

FY2017 February Zero-Based Budget for Secretary of State Core Divisions

	Administration	Investigations	Corporations	Elections	PLB	Securities	Total
Regular Salaries	121,681	124,967	115,682	99,897	316,986	19,740	798,953
Annual Leave Pay Out		13,031	331	289	2,774	3,763	20,188
Board Member Per Diem			(25)		13,598		13,573
Other Supplemental Pay	1,662				473		2,135
Overtime							-
Temporary Labor			78,023	2,482	26,779	4,344	111,628
FICA	9,002	10,114	8,114	7,329	23,811	1,803	60,173
Retirement	29,744	30,582	27,689	24,643	77,508	4,898	195,064
Health Insurance	37,563	42,026	35,331	30,511	97,380	7,158	249,969
Personal Liability							-
Unemployment Ins							-
Worker's Comp							-
Merit System Cost							-
Employee Background Check							-
Total Personal Services	199,652	220,720	265,145	165,151	559,309	41,706	1,451,683
Total Postage	15,149	11	200	21,606	222	27	37,204
Employee Postage Reimbursement		11					
Metered Postage	15,007		200	20,000			35,207
Reminder/Certificate Postage							-
UPS Shipping	142			1,606	222	27	1,997
Total Motor Vehicle Expense	255	5,758	-	54	24	-	6,091
Fuel for Agency Vehicles	245	2,652		49			2,946
Repairs/Maintenance	10	3,106		5	24		3,145
Tags/Decals							-
Total Printing and Publications	1,222	1,799	21,755	40,355	1,682	70	66,883
Envelopes, Letterhead, Business Cards	1,222	1,799			1,682	70	4,773
Reminder Postcards, Certificate, and Letters			21,755				21,755
Voter Registration Applications, Precinct Cards				40,355			40,355
Total Supplies and Materials	19,112	-	1,565	1,352	5,311	-	8,386
General Office Supplies	158		1,565	1,314	4,861		7,898
Maintenance/Lavatory/Cleaning Services				38			38
Light Bulbs							-
Outreach	18,954						
Postage Machine Ink					450		450
Total Repairs and Maintenance	32,492	10	83	266	21,246	30	54,127
Elevator Inspection/Maintenance					873		873
Equipment Maintenance							-
Fire Alarm Monitoring							-
Repairs/Moving	31,859	10	83	26	12,024	30	44,032
Ground Maintenance					533		533
HVAC Maintenance							-
Janitorial Services	633			240	4,062		4,935
Maintenance Building Fund							-
Pest Control					65		65
Security System Maintenance					3,689		3,689
Supplemental Cooling							-
Total Equipment < \$5000			-	-	-	-	-
Investigator Protective Gear							-
Total Water and Sewer	-	-	-	11	452	-	463
Total Energy	-	-	146	3,234	11,559	-	14,939
Georgia Building Authority-After Hours Utilities			146				146
Natural Gas				2,972			2,972
Power				262	11,559		11,821
Total Rents - Other than Real Estate	(1,144)	-	-	-	-	-	491
Agency Parking							-
Mail Meter Rent	491						491
Post Office Box							-
Printer/Copier	(1,635)						-

