

ARKANSAS BUDGET SYSTEM
AGENCY PROGRAM COMMENTARY
1997 - 1999

The Secretary of State's office has successfully undertaken the following major projects since January, 1995:

STATEWIDE VOTER REGISTRATION SYSTEM

This intricate statewide system has been installed in all seventy-five (75) county offices and the Election Division in the Capitol. This computer system allows Arkansas to comply with the federal National Voter Registration Act and state statutes, while providing the information needed to perform petition verification internally.

UPDATED CORPORATIONS DIVISION

Housed in an area adjacent to the Capitol, the Corporations Division is now functioning in a team concept of operation so as to ensure better accessibility with information to the public. The move away from the Capitol not only allowed much-needed space for constituency services offices within the Capitol, it allowed the 25-member staff to develop organized areas to house over 2,000,000 corporate files.

ACTS OF 1995

Within six months of the legislative session, the Secretary of State's office published the Acts of 1995 at a substantial savings from previous years. During the compilation process, the information was prepared in a manner to enable the Acts to also be produced on CD-ROM--also a first for the state of Arkansas.

CAPITOL INFORMATION

The demanding need for information regarding services provided at the Capitol and historical information about the Capitol building has been answered in a variety of ways: a public informational kiosk on the first floor rotunda assists visitors seven days a week, 24-hours a day; audio tapes for self-guided tours are now available in three languages; and a classic Capitol brochure allows visitors a beautiful souvenir while acting as an advertisement to others to visit the Capitol.

AGENCY Secretary of State	DIRECTOR Sharon Priest	AGENCY PROGRAM COMMENTARY BR21	PAGE 512
---	--------------------------------------	---	------------------------

**ARKANSAS BUDGET SYSTEM
AGENCY PROGRAM COMMENTARY
1997 - 1999**

During the 1997-99 biennium, the Secretary of State's office will implement the following projects:

RECORDS MANAGEMENT PROGRAM

This important program is mandated by law as a means of protecting historically significant documents. The articles which will be maintained and stored include, but are not limited to, specific records from Corporations, Elections and UCC. All documents will be captured on CD-ROM for public availability.

MANDATORY PUBLICATIONS

While protecting our existing documents is an integral part of this program, we are also legally responsible for publishing the Historical Report, updated Election Law Books and the Biennial Report for the State of Arkansas. These critical publications are necessary historical annals for the state's government.

ACCESSIBILITY OF INFORMATION

Parallel with legal responsibility runs the demands from the citizens of Arkansas for public availability of information via the internet and computerized information in Corporations and Elections. We want to continue improving the quality of the services we provide to businesses, corporations and individuals.

SECURITY

Partnered with the mechanical improvements offered are the necessary additional safety and security measures for the Capitol, Capitol Hill building and Capitol Complex. During the next biennium, additional manpower, cameras, and electronic surveillance detectors will be available to assist with threatening safety issues surrounding the Capitol. Protection of our visitors, school children, and employees will continue to be a priority for this administration.

AGENCY	DIRECTOR	AGENCY PROGRAM COMMENTARY	PAGE
Secretary of State	Sharon Priest	BR21	513

**ARKANSAS BUDGET SYSTEM
AGENCY PROGRAM COMMENTARY
1997 - 1999**

In order to accomplish these objectives, some funding in excess of base level will be needed. Priority requests for appropriation 003 (Central Operations) total \$2,490,150 for 1998 and \$1,408,593 for 1999. These include \$750,000 for petition verification, which has not previously been provided for; \$420,171 for publication of the legal notices required for certified ballot issues; and additional legal expenses of \$47,940 related to defense preparation when ballot issues are challenged. The Records Management program, which will satisfy statutory requirements, accounts for \$191,632 of the priority requests. This includes salaries and benefits for two additional positions requested to perform the duties associated with scanning and imaging of vital records under the program.. Also included is \$115,000 for the purchase of flags; no allocation had been requested since the biennium ended June 30, 1995. Other required items not included in the base year are the Historical Report (\$120,980); the Biennial Report, which, has not been published since 1930 (\$8,000); and updated Election Law books (\$45,000). The lower amount is needed in the second year as many of our requirements need to be met during the first year of the biennium or will best be met with biennium appropriations.

