

**FY2017 November 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	120,506	122,453	114,236	104,148	328,956	24,112	814,411
Annual Leave Pay Out		861	1,479	5,777	5,401		13,519
Board Member Per Diem			25		5,590		5,615
Other Supplemental Pay	1,575				210		1,785
Overtime							-
Temporary Labor	1,485		85,584	10,836	30,383	1,908	130,196
FICA	8,983	8,940	8,539	8,142	24,244	1,810	60,659
Retirement	29,373	29,966	27,889	46,189	79,623	5,835	218,874
Health Insurance	37,178	37,554	35,386	33,477	101,826	7,343	252,763
Personal Liability							-
Unemployment Ins	663	981	955	663	2,918	212	6,393
Worker's Comp							-
Merit System Cost							-
Employee Background Check		9					9
<b>Total Personal Services</b>	<b>199,763</b>	<b>200,764</b>	<b>274,094</b>	<b>209,233</b>	<b>579,150</b>	<b>41,220</b>	<b>1,504,224</b>
<b>Total Postage</b>	<b>15,189</b>	<b>15</b>	<b>-</b>	<b>2,773</b>	<b>110</b>	<b>-</b>	<b>18,072</b>
Employee Postage Reimbursement		15					
Metered Postage	15,005			2,773			17,778
Reminder/Certificate Postage							-
UPS Shipping	184				110		294
<b>Total Motor Vehicle Expense</b>	<b>870</b>	<b>5,881</b>	<b>-</b>	<b>5</b>	<b>94</b>	<b>25</b>	<b>6,874</b>
Fuel for Agency Vehicles						25	25
Repairs/Maintenance	870	5,881		5	94		6,849
Tags/Decals							-
<b>Total Printing and Publications</b>	<b>236</b>	<b>-</b>	<b>5,028</b>	<b>14,449</b>	<b>-</b>	<b>226</b>	<b>19,939</b>
Envelopes, Letterhead, Business Cards	236					226	462
Reminder Postcards, Certificate, and Letters			5,028	42			5,070
Voter Registration Applications, Precinct Cards				14,408			14,408
<b>Total Supplies and Materials</b>	<b>5,254</b>	<b>475</b>	<b>821</b>	<b>29,112</b>	<b>2,223</b>	<b>57</b>	<b>7,193</b>
General Office Supplies	1,434	475	707	2,107	2,062	57	6,842
Maintenance/Lavatory/Cleaning Services				76			76
Light Bulbs							-
Outreach	3,821			26,929			-
Postage Machine Ink			114		161		275
<b>Total Repairs and Maintenance</b>	<b>663</b>	<b>44</b>	<b>121</b>	<b>635</b>	<b>15,800</b>	<b>-</b>	<b>17,264</b>
Elevator Inspection/Maintenance					873		873
Equipment Maintenance							-
Fire Alarm Monitoring							-
Repairs/Moving	663	44	121	155			984
Ground Maintenance					533		533
HVAC Maintenance							-
Janitorial Services				480	4,062		4,542
Maintenance Building Fund							-
Pest Control					65		65
Security System Maintenance					10,267		10,267
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>11</b>	<b>956</b>	<b>-</b>	<b>967</b>
<b>Total Energy</b>	<b>-</b>	<b>-</b>	<b>116</b>	<b>785</b>	<b>13,525</b>	<b>-</b>	<b>14,426</b>
Georgia Building Authority-After Hours Utilities			116				116
Natural Gas				370			370
Power				414	13,525		13,939
<b>Total Rents - Other than Real Estate</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Agency Parking							-
Mail Meter Rent							-
Post Office Box							-
Printer/Copier							-

