

OFFICE OF SECRETARY OF STATE

FY 2010 ANNUAL OPERATING BUDGET  
SEPTEMBER

|                               |                |                |                |                |                |                |                | SOS CORE<br>PROGRAMS |
|-------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------------|
| OBJECT CATEGORIES             | ADMIN          | Archives       | CORP           | Elections      | Investigations | Securities     | PLB            |                      |
| Regular Salaries              | 178,945        | 130,266        | 89,985         | 68,569         | 129,293        | 71,035         | 266,968        | 935,061              |
| Annual Leave Pay              | 9,994          | 992            |                |                | 11,288         |                | 5,299          | 27,573               |
| Overtime                      |                |                |                |                |                |                |                | 0                    |
| Temporary Labor               | 2,907          | 4,896          |                |                |                | 2,306          | 2,250          | 12,359               |
| FICA                          | 13,794         | 9,548          | 6,496          | 4,985          | 10,218         | 5,283          | 21,177         | 71,501               |
| Retirement                    | 18,600         | 13,504         | 9,377          | 7,130          | 12,961         | 7,404          | 27,725         | 96,701               |
| Health Insurance              | 31,422         | 21,764         | 14,920         | 11,369         | 23,320         | 11,778         | 45,168         | 159,741              |
| Unemployment                  | 338            | 222            | 169            | 169            | 315            | 169            | 636            | 2,018                |
| Worker's Comp                 | 1,648          | 1,089          | 810            | 810            | 1,508          | 810            | 3,183          | 9,858                |
| Merit System Payments         |                |                |                |                |                |                |                | 0                    |
| Other                         | 615            |                |                |                | 59             |                |                | 674                  |
| Pay for Performance 1/1/09    |                |                |                |                |                |                |                | 0                    |
| Board Member Payments         |                |                |                |                |                | 525            | 23,765         | 24,290               |
| Lapse Factor                  |                |                |                |                |                |                |                | 0                    |
| <b>Total Pers Svcs</b>        | <b>258,263</b> | <b>182,281</b> | <b>121,757</b> | <b>93,032</b>  | <b>188,962</b> | <b>99,310</b>  | <b>396,171</b> | <b>1,339,775</b>     |
| Postage                       | 1,647          | 475            | 2,515          |                | 52             | 910            | 5,000          | 10,599               |
| Motor Vehicle Exp             | 526            | 18             |                | 6              | 6,967          |                | 6              | 7,523                |
| Printing & Pubs               |                |                | 153            | 4,128          | 465            | 148            |                | 4,894                |
| Supplies & Materials          | 914            | 179            | 296            | 4,478          | 452            |                | 455            | 6,774                |
| Repairs & Maint               | 1,515          | 11,493         | 345            | 688            | 43             | 161            | 9,558          | 23,803               |
| Equip - Non Inv               |                |                |                |                |                |                |                | 0                    |
| Water & Sewer                 |                | 1,980          |                | 11             |                |                | 985            | 2,976                |
| Energy                        | 312            | 24,463         |                | 564            |                |                | 466            | 25,805               |
| Rents - Non Real Est          | 93             | 293            |                |                |                |                | 2,909          | 3,295                |
| Insurance & Bond              | 273            | 3,562          | 38             | 46             | 124            | 36             | 278            | 4,357                |
| Freight                       | 19             |                | 38             | 55             |                |                | 92             | 204                  |
| Other Operating Exp           | 1,023          | 385            | 34             | 1,203          | 1,380          | 302            | 19,948         | 24,275               |
| Purchase Card                 | 300            |                |                |                |                | 20             |                | 320                  |
| Board Member Travel           |                | 241            |                |                |                | 625            | 23,469         | 24,335               |
| Employee Travel               | 593            |                |                |                | 80             |                | 171            | 844                  |
| <b>Total Reg Op Exp</b>       | <b>7,215</b>   | <b>43,089</b>  | <b>3,419</b>   | <b>11,179</b>  | <b>9,561</b>   | <b>2,202</b>   | <b>63,337</b>  | <b>140,002</b>       |
| <b>Total Mtr Veh Purchase</b> |                | -              | -              |                | -              | -              | -              | 0                    |
| <b>Total Equip</b>            |                | -              | -              |                |                |                |                | 0                    |
| <b>Total Compt Chgs</b>       |                |                | <b>36,390</b>  | <b>435</b>     |                |                | <b>1,035</b>   | 37,860               |
| <b>Total Real Est Rent</b>    | <b>11,612</b>  | <b>228,179</b> | <b>13,868</b>  | <b>10,594</b>  |                | <b>10,909</b>  | <b>75,798</b>  | 350,959              |
| <b>Total Telecomm</b>         | <b>5,581</b>   | <b>9,986</b>   | <b>2,846</b>   | <b>1,571</b>   | <b>1,383</b>   | <b>1,095</b>   | <b>7,779</b>   | 30,241               |
| <b>Total Contracts</b>        | <b>500</b>     | <b>14,093</b>  |                | <b>88,880</b>  |                | 692            | <b>18,002</b>  | 122,167              |
| <b>Election Exp</b>           | -              | -              | -              | <b>23,864</b>  |                | -              |                | 23,864               |
| <b>Grants and Benefits</b>    |                |                |                | 5,336          |                |                |                | 5,336                |
| <b>TOTAL EXPENDITURES</b>     | <b>283,171</b> | <b>477,628</b> | <b>178,279</b> | <b>234,890</b> | <b>199,906</b> | <b>114,208</b> | <b>562,122</b> | <b>2,050,204</b>     |
| Other Funds                   | 150            | 16,752         | 39,239         | 5,536          |                |                |                | 61,677               |
| Record Center Storage Fees    | -              | 44,800         | -              |                |                |                |                | 44,800               |
| State Funds                   | <b>283,021</b> | <b>416,076</b> | <b>139,040</b> | <b>229,354</b> | <b>199,906</b> | <b>114,208</b> | <b>562,122</b> | <b>1,943,727</b>     |
| <b>POSITIONS</b>              | 59             | 39             | 29             | 29             | 54             | 29             | 114            | 353                  |
| <b>VEHICLES</b>               | 5              | 5              | 0              | 1              | 49             | 7              | 9              | 76                   |

