

Memorandum



CITY OF DALLAS

DATE January 17, 2014

TO Honorable Members of the Arts, Culture & Libraries Committee:
Philip T. Kingston (Chair), Monica R. Alonzo (Vice Chair), Vonciel Jones Hill, Jerry R. Allen, Carolyn R. Davis, Jennifer Staubach Gates

SUBJECT Follow-up Information to October 21, 2013 Cultural Affairs Briefing

The following cultural affairs information was requested for discussion at the January 21, 2014 meeting.

- OCA 10-Yr Budget History Data Points

Attachment 1 provides the data points for the 10-year history charts that were provided in the briefing (10/21/13 briefing slides 10 and 44).

As noted at the budget briefing, the separation between “programming” and “facilities” is provided with the caveat that this distinction is based on accounting records and does not necessarily reflect the interdependency between cultural spaces and cultural programs. For example, line 10 includes all program-related contracts, but may include facility operation expenses for some nonprofits operating city-owned cultural facilities. Conversely, expenditures for city cultural center staff are reported as facility expenses for the department, yet they are actively engaged in programming activities.

- OCA Breakdown by Facility

Attachment 2 provides information on the FY13-14 OCA approved budget allocations to City-owned cultural facilities, divided in two groups: venues managed by OCA and venues managed by nonprofit partners.

- OCA FY13-14 Budget

Attachment 3 provides the FY13-14 OCA approved budget. There are four tabs with the information presented in different formats: (a) budget by service (consistent with the City’s Budgeting for Outcomes process), (b) department-wide expenses by major categories (or type); (c) department-wide expenses by object code; and (d) list of Cultural Contracts (COP and CPP) awards for the year.

- Facility Management Contracts

PDF copies of the facility agreements (with amendments) are available for download at http://www.dallascityhall.com/oca/facilities_long_term.html.

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The Committee also requested information regarding long-term maintenance or capital plans. Capital needs for cultural facilities are included in the City's Capital Needs Inventory, which is coordinated by Public Works. An updated copy of the Cultural Facilities section will be provided to you separately. Equipment & Building Services provides the day to day maintenance and repair of mechanical, electrical, plumbing and roof repairs when agreed upon in the long-term agreement for the venue. Some venues (Dallas Museum of Art and Meyerson Symphony Center) require 24 hour coverage by EBS staff. Planned and unplanned major maintenance projects are addressed by EBS as equipment reaches the end of its useful life or fails prematurely and by Public Works when funded in a bond program. Specialized operational components (such as theatrical lighting, museum displays, venue seating) are addressed by the nonprofit partner or OCA. EBS is currently in process of finalizing the procurement documents for a maintenance management system that will assist in tracking, planning and scheduling maintenance in the future.

- Budget Issues

FY13-14 budget represents the highest funding level for cultural affairs in the past decade, largely due to the increase in the number of cultural facilities that have come online during this time (Latino Cultural Center in 2003, Dallas Black Dance Theater in 2008, Winspear Opera House and Wylie Theater in 2009, Annette Strauss Square in 2010, Oak Cliff Cultural Center in 2010, Dallas City Performance Hall in 2012).

The department's last strategic plan was completed in 2002. A cultural planning process would serve to strategically guide support for facilities, groups and operations, marketing and other priorities for a vibrant arts community for the next decade.

If you have questions or need additional information, please contact me.



Joey Zapata

Assistant City Manager

C: Honorable Mayor and Members of the City Council
A.C. Gonzalez, Interim City Manager
Warren M.S. Ernst, City Attorney
Daniel F. Solis, Administrative Judge
Rosa A. Rios, City Secretary
Craig D. Kinton, City Auditor
Ryan S. Evans, Interim First Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Forest E. Turner, Assistant City Manager

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Charles M. Cato, Interim Assistant City Manager

