$3,046 in FY10 and \$3,107 in FY11 as a result of the increase in federal minimum wage and a 2% annual COLA increase for other long term extra help employees.
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Analysis of Budget Request

Appropriation: 986 - Operations & Construction-Cash in Treasury

Funding Sources: NPT - Parks Fund

This appropriation is financed by cash receipts and interest income generated by the State Park System. Cash receipts include the fees charged for park facility usage and/or property rentals, the sale of items purchased from gift shops, restaurant operations, and other miscellaneous receipts. The Department utilizes this appropriation to provide staff and operational support to park and museum activities.

Base Level salaries for classified positions reflect the recommendations of the Pay Plan Study. A 2.3% Cost of Living Allowance is reflected in the second year of the biennium. The Base Level request for Regular Salaries may include board member Stipends payments and Career Service payments for eligible employees. Personal Services Matching includes a \$75 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$425.

The Agency's Change Level requests total \$3,479,759 in FY10 and \$3,056,368 in FY11 and reflect the following:

Regular Salaries & Personal Services Matching totaling \$497,937 in FY10 and \$507,965 in FY11 to support eleven (11) positions, including: 1) New positions - Desk Clerk at Queen Wilhelmina, three (3) Park Superintendent I at the Central Office to train for upcoming openings at various parks due to retirements, and a Skilled Tradesman at Delta Heritage Trail to build trails, bridges and signage projects; and 2) Restored Positions - Park & Tourism Regional Park Supervisor, General Maintenance Repairman, Museum Manager, Administrative Analyst and an Administrative Specialist III at the Central Office, and a Park Interpreter for the Ozark Folk Center.

Extra Help and Personal Services Matching increases of \$490,485 in FY10 and \$500,294 in FY11 to cover the minimum wage increase for six hundred forty-one existing positions and a 2% COLA increase for long-term extra help employees.

Operating Expenses of \$908,116 in FY10 and \$457,624 in FY11 for implementation of a Microsoft Enterprise Point of Sale System for merchandise & fuel sales at gift shops, stores, marinas, and golf pro shops system-wide, in order to integrate them with AASIS and the park reservation system, and to improve sales reporting and inventory tracking; and to offset higher fuel, utility, and inflation costs.

Conference & Travel Expenses totaling \$10,000 each year for reservation system training needs and staff professional development.

Professional Fees increases of \$115,000 in each year of the biennium to fund marketing and advertising for new facilities at Lake Fort Smith, Hobbs and Mississippi River.

Resale Items in the sum of \$472,950 in FY10 and \$480,214 in FY11 for increasing prices system-wide and the increase to supply new park facilities due to open in 2009.

Capital Outlay in the amount of \$525,000 each year for vehicle replacement and equipment needs at park facilities.

Debt Service increase totaling \$460,271 in each year for increases in bond payments and interest for Mount Magazine.