Priority requests for the Support Operations appropriation (687) total \$258,322 for 1998 and \$221,603 for 1999. These added anticipated expenses primarily represent increasing costs of utilities and of maintaining and providing security for the aging State Capitol and Capitol Hill Building. One additional dispatcher position is requested in order to discontinue having a certified police officer perform dispatcher duties during the night shift.

During the 1995-97 biennium, the initial implementation phase for *Motor Voter* (National Voter Registration Act), DF&A administered a \$2,500,000 appropriation for implementation, training, etc. The Secretary of State's office received "operating" appropriations totaling \$317,734 and \$308,788, respectively, including 8 positions. Now that the system is fully operational, we request additional amounts of \$411,986 and \$380,040 during the 1997-99 biennium for the full operation, maintenance and enhancement of the system. This priority request includes no additional positions and will replace the DF&A appropriation, for a net decrease in NVRA expenses.

<p>AGENCY</p> <p style="text-align: center;">Secretary of State</p>	<p>DIRECTOR</p> <p style="text-align: center;">Sharon Priest</p>	<p>AGENCY PROGRAM COMMENTARY BR21</p>	<p>PAGE</p> <p style="text-align: center;">514</p>
--	---	--	--

SECRETARY OF STATE
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED JUNE 30, 1994

	Fund Type <u>Governmental</u>	Account Groups		Total
		<u>General Fixed Assets</u>	<u>General Long-Term Debt</u>	
Assets	\$ 804,361.71	\$ 15,209,588.29	\$ 197,559.48	\$ 16,211,509.48
Liabilities	39,205.95		197,559.48	236,765.43
Fund Equity	765,155.76	15,209,588.29		15,974,744.05
Revenues	6,073,677.96			6,073,677.96
Expenditures	5,353,553.43			5,353,553.43
Other Financing Sources (Uses)	(478,917.03)			(478,917.03)

Findings

CORPORATE FRANCHISE TAX - Act 889 of 1979 established a minimum corporate franchise tax of \$11.00. Act 863 of 1983 increased the minimum tax from \$11.00 to \$17.00. Act 29 of 1987 increased the minimum tax from \$17.00 to \$50.00. Act 682 of 1987 appropriated funds for various public transportation programs for the Arkansas Highway and Transportation Department and provided that the funding for these programs is "limited to those monies obtained from the amount of increase in the minimum tax provided by Act 863 of 1983. This increase shall be \$6.00." The 1989 appropriation act for the programs also made reference to the increase limited to the increase provided by Act 863 of 1984. Subsequent appropriation acts substituted the language "Ark Code 26-54-104" instead of "Act 863 of 1983". Act 1285 of 1993 increased the franchise tax levied in Arkansas Code 26-54-104 by \$3.00. The additional revenue is restricted for acquiring and operating a signature imaging system in the office of the Secretary of State. Therefore, it appears that the total minimum corporate franchise tax should be \$53.00. However, effective December 31, 1993, the Secretary of State increased the minimum corporate franchise tax from \$50.00 to \$59.00. Agency personnel indicated that Act 50 of 1993, Section 3, authorized the \$6.00 increase. However, it appears that the \$6.00 increase in Act 50 of 1993 is the same increase that was authorized by Act 863 of 1983. For the year ended June 30, 1994, revenue collected and deposited in the State General Services Fund (HUA) from the additional \$6.00 corporate franchise tax in question amounted to \$219,477.00.

Recommendations

Seek an official Attorney General's opinion to determine the correct amount of the minimum corporate franchise tax, and if appropriate, the disposition of any excess tax determined to have been collected.

