



Legislature of the Virgin Islands

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POST AUDIT DIVISION

July 18, 2016

COMMITTEE ON FINANCE

Fiscal Year 2017

Budget Hearings

OFFICE OF THE LIEUTENANT GOVERNOR

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INTRODUCTION

The Office of the Lieutenant Governor’s (LGO) mission is to regulate and monitor the activities of banks, insurance companies, and other financial institutions operating in the United States Virgin Islands. *The LGO is responsible for:*

- Administering and processing requests for articles of incorporation, insurance licenses, and recording of deeds
- Providing an assessment of all real property taxes
- Executing all mandates in a timely manner
- Collecting taxes and other fees for the Government of the Virgin Islands

The Lieutenant Governor is the Secretary of State, Chairman of the Banking Board, and the Commissioner of Insurance and has direct responsibility over five (5) major divisions and three (3) subdivisions.

- Administration and Financial Management
- Real Property Tax
- Recorder of Deeds
- Banking and Insurance
- Corporation and Trademarks
 - V.I. Passport Acceptance Facility
 - Notary Services
 - V.I. State Health Insurance Assistance Program (VISHIP) and Medicare

In the absence of the Governor, the Lieutenant Governor becomes the Acting Governor of the U.S. Virgin Islands.

YEAR IN REVIEW

Act No. 7758 which provided funds for the operation of the Government of the Virgin Islands during the Fiscal Year ending September 30, 2016 appropriated the sum of **\$6,652,360** for operations from the General Fund. An additional funding of **\$848,515** was provided through Act No. 7873 to accommodate department –wide salary increases.

OFFICE OF LIEUTENANT GOVERNOR
Fiscal Year 2016
Appropriation Summary - General Fund

| Operations | Funding |
|--|---------------------------|
| Operating Expenses | \$ 6,652,360 |
| Utilities | - |
| <i>TOTAL Operating Expenses</i> | <i>\$6,652,360</i> |
| <i>OMB Budget Allotment Log –Act No. 7873</i> | <i>\$7,500,875</i> |
| <i>Difference from Act No. 7758</i> | <i>848,515</i> |
| <i>Allotment as of May 25, 2016</i> | <i>\$5,609,025</i> |
| Unalotted Amount | \$ 1,891,850 |

FISCAL YEAR 2017 BUDGET SUMMARY

The Governor has provided General Fund projections of **\$9,783,713** for fiscal year 2017. This represents an increase of **\$3,131,353** above fiscal year 2016(pre-salary increase of Act 7873) appropriation of **\$6,652,360**. Additionally, the Office is slated to receive *local funding* in the amount of **\$9,196,178** and *federal funds* in the amount of **\$45,887** which will the Office's grand total to **\$19,025,778** for the fiscal year. An overview of the Office of the Lieutenant Governor's Financial Summary as recommended by the Governor has been listed *Exhibit I*.

OFFICE OF LIEUTENANT GOVERNOR
Financial Summary
Fiscal Year 2015 through Fiscal Year 2017
Exhibit I