Theresa O'Donnell, Interim Assistant City Manager

Jeanne Chipperfield, Chief Financial Officer

Frank Libro, Public Information Officer

Elsa Cantu, Assistant to the City Manager, Mayor and Council

Maria Muñoz-Blanco, Director of Cultural Affairs

Erick Thompson, Equipment & Building Services Director

Ricardo Galceran, Public Works Director

ATTACHMENT 1: OFFICE OF CULTURAL AFFAIRS / 10-YR BUDGET HISTORY DATA POINTS

	FY 2004-05 ACTUAL	FY 2005-06 ACTUAL	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 BUDGET	FY2013-14 BUDGET
General Fund (0001)										
Expenditures	\$13,875,800	\$14,106,572	\$14,757,882	\$14,696,884	\$15,640,491	\$11,964,942	\$12,504,795	\$13,075,401	\$16,025,449	\$16,916,038
Program Related										
*3070	\$966,316	\$857,562	\$896,417	\$543,630	\$440,886	\$110,460	\$312,163	\$247,769	\$475,649	\$472,482
**3089	\$5,226,380	\$5,219,282	\$5,062,279	\$5,231,683	\$5,279,898	\$3,326,948	\$3,692,158	\$3,519,948	\$3,717,982	\$4,092,982
Subtotal Program Related	\$6,192,696	\$6,076,844	\$5,958,696	\$5,775,313	\$5,720,784	\$3,437,409	\$4,004,321	\$3,767,717	\$4,193,631	\$4,565,464
Facilities / Operating										
Electricity (2140)	\$3,144,413	\$3,741,002	\$3,927,264	\$4,241,961	\$3,746,705	\$3,515,253	\$3,280,957	\$2,329,904	\$3,594,482	\$3,553,566
Janitorial (3091)	\$614,556	\$452,069	\$606,714	\$568,375	\$568,988	\$451,426	\$446,623	\$568,027	\$623,103	\$623,103
Security (3092)	\$487,310	\$540,778	\$598,232	\$667,175	\$642,024	\$561,652	\$598,264	\$551,173	\$554,424	\$554,424
***Misc. Special Svcs. (3099)	\$5,530	\$3,371	\$15,504	\$112,988	\$987,530	\$890,959	\$538,900	\$1,749,910	\$2,595,001	\$2,773,397
All other Operating Expenses	\$3,431,295	\$3,292,508	\$3,651,474	\$3,331,072	\$3,974,461	\$3,108,244	\$3,635,730	\$4,108,670	\$4,464,808	\$4,846,084
Subtotal Facilities	\$7,683,104	\$8,029,728	\$5,147,712	\$5,590,499	\$9,919,707	\$8,527,533	\$8,500,474	\$9,307,684	\$11,831,818	\$12,350,574
	FY 2004-05 ACTUAL	FY 2005-06 ACTUAL	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 ACTUAL	FY 2010-11 BUDGET	FY 2011-12 ACTUAL	FY 2012-13 BUDGET	FY 2013-14 BUDGET
WRR (0140)										
Expenditures	\$3,001,996	\$3,372,762	\$3,445,370	\$3,415,240	\$2,870,482	\$2,705,679	\$2,447,186	\$2,286,006	\$2,599,440	\$2,379,435
Revenues	\$3,346,393	\$3,742,000	\$4,008,088	\$3,563,110	\$2,869,943	\$2,809,787	\$3,030,520	\$2,398,313	\$2,525,000	\$2,408,754

Notes:

* Object Code 3070 (Professional Services) includes contract funds for arts services and specialized services related to theatrical facilities; prior to FY09, this code also included cultural contracts funding for two cultural services contracts categories no longer funded.

** Object Code 3089 includes all the Cultural Contracts funding, which includes general operating support awards to nonprofit groups managing city-owned facilities. General operating awards give the organization maximum flexibility on how to use city funds to leverage other funds; thus, it is possible (likely) that the nonprofit has facility-related expenditures as part of their general operating support.

*** Object Code 3099 includes contract funds to AT&T Performing Arts Center & Dallas Black Dance Theater for facility-related expenses