## Itemized Expenditure Information

### Total "Real Est Rent" for Administration:

\$10,737: GBA (September Rent)  
\$875: Lee Building Partners (September Office Rental)

### Total "Repairs & Maint" for Archives:

\$818: Alliance Fire Protection (Annual Fire Sprinkler Inspection)  
\$1,250: Sandy Springs Lawn Scapes (Basic Lawn Service, Shrub & Hedge Trim, Maintain East Lot Planting Beds)  
\$935: Dtgroup (Maintenance, Copier)  
\$44: Hygafem – (Mismats for Lavatories at Archives)  
\$8,914: D & B Janitorial Service (Custodial Services for Capitol Museum, Archives & State Records)  
\$172: GBA (Supplemental Cooling)

### Total "Energy" for Archives:

\$21,669: Georgia Power Co.  
\$46: Georgia Power Co. – Public Service  
\$2,748: Gas South – State Archives

### Total "Real Est Rent" for Archives:

\$210,297: University Financing Foundation (August Office Rental)  
\$17,882: GBA (September Rent)

### Total "Contracts" for Archives:

\$3,900: Patkus, Beth L. (Consultant's Fee – Advisory Committee Meeting)  
\$258: DOAS (Courier)  
\$182: Torre, Meredith E. (Project Assist. Hours, Admin. Support)  
\$9,753: Clayton College & State University (Security Contract July & August 2009)

### Total "Compt Chgs" for Corporations:

\$36,390: Fileone, Inc. (Support & Maintenance for 3 months)

### Total "Real Est Rent" for Corporations:

\$13,868: GBA (September Rent)

### Total "Real Est Rent" for Elections:

\$7,283: GBA (September Rent)  
\$3,310: Cobalt Industrial Reit (September Warehouse Rental)

### Total "Contracts" for Elections:

\$1,625: Happy Faces Personnel Inc. (Transcription for 8/1/09 & 8/27/09 SEB Meetings)  
\$1,760: Police & Sheriffs Press (Voter ID Cards August 2009)  
\$64,119: Kennesaw State University (KSU Center for Elections System Renewal Agreement (August Payment))

\$2,248: Ga. Dept. of Driver Services (SSA & AAMVA Billing Fees, Quarterly Maintenance)  
\$19,128: Convendis Technologies (IT Contracting)

Total "Election Exp" for Elections:

\$23,864: Tucker-Castleberry Printing Inc. (Absentee Ballot Envelopes – Civilian, Military Form)

Total "Real Est Rent" for Securities:

\$10,909: GBA (September Rent)

Total "Other Operating Exp" for PLB:

\$500: American Assoc. of Veterinary State (Membership Dues for 2009)  
\$98: Hospital Authority of Valdosta & Lowndes (Medical Records RN)  
\$1,544: CLARB (Exam Fees – Landscape Architects)  
\$205: Fed of State Boards of Physical Therapy (ADA Accommodations)  
\$318: Southland Waste Systems (Monthly Garbage Services)  
\$185: Technical Specialties Corp. (Monthly HVAC Chemicals & Services)  
\$341: ADT Security Systems (Monthly Security Services)  
\$488: Atlanta Document Destruction (Document Destruction)  
\$15,681: Dove Mailing Inc. (Printing/Barcoding Services May, June & July)  
\$588: US Citizenship & Immigration Services (SAVE Queries – July & August 2009)

Total "Board Member Travel" for PLB:

\$23,469: Board Member Mileage and Per Diem

Total "Real Est Rent" for PLB:

\$75,798: City of Macon (September Office Rental)

Total "Contracts" for PLB:

\$1,782: Anderson Walker & Reichert (Attorney Fees)  
\$400: Conscious Sedation Evaluations  
\$200: General Anesthesia Evaluations  
\$800: Vassey, Robert (Review, Meeting Deposition)  
\$1,448: Dental Peer Reviews  
\$339: English, Patricia H. (Deposition)  
\$150: Peer Review – Vet  
\$70: Per Diem – Exam Hearing  
\$64: Proctor for Pharmacy Exam (8/13)  
\$2,855: Brandenburg & Hasty Court Reporters (Court Reporting)  
\$36: Postage Reimbursement  
\$220: Mileage Reimbursement for Exam Hearing  
\$4,870: Happy Faces Personnel Inc. (Court Reporting)  
\$4,770: DOAS (OSAH Services)