| Description | FY 2015 Expenditure | FY 2016 Appropriation | FY 2017 Projections | Variance | % Chg |
|---|------------------------|--------------------------|------------------------|---------------------|--------------|
| Appropriated Funds: | | | | | |
| General Fund: | | | | | |
| Personnel Services | \$ 3,452,793 | \$ 4,566,880 | \$ 5,464,974 | \$ 898,094 | 20% |
| Fringe Benefits | 1,511,367 | 2,045,480 | 2,318,739 | 273,259 | 13% |
| Supplies | 138,566 | 40,000 | - | (40,000) | (100%) |
| Other Services | 378,021 | - | 2,000,000 | 2,000,000 | 100% |
| Utilities | 91,810 | - | - | - | - |
| Miscellaneous | 114,684 | | | | |
| Total General Fund | \$ 5,687,241 | \$ 6,652,360 | \$ 9,783,713 | \$ 3,131,353 | 47% |
| Total Appropriated Funds | \$ 5,687,241 | \$ 6,652,360 | \$ 9,783,713 | \$ 3,131,353 | 47% |
| Non-Appropriated Funds: | | | | | |
| Corporation Division Revenue Fund: | | | | | |
| Supplies | 30,359 | 61,004 | 31,500 | (29,504) | (48%) |
| Other Svcs. & Chgs. | 80,430 | 259,553 | 201,146 | (58,407) | (23%) |
| Utilities | 31,368 | 55,228 | 32,400 | (22,828) | (41%) |
| Capital Projects | 39,788 | 27,662 | 15,300 | (12,362) | (5%) |
| Total Corporation Division Revenue Funds | \$ 181,945 | \$ 403,447 | \$ 280,346 | \$(123,101) | (31%) |
| Tax Assessor's Revolving Fund: | | | | | |
| Supplies | \$340 | \$- | \$58,500 | \$58,500 | 100% |
| Other Svcs. & Chgs. | 283,815 | 109,368 | 367,520 | 258,152 | 236% |
| Utilities | 45,443 | | 43,080 | 43,080 | 100% |
| Capital Projects | - | - | 30,900 | 30,900 | 100% |
| Total Tax Assessor's Revolving Fund | \$ 329,598 | 109,368 | 500,000 | 390,632 | 357% |
| Financial Services Fund: | | | | | |
| Personnel Services | \$ 320,684 | \$ 1,488,441 | \$ 623,455 | \$ (864,986) | (58%) |
| Fringe Benefits | 136,814 | 608,452 | 225,799 | (382,653) | (63%) |
| Supplies | 188,995 | 339,651 | 500,100 | 160,449 | 47% |
| Other Svcs. & Chgs. | 1,754,072 | 3,246,124 | 3,426,478 | 180,354 | 6% |
| Utilities | 239,903 | 439,236 | 340,000 | (99,236) | (23%) |
| Capital Projects | 12,915 | (29,175) | 75,000 | 104,175 | 355% |
| Total Financial Services Fund | \$2,653,283 | \$ 6,092,729 | \$ 5,190,832 | \$ (901,897) | (15%) |
| Comm Insurance Administration Fund: | | | | | |
| Personnel Services | \$ 1,631,687 | \$ 1,477,000 | \$ 2,089,390 | 612,390 | 41% |
| Fringe Benefits | 662,540 | 656,383 | 870,486 | 214,103 | 33% |
| Supplies | 26,808 | 51,959 | - | (51,959) | (100%) |

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| Description | FY 2015 Expenditure | FY 2016 Appropriation | FY 2017 Projections | Variance | % Chg |
|---|------------------------|--------------------------|------------------------|---------------------|--------------|
| Other Svcs. & Chgs. | 771,961 | 587,995 | 40,124 | (547,871) | (93%) |
| Utilities | 18,774 | 79,055 | - | (79,055) | (100%) |
| Capital Projects | 22,506 | 27,628 | - | (27,628) | (100%) |
| Total Comm Insurance Administration Fund | \$3,134,276 | \$ 2,880,020 | \$ 3,000,000 | \$ 119,980 | 4% |
| GIS Data Access Fund: | | | | | |
| Personnel Services | \$ - | - | - | - | - |
| Fringe Benefits | - | - | - | - | - |
| Supplies | \$23,602 | \$6,500 | \$5,000 | \$(1,500) | (23%) |
| Other Svcs. & Chgs. | - | 40,426 | 20,000 | (20,426) | (51%) |
| Utilities | - | - | - | - | - |
| Capital Projects | - | 2,000 | - | (2,000) | (100%) |
| Total GIS Data Access Fund | \$ 23,602 | 48,926 | 25,000 | (23,926) | (49%) |
| Recorder of Deeds Revolving Fund: | | | | | |
| Supplies | \$23,735 | \$54,822 | \$29,148 | \$(25,674) | (47%) |
| Other Svcs. & Chgs. | 106,807 | 135,268 | 152,852 | 17,584 | 13% |
| Utilities | 179 | 18,654 | 18,000 | (654) | (4%) |
| Capital Projects | - | 5,006 | - | (5,006) | (100%) |
| Total Recorder of Deeds Revolving Fund | \$ 130,721 | 213,750 | 200,000 | (13,750) | (6%) |
| Total Non- Appropriated Funds | \$ 6,453,425 | \$ 9,748,240 | \$ 9,196,178 | \$ (552,062) | (6%) |
| Federal Funds: | | | | | |
| Personnel Services | \$ - | - | - | - | - |
| Fringe Benefits | - | - | - | - | - |
| Supplies | - | 4,236 | 4,236 | - | - |
| Other Svcs. & Chgs. | 17,915 | 41,651 | 41,651 | - | - |
| Utilities | - | - | - | - | - |
| Capital Projects | - | - | - | - | - |
| Total Federal Funds | \$ 17,915 | 45,887 | 45,887 | - | - |
| GRAND TOTAL | \$12,158,581 | \$16,446,487 | \$19,025,778 | \$ 2,579,291 | 16% |