SECRETARY OF STATE
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE PERIOD JULY 1, 1994 THROUGH JANUARY 10, 1995

	<u>Fund Types</u> Governmental	<u>Account Group</u> General Fixed Assets	<u>Total</u>
Assets	\$ 361,034.33	\$ 15,226,447.67	\$ 15,587,482.00
Liabilities	176,157.42		176,157.42
Fund Equity	184,876.91	15,226,447.67	15,411,324.58
Revenues	4,277,327.72		4,277,327.72
Expenditures	4,471,490.38		4,471,490.38
Other Financing Sources (Uses)	(386,116.19)		(386,116.19)

Findings

1. UNAUTHORIZED DISBURSEMENTS - DOCUMENT IMAGING SYSTEM - The Agency entered into a contract for \$409,930.00 with a vendor to install four (4) document imaging systems in various offices of the Secretary of State. As of the audit date, the corporation filing system and the campaign finance system modules in the contract have not been installed and no payment has been made relating to these systems. However, \$285,000.00 of the contract has been paid for the uniform commercial code document imaging and the petition tracking modules. The uniform commercial code document imaging system, which cost \$195,000.00, has been installed. The petition tracking module, the software component in the Secretary of State's office for the signature imaging system, which cost \$90,000.00, has not been installed. The General Accounting and Budgetary Procedures Law (Ark. Code Ann. §19-4-1206) imposes on disbursing officers the duty of certifying that the services have been performed or the goods have been received before the voucher is issued in payment thereof.
2. UNAUTHORIZED/QUESTIONED DISBURSEMENTS - Review of charges to the bank credit card issued to the Secretary of State and review of travel expense reimbursements indicated the following:
 - a. Three (3) accommodation purchases totaling \$726.95 for former Secretary of State W. J. "Bill" McCuen had been charged to the bank credit card and subsequently paid by the State.

Recommendations

1. Seek to recover any amount determined due the State from the contract referred to above.

Our findings in this matter are being reported in accordance with Ark. Code Ann. §10-4-111 and §21-2-708.
2. Our findings in this matter are being reported in accordance with Ark. Code Ann. §10-4-111.

SECRETARY OF STATE
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE PERIOD JULY 1, 1994 THROUGH JANUARY 10, 1995

Findings (Continued)

Recommendations (Continued)

2. UNAUTHORIZED/QUESTIONED DISBURSEMENTS (CONTINUED)

b. One (1) charge for \$136.00 had been made to the bank credit card and had also been included in the separate travel expense reimbursement to Mr. McCuen.

c. Two (2) questioned charges had been made at local restaurants totaling \$263.72.

On March 7, 1995 and March 9, 1995, the State was reimbursed for these disbursements in the amount of \$1,126.67.

3. DUPLICATE PAYMENTS - During the period under audit, it was noted that there were four (4) duplicate payments made to different vendors for goods and services totaling \$5,316.95. The duplicate payments were made because the second payments were processed from a copy of the invoice or from a statement from the vendor without verifying whether or not charges on the statement had already been paid. The Agency has subsequently recovered \$1,602.57 from two (2) vendors. One vendor issued a check to reimburse the State and the other vendor applied the overpayment to future service invoices. Good accounting internal control structure has controls to assure that payments are made to vendors only when due, as supported by proper documentation.

4. LEAVE RECORDS - An analysis of the Agency's leave records and policies revealed the following:

a. Subsequent to June 30, 1994, the Agency's policy for maximum accrued annual leave balances was changed from thirty (30) days to unlimited, which was consistent with actual practice. Employee leave balances at January 10, 1995, pursuant to the new policy, could not be verified because reports reflecting actual leave balances at June 30, 1994, were not available for audit.

3. Seek to recover the amounts from the vendors who have received duplicate payments.

4. Review and strengthen internal control and accounting policies and procedures for employee leave to include provisions for establishing correct leave balances for each employee; timely recording of the amounts of leave earned and taken, with appropriate retention of leave documents; producing periodic reports of the leave activity for each employee; and supervisory review of the actual procedures to assure adherence to established policies.

SECRETARY OF
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE PERIOD JULY 1, 1994 THROUGH JANUARY 10, 1995

Findings (Continued)

Recommendations (Continued)

4. LEAVE RECORDS (CONTINUED)

b. An incorrect leave accrual rate was used for two (2) of thirty (30) employees tested. The annual leave accrual rate was overstated by two (2) hours for one employee and was understated by two (2) hours for another employee.