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

Appropriation Summary

Appropriation: 986 - Operations & Construction-Cash in Treasury
Funding Sources: NPT - Parks Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,248,981	4,076,510	3,792,388	4,336,035	4,670,233	4,670,233	4,430,237	4,772,116	4,772,116
#Positions		140	151	157	151	162	162	151	162	162
Extra Help	5010001	3,195,857	3,733,275	3,584,892	3,584,892	4,075,377	4,075,377	3,584,892	4,085,186	4,085,186
#Extra Help		566	616	616	616	616	616	616	616	616
Personal Services Matching	5010003	1,932,779	1,748,404	1,785,032	1,927,905	2,091,644	2,091,644	1,946,365	2,112,451	2,112,451
Operating Expenses	5020002	2,076,535	3,526,282	3,526,282	3,526,282	4,434,398	4,434,398	3,526,282	3,983,906	3,983,906
Conference & Travel Expenses	5050009	20,386	30,000	30,000	30,000	40,000	40,000	30,000	40,000	40,000
Professional Fees	5060010	553,808	687,700	687,700	687,700	802,700	802,700	687,700	802,700	802,700
Construction	5090005	698,121	689,757	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	3,977,413	4,487,756	4,117,868	4,117,868	4,590,818	4,590,818	4,117,868	4,598,082	4,598,082
Capital Outlay	5120011	22,343	525,000	525,000	0	525,000	525,000	0	525,000	525,000
Debt Service	5120019	4,135,371	4,068,499	4,068,499	4,068,499	4,528,770	4,528,770	4,068,499	4,528,770	4,528,770
Contractual Services	5900043	253,977	336,177	336,177	336,177	336,177	336,177	336,177	336,177	336,177
Total		20,115,571	23,909,360	22,453,838	22,615,358	26,095,117	26,095,117	22,728,020	25,784,388	25,784,388
Funding Sources										
Fund Balance	4000005	5,184,541	11,640,869		11,836,760	11,836,760	11,836,760	13,808,758	10,328,999	10,328,999
Cash Fund	4000045	26,571,899	24,105,251		24,587,356	24,587,356	24,587,356	25,079,103	25,079,103	25,079,103
Total Funding		31,756,440	35,746,120		36,424,116	36,424,116	36,424,116	38,887,861	35,408,102	35,408,102
Excess Appropriation/(Funding)		(11,640,869)	(11,836,760)		(13,808,758)	(10,328,999)	(10,328,999)	(16,159,841)	(9,623,714)	(9,623,714)
Grand Total		20,115,571	23,909,360		22,615,358	26,095,117	26,095,117	22,728,020	25,784,388	25,784,388

The FY09 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2007-2009 biennium.

FY09 Budgeted amount exceeds Authorized Appropriation in Extra Help and Resale (COGS) due to transfers from the Cash Fund Holding Account.

Change Level by Appropriation

Appropriation: 986 - Operations & Construction-Cash in Treasury

Funding Sources: NPT - Parks Fund

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	22,615,358	151	22,615,358	100.0	22,728,020	151	22,728,020	100.0
C01	Existing Program	2,719,747	11	25,335,105	112.0	2,753,067	11	25,481,087	112.1
C08	Technology	760,012	0	26,095,117	115.4	303,301	0	25,784,388	113.4

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	22,615,358	151	22,615,358	100.0	22,728,020	151	22,728,020	100.0
C01	Existing Program	2,719,747	11	25,335,105	112.0	2,753,067	11	25,481,087	112.1
C08	Technology	760,012	0	26,095,117	115.4	303,301	0	25,784,388	113.4

Justification

C01	<p>New Positions – Desk Clerk for Queen Wilhelmina to assist with the lodge and campground operations. Since the lodge is open 24 hours each day, two employees are needed to cover the front desk for the morning and evening shifts. Three Park Superintendent I positions in the Central Office are needed as Superintendent trainees to prepare for future park management roles caused by numerous retiring park management staff. Skilled Tradesman at the Delta Heritage Trail is needed to construct and build trails, bridges and signage projects for the 73 mile project. Restored Positions-Park Interpreter, Park & Tourism Regional Park Supervisor, General Maintenance Repairman, Museum Manager, Administrative Analyst and an Administrative Specialist III. Other Operating Expenses – An increase in the Extra Help commitment item of \$490,485 in FY10 and \$500,294 in FY11 as a result of the increase in Federal minimum wage and a 2% annual COLA increase for other long term extra help employees. M&O—An increase of \$148,104 for FY10 and \$154,323 for FY11 is needed to provide additional M&O throughout the parks system for increases related to higher fuel and utility costs and inflation. Conference Fees and Travel – An increase of \$10,000 each year of the biennium to cover training needs of park staff responsible for managing, operating and administering state parks and museums. Professional Fees and Services—An increase of \$115,000 in each year of the biennium is needed for additional expenses for marketing and advertising new facilities/parks at Lake Fort Smith, Mississippi River and Hobbs along with inflation adjustments. Resale – An increase of \$472,950 in FY10 and \$480,214 in FY11 for increasing prices and inflation system-wide and the increase in resale purchase items for the new facilities coming on line in the new biennium. Capital Outlay – To re-establish Capital Outlay each year of the biennium of \$525,000 for vehicle replacement and other equipment needs in the park systems Central and Regional Offices. Debt Service – An increase of \$460,271 for each year of the biennium is needed for increases in the bond payments and interest for Mount Magazine.</p>
C08	<p>M&O—An increase of \$760,012 in FY10 and \$303,301 in FY11 is needed for WAN network services, computer hardware and computer software and to establish a point of sale system for merchandise sales at state park gift shops, stores, marinas and a golf pro shop. With annual sales at approximately \$3 million, an efficient modern system is needed for integration into AASIS and the park reservation system, to include bar-code scanning, inventory management for purchases, sales and vendor order tracking, physical inventory time savings and improved management of sales and reporting. IT Plan-POS System, Hardware and Agency Desktop Software.</p>