ATTACHMENT 2: OFFICE OF CULTURAL AFFAIRS -- BREAKDOWN BY FACILITY

Facility	FY12-13					FY13-14 BUDGET			
	Center Operating Budget	OCA Utilities*	OCA Other**	Total		Center Operating Budget	OCA Utilities*	OCA Other**	Total
MANAGED BY OCA									
Bath House Cultural Center	\$221,073	\$17,092		\$238,165		\$249,755	\$21,099		\$270,854
Dallas City Performance Hall	\$505,894	\$32,349		\$538,243		\$893,288	\$39,934		\$933,222
Latino Cultural Center	\$505,916	\$76,798		\$582,714		\$611,929	\$94,804		\$706,733
Majestic Theatre	\$531,983	\$124,912		\$656,895		\$505,527	\$154,199		\$659,726
Meyerson Symphony Center	\$1,749,788	\$1,650,104		\$3,399,892		\$1,879,277	\$2,036,990		\$3,916,267
Oak Cliff Cultural Center	\$205,334	\$12,576		\$217,910		\$210,844	\$15,525		\$226,369
South Dallas Cultural Center	\$314,741	\$27,127		\$341,867		\$391,931	\$33,487		\$425,418
	OCA Cultural Contract Award	OCA Utilities*	OCA Other**	Total		OCA Cultural Contract Award	OCA Utilities*	OCA Other**	Total
MANAGED BY NONPROFIT PARTNERS									
African American Museum	\$108,828	\$74,047		\$182,875		\$108,828	\$94,408		\$203,236
AT&T Performing Arts Center (Winspear, Wyly, Strauss)	N/A	N/A	\$2,500,000	\$2,500,000		N/A	N/A	\$2,500,000	\$2,500,000
Black Academy of Arts & Letters	\$117,758	\$135,000	\$135,000	\$387,758		\$117,758	\$135,000	\$135,000	\$387,758
Dallas Black Dance Theater	\$132,143		\$93,000	\$225,143		\$132,143		\$170,000	\$302,143
Dallas County Heritage Society	\$155,451	\$69,604		\$225,055		\$155,451	\$85,923		\$241,374
Dallas Historical Society (Hall of State)	\$40,244	\$82,433		\$122,677		\$46,994	\$101,760		\$148,754
Dallas Museum of Art	\$768,182	\$694,103	\$662,711	\$2,124,996		\$843,182	\$856,843	\$662,711	\$2,362,736
Dallas Theater Center (Kalita Humphreys)	\$23,132	\$61,897		\$85,029		\$23,132	\$76,409		\$99,541
DSM Management Group, Inc. (Fair Park Music Hall)	\$48,440	N/A		\$48,440		N/A	N/A		N/A
Perot Museum / Natural History and Science Place I & II	\$586,307	\$105,421		\$691,728		\$586,307	\$130,139		\$716,446
Sammons Center for the Arts	\$47,204			\$47,204		\$60,204	N/A		\$60,204
TOTAL				\$12,616,592					\$14,160,781

NOTES:

* OCA Utilities: OCA pays utility bills directly

** Other: Additional facility support as noted below:

AT&T Performing Arts Center: contract reimbursement for facility expenses (utilities and ordinary repair and maintenance)

Dallas Black Dance Theater: contract reimbursement for facility expenses (utilities and ordinary repair and maintenance)

Black Academy of Arts & Letters: rental subsidy for Convention Center facility

Dallas Museum of Art: payment to energy management contract (utilities-related)

ATTACHMENT 3 (B): OFFICE OF CULTURAL AFFAIRS FY13-14 APPROVED BUDGET		
OCA EXPENSES BY TYPE		
OCA PERSONNEL		
Staff Salaries + Benefits	\$3,660,307	
Subtotal OCA Personnel		\$3,660,307
CULTURAL CONTRACTS		
Cultural Organizations Program (COP)	\$3,649,724	
Cultural Projects Program (CPP)	\$204,250	
Community Artists Program (CAP)	\$30,000	
Cultural Centers Program Contracts	\$176,820	
Special Initiatives (cultural data project, TRG/TACA, planning)	\$148,856	
Cultural Contracts / Miscellaneous	\$58,759	
Subtotal Cultural Contracts		\$4,268,409
CONTRACT PAYMENTS / FACILITY EXPENSES		
AT&T Performing Arts Center	\$2,500,000	
Dallas Black Dance Theater	\$170,000	
The Black Academy of Arts & Letters	\$135,000	
Subtotal Contract Payments		\$2,805,000
UTILITIES		
Electricity & Energy Management	\$3,553,566	
Gas	\$43,000	
Water & Sewer	\$141,954	
Subtotal Utilities		\$3,738,520
CITY-MANAGED VENUES FACILITY EXPENSES		
Custodial	\$623,103	
Security (Meyerson, Majestic, DCPH, SDCC)	\$559,674	
Repairs, grounds maintenance, supplies, misc.	\$426,360	
Equipment	\$142,611	
Professional Services (Stagehands, Contracted Labor)	\$137,402	
Subtotal City-Managed Venues Facility Expenses		\$1,889,150
OTHER DEPARTMENT EXPENSES		
Communications & Technology	\$374,343	
Risk Management	\$313,654	
Office Expenses (copier leases, office supplies, postage, etc.)	\$71,009	
Printing/marketing	\$22,622	
Miscellaneous (Medellin windows, misc.)	\$28,397	
Subtotal Department-Wide Expenses		\$810,025
TOTAL EXPENSES		\$17,171,411