5. PURCHASE OF FLAGS - On October 25, 1994, a State warrant for \$53,650.00 was issued to Star Advertising Specialties of Jensen Beach, Florida, for the purchase of flags that had not been received. The warrant was endorsed to a second party. The depository bank refused to accept the warrant for deposit. On November 8, 1994, the Agency requested the Treasurer of State to stop payment on the warrant. On November 7, 1994, the Arkansas State Police, in coordination with the prosecuting attorney, began an investigation into the transaction and the investigation is continuing. The original voucher and invoice were not available for audit.

6. PROFESSIONAL SERVICES CONTRACT - A vendor was paid \$39,600.00 for data entry services to a new document imaging system in the Uniform Commercial Code Department. This same vendor was also paid \$386,952.45 for services relating to the publication of legal notices for elections. The Agency did not have a professional services contract for either of these services.

7. EQUIPMENT RECORDS AND SUPPORTING DOCUMENTATION - Documentation provided on invoices received from a vendor for computer parts and equipment and supplemental representations from the Agency about the transactions were not sufficient to determine the actual items purchased or the cost for each item. For example, during a recent physical inventory of equipment, the Agency discovered eleven (11) personal computers and determined that these items had been assembled from parts purchased from the vendor referred to above. These items were added to the equipment inventory January 6, 1995.

5. Review and comply with Ark. Code Ann. §§19-4-2101 et seq. and §19-4-1206.

6. Review and comply with Ark. Code Ann. §§19-4-1701 et seq.

7. Obtain additional information from this vendor and perform a physical inventory of equipment in order to provide for complete and accurate equipment inventory records.

SECRETARY OF STATE
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE PERIOD JULY 1, 1994 THROUGH JANUARY 10, 1995

Findings (Continued)

8. SIGNATURE IMAGING SYSTEM - The Agency entered into a contract for \$518,000.00 with a vendor to install signature imaging systems in unnamed counties to computerize the images of voter registration documents. The signature imaging systems were authorized by Act 1285 of 1993, with the cost of these systems to be paid from the three dollars (\$3.00) of corporate franchise taxes earmarked for this program. This contract lacked specific details in some areas, especially information relating to the number of systems, the value of each item of equipment, and the counties to receive the equipment. Through January 10, 1995, \$133,618.00 has been paid toward this contract. Based upon information provided by the contractor, computer systems valued at \$402,500.00 have been installed in nine (9) counties.

Recommendations (Continued)

8. Obtain all pertinent information relating to the equipment in the contract and any other information necessary to properly capitalize equipment in accordance with generally accepted accounting principles and to protect the interests of the State.

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>56</u>	<u>41</u>	<u>97</u>	<u>75%</u>
BLACK EMPLOYEES	<u>11</u>	<u>17</u>	<u>28</u>	<u>22%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>2</u>	<u>3</u>	<u>5</u>	<u>4%</u>
TOTAL EMPLOYED AS OF 08/10/96			<u>33</u>	<u>25%</u>
DATE			TOTAL MINORITIES	<u> </u>
			<u>130</u>	<u>100%</u>
			TOTAL EMPLOYEES	<u> </u>