Analysis of Budget Request

Appropriation: 994 - Retirement & Relocation Program

Funding Sources: HGA - Parks & Tourism Account

Act 609 of 1997 (A.C.A. §25-13-301) created the Retirement and Relocation Program to promote economic development of the State by encouraging retirees to relocate to Arkansas. Funding is derived from general revenues. The Department utilizes the appropriation for advertising expenses to encourage retirees to relocate to Arkansas.

The Agency's Change Level requests total \$271,722 each year and reflect the following:

Operating Expenses in the amount of \$3,341 each year for postage for increased promotional efforts.

Professional Fees of \$7,000 each year for website improvements.

Advertising Expense increase totaling \$261,381 each year to improve the State's opportunities to attract retiring baby boomers to Arkansas.

The Executive Recommendation provides for Base Level.

Appropriation Summary

Appropriation: 994 - Retirement & Relocation Program

Funding Sources: HGA - Parks & Tourism Account

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2009-2010			2010-2011		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	26,659	26,659	26,659	26,659	30,000	26,659	26,659	30,000	26,659
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	3,000	3,000	3,000	3,000	10,000	3,000	3,000	10,000	3,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Advertising Expense	5900047	198,567	198,619	198,619	198,619	460,000	198,619	198,619	460,000	198,619
Total		228,226	228,278	228,278	228,278	500,000	228,278	228,278	500,000	228,278
Funding Sources										
General Revenue	4000010	228,226	228,278		228,278	500,000	228,278	228,278	500,000	228,278
Total Funding		228,226	228,278		228,278	500,000	228,278	228,278	500,000	228,278
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		228,226	228,278		228,278	500,000	228,278	228,278	500,000	228,278

Change Level by Appropriation

Appropriation: 994 - Retirement & Relocation Program

Funding Sources: HGA - Parks & Tourism Account

Agency Request

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	228,278	0	228,278	100.0	228,278	0	228,278	100.0
C01	Existing Program	264,722	0	493,000	216.0	264,722	0	493,000	216.0
C08	Technology	7,000	0	500,000	219.0	7,000	0	500,000	219.0

Executive Recommendation

Change Level		2009-2010	Pos	Cumulative	% of BL	2010-2011	Pos	Cumulative	% of BL
BL	Base Level	228,278	0	228,278	100.0	228,278	0	228,278	100.0
C01	Existing Program	0	0	228,278	100.0	0	0	228,278	100.0
C08	Technology	0	0	228,278	100.0	0	0	228,278	100.0

Justification

C01	The Agency requests an increase of \$264,722 for each year in Operating Expenses and Advertising Expense appropriations to (1) augment the state's annual retirement/relocation marketing program; and (2) to cover increased fulfillment costs associated with expanded promotional efforts. Given Arkansas' temperate climate, distinct seasons, favorable cost of living, reasonable taxes, and hospitable citizens, the state is ideally suited for baby boomers looking to relocate. The supplemental monies will allow Arkansas to more aggressively compete for this lucrative demographic group.
C08	The Agency requests an increase of \$7,000 in Professional Fees each year for improvements to our retirement and relocation website. ITPlan-Agency Desktop Software/Major Application Information.

