

ARKANSAS BUDGET SYSTEM
 EMPLOYMENT SUMMARY
 AS REQUIRED BY ACT 358 OF 1993
 (A.C.A 19-4-307)

AGENCY TITLE 063 - SECRETARY OF STATE

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>48</u>	<u>47</u>	<u>95</u>	<u>74%</u>
BLACK EMPLOYEES	<u>10</u>	<u>17</u>	<u>27</u>	<u>21%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>3</u>	<u>3</u>	<u>6</u>	<u>5%</u>
TOTAL EMPLOYED AS OF			<u>33</u>	<u>26%</u>
<u>08/08/98</u> DATE			<u>TOTAL MINORITIES</u>	
			<u>128</u>	<u>100%</u>
			<u>TOTAL EMPLOYEES</u>	

Sharon Priest

 AGENCY DIRECTOR

CASH FUND BALANCE DESCRIPTION
AS OF JUNE 30, 1998

AGENCY: SECRETARY OF STATE (063)

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
CASH OPERATIONS 135 (A35)				A.C.A. 22-3-216 Establishes use of funds for construction and maintaining the Law Enforcement Memorial.
(04) LAW ENFORCEMENT	\$ 652	MEMORIAL CHECKING	FIRST COMMERCIAL, LR	STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 22-3-216 Authorizes Agency to accept gifts, grants, donations.
				REVENUE RECEIPTS CYCLE: Copying, fees & other services as authorized and required by law are collected throughout the year.
				FUND BALANCE UTILIZATION: Funds are restricted in their use only to be used to administer their functions. Funds are deposited in these allocations but are not budgeted.
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
CASH OPERATIONS 135 (A35)				A.C.A. 17-47-107 Establishes use of funds only to be administered for this chapter (Home Builders).
(06) HOME BUILDERS	\$75,197	CHECKING	FIRST COMMERCIAL, LR	STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 17-47-107 Authorizes Agency to collect annual renewal fee.
				REVENUE RECEIPTS CYCLE: Copying, fees & other services as authorized and required by law are collected throughout the year.
				FUND BALANCE UTILIZATION: Funds are restricted in their use only to be used to administer their functions. Funds are deposited in these allocations but are not budgeted.

**CASH FUND BALANCE DESCRIPTION
AS OF JUNE 30, 1998**

AGENCY: SECRETARY OF STATE (063)

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
CASH OPERATIONS 135 (A53)				A.C.A. 19 94 -801/802 Establishes that Agency Cash Funds shall be budgeted & proposed expenditures approved by the General Assembly.
(01) MICROFILM	\$336,852	CHECKING	MERCANTILE, NLR	STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 25-18-103 Authorizes Agency to collect fees.
				REVENUE RECEIPTS CYCLE: Copying, fees & other services as authorized and required by law are collected throughout the year.
				FUND BALANCE UTILIZATION: Funds are collected on a regular basis throughout the year. Since collections can be somewhat accurately projected, these funds are used for: monthly state-owned office rent, Dept. of Information Systems centrex charges and emergency expenses/repairs for the Capitol Building and Grounds.
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
CASH OPERATIONS 135 (A35)				A.C.A. 22-3-401/407 establishes use of fund for maintaining and operating parking facility.
(02) PARKING	\$ 90,338	CHECKING	FIRST COMMERCIAL, LR.	STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 22-3-401/407 authorizes agency to collect parking rates.
				REVENUE RECEIPTS CYCLE: Copying, fees & other services as authorized and required by law are collected throughout the year.
				FUND BALANCE UTILIZATION: Funds are restricted in their use only to be used to administer their functions. Funds are deposited in these allocations but are not budgeted.

ARKANSAS BUDGET SYSTEM

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98 ACTUAL	98-99 BUDGETED	98-99 AUTHORIZED APPRO	BASE	CHANGE LEVEL	TOTAL REQUEST	BASE	CHANGE LEVEL	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
										99-00	00-01	99-00	00-01
REGULAR SALARIES	0	0	0	0	0	0	0	95,000	95,000				
NUMBER OF POSITIONS	0	0	0	0	0	0	0	2	2				
PERSONAL SERVICES MATCHING	0	0	0	0	0	0	0	23,282	23,282				
REAPPORTIONMENT EXPENSES	0	0	0	0	500,000	500,000	0	0	0				
TOTAL	0	0	0	0	500,000	500,000	0	118,282	118,282				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****		500,000	500,000		118,282	118,282				
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING			*****		500,000	500,000		118,282	118,282				
EXCESS APPRO/ (FUNDING)			*****										
TOTAL			*****		500,000	500,000		118,282	118,282				

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO REA REAPPORTIONMENT
 FUND HSC STATE CENTRAL SERV-(000)

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98	98-99	98-99	CHANGE		TOTAL	CHANGE		TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	LEVEL	REQUEST	BASE	LEVEL	REQUEST	99-00	00-01	99-00	00-01
REGULAR SALARIES	1,881,797	2,133,768	2,125,434	2,231,567	-43,613	2,187,954	2,294,033	-44,833	2,249,200				
NUMBER OF POSITIONS	72	72	72	72	-2	70	72	-2	70				
EXTRA HELP	41,942	58,180	58,180	58,180	0	58,180	58,180	0	58,180				
NUMBER OF POSITIONS	23	25	25	25	0	25	25	0	25				
PERSONAL SERV MATCHING	546,485	591,471	627,145	632,982	-14,179	618,803	644,057	-14,396	629,661				
OVERTIME	237	5,000	5,000	5,000	0	5,000	5,000	0	5,000				
OPERATING EXPENSES	606,978	608,627	608,627	608,627	29,658	638,285	608,627	16,603	625,230				
CONF FEES & TRAVEL	12,710	39,400	39,400	39,400	-3,108	36,292	39,400	-3,108	36,292				
PROF FEES & SERVICES	51,304	50,000	♦ 50,000	50,000	0	50,000	50,000	0	50,000				
CAPITAL OUTLAY	41,790	45,909	♦ 20,050	0	53,550	53,550	0	25,550	25,550				
DATA PROCESSING	28,004	29,000	29,000	29,000	0	29,000	29,000	0	29,000				
MANDATORY PUBLICATIONS	221,471	123,529	CARRY FORWARD	345,000	0	345,000	Carry Forward						
PETITION VERIFICATION	384	150,000	♦ 150,000	150,000	300,000	450,000	150,000	-150,000	0				
PUBLISH LEGAL NOTICES	55,322	744,677	CARRY FORWARD	800,000	0	800,000	Carry Forward						
RECORDS MANAGEMENT	0	18,000	18,000	18,000	1,318,500	1,336,500	18,000	723,500	741,500				
FLAGS	75,994	0	0	0	100,000	100,000	0	0	0				
TOTAL	3,564,418	4,597,561	4,599,042	4,967,756	1,740,808	6,708,564	3,896,297	553,316	4,449,613				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE/CENTRAL SERVICES FUND	3,564,418	4,597,561	*****	4,967,756	1,740,808	6,708,564	3,896,297	553,316	4,449,613				
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	3,564,418	4,597,561	*****	4,967,756	1,740,808	6,708,564	3,896,297	553,316	4,449,613				
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	3,564,418	4,597,561	*****	4,967,756	1,740,808	6,708,564	3,896,297	553,316	4,449,613				

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 003 CENTRAL OPERATIONS
 FUND HSC STATE CENTRAL SERV-(000)

The FY99 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1997-99 biennium.

FY99 Capital Outlay exceeds authorized appropriation due to special language allowing carry forward of appropriation from previous fiscal year.

♦ Special Language provides for carry forward of appropriation.

Total Authorized appropriation first year of the biennium for Mandatory Publications was \$345,000 and for Publish Legal Notices was \$800,000.

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98	98-99	98-99	CHANGE		TOTAL	CHANGE		TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	LEVEL	REQUEST	BASE	LEVEL	REQUEST	99-00	00-01	99-00	00-01
REGULAR SALARIES	1,351,256	1,460,780	1,455,179	1,530,672	0	1,530,672	1,573,508	0	1,573,508				
NUMBER OF POSITIONS	56	56	56	56	0	56	56	0	56				
EXTRA HELP	2,672	8,900	8,900	8,900	0	8,900	8,900	0	8,900				
NUMBER OF POSITIONS	2	5	5	5	0	5	5	0	5				
PERSONAL SERV MATCHING	457,124	486,135	451,536	508,547	0	508,547	517,903	0	517,903				
OVERTIME	650	5,000	5,000	5,000	0	5,000	5,000	0	5,000				
OPERATING EXPENSES	519,098	556,250	556,250	556,250	0	556,250	556,250	0	556,250				
CONF FEES & TRAVEL	2,156	10,900	10,900	10,900	2,500	13,400	10,900	2,500	13,400				
PROF FEES & SERVICES	97,730	100,000	◆ 100,000	100,000	150,000	250,000	100,000	150,000	250,000				
CAPITAL OUTLAY	68,965	35,814	◆ 18,600	0	57,100	57,100	0	13,400	13,400				
CAPITOL GROUND IMPROVEMENTS	57,840	60,500	60,500	60,500	0	60,500	60,500	0	60,500				
MAINT/EQUIP/SUPPLIES	200,800	253,400	253,400	253,400	0	253,400	253,400	0	253,400				
BUILDING INSURANCE	69,402	70,000	70,000	70,000	0	70,000	70,000	0	70,000				
TOTAL	2,827,693	3,047,679	2,990,265	3,104,169	209,600	3,313,769	3,156,361	165,900	3,322,261				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND	2,827,693	3,047,679	*****	3,104,169	209,600	3,313,769	3,156,361	165,900	3,322,261				
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	2,827,693	3,047,679	*****	3,104,169	209,600	3,313,769	3,156,361	165,900	3,322,261				
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	2,827,693	3,047,679	*****	3,104,169	209,600	3,313,769	3,156,361	165,900	3,322,261				

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 687 SUPPORT OPERATIONS

The FY99 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1997-99 biennium.

APPROPRIATION SUMMARY

BR 215

FUND HSC STATE CENTRAL SERV-(000)

◆ Special Language provides for Carry Forward of Appropriation.

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98	98-99	98-99	BASE	CHANGE	TOTAL	BASE	CHANGE	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							99-00	00-01	99-00	00-01
REGULAR SALARIES	194,669	233,514	231,817	233,476	0	233,476	240,013	0	240,013				
NUMBER OF POSITIONS	8	8	8	8	0	8	8	0	8				
PERSONAL SERV MATCHING	60,111	64,462	68,165	67,176	0	67,176	68,333	0	68,333				
MVS OPERATION/MAINT/ENHAN	437,636	408,000	408,000	408,000	136,195	544,195	408,000	11,585	419,585				
AGENCY IS REQUESTING TO COMBINE THIS APPROPRIATION WITH THE CENTRAL OPERATIONS (003) APPROPRIATION FOR THE 1999-01 BIENNIUM.													
TOTAL	692,416	705,976	707,982	708,652	136,195	844,847	716,346	11,585	727,931				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND	692,416	705,976	*****	708,652	136,195	844,847	716,346	11,585	727,931				
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	692,416	705,976	*****	708,652	136,195	844,847	716,346	11,585	727,931				
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	692,416	705,976	*****	708,652	136,195	844,847	716,346	11,585	727,931				

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 746 VOTER REGISTRATION SYSTEM
 FUND HSC STATE CENTRAL SERV-(000)

The FY99 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1997-99 biennium.

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			98-99 FISCAL YEAR-----			-----99-00 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----				
	97-98	98-99	98-99	99-00		TOTAL	00-01		EXECUTIVE		LEGISLATIVE			
	ACTUAL	BUDGETED	AUTHORIZED	BASE	CHANGE	REQUEST	BASE	CHANGE	TOTAL	99-00	00-01	99-00	00-01	
ACQUISITION AND OPERATION	0	300,000	CARRY FORWARD	300,000	0	300,000	Carry Forward							
TOTAL	0	300,000	0	300,000	0	300,000								
PROPOSED FUNDING SOURCES			*****											
FUND BALANCES	249,103	459,912	*****	309,912		309,912	159,912		159,912					
GENERAL REVENUES			*****											
SPECIAL REVENUES	210,809	150,000	*****	150,000		150,000	150,000		150,000					
FEDERAL FUNDS			*****											
STATE CENTRAL SERVICES FUND			*****											
NON-REVENUE RECEIPTS			*****											
CASH FUNDS			*****											
OTHER			*****											
TOTAL FUNDING	459,912	609,912	*****	459,912		459,912	309,912		309,912					
EXCESS APPRO/ (FUNDING)	(459,912)	(309,912)	*****	(159,912)		(159,912)	(309,912)		(309,912)					
TOTAL		300,000	*****	300,000		300,000								

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 889 SIGNATURE IMAGING SYSTEM
 FUND SSS SIGNATURE IMAGING SYSTEM-(063)

APPROPRIATION SUMMARY

Total Authorized appropriation first year of the biennium was \$300,000.

BR 215

ARKANSAS BUDGET SYSTEM

01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			-----99-00 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98 ACTUAL	98-99 BUDGETED	98-99 AUTHORIZED APPRO	BASE	CHANGE LEVEL	TOTAL REQUEST	BASE	CHANGE LEVEL	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
										99-00	00-01	99-00	00-01
LEGISLATIVE PORTRAITS	0	3,600	CARRY FORWARD	3,600	0	3,600	Carry Forward						
TOTAL	0	3,600	0	3,600	0	3,600							
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND		3,600	*****	3,600		3,600							
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING		3,600	*****	3,600		3,600							
EXCESS APPRO/ (FUNDING)			*****										
TOTAL		3,600	*****	3,600		3,600							

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 910 LEGISLATIVE PORTRAITS
 FUND HSC STATE CENTRAL SERV-(000)

Total Authorized appropriation first year of the biennium was \$3,600.

APPROPRIATION SUMMARY
 BR 215

ARKANSAS BUDGET SYSTEM

01 02 03 04 05 06 07 08 09 10 11 12 13 14

CHARACTER TITLE	-----EXPENDITURES-----			98-99 FISCAL YEAR-----			-----00-01 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	97-98 ACTUAL	98-99 BUDGETED	98-99 AUTHORIZED APPRO	99-00 BASE	99-00 CHANGE LEVEL	99-00 TOTAL REQUEST	00-01 BASE	00-01 CHANGE LEVEL	00-01 TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
										99-00	00-01	99-00	00-01
PUBLISHING EXPENSES	102,655	0	0	0	0	0	0	0	0				
THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM													
TOTAL	102,655	0	0	0	0	0	0	0	0				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND	102,655		*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	102,655		*****										
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	102,655		*****										

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 264 HISTORICAL REPORT
 FUND HSC STATE CENTRAL SERV-(000)

APPROPRIATION SUMMARY

BR 215