

**FY2016 August Zero-Based Budget for Secretary of State Core Divisions**

	<b>Administration</b>	<b>Investigations</b>	<b>Corporations</b>	<b>Elections</b>	<b>PLB</b>	<b>Securities</b>	<b>Total</b>
Regular Salaries	120,820	108,807	101,377	105,344	317,337	24,409	778,094
Annual Leave Pay Out			930	2,198	796		3,924
Board Member Per Diem					6,300		6,300
Other Supplemental Pay	588				210		798
Overtime			214		374		588
Temporary Labor			73,524	20,209	20,238		113,971
FICA	8,912	7,881	7,561	8,012	23,478	1,805	57,649
Retirement	28,922	59,174	24,505	25,910	76,329	5,857	220,697
Health Insurance	36,974	33,136	31,222	32,751	96,998	7,434	238,515
Personal Liability	5,884	8,473	7,531	5,649	22,359	1,883	51,779
Unemployment Ins	2,538	3,654	3,248	2,436	9,643	812	22,331
Worker's Comp	2,468	3,554	3,160	2,370	9,380	790	21,722
Merit System Cost	554	797	709	532	2,104	177	4,873
Pre-Employment Physical/Drug Testing							-
<b>Total Personal Services</b>	<b>207,660</b>	<b>225,476</b>	<b>253,981</b>	<b>205,411</b>	<b>585,546</b>	<b>43,167</b>	<b>1,521,241</b>
<b>Total Postage</b>	<b>7,504</b>	<b>-</b>	<b>-</b>	<b>26,264</b>	<b>26,042</b>	<b>-</b>	<b>59,810</b>
Metered Postage	7,400			24,952	25,000		57,352
Reminder/Certificate Postage					963		963
UPS Shipping	104			1,312	79		1,495
<b>Total Motor Vehicle Expense</b>	<b>750</b>	<b>5,325</b>	<b>-</b>	<b>404</b>	<b>10</b>	<b>-</b>	<b>6,489</b>
Fuel for Agency Vehicles	418	3,987		62			4,467
Repairs/Maintenance	332	1,282		342	10		1,966
Tags/Decals		56					56
<b>Total Printing and Publications</b>	<b>1,149</b>	<b>1,062</b>	<b>-</b>	<b>2,951</b>	<b>-</b>	<b>-</b>	<b>5,162</b>
Envelopes, Letterhead, Business Cards	1,149	1,062		1,451			3,662
Reminder Postcards, Certificate, and Letters							-
Voter Registration Applications, Precinct Cards				1,500			1,500
<b>Total Supplies and Materials</b>	<b>1,607</b>	<b>1,033</b>	<b>7,375</b>	<b>1,623</b>	<b>1,349</b>	<b>12</b>	<b>12,999</b>
General Office Supplies	1,607	1,033	7,375	1,588	1,349	12	12,964
Maintenance/Lavatory/Cleaning Services				35			35
Light Bulbs							-
Outreach							-
Postage Machine Ink							-
<b>Total Repairs and Maintenance</b>	<b>1,613</b>	<b>111</b>	<b>372</b>	<b>2,122</b>	<b>24,775</b>	<b>111</b>	<b>29,104</b>
Elevator Inspection/Maintenance					873		873
Equipment Maintenance	800	111	262	1,562	1,324	111	4,170
Fire Alarm Monitoring							-
Repairs/Moving			110	320	575		1,005
Ground Maintenance					533		533
HVAC Maintenance					11,848		11,848
Janitorial Services	813			240	4,062		5,115
Maintenance Building Fund							-
Pest Control					65		65
Security System Maintenance					5,495		5,495
Supplemental Cooling							-
<b>Total Equipment &lt; \$5000</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Investigator Protective Gear							-
<b>Total Water and Sewer</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16</b>	<b>978</b>	<b>-</b>	<b>994</b>
<b>Total Energy</b>	<b>231</b>	<b>-</b>	<b>-</b>	<b>411</b>	<b>34,025</b>	<b>-</b>	<b>34,667</b>
Georgia Building Authority-After Hours Utilities							-
Natural Gas							-
Power	231			411	34,025		34,667
<b>Total Rents - Other than Real Estate</b>	<b>8,320</b>	<b>7,560</b>	<b>-</b>	<b>1,880</b>	<b>500</b>	<b>360</b>	<b>18,620</b>
Agency Parking	8,320	7,560		1,880	360	360	18,480
Mail Meter Rent					140		140
Post Office Box							-
Printer/Copier							-