<b>Total Insurance and Bond</b>	<b>294</b>	<b>881</b>	<b>171</b>	<b>3,092</b>	<b>1,115</b>	<b>42</b>	<b>5,596</b>
Flood Insurance							-
Property Insurance	200	181	171	3,073	1,096	42	4,763
Auto Insurance	95	700		19	19		833
<b>Total Freight</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Other Operating Expense</b>	<b>1,565</b>	<b>489</b>	<b>-</b>	<b>22,057</b>	<b>10,454</b>	<b>509</b>	<b>33,956</b>
Ammunition & Weapon Cleaning Supplies							
Cable	390						390
Document Destruction					588		588
Fire System Monitoring							
Mailing & Postage							
Garbage Collection					448		448
GPS Vehicle Monitoring Service		300					300
Investigations						70	70
Legal Organ Call				983	135		
LexisNexis Legal Subscription	179			20,429	358	179	21,145
Meeting Expenses					250		250
National Professional Dues	50			600	8,675	260	9,585
Notary Renewals		76					76
Professional Subscriptions	946	113					1,059
Secretary of State - Record Center Storage							-
Security System							-
US Citizenship Immigration Services							-
Water Service				45			45
<b>Total Employee Travel</b>	<b>-</b>	<b>25</b>	<b>828</b>	<b>60</b>	<b>66</b>	<b>2,214</b>	<b>-</b>
<b>Total Board Member Travel</b>	<b>-</b>	<b>-</b>	<b>454</b>	<b>-</b>	<b>6,129</b>	<b>-</b>	<b>6,583</b>
<b>Total Regular Operating Expenses</b>	<b>24,072</b>	<b>7,810</b>	<b>7,539</b>	<b>72,980</b>	<b>50,471</b>	<b>3,073</b>	<b>165,945</b>
<b>Total Motor Vehicle Purchase</b>	<b>-</b>	<b>(729)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(729)</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>3,559</b>	<b>2,036</b>	<b>-</b>	<b>369</b>	<b>41</b>	<b>-</b>	<b>6,005</b>
IT Materials	1,382			255	41		1,679
Printer Toner	2,177	2,036		114			4,327
<b>Total IT Repairs and Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Phone System Maintenance							-
Network Updates							-
<b>Total IT Equipment</b>	<b>7,819</b>	<b>740</b>	<b>8,602</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,161</b>
Computer Supplies	7,819	740	8,602				17,161
<b>Total Centralized Accounting Systems Fees</b>	<b>3,807</b>	<b>5,634</b>	<b>5,482</b>	<b>3,807</b>	<b>16,749</b>	<b>1,218</b>	<b>36,697</b>
PeopleSoft	3,807	5,634	5,482	3,807	16,749	1,218	36,697
<b>Total Software - Non Capitalized</b>	<b>1,676</b>	<b>2,340</b>	<b>2,277</b>	<b>1,581</b>	<b>6,956</b>	<b>506</b>	<b>15,335</b>
Annual Microsoft Enterprise Agreement							-
Service Agreements	1,676	2,340	2,277	1,581	6,956	506	15,335
<b>Total IT Maintenance and Support</b>	<b>-</b>	<b>-</b>	<b>45,877</b>	<b>69,986</b>	<b>54,857</b>	<b>-</b>	<b>170,720</b>
Software Maintenance/Service Agreements			45,877	69,986	54,857		170,720
IT Equipment Backup							-
Data Back-up, Destruction							-
<b>Total IT Expenditures</b>	<b>16,861</b>	<b>10,749</b>	<b>62,238</b>	<b>75,743</b>	<b>78,603</b>	<b>1,724</b>	<b>245,918</b>
Board of Regents - Record Center Storage	273		5,417	312	3,220	6,438	15,659
Georgia Building Authority							-
Cobalt Industrial Reit - Elections Warehouse				7,719			7,719
Lee Building Partners - Tifton Office			950				950
City of Macon					29,627		29,627
<b>Total Real Estate</b>	<b>273</b>	<b>-</b>	<b>6,367</b>	<b>8,031</b>	<b>32,847</b>	<b>6,438</b>	<b>53,955</b>
<b>Total Infrastructure - GTA</b>	<b>1,180</b>	<b>1,127</b>	<b>1,018</b>	<b>4,275</b>	<b>3,401</b>	<b>258</b>	<b>11,259</b>

Telecommunications/Data	1,180	1,127	1,018	4,275	3,401	258	11,259
<b>Total Data/Voice - Non GTA Vendors</b>	<b>3,647</b>	<b>4,891</b>	<b>1,479</b>	<b>2,211</b>	<b>3,465</b>	<b>504</b>	<b>16,197</b>
Cell/Blackberry Service	3,007	3,804	233	1,476	233	269	9,022
Non-Voice Lines	262	526	700	356	1,565	114	3,522
Nexus - Cisco							
Server Monitoring	379	561	546	379	1,667	121	3,653
<b>Total Voice/Data Comm</b>	<b>4,827</b>	<b>6,018</b>	<b>2,497</b>	<b>6,486</b>	<b>6,866</b>	<b>762</b>	<b>27,457</b>
<b>Total Per Diem &amp; Fees</b>	<b>150</b>	<b>-</b>	<b>-</b>	<b>985</b>	<b>10,673</b>	<b>-</b>	<b>11,807</b>
Adjudication Services							-
Courier Services							-
Court Reporting/Transcription Services					9,448		9,448
Exam Proctor							-
Legal Services				985	1,225		2,210
Legislative Consultant							-
Peer Reviews							-
Site Evaluations							-
Travel Report	150						150
Witness Expenses							-
<b>Total Other Contract Svcs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,430</b>	<b>-</b>	<b>-</b>	<b>5,430</b>
Consulting Services							-
IT Services							-
Voter ID Cards				5,430			5,430
<b>Total Contracts - State</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66,032</b>	<b>-</b>	<b>-</b>	<b>66,032</b>
GA Dept. of Driver Services - Voter Registration							-
Kennesaw State University - Voting System Support				66,032			66,032
<b>Total Professional/Technical Services - IT</b>	<b>-</b>	<b>-</b>	<b>13,982</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,982</b>
IT Support			13,982				13,982
<b>Total Contractual Svcs</b>	<b>150</b>	<b>-</b>	<b>13,982</b>	<b>72,446</b>	<b>10,673</b>	<b>-</b>	<b>97,251</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>245,945</b>	<b>224,613</b>	<b>366,716</b>	<b>444,919</b>	<b>758,610</b>	<b>53,217</b>	<b>2,094,021</b>