Sharon Priest

 AGENCY DIRECTOR

* PERCENTAGE TOTALS MAY NOT ADD DUE TO ROUNDING

ARKANSAS BUDGET SYSTEM

DEPARTMENT APPROPRIATION SUMMARY

AGENCY TITLE Secretary of State(063)		1995-97 Expenditures				1997-99 Biennium Request				1997-99 Executive Recommendation			
Appropriations		Actual 1995-96	No. of Pos.	Budgeted 1996-97	No. of Pos.	Year 1 1997-98	No. of Pos.	Year 2 1998-99	No. of Pos.	Year 1 1997-98	No. of Pos.	Year 2 1998-99	No. of Pos.
Code	Name												
A53	Cash Operations	\$348,135		\$298,750		\$118,750		\$118,750					
003	Central Operations	3,093,720	70	3,416,238	70	6,024,210	72	4,514,748	72				
378	Corp. Filing Fees & Franchise Tax Refunds	168,228		500,000		500,000		500,000		NO EXECUTIVE RECOMMENDATIONS ARE MADE ON THESE APPROPRIATIONS			
687	Support Operations	2,553,114	55	2,690,525	55	2,978,566	56	2,987,949	56				
746	Voter Registration System	272,721	8	307,000	8	731,442	8	708,009	8				
889	Signature Imaging System	175,000		125,000		300,000		Carry Forward					
910	Legislative Portraits	0		3,420		3,600		Carry Forward					
	NOT REQUESTED												
899	St. Board of Election Commissioners	25,591		34,409									
TOTALS		\$6,636,509	133	\$7,375,342	133	\$10,656,568	136	\$8,829,456	136				
Funding Sources			% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances		\$336,322	4.8%	\$302,381	3.9%	\$327,381	3.0%	\$361,983	3.8%				
General Revenues													
Special Revenues		169,892	2.4%	150,000	1.9%	150,000	1.4%	150,000	1.6%				
Federal Funds													
Const. & Fiscal Agency Fund													
State Central Services Fund		5,945,146	85.7%	6,451,592	83.8%	9,737,818	88.4%	8,210,706	86.2%				
Non-Revenue Receipts													
Cash Funds		319,302	4.7%	298,750	3.9%	300,000	2.7%	300,000	3.1%				
Misc. Revolving		168,228	2.4%	500,000	6.5%	500,000	4.5%	500,000	5.3%				
Total Funding		6,938,890	100.0%	7,702,723	100.0%	11,015,199	100.0%	9,522,689	100.0%				
Excess Appro./ (Funding)		(302,381)		(327,381)		(358,631)		(693,233)					
TOTAL		\$6,636,509		\$7,375,342		\$10,656,568		\$8,829,456					
DEPARTMENT Secretary of State (063)				DIRECTOR Sharon Priest					DEPARTMENT APPROPRIATION SUMMARY BR 40				
521													

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			96-97 AUTHORIZED			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97			PRIORITY	TOTAL		PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE				
	ACTUAL	BUDGETED	APPRO	BASE	PROGRAMS	REQUEST	BASE	PROGRAMS	REQUEST	97-98	98-99	97-98	98-99			
OPERATING EXPENSES	298,292	182,000	118,750	118,750	0	118,750	118,750	0	118,750							
CONF FEES & TRAVEL	10,168	0	0	0	0	0	0	0	0							
CAPITAL OUTLAY	39,675	116,750	0	0	0	0	0	0	0							
TOTAL	348,135	298,750	118,750	118,750	0	118,750	118,750	0	118,750							
PROPOSED FUNDING SOURCES			*****													
FUND BALANCES	209,566	180,733	*****	180,733		180,733	361,983		361,983							
GENERAL REVENUES			*****													
SPECIAL REVENUES			*****													
FEDERAL FUNDS			*****													
STATE CENTRAL SERVICES FUND			*****													
NON-REVENUE RECEIPTS			*****													
CASH FUNDS	319,302	298,750	*****	300,000		300,000	300,000		300,000							
OTHER			*****													
TOTAL FUNDING	528,868	479,483	*****	480,733		480,733	661,983		661,983							
EXCESS APPRO/ (FUNDING)	(180,733)	(180,733)	*****	(361,983)		(361,983)	(543,233)		(543,233)							
TOTAL	348,135	298,750	*****	118,750		118,750	118,750		118,750							

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO A53 CASH OPERATIONS
 FUND 135 SECRETARY OF STATE CASH-(063)

Budgeted exceeds Authorized in Operating Expenses due to a transfer from Cash Fund Holding Account.

