

## SECRETARY OF STATE

<b>Budget Summary</b>							
Fund	2020-21 Base Year Doubled	2021-23 Governor	2021-23 Jt. Finance	2021-23 Legislature	2021-23 Act 58	Act 58 Change Over <u>Base Year Doubled</u>	
						Amount	Percent
PR	\$566,000	\$880,500	\$562,800	\$562,800	\$562,800	-\$3,200	- 0.6%

<b>FTE Position Summary</b>						
Fund	2020-21 Base	2022-23 Governor	2022-23 Jt. Finance	2022-23 Legislature	2022-23 Act 58	Act 58 Change
						Over 2020-21 Base
PR	2.00	4.00	2.00	2.00	2.00	0.00

### Budget Change Items

**1. STANDARD BUDGET ADJUSTMENTS [LFB Paper 101]**

PR	-\$3,200
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**Governor/Legislature:** Provide an adjustment of -\$1,600 annually to the Secretary of State's (SOS) program fees appropriation for full funding of continuing position salaries and fringe benefits.

**2. ADDITIONAL RESOURCES FOR THE OFFICE**

	<u>Governor</u>		<u>Jt. Finance/Leg.</u>		<u>Net Change</u>	
	<u>(Chg. to Base)</u>	<u>Funding Positions</u>	<u>(Chg. to Gov)</u>	<u>Funding Positions</u>	<u>Funding Positions</u>	<u>Funding Positions</u>
PR	\$317,700	2.00	-\$317,700	- 2.00	\$0	0.00

**Governor:** Provide \$154,900 in 2021-22 and \$162,800 in 2022-23 and 2.00 FTE positions annually to the SOS's program fees appropriation. The increased expenditure authority would reflect increased funding for salary, fringe, and supplies and services, partially offset by reduced LTE funding, for a new unclassified Deputy (Assistant) Secretary of State position and a classified Office Operations Associate position for the Office of the Secretary of State, including one-time

financing (\$20,700) that would be necessary to move the office to a new location to accommodate the additional positions. The administration indicates that the new positions created under the bill would restore SOS staffing levels to those experienced prior to 2015 Act 55. According to the administration, the new location for the office has not been determined.

The bill would allow the SOS to appoint an Assistant Secretary of State who could perform and execute any of the duties and powers of the SOS, except as a member of the Board of Commissioners of Public Lands. The Assistant would have to take and subscribe the Oath of Office, as prescribed under the state constitution, and would have to give bond to the SOS in the sum and with the conditions prescribed by the Secretary, conditioned for the faithful discharge of the duties. The Oath would have to be filed and preserved in the Office of the Governor. The salary of the Assistant could not exceed the maximum of the salary range one range below the salary range of the executive salary group to which the SOS is assigned.

The Office Operations Associate position would take the place of the current LTE position provided to the SOS. Duties of this position would include records management, as it relates to apostilles and other authentications, and office assistant responsibilities that had to be reallocated when staffing levels were reduced.

**Joint Finance/Legislature:** Provision not included.

### 3. TRANSFER FROM DFI

	<b>Governor (Chg. to Base)</b>	<b>Jt. Finance/Leg. (Chg. to Gov)</b>	<b>Net Change</b>
PR-REV	\$80,000	- \$80,000	\$0

**Governor:** Provide an increase in the amount of funds transferred from the Department of Financial Institutions' (DFI) general program operations appropriation to the SOS's program fees appropriation from \$150,000 to \$190,000, annually. As a result, increase estimated program revenues deposited into the SOS's program fees appropriation by \$40,000, annually. The administration indicates that the increased revenue transfer would support the SOS's general program operations, including the additional requested positions.

**Joint Finance/Legislature:** Provision not included.

### 4. ADMINISTRATIVE ATTACHMENT TO DOA

**Governor:** Specify that the Office be administratively attached to the Department of Administration (DOA) for budgeting, program coordination, and related management purposes. While DOA currently provides such services to the SOS, the Office is not statutorily attached to DOA. The bill would formalize current practice in statute. [See "Administration -- General Agency Provisions."]

**Joint Finance/Legislature:** Provision not included.

## 5. TRANSFER MUNICIPAL FILING RECORDS AND DUTIES TO DOA

**Governor:** Transfer the duty of filing certain municipal records from the SOS to the Secretary of Administration, and transfer all relevant records. 2015 Act 55 (the 2015-17 biennial budget) transferred most, but not all, municipal records filing duties to DOA. This bill would transfer the remainder of these duties, including the filing of the following records: (a) retrocessions of jurisdiction; (b) certain county board ordinances; (c) county board redistricting plans and amendments and changes to the number of county supervisors; (d) county clerk and register of deeds signatures and official seal impressions; (e) lists of local officials; (f) city and village charter ordinances; (g) joint local water authority and municipal electric company contracts; (h) certificates of dissolution, relating to redevelopment corporations; (i) bridge construction findings, determinations, and orders; (j) local referendum results and documents relating to municipal power and water districts; (k) subdistrict director appointment results; (l) certified copies of municipal water district boundaries; and (m) the Oath of Office for metropolitan sewerage district commissioners. In addition, DOA, rather than the SOS, would be required to send tax apportionment notices to county officials.

The Office notes that only the duties and records for filing of charter ordinances remains with the SOS. However, the administration indicates that it is currently accepting the files identified in this transfer. Therefore, this provision would mainly serve to update state law to reflect current practices.

**Joint Finance/Legislature:** Provision not included.