ATTACHMENT 3 (A): OFFICE OF CULTURAL AFFAIRS FY13-14 APPROVED BUDGET

OCA EXPENSES BY SERVICE		
Cultural Services Contracts	\$4,330,253	
Community Artists Program	\$30,000	
City Cultural Centers & Facilities Partners	\$11,363,227	
Majestic Theater	\$507,527	
Public Art (Reimbursed from Capital Budget)	\$255,372	
Arts Learning & Audience Development	\$685,031	
Total Expenses	\$17,171,410	
Public Art Reimbursement	(\$255,372)	
Total General Fund	\$16,916,038	
WRR Municipal Radio (Enterprise Fund)	\$2,379,435	

ATTACHMENT 3 (C): OFFICE OF CULTURAL AFFAIRS FY13-14 APPROVED BUDGET

OCA EXPENSES BY OBJECT CODE		
OBJ	DESCRIPTION	
1101	SALARIES-CIVILIAN	2,944,987
1111	CELLPHONE STIPEND	1,208
1201	OVERTIME-CIVILIAN	42,917
1203	SERVICE INCENTIVE PAY	10,752
1242	LANGUAGE ASSIGNMENT PAY	4,920
1301	PENSIONS-CIVILIAN	327,807
1304	HEALTH INSURANCE	273,263
1306	FICA	43,561
1308	MANDATORY DEFERED COMP ADM	136
1314	WORKER'S COMP	10,756
1000s	TOTAL	3,660,307
2110	OFFICE SUPPLIES	15,281
2120	MINOR TOOLS	5,000
2140	LIGHT & POWER	3,553,566
2160	FUEL SUPPLIES	43,000
2170	WATER & SEWER	141,954
2181	FLEET FUEL & LUBE	178
2231	CLOTHING	5,375
2232	FOOD SUPPLIES	4,052
2252	METER POSTAGE	13,293
2280	OTHER SUPPLIES	25,318
2310	BUILDING SUPPLIES	13,720
2710	FURNITURE & FIXTURES	115,000
2731	DATA PROCESSING EQUIP	2,840
2735	COMPUTER SOFTWARE LICENSES	60,806
2770	AUDIO VISUAL	4,840
2890	MISCELLANEOUS EQUIPMENT	10,879
2000s	TOTAL	4,015,102
3020	Food Laundry Services	6,300
3030	PRINTING & PHOTO SVCS	22,402
3050	COMMUNICATIONS SVCS	84,532
3053	CIRCUITS	55,305
3060	EQUIPMENT RENTAL (Outside City)	1,977
3062	PC LEASING	15,859
3070	PROFFESIONAL SVC	472,482
3085	FREIGHT	5,360
3089	CULTURAL CONTRACTS-ARTISTIC SERVICES	4,092,982
3090	CITY FORCES	5,250
3091	CUSTODIAL	623,103
3092	SECURITY SVC	554,424

3099	MISC SPECIAL SERVICES	2,773,397
3110	EQUIP. MAINTENANCE & REPAIR	3,500
3130	COPY MACHINE RENTAL	12,596
3150	COPY CENTER CHARGES	1,860
3151	DEPT SUPPORT	323,404
3210	BLDG GROUND MAINT/REPAIRS	152,669
3310	INSURANCE (PROPERTY & CASUALTY)	312,379
3313	INSURANCE (PUBLIC LIABILITY)	1,275
3320	ADVERTISING	220
3330	RENTS	135,000
3340	MEMBERSHIP DUES	2,400
3363	REIMB. PERSONAL VEHICLE USE	2,700
3410	EQUIPMENT RENTAL (FROM EBS)	1,415
3429	Blackberry Fees	1,614
3420	COMMUNICATION EQUIP RENTAL	13,130
3430	COMPUTER SERVICES (FROM CIS)	45,107
3434	PROGRAMMING (CIS)	89,415
3435	DATA SERVICE EQUIP RENTAL	90
3439	AUDIO VISUAL	7,259
3000s	TOTAL	9,819,406
5002	Dept Support Reimbursement	(323,405)
5011	Reimbursements from Other Orgs (public art)	(255,372)
5000s	TOTAL	(578,777)
GRAND TOTAL		16,916,038
Full Time Equivalent-Total		69.20
	Regular	53.80
	Overtime	0.80
	Temporary Help	14.60
HEAD COUNT		56.00
	Permanent	33.00
	Non Permanent	