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	96-97	BASE	PRIORITY	TOTAL	BASE	PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO							97-98	98-99	97-98	98-99
REGULAR SALARIES	1,761,490	1,905,794	1,894,983	2,010,298	65,804	2,076,102	2,066,563	67,657	2,134,220				
NUMBER OF POSITIONS	70	70	70	70	2	72	70	2	72				
XTRA HELP	41,064	57,640	57,640	57,640	540	58,180	57,640	540	58,180				
NUMBER OF POSITIONS	23	30	30	30	5	25	30	5	25				
PERSONAL SERV MATCHING	487,191	549,294	429,577	597,612	19,543	617,155	608,328	19,880	628,208				
COMPENSATORY TIME	465	0	0	0	5,000	5,000	0	5,000	5,000				
OPERATING EXPENSES	328,253	326,924	326,924	326,924	486,261	813,185	326,924	442,358	769,282				
CONF FEES & TRAVEL	12,186	12,200	12,200	12,200	38,108	50,308	12,200	38,108	50,308				
CONF FEES & SERVICES	4,726	5,500	5,500	5,500	46,250	51,750	5,500	44,500	50,000				
EQUIPMENT OUTLAY	119,254	35,000	35,000	0	46,550	46,550	0	22,550	22,550				
DATA PROCESSING	17,347	29,000	29,000	29,000	0	29,000	29,000	0	29,000				
REPAIRS	3,546	0	0	0	0	0	0	0	0				
MANDATORY PUBLICATIONS	199,443	115,057	115,057	115,057	358,923	473,980	CARRY FORWARD						
IDENTIFICATION VERIFICATION	0	0	0	0	750,000	750,000	0	750,000	750,000				
PROPOSED FUNDING SOURCES			*****										
UNDEVELOPED BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING			*****										
EXCESS APPROX (FUNDING)			*****										
TOTAL			*****										

APPROPRIATION SUMMARY

EPT 004 CONSTITUTIONAL OFFICES
 GY 063 SECRETARY OF STATE
 PPRO 003 CENTRAL OPERATIONS
 UND HSC STATE CENTRAL SERV-(000)

The FY97 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 1995-97 biennium.

BR 215

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			96-97			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96 ACTUAL	96-97 BUDGETED	96-97 AUTHORIZED APPRO	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE				
										97-98	98-99	97-98	98-99			
PUBLISH LEGAL NOTICES	118,755	379,829	381,245	379,829	420,171	800,000	CARRY FORWARD									
RECORDS MANAGEMENT	0	0	0	0	138,000	138,000	0	18,000	18,000							
FLAGS	0	0	0	0	115,000	115,000	CARRY FORWARD									
TOTAL	3,093,720	3,416,238	3,287,126	3,534,060	2,490,150	6,024,210	3,106,155	1,408,593	4,514,748							
PROPOSED FUNDING SOURCES			*****													
FUND BALANCES			*****													
GENERAL REVENUES			*****													
SPECIAL REVENUES			*****													
FEDERAL FUNDS			*****													
STATE CENTRAL SERVICES FUND	3,093,720	3,416,238	*****	3,534,060	2,490,150	6,024,210	3,106,155	1,408,593	4,514,748							
NON-REVENUE RECEIPTS			*****													
CASH FUNDS			*****													
OTHER			*****													
TOTAL FUNDING	3,093,720	3,416,238	*****	3,534,060	2,490,150	6,024,210	3,106,155	1,408,593	4,514,748							
EXCESS APPRO/ (FUNDING)			*****													
TOTAL	3,093,720	3,416,238	*****	3,534,060	2,490,150	6,024,210	3,106,155	1,408,593	4,514,748							

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

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	96-97	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO							97-98	98-99	97-98	98-99
EFUNDS/REIMBURSEMENTS	168,228	500,000	500,000	500,000	0	500,000	500,000	0	500,000				
TOTAL	168,228	500,000	500,000	500,000	0	500,000	500,000	0	500,000				
PROPOSED FUNDING SOURCES			*****										
JND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND			*****										
JND-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
MISCELLANEOUS REVOLVING	168,228	500,000	*****	500,000		500,000	500,000		500,000				
TOTAL FUNDING	168,228	500,000	*****	500,000		500,000	500,000		500,000				
ACCESS APPRO/ (FUNDING)			*****										
TOTAL	168,228	500,000	*****	500,000		500,000	500,000		500,000				

DEPT 004 CONSTITUTIONAL OFFICES
 DIV 063 SECRETARY OF STATE
 PROGRAM 378 CORPORATE FILING FEES AND CORPORATE FRANCHISE TAX REFUNDS
 JND HTA MISCELLANEOUS REVOLVING-(000)