Total Insurance and Bond	-	-	-	-	3,351	-	3,351
Flood Insurance					3,351		3,351
Property Insurance							-
Auto Insurance							-
Total Freight	-	-	-	-	-	-	-
Total Other Operating Expense	1,836	2,639	411	1,305	12,426	274	18,891
Cable	254						254
Document Destruction					559		559
Election Calls				835			835
Employee Reimbursement	365	128					493
Fire System Monitoring							-
Mailing & Postage							-
Garbage Collection					448		448
GPS Vehicle Monitoring Service		1,118					1,118
Investigations		550					550
LexisNexis Legal Subscription	183			183	365	183	914
Meeting Expenses							-
National Professional Dues		264			8,320		8,584
Notary Renewals		42			96		138
Professional Subscriptions	1,034	537	411	287	2,011	91	4,371
Secretary of State - Record Center Storage							-
Security System							-
US Citizenship Immigration Services					627		627
Water Service							-
Total Employee Travel	665	1,251	219	4,258	1,524	-	-
Total Board Member Travel	-	-	-	-	11,501	-	11,501
Total Regular Operating Expenses	69,587	11,468	24,379	72,441	69,298	401	247,575
Total Motor Vehicle Purchase	-	-	-	-	-	-	-
Total Equipment	-	-	-	-	-	-	-
Total IT Supplies	-	-	3,346	948	3,163	-	7,457
IT Materials				339	3,163		3,502
Printer Toner			3,346	609			3,955
Total IT Repairs and Maintenance	(1,242)	(1,856)	(1,796)	(1,254)	(5,509)	(398)	(12,054)
Phone System Maintenance							-
Network Updates	(1,242)	(1,856)	(1,796)	(1,254)	(5,509)	(398)	(12,054)
Total IT Equipment	-	8,876	-	-	400	-	9,276
Computer Supplies		8,876			400		9,276
Total Centralized Accounting Systems Fees	3,803	5,628	5,476	3,803	16,732	1,217	36,659
PeopleSoft	3,803	5,628	5,476	3,803	16,732	1,217	36,659
Total Software - Non Capitalized	296	438	3,047	1,394	1,301	95	6,570
Annual Microsoft Enterprise Agreement							-
Service Agreements	296	438	3,047	1,394	1,301	95	6,570
Total IT Maintenance and Support	13,576	20,298	19,639	257,708	77,134	4,350	392,704
Software Maintenance/Service Agreements	13,576	20,298	19,639	257,708	77,134	4,350	392,704
IT Equipment Backup							-
Data Back-up, Destruction							-
Total IT Expenditures	16,433	33,384	29,711	262,599	93,221	5,263	440,611
Board of Regents - Record Center Storage	316		11,103		3,239	805	15,463
Georgia Building Authority							-
Cobalt Industrial Reit - Elections Warehouse				3,859			3,859
Lee Building Partners - Tifton Office			950				950
City of Macon					29,627		29,627
Total Real Estate	316	-	12,053	3,859	32,866	805	49,899
Total Infrastructure - GTA	996	1,127	1,018	775	3,392	258	7,566

Telecommunications/Data	996	1,127	1,018	775	3,392	258	7,566
Total Data/Voice - Non GTA Vendors	1,664	2,561	843	818	1,776	452	8,114
Cell/Blackberry Service	1,310	2,038	236	464	221	339	4,608
Non-Voice Lines	354	523	607	354	1,555	113	3,506
Nexus - Cisco							
Server Monitoring							-
Total Voice/Data Comm	2,660	3,688	1,861	1,593	5,168	710	15,680
Total Per Diem & Fees	91	-	-	1,863	7,438	-	9,392
Adjudication Services					2,931		2,931
Courier Services	42						42
Court Reporting/Transcription Services				1,303	2,969		4,272
Exam Proctor							-
Legal Services				560	1,238		1,798
Legislative Consultant							-
Peer Reviews					300		300
Site Evaluations							-
Travel Report	49						49
Witness Expenses							-
Total Other Contract Svcs	-	-	-	3,034	-	-	3,034
Consulting Services							-
IT Services							-
Voter ID Cards				3,034			3,034
Total Contracts - State	-	-	-	66,032	-	-	66,032
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support				66,032			66,032
Total Professional/Technical Services - IT	-	-	395	-	-	-	395
IT Support			395				395
Total Contractual Svcs	91	-	395	70,929	7,438	-	78,853
Total Grants and Benefits	-	-	-	-	-	-	-
Total Election Expenses	-	-	-	-	-	-	-
TOTAL	288,739	269,260	333,544	576,572	767,299	48,886	2,284,300