

Budget Unit Brief

FY 2017



Records Center Rent

Purpose and History

The Records Center Rent appropriation is made to the [Department of Cultural Affairs](#) (DCA) to pay for the rent of a building at [920 Morgan Street in Des Moines](#). The lease currently runs through July 31, 2015, with an option to renew for an additional five years. The State Records Center was transferred to this location in September 2005 from the Records and Property Building that had housed the Records Center since the 1970s. The former Records and Property building was renovated and is now the office building for the [Department of Public Safety](#).

Funding

In FY 2004, there was a Rebuild Iowa Infrastructure Fund (RIIF) appropriation to the former Department of General Services (now the [Department of Administrative Services](#) (DAS)) for relocation and transition costs directly associated with renovation of the Records and Property Building. Part of this appropriation initially paid the rent on the location. In FY 2006, the DAS again paid for the rent from the RIIF appropriations and also billed the DCA a portion of the rent cost. This charge was paid by the DCA through the [Historical Division](#) General Fund appropriation. There was a RIIF appropriation to the DAS in FY 2007 that contained an allocation for paying for the rent of the Records Center. The General Fund appropriation first occurred in FY 2008 and has been provided annually since that time and the current appropriation for FY 2016 is approximately \$227,000 from the General Fund.

State Records Commission

The [State Records Commission](#) was created by the General Assembly in 1975 and revamped by [2003 Iowa Acts, chapter 92 \(HF 648—State Archives and Records Act\)](#). The DCA provides administrative support to the Commission. The State Records Commission is made up of the following officials or their designees:

- Secretary of State
- Director of the DCA
- Treasurer of State
- Director of the Department of Revenue
- Director of the Department of Management
- State Librarian
- Auditor of State
- Director of the DAS

The purpose of the Commission is to provide economy and efficiency in the creation, organization, maintenance, use, preservation, and disposition of records to assure that needless records will not be created or retained and to assure that valuable records will be preserved. The Commission meets quarterly and at the call of the chair.

Related Report

[Archives, Records Management and Electronic Records](#) — December 2010

Related Statutes and Administrative Rules

Iowa Code chapter [305](#)
[671](#) Iowa Administrative Code

Revised August 30, 2016

More Information

Iowa Department of Cultural Affairs: <http://www.culturalaffairs.org/>

State Records Commission: <https://iowaculture.gov/history/research/state-government-record-management/state-records-commission>

Iowa General Assembly: <http://www.legis.iowa.gov>

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