<b>Total Insurance and Bond</b>	-	-	-	-	-	-	-
Flood Insurance							-
Property Insurance							-
Auto Insurance							-
<b>Total Freight</b>	-	-	-	-	-	-	-
<b>Total Other Operating Expense</b>	<b>1,484</b>	<b>10,938</b>	<b>-</b>	<b>3,433</b>	<b>6,045</b>	<b>2,374</b>	<b>23,932</b>
Cable	154						154
Document Destruction					542		542
Fire System Monitoring					342		
Mailing & Postage							
Garbage Collection					401		401
GPS Vehicle Monitoring Service	627	10,717		627	3,137	2,196	17,304
Investigations					50		50
LexisNexis Legal Subscription	178			178	355	178	889
Meeting Expenses					750		750
National Professional Dues	510			2,535	261		3,306
Notary Renewals							-
Professional Subscriptions	15	221		41	207		484
Secretary of State - Record Center Storage							-
Security System				52			52
US Citizenship Immigration Services							-
Water Service							-
<b>Total Employee Travel</b>	<b>961</b>	<b>-</b>	<b>-</b>	<b>2,553</b>	<b>1,347</b>	<b>1,627</b>	<b>6,488</b>
<b>Total Board Member Travel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,478</b>	<b>-</b>	<b>6,478</b>
<b>Total Regular Operating Expenses</b>	<b>23,619</b>	<b>26,029</b>	<b>7,747</b>	<b>41,657</b>	<b>101,549</b>	<b>4,484</b>	<b>205,085</b>
<b>Total Motor Vehicle Purchase</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total IT Supplies</b>	<b>958</b>	<b>168</b>	<b>1,731</b>	<b>-</b>	<b>236</b>	<b>-</b>	<b>3,093</b>
IT Materials	440		596				1,036
Printer Toner	518	168	1,135		236		2,057
<b>Total IT Repairs and Maintenance</b>	<b>-</b>	<b>-</b>	<b>48,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>48,000</b>
Phone System Maintenance							-
Network Updates			48,000				48,000
<b>Total IT Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Computer Supplies							-
<b>Total Centralized Accounting Systems Fees</b>	<b>3,781</b>	<b>5,445</b>	<b>4,840</b>	<b>3,630</b>	<b>14,369</b>	<b>1,210</b>	<b>33,275</b>
PeopleSoft	3,781	5,445	4,840	3,630	14,369	1,210	33,275
<b>Total Software - Non Capitalized</b>	<b>-</b>	<b>24,954</b>	<b>-</b>	<b>576</b>	<b>-</b>	<b>-</b>	<b>25,530</b>
Annual Microsoft Enterprise Agreement							-
Service Agreements		24,954		576			25,530
<b>Total IT Maintenance and Support</b>	<b>5,859</b>	<b>8,438</b>	<b>7,500</b>	<b>65,230</b>	<b>22,529</b>	<b>1,875</b>	<b>111,431</b>
Software Maintenance/Service Agreements	5,859	8,438	7,500	65,230	22,529	1,875	111,431
IT Equipment Backup							-
Data Back-up, Destruction							-
<b>Total IT Expenditures</b>	<b>10,598</b>	<b>39,005</b>	<b>62,071</b>	<b>69,436</b>	<b>37,134</b>	<b>3,085</b>	<b>221,329</b>
Board of Regents - Record Center Storage							-
Georgia Building Authority	10,292	4,575	11,435	9,910		3,049	39,261
Cobalt Industrial Reit - Elections Warehouse				3,649			3,649
Lee Building Partners - Tifton Office	950						950
City of Macon					8,091		8,091
<b>Total Real Estate</b>	<b>11,242</b>	<b>4,575</b>	<b>11,435</b>	<b>13,559</b>	<b>8,091</b>	<b>3,049</b>	<b>51,951</b>
<b>Total Infrastructure - GTA</b>	<b>2,734</b>	<b>116</b>	<b>18,951</b>	<b>15,306</b>	<b>166</b>	<b>58</b>	<b>37,331</b>
Telecommunications/Data	2,734	116	18,951	15,306	166	58	37,331
<b>Total Data/Voice - Non GTA Vendors</b>	<b>3,576</b>	<b>5,324</b>	<b>3,138</b>	<b>2,439</b>	<b>1,355</b>	<b>1,168</b>	<b>17,000</b>

Cell/Blackberry Service	944	1,922	391	194		288	3,739
Non-Voice Lines	482	3,402	2,747	2,245	1,355	880	11,111
Nexus - Cisco							
Server Monitoring	2,150						2,150
<b>Total Voice/Data Comm</b>	<b>6,310</b>	<b>5,440</b>	<b>22,089</b>	<b>17,745</b>	<b>1,521</b>	<b>1,226</b>	<b>54,331</b>
<b>Total Per Diem &amp; Fees</b>	<b>34</b>	<b>-</b>	<b>-</b>	<b>1,465</b>	<b>96</b>	<b>-</b>	<b>1,595</b>
Adjudication Services							-
Courier Services	34						34
Court Reporting/Transcription Services				1,465	87		1,552
Exam Proctor							-
Legal Services					9		9
Legislative Consultant							-
Peer Reviews							-
Site Evaluations							-
Witness Expenses							-
<b>Total Other Contract Svcs</b>	<b>61</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,500</b>	<b>4,561</b>
Consulting Services						4,500	4,500
IT Services	61						61
Voter ID Cards							-
<b>Total Contracts - State</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support							-
<b>Total Professional/Technical Services - IT</b>	<b>-</b>	<b>-</b>	<b>27,092</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,092</b>
IT Support			27,092				27,092
<b>Total Contractual Svcs</b>	<b>95</b>	<b>-</b>	<b>27,092</b>	<b>1,465</b>	<b>96</b>	<b>4,500</b>	<b>33,248</b>
<b>Total Grants and Benefits</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Election Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>259,524</b>	<b>300,525</b>	<b>384,415</b>	<b>349,273</b>	<b>733,937</b>	<b>59,511</b>	<b>2,087,185</b>