

**FY2016 January 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	126,529	112,704	106,951	104,254	329,932	26,821	807,191
Annual Leave Pay Out		4,843	1,262				6,105
Board Member Per Diem					5,132		5,132
Other Supplemental Pay	588	200			223		1,011
Overtime							-
Temporary Labor			100,417	22,719	11,474		134,610
FICA	9,276	8,507	7,867	7,465	23,889	1,978	58,982
Retirement	30,595	27,504	25,872	24,498	79,441	6,479	194,389
Health Insurance	38,712	35,856	32,955	30,556	100,478	8,168	246,725
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>217,144</b>	<b>206,092</b>	<b>289,972</b>	<b>200,479</b>	<b>594,055</b>	<b>47,108</b>	<b>1,554,850</b>
<b>Total Postage</b>	<b>15,098</b>	<b>10</b>	<b>-</b>	<b>530</b>	<b>1,088</b>	<b>-</b>	<b>16,726</b>
Metered Postage	15,011	10			1,003		16,024
Reminder/Certificate Postage							-
UPS Shipping	87			530	85		702
<b>Total Motor Vehicle Expense</b>	<b>440</b>	<b>3,822</b>	<b>-</b>	<b>42</b>	<b>5</b>	<b>-</b>	<b>4,309</b>
Fuel for Agency Vehicles	440	2,602		32	5		3,079
Repairs/Maintenance		1,220		10			1,230
Tags/Decals							-
<b>Total Printing and Publications</b>	<b>1,254</b>	<b>236</b>	<b>260</b>	<b>22,108</b>	<b>577</b>	<b>-</b>	<b>24,435</b>
Envelopes, Letterhead, Business Cards	1,254	236	260	1,460	577		3,787
Reminder Postcards, Certificate, and Letters				20,648			20,648
Voter Registration Applications, Precinct Cards							-
<b>Total Supplies and Materials</b>	<b>8,196</b>	<b>358</b>	<b>5,996</b>	<b>631</b>	<b>3,736</b>	<b>1,150</b>	<b>8,254</b>
General Office Supplies	1,033	358	1,346	593	3,736	1,150	8,216
Maintenance/Lavatory/Cleaning Services				38			38
Light Bulbs							-
Outreach	7,163		4,650				-
Postage Machine Ink							-
<b>Total Repairs and Maintenance</b>	<b>2,108</b>	<b>111</b>	<b>890</b>	<b>662</b>	<b>10,876</b>	<b>199</b>	<b>14,846</b>
Elevator Inspection/Maintenance					873		873
Equipment Maintenance	774	111	487	182	1,469	111	3,134
Fire Alarm Monitoring							-
Repairs/Moving	126		403			88	617
Ground Maintenance					783		783
HVAC Maintenance					185		185
Janitorial Services	633			480	4,062		5,175
Maintenance Building Fund							-
Pest Control					65		65
Security System Maintenance					3,439		3,439
Supplemental Cooling	575						575
<b>Total Equipment &lt; \$5000</b>	<b>-</b>	<b>-</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>11</b>	<b>893</b>	<b>-</b>	<b>904</b>
<b>Total Energy</b>	<b>140</b>	<b>-</b>	<b>-</b>	<b>1,400</b>	<b>32,108</b>	<b>-</b>	<b>33,648</b>
Georgia Building Authority-After Hours Utilities				28			28
Natural Gas				1,168			1,168
Power	140			204	32,108		32,452
<b>Total Rents - Other than Real Estate</b>	<b>491</b>	<b>-</b>	<b>-</b>	<b>1,650</b>	<b>140</b>	<b>-</b>	<b>631</b>
Agency Parking							-
Mail Meter Rent	491				140		631
Outreach - Booth Rental				1,650			-
Post Office Box							-
Printer/Copier							-

<b>Total Insurance and Bond</b>	<b>393</b>	<b>1,197</b>	<b>131</b>	<b>3,017</b>	<b>967</b>	<b>37</b>	<b>5,742</b>
Flood Insurance							-
Property Insurance	186	153	131	2,959	958	37	4,424
Auto Insurance	207	1,044		58	9		1,318
<b>Total Freight</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>425</b>	<b>-</b>	<b>425</b>
<b>Total Other Operating Expense</b>	<b>10,677</b>	<b>223</b>	<b>-</b>	<b>1,171</b>	<b>15,536</b>	<b>179</b>	<b>27,444</b>
Cable	216						216
Document Destruction					530		530
Fire System Monitoring					342		
Mailing & Postage							
Garbage Collection	27						27
GPS Vehicle Monitoring Service							-
Investigations		32					32
LexisNexis Legal Subscription				179	358	179	716
Meeting Expenses	450						450
National Professional Dues					13,915		13,915
Notary Renewals		78		33			111
Professional Subscriptions	9,984	113		801			10,898
Secretary of State - Record Center Storage							-
Security System				104			104
State Charitable Contributions							
US Citizenship Immigration Services					391		391
Water Service				54			54
<b>Total Employee Travel</b>	<b>1,872</b>	<b>81</b>	<b>-</b>	<b>2,895</b>	<b>2,938</b>	<b>-</b>	<b>7,786</b>
<b>Total Board Member Travel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,133</b>	<b>-</b>	<b>5,133</b>
<b>Total Regular Operating Expenses</b>	<b>40,669</b>	<b>6,038</b>	<b>7,277</b>	<b>34,117</b>	<b>74,422</b>	<b>1,565</b>	<b>164,088</b>
<b>Total Motor Vehicle Purchase</b>	<b>(16)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(16)</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>200</b>	<b>-</b>	<b>203</b>	<b>-</b>	<b>82</b>	<b>189</b>	<b>674</b>
IT Materials	12						12
Printer Toner	188		203		82	189	662
<b>Total IT Repairs and Maintenance</b>	<b>22,484</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,484</b>
Phone System Maintenance							-
Network Updates	22,484						22,484
<b>Total IT Equipment</b>	<b>73</b>	<b>61</b>	<b>342</b>	<b>25</b>	<b>-</b>	<b>-</b>	<b>501</b>
Computer Supplies	73	61	342	25			501
<b>Total Centralized Accounting Systems Fees</b>	<b>3,823</b>	<b>5,505</b>	<b>4,893</b>	<b>3,670</b>	<b>14,527</b>	<b>1,223</b>	<b>33,641</b>
PeopleSoft	3,823	5,505	4,893	3,670	14,527	1,223	33,641
<b>Total Software - Non Capitalized</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>84</b>	<b>-</b>	<b>-</b>	<b>84</b>
Annual Microsoft Enterprise Agreement							-
Service Agreements				84			84
<b>Total IT Maintenance and Support</b>	<b>8,599</b>	<b>12,383</b>	<b>11,007</b>	<b>107,850</b>	<b>32,677</b>	<b>2,752</b>	<b>175,268</b>
Software Maintenance/Service Agreements	8,599	12,383	11,007	107,850	32,677	2,752	175,268
IT Equipment Backup							-
Data Back-up, Destruction							-
<b>Total IT Expenditures</b>	<b>35,179</b>	<b>17,949</b>	<b>16,445</b>	<b>111,629</b>	<b>47,286</b>	<b>4,164</b>	<b>232,652</b>
Board of Regents - Record Center Storage	296		11,169	312	3,224	658	15,659
Georgia Building Authority	10,292	4,574	11,435	9,910		3,049	39,260
Cobalt Industrial Reit - Elections Warehouse				3,762			3,762
Lee Building Partners - Tifton Office	950						950
City of Macon					8,091		8,091
<b>Total Real Estate</b>	<b>11,538</b>	<b>4,574</b>	<b>22,604</b>	<b>13,984</b>	<b>11,315</b>	<b>3,707</b>	<b>67,722</b>
<b>Total Infrastructure - GTA</b>	<b>263</b>	<b>-</b>	<b>345</b>	<b>4,185</b>	<b>-</b>	<b>-</b>	<b>4,793</b>
Telecommunications/Data	263		345	4,185			4,793

<b>Total Data/Voice - Non GTA Vendors</b>	<b>2,155</b>	<b>3,690</b>	<b>904</b>	<b>1,427</b>	<b>1,775</b>	<b>669</b>	<b>10,620</b>
Cell/Blackberry Service	1,738	3,212	425	337	1,411	106	7,229
Non-Voice Lines	417	478	479	1,090	364	563	3,391
Nexus - Cisco							
Server Monitoring							-
<b>Total Voice/Data Comm</b>	<b>2,418</b>	<b>3,690</b>	<b>1,249</b>	<b>5,612</b>	<b>1,775</b>	<b>669</b>	<b>15,413</b>
<b>Total Per Diem &amp; Fees</b>	<b>154</b>	<b>-</b>	<b>10,305</b>	<b>287</b>	<b>2,830</b>	<b>130</b>	<b>13,588</b>
Adjudication Services							-
Concur Technologies	118						
Courier Services	36						36
Court Reporting/Transcription Services					2,830		2,830
Exam Proctor							-
Legal Services			10,305	287		130	10,722
Legislative Consultant							-
Peer Reviews							-
Site Evaluations							-
Witness Expenses							-
<b>Total Other Contract Svcs</b>	<b>6,000</b>	<b>-</b>	<b>-</b>	<b>2,340</b>	<b>-</b>	<b>-</b>	<b>8,340</b>
Consulting Services	6,000						6,000
IT Services							-
Voter ID Cards				2,340			2,340
<b>Total Contracts - State</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,939</b>	<b>-</b>	<b>-</b>	<b>65,939</b>
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support				65,939			65,939
<b>Total Professional/Technical Services - IT</b>	<b>6,864</b>	<b>-</b>	<b>8,010</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,874</b>
IT Support	6,864		8,010				14,874
<b>Total Contractual Svcs</b>	<b>13,018</b>	<b>-</b>	<b>18,315</b>	<b>68,566</b>	<b>2,830</b>	<b>130</b>	<b>102,741</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>319,950</b>	<b>238,343</b>	<b>355,862</b>	<b>434,387</b>	<b>731,683</b>	<b>57,343</b>	<b>2,137,450</b>