

FY2016 September Zero-Based Budget for Secretary of State Core Divisions

	Administration	Investigations	Corporations	Elections	PLB	Securities	Total
Regular Salaries	125,344	109,164	95,724	102,935	302,974	25,476	761,617
Annual Leave Pay Out			120		11,520	1,243	12,883
Board Member Per Diem					6,405		6,405
Other Supplemental Pay	588		25	326	210		1,148
Overtime							-
Temporary Labor			68,422	20,319	17,253		105,994
FICA	9,243	7,862	7,057	7,639	22,947	1,987	56,734
Retirement	29,955	26,859	23,089	25,315	72,930	6,147	184,295
Health Insurance	38,351	33,245	29,196	31,447	95,776	8,137	236,152
Personal Liability							-
Unemployment Ins							-
Worker's Comp							-
Merit System Cost							-
Pre-Employment Physical/Drug Testing							-
Total Personal Services	203,481	177,129	223,633	187,981	530,015	42,990	1,365,230
Total Postage	5,113	-	-	21,187	884	1,803	28,986
Metered Postage	5,030			20,000	70		25,100
Reminder/Certificate Postage					814	1,803	2,616
UPS Shipping	83			1,187			1,269
Total Motor Vehicle Expense	492	6,641	-	517	10	-	7,659
Fuel for Agency Vehicles	288	3,761		70			4,119
Repairs/Maintenance	204	2,498		446	10		3,158
Tags/Decals		382					382
Total Printing and Publications	303	59	-	18,781	-	-	19,143
Envelopes, Letterhead, Business Cards	303	59					362
Reminder Postcards, Certificate, and Letters							-
Voter Registration Applications, Precinct Cards				18,781			18,781
Total Supplies and Materials	859	59	1,628	6,714	2,102	-	5,153
General Office Supplies	859	59	1,628	467	1,905		4,918
Maintenance/Lavatory/Cleaning Services				38			38
Light Bulbs					198		198
Outreach				6,209			-
Postage Machine Ink							-
Total Repairs and Maintenance	1,780	111	11,205	414	13,092	111	26,714
Elevator Inspection/Maintenance					873		873
Equipment Maintenance	559	111	262	182	1,324	111	2,549
Fire Alarm Monitoring					302		302
Repairs/Moving	588		10,943	232			11,763
Ground Maintenance					533		533
HVAC Maintenance					2,798		2,798
Janitorial Services	633				4,062		4,695
Maintenance Building Fund							-
Pest Control					65		65
Security System Maintenance					3,136		3,136
Supplemental Cooling							-
Total Equipment < \$5000			-	-	-	-	-
Investigator Protective Gear							-
Total Water and Sewer	-	-	-	22	1,188	-	1,210
Total Energy	195	-	-	35	828	-	1,058
Georgia Building Authority-After Hours Utilities				35			35
Natural Gas					828		828
Power	195						195
Total Rents - Other than Real Estate	20	-	-	-	140	-	160
Agency Parking	20						20
Mail Meter Rent					140		140
Post Office Box							-
Printer/Copier							-

Total Insurance and Bond	93	23	15	2,463	364	8	2,967
Flood Insurance							-
Property Insurance	93	23	15	2,463	364	8	2,967
Auto Insurance							-
Total Freight	-	-	-	-	-	-	-
Total Other Operating Expense	931	111	-	2,207	20,820	251	24,018
Cable	91						91
Document Destruction					13,634		13,634
Fire System Monitoring					302		
Mailing & Postage							
Garbage Collection					401		401
GPS Vehicle Monitoring Service							-
Investigations						73	73
LexisNexis Legal Subscription							-
Meeting Expenses				455	1,280		1,735
National Professional Dues	325				2,992		3,317
Notary Renewals							-
Professional Subscriptions	515	111		1,701	355	178	2,858
Secretary of State - Record Center Storage							-
Security System				52	1,113		1,164
US Citizenship Immigration Services					745		745
Water Service							-
Total Employee Travel	2,583	104	-	(1,310)	193	660	-
Total Board Member Travel	-	-	-	-	7,008	-	7,008
Total Regular Operating Expenses	12,369	7,109	12,848	51,029	46,629	2,833	132,816
Total Motor Vehicle Purchase	(420)	-	-	-	-	-	(420)
Total Equipment	-	-	-	-	-	-	-
Total IT Supplies	953	-	-	-	-	-	953
IT Materials	953						953
Printer Toner							-
Total IT Repairs and Maintenance	-	-	1,196	-	7,000	-	8,196
Phone System Maintenance							-
Network Updates			1,196		7,000		8,196
Total IT Equipment	-	-	1,912	1,105	2,753	-	5,770
Computer Supplies			1,912	1,105	2,753		5,770
Total Centralized Accounting Systems Fees	-	-	-	-	-	-	-
PeopleSoft							-
Total Software - Non Capitalized	5,161	7,432	6,606	8,377	19,611	1,651	48,838
Annual Microsoft Enterprise Agreement	5,161	7,432	6,606	4,954	19,611	1,651	45,416
Service Agreements				3,422			3,422
Total IT Maintenance and Support	1,193	1,717	1,526	112,057	4,556	382	121,431
Software Maintenance/Service Agreements	1,193	1,717	1,526	112,057	4,556	382	121,431
IT Equipment Backup							-
Data Back-up, Destruction							-
Total IT Expenditures	7,306	9,149	11,240	121,539	33,921	2,033	185,188
Board of Regents - Record Center Storage							-
Georgia Building Authority	10,292	4,574	11,435	9,910		3,049	39,260
Cobalt Industrial Reit - Elections Warehouse				4,100			4,100
Lee Building Partners - Tifton Office	950						950
City of Macon					8,091		8,091
Total Real Estate	11,242	4,574	11,435	14,011	8,091	3,049	52,402
Total Infrastructure - GTA	7,697	129	1,354	8,713	5,053	64	23,010
Telecommunications/Data	7,697	129	1,354	8,713	5,053	64	23,010
Total Data/Voice - Non GTA Vendors	1,063	2,166	727	1,393	1,505	377	7,231

Cell/Blackberry Service	731	1,688	235	1,056	94	271	4,076
Non-Voice Lines	332	478	492	337	1,411	106	3,155
Nexus - Cisco							
Server Monitoring							-
Total Voice/Data Comm	8,760	2,295	2,080	10,106	6,558	441	30,241
Total Per Diem & Fees	258	-	-	-	1,447	-	1,577
Adjudication Services							-
Concur Technologies	128						
Courier Services	40						40
Court Reporting/Transcription Services					1,147		1,147
Exam Proctor							-
Legal Services	90						90
Legislative Consultant							-
Peer Reviews					300		300
Site Evaluations							-
Witness Expenses							-
Total Other Contract Svcs	-	-	-	18,052	-	4,500	22,552
Consulting Services				14,000		4,500	18,500
IT Services							-
Voter ID Cards				4,052			4,052
Total Contracts - State	-	-	-	65,939	-	-	65,939
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support				65,939			65,939
Total Professional/Technical Services - IT	12,480	-	2,591	-	-	-	15,071
IT Support	12,480		2,591				15,071
Total Contractual Svcs	12,738	-	2,591	83,990	1,447	4,500	105,138
Total Grants and Benefits	-	-	-	7,130	-	-	7,130
Total Election Expenses	-	-	-	-	-	-	-
TOTAL	255,476	200,256	263,828	475,785	626,661	55,847	1,877,724