Analysis of Budget Request

Appropriation: 995 - Tourism - Cash in Treasury

Funding Sources: NPT - Tourism Operations

This appropriation provides for the operation of the Gift Shop in the Central Office. Funding is derived from the sale of merchandise from the Gift Shop.

Items for resale are purchased in bulk as necessary. Since 1999, this appropriation has typically averaged in excess of \$60,000 in fund balances. The unfunded balance of this request will be covered by these projected balances.

The Agency Request is for Base Level.

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

Appropriation Summary

Appropriation: 995 - Tourism - Cash in Treasury

Funding Sources: NPT - Tourism Operations

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	2009-2010			2010-2011		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	2,301	40,200	40,200	40,200	40,200	40,200	40,200	40,200	40,200
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
Resale (COGS)	5090017	1,800	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		4,101	65,200	65,200	65,200	65,200	65,200	65,200	65,200	65,200
Funding Sources										
Fund Balance	4000005	70,994	85,169		40,969	40,969	40,969	0	0	0
Cash Fund	4000045	18,276	21,000		24,231	24,231	24,231	65,200	65,200	65,200
Total Funding		89,270	106,169		65,200	65,200	65,200	65,200	65,200	65,200
Excess Appropriation/(Funding)		(85,169)	(40,969)		0	0	0	0	0	0
Grand Total		4,101	65,200		65,200	65,200	65,200	65,200	65,200	65,200

Analysis of Budget Request

Appropriation: 996 - Entertainers Hall of Fame-Treas

Funding Sources: NPT - Parks & Tourism Hall of Fame

Act 671 of 1985 (A.C.A. 13-9-101) as amended created the Arkansas Entertainers Hall of Fame Board to honor individuals who by achievement or service have made outstanding and lasting contributions in entertainment. During the 81st General Assembly, Act 255 of 1997 transferred the authority and responsibility for the administration of the Arkansas Hall of Fame to the Arkansas Department of Parks and Tourism. Additional funding is provided by donations from private sources and the City of Pine Bluff, where the Agency is located. This appropriation provides for the operation of the Arkansas Entertainers Hall of Fame.

The Agency Request is for Base Level.

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

Appropriation Summary

Appropriation: 996 - Entertainers Hall of Fame-Treas

Funding Sources: NPT - Parks & Tourism Hall of Fame

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2007-2008	2008-2009	2008-2009	2009-2010			2010-2011		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Various Exp. - Entertainers Hall 5900046	12,585	49,633	49,633	49,633	49,633	49,633	49,633	49,633	49,633
Total	12,585	49,633	49,633	49,633	49,633	49,633	49,633	49,633	49,633
Funding Sources									
Fund Balance 4000005	47,733	43,241		10,608	10,608	10,608	0	0	0
Cash Fund 4000045	8,093	17,000		39,025	39,025	39,025	49,633	49,633	49,633
Total Funding	55,826	60,241		49,633	49,633	49,633	49,633	49,633	49,633
Excess Appropriation/(Funding)	(43,241)	(10,608)		0	0	0	0	0	0
Grand Total	12,585	49,633		49,633	49,633	49,633	49,633	49,633	49,633

Appropriation Summary

Appropriation: 1VH - Motorcoach Incentive

Funding Sources: NPT-Parks Treasury Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2009-2010			2010-2011		
	2007-2008 Actual	2008-2009 Budget	2008-2009 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Motorcoach Incentive Payments 5900046	0	0	100,000	0	0	0	0	0	0
Total	0	0	100,000	0	0	0	0	0	0

THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM.