

# SECRETARY OF STATE

Budget Summary						FTE Position Summary				
Fund	2022-23 Adjusted Base	Governor		2023-25 Change Over Base Year Doubled		2022-23	Governor		2024-25 Over 2022-23	
		2023-24	2024-25	Amount	%		2023-24	2024-25	Number	%
PR	\$288,100	\$485,100	\$500,300	\$409,200	71.0%	2.00	4.00	4.00	2.00	100.0%

## Budget Change Items

### 1. STANDARD BUDGET ADJUSTMENTS

PR	-\$13,000
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**Governor:** Provide an adjustment of -\$6,500 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

	Funding	Positions
PR	\$422,200	2.00

**Governor:** Provide \$203,500 in 2023-24 and \$218,700 in 2024-25 and 2.0 positions annually to the SOS's program fees appropriation. The increased expenditure authority would reflect increased funding for salary, fringe, and supplies and services, offset partially 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, as well as one-time financing (\$23,700) that would be necessary to move the office to a new location that could 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 Administration states that 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.

[Bill Sections: 62, 250, 565, 567, and 2521]

**3. TRANSFER FROM DFI**

PR-REV	\$220,000
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**Governor:** Increase 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 \$260,000, annually. As a result, increase estimated program revenues deposited into the SOS's program fees appropriation by \$110,000, annually. The Administration indicates that the increased revenue transfer would support the SOS's general program operations, including the additional requested positions. [See "Financial Institutions."]

[Bill Section: 271]

**4. GPR-EARNED ESTIMATE**

GPR-REV	-\$236,780
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**Governor:** Estimate the SOS's GPR-REV at \$0, annually, to reflect the changes made for the additional positions and the increased transfer from DFI provided under the bill. This estimate represents a decrease of \$118,400 in 2023-24 and \$118,380 in 2024-25.

Under current law, operations of the SOS are primarily funded from its program fees appropriation. Revenues deposited into this appropriation are from a transfer of revenues from DFI and from fees charged by the SOS for services performed by the Office. Any unencumbered balance at the close of a fiscal year exceeding 10% of that fiscal year's expenditures in this appropriation are transferred to the general fund.