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

01	02	03	04	05	06	07	08	09	10	11	12	13	14	
CHARACTER TITLE	-----EXPENDITURES-----			96-97	-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	AUTHORIZED		PRIORITY	TOTAL		PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE		
	ACTUAL	BUDGETED	APPRO	BASE	PROGRAMS	REQUEST	BASE	PROGRAMS	REQUEST	97-98	98-99	97-98	98-99	
REGULAR SALARIES	1,213,366	1,278,206	1,271,729	1,383,481	31,079	1,414,560	1,422,201	31,949	1,454,150					
NUMBER OF POSITIONS	55	55	55	55	1	56	55	1	56					
EXTRA HELP	0	0	0	0	8,900	8,900	0	8,900	8,900					
NUMBER OF POSITIONS	0	0	0	0	5	5	0	5	5					
PERSONAL SERV MATCHING	408,688	484,352	279,780	428,796	10,560	439,356	436,178	10,721	446,899					
COMPENSATORY TIME	132	0	0	0	5,000	5,000	0	5,000	5,000					
OPERATING EXPENSES	538,623	493,367	493,367	493,367	49,633	543,000	493,367	64,233	557,600					
CONF FEES & TRAVEL	4,259	4,800	4,800	4,800	7,100	11,900	4,800	7,100	11,900					
PROF FEES & SERVICES	66,420	150,000	150,000	150,000	-50,000	100,000	150,000	-50,000	100,000					
CAPITAL OUTLAY	113,777	20,000	20,000	0	71,100	71,100	0	18,600	18,600					
MAINT/EQUIP/SUPPLIES	141,901	149,300	149,300	149,300	104,950	254,250	149,300	105,100	254,400					
BUILDING INSURANCE	21,661	50,000	50,000	50,000	20,000	70,000	50,000	20,000	70,000					
CAPITOL GROUND IMPROVMENTS	44,287	60,500	60,500	60,500	0	60,500	60,500	0	60,500					
TOTAL	2,553,114	2,690,525	2,479,476	2,720,244	258,322	2,978,566	2,766,346	221,603	2,987,949					
PROPOSED FUNDING SOURCES			*****											
FUND BALANCES			*****											
GENERAL REVENUES			*****											
SPECIAL REVENUES			*****											
FEDERAL FUNDS			*****											
STATE CENTRAL SERVICES FUND	2,553,114	2,690,525	*****	2,720,244	258,322	2,978,566	2,766,346	221,603	2,987,949					
NON-REVENUE RECEIPTS			*****											
CASH FUNDS			*****											
OTHER			*****											
TOTAL FUNDING	2,553,114	2,690,525	*****	2,720,244	258,322	2,978,566	2,766,346	221,603	2,987,949					
EXCESS APPRO/ (FUNDING)			*****											
TOTAL	2,553,114	2,690,525	*****	2,720,244	258,322	2,978,566	2,766,346	221,603	2,987,949					

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 687 SUPPORT OPERATIONS
 FUND HSC STATE CENTRAL SERV-(000)

The FY97 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 1995-97 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-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----RECOMMENDATIONS-----			
	95-96	96-97	96-97	BASE	PRIORITY	TOTAL	BASE	PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED							97-98	98-99	97-98	98-99
REGULAR SALARIES	186,703	215,268	214,300	226,311	-12	226,299	233,468	-1,647	231,821				
NUMBER OF POSITIONS	8	8	8	8	0	8	8	0	8				
PERSONAL SERV MATCHING	53,944	65,732	68,488	67,145	-2	67,143	68,501	-313	68,188				
OPERATING EXPENSES	15,873	23,500	23,500	23,500	-23,500	0	23,500	-23,500	0				
CONF FEES & TRAVEL	1,737	2,500	2,500	2,500	-2,500	0	2,500	-2,500	0				
CAPITAL OUTLAY	14,464	0	0	0	0	0	0	0	0				
UNVS OPERATION/MAINTENANCE/ENHANCEME	0	0	0	0	438,000	438,000	0	408,000	408,000				
TOTAL	272,721	307,000	308,788	319,456	411,986	731,442	327,969	380,040	708,009				
PROPOSED FUNDING SOURCES			*****										
FUND BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
FEDERAL FUNDS			*****										
STATE CENTRAL SERVICES FUND	272,721	307,000	*****	319,456	411,986	731,442	327,969	380,040	708,009				
NON-REVENUE RECEIPTS			*****										
CASH FUNDS			*****										
OTHER			*****										
TOTAL FUNDING	272,721	307,000	*****	319,456	411,986	731,442	327,969	380,040	708,009				
EXCESS APPRO/ (FUNDING)			*****										
TOTAL	272,721	307,000	*****	319,456	411,986	731,442	327,969	380,040	708,009				