OFFICE OF CULTURAL AFFAIRS -- CULTURAL CONTRACTS BREAKDOWN

CULTURAL ORGANIZATIONS PROGRAM (COP)		CULTURAL PROJECTS PROGRAM	
Organization	Award Amount	Organization	Funding levels Award Amount
Anita N. Martinez Ballet Folklorico	\$55,622	Asian Film Festival	\$3,250
African American Museum (contract pending)	\$108,828	Chamber Music International	\$6,500
Artreach- Dallas, Inc.	\$29,751	Color Me Empowered	\$4,250
Big Thought	\$204,788	Contemporary Ballet Dallas	\$7,000
Big Thought (Thriving Minds)	\$41,668	Creative Arts Center	\$11,000
Big Thought (Thriving Minds)	\$376,436	Dallas Asian Youth Orchestra	\$4,500
The Black Academy of Arts and Letters, Inc.	\$117,758	Dallas Bach Society	\$9,000
Cara Mia Theatre Co.	\$32,036	Dallas Holocaust Museum	\$9,000
Children's Chorus of Greater Dallas	\$26,693	Dallas Institute for Humanities	\$5,000
Dallas Black Dance Theatre, Inc.	\$132,143	Dallas Metroplex Musicians	\$3,000
Dallas Children's Theater	\$42,050	DFW International	\$6,500
Dallas County Heritage Society	\$155,451	Echo Theater	\$4,500
Dallas Historical Society	\$46,994	Friends of Fair Park	\$3,000
Dallas Museum of Art	\$768,182	Greater Dallas Asian Chamber	\$5,000
Dallas Museum of Art (Free admission)	\$75,000	Indian Cultural Heritage	\$3,000
The Dallas Opera	\$97,521	Jewish Community Center	\$5,000
Dallas Theater Center	\$23,132	La Reunion	\$7,000
Dallas Wind Symphony	\$25,448	Lonestar Wind Orchestra	\$12,000
Dance Council	\$30,431	MADI Museum	\$6,500
Fine Arts Chamber Players	\$38,382	Metropolitan Winds	\$2,050
Greater Dallas Youth Orchestra	\$35,504	Nasher Sculpture Center	\$5,000
Junior Players Guild	\$42,035	New Arts Six	\$2,200
Kitchen Dog Theater Company	\$35,342	New Conservatory	\$6,500
Perot Museum of Nature and Science	\$586,307	New Texas Symphony	\$3,000
Sammons Center for the Arts	\$60,204	Ollimpaxqui Ballet	\$3,000
Shakespeare Festival of Dallas	\$69,940	Orchestra of New Spain	\$4,500
Teatro Hispano De Dallas	\$40,336	Orpheus Chamber Singers	\$6,500
TeCo Theatrical Productions, Inc.	\$73,560	Southwest Celtic	\$8,000
Texas Winds Musical Outreach, Inc.	\$39,424	Teatro Flor Candela	\$1,200
Theatre Three, Inc.	\$52,026	Texas Ballet Theater	\$5,000
Texas International Theatrical Society	\$34,870	Texas Performing Chinese	\$3,000
Turtle Creek Chorale, Inc.	\$45,355	The M.A.C.	\$4,500
Undermain Theatre	\$25,230	Upstart Productions	\$2,050
USA Film Festival	\$44,316	Uptown Players	\$5,500
Writer's Garret	\$36,961	Video Association	\$6,500
		Voces Intimae	\$3,000
		Voices of Change	\$4,250
TOTAL	\$3,649,724	Women's Chorus	\$6,500
		Wordspace	\$7,000
		TOTAL	\$204,250