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

The FY97 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 1995-97 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-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----				
	95-96	96-97	96-97	PRIORITY		TOTAL	PRIORITY		TOTAL	EXECUTIVE		LEGISLATIVE		
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	PROGRAMS	REQUEST	BASE	PROGRAMS	REQUEST	97-98	98-99	97-98	98-99	
ACQUISITION AND OPERATION	175,000	125,000	125,000	300,000	0	300,000	CARRY FORWARD							
TOTAL	175,000	125,000	125,000	300,000	0	300,000								
PROPOSED FUNDING SOURCES			*****											
FUND BALANCES	126,756	121,648	*****	146,648		146,648								
GENERAL REVENUES			*****											
SPECIAL REVENUES	169,892	150,000	*****	150,000		150,000	150,000		150,000					
FEDERAL FUNDS			*****											
STATE CENTRAL SERVICES FUND			*****											
NON-REVENUE RECEIPTS			*****											
CASH FUNDS			*****											
OTHER			*****											
TOTAL FUNDING	296,648	271,648	*****	296,648		296,648	150,000		150,000					
EXCESS APPRO/ (FUNDING)	(121,648)	(146,648)	*****	3,352		3,352	(150,000)		(150,000)					
TOTAL	175,000	125,000	*****	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
 BR 215

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			96-97			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	AUTHORIZED	BASE	PRIORITY	TOTAL	BASE	PRIORITY	TOTAL	EXECUTIVE		LEGISLATIVE				
	ACTUAL	BUDGETED	APPRO		PROGRAMS	REQUEST		PROGRAMS	REQUEST	97-98	98-99	97-98	98-99			
LEGISLATIVE PORTRAITS	0	3,420	3,600	3,600	0	3,600	CARRY FORWARD									
TOTAL	0	3,420	3,600	3,600	0	3,600										
PROPOSED FUNDING SOURCES			*****													
UNB BALANCES			*****													
GENERAL REVENUES			*****													
SPECIAL REVENUES			*****													
FEDERAL FUNDS			*****													
STATE CENTRAL SERVICES FUND		3,420	*****	3,600		3,600										
NON-REVENUE RECEIPTS			*****													
CASH FUNDS			*****													
OTHER			*****													
TOTAL FUNDING		3,420	*****	3,600		3,600										
EXCESS APPRO/ (FUNDING)			*****													
TOTAL		3,420	*****	3,600		3,600										

EPT 004 CONSTITUTIONAL OFFICES
 GY 063 SECRETARY OF STATE
 PPRO 910 LEGISLATIVE PORTRAITS
 UND HSC STATE CENTRAL SERV-(000)

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

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

CHARACTER TITLE	-----EXPENDITURES-----			96-97 AUTHORIZED			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96 ACTUAL	96-97 BUDGETED	96-97 APPRO	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE				
										97-98	98-99	97-98	98-99			
PUBLISHING EXPENSES	25,591	34,409	34,408	60,000	-60,000	0	0	0	0							
THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM																
TOTAL	25,591	34,409	34,408	60,000	(60,000)	0	0	0	0							
PROPOSED FUNDING SOURCES			*****													
FUND BALANCES			*****													
GENERAL REVENUES			*****													
SPECIAL REVENUES			*****													
FEDERAL FUNDS			*****													
STATE CENTRAL SERVICES FUND	25,591	34,409	*****	60,000	(60,000)											
NON-REVENUE RECEIPTS			*****													
CASH FUNDS			*****													
OTHER			*****													
TOTAL FUNDING	25,591	34,409	*****	60,000	(60,000)											
EXCESS APPRO/ (FUNDING)			*****													
TOTAL	25,591	34,409	*****	60,000	(60,000)											

DEPT 004 CONSTITUTIONAL OFFICES
 AGY 063 SECRETARY OF STATE
 APPRO 899 STATE BOARD OF ELECTION COMMISSIONERS
 FUND HSC STATE CENTRAL SERV-(000)

APPROPRIATION SUMMARY

BR 215