Corporation Division Revolving Fund: 10% of the monies collected by the Division including 10% of all fines and such sums appropriated by the Legislature; for operating expenses, equipment and staffing.

Financial Services Fund: All monies collected by the Division of Banking and Insurance for the purpose of staffing, operating expenses and equipment.

Tax Assessor's Revolving Fund: 1% of Real Property Taxes collected annually or an amount not to exceed \$500,000 for data processing equipment, staff, staff training , professional services and supplies.

Recorder of Deeds Fund: (1) All sums appropriated from time to time by the Legislature; (2) All fees collected by the Recorder of Deeds; and

The monies in the Fund shall remain available until expended; except that, whenever the balance of the Office of the Recorder of Deeds Fund equals or exceeds \$ 200,000, the Commissioner of Finance shall deposit any amounts over \$ 200,000 into the General Fund.

The Commissioner of Finance shall disburse all monies pertaining to the Fund, upon the authorization of the Lieutenant Governor, exclusively for disaster recovery, data warehousing, providing public access via the internet, the purchase and maintenance of software, hardware, and licensing agreements, the hiring and training of personnel and for the procurement of such other supplies, equipment, and professional services as the Lieutenant Governor determines to be necessary for maintaining and improving the Recorder of Deeds

GIS Data Access Fund: Source and use of funds should be provided by Lt. Governor's Office
Commissioner of Insurance Admin Fund: Source and use of funds should be provided by Lt. Governor's Office

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Exhibit II provides a detailed listing by line item for fiscal year's 2015 Actual Expenditures, fiscal year 2016 appropriation, and projections for fiscal year 2017.

Exhibit II

| Line Item | Line Item Breakdown | FY 2015 Actuals | FY 2016 Appropriations | FY 2017 Projections |
|-------------------------------|-------------------------------------|-------------------------------|-------------------------------|----------------------------|
| Personnel Services: | Classified Empl. Sal. | \$ 1,450,806 | \$ 2,397,175 | \$ 2,4057,829 |
| | Unclassified Empl. Salaries | 1,215,115 | 1,869,400 | 1,955,000 |
| | Temp/part time Salaries | 11,025 | - | - |
| | Overtime Salaries | 111,954 | 109,350 | 108,519 |
| | Other Differential Comp | 10,480 | - | - |
| | Lump Sum Payments | 39,440 | 190,955 | 995,626 |
| | Fees & Compensation | 31,726 | - | - |
| | Holiday Pay | 227,155 | - | - |
| | Sick Pay | 132,594 | - | - |
| | Accrued Pay Leave | 209,037 | - | - |
| | Employer Contribution Ret | 13,462 | - | - |
| | TOTAL Personnel Services | \$ 3,452,793 | \$ 4,566,880 | \$ 5,464,974 |
| Fringe Benefits: | Employer Contr. Retirement | \$ 581,930 | \$ 849,024 | \$ 1,044,823 |
| | FICA | 212,696 | 283,146 | 338,828 |
| | Medicare | 49,858 | 66,220 | 79,242 |
| | Health Insurance Premium | 666,844 | 842,963 | 851,886 |
| | Workers Comp. Premiums | 39 | 4,127 | 3,960 |
| | | TOTAL Fringe Benefits | \$1,511,367 | \$2,045,480 |
| Supplies | Office Supplies | \$ 47,519 | \$ 40,000 | \$ - |
| | Operating Supplies | 89,997 | - | - |
| | Vehicle Supplies | 723 | - | - |
| | Repair and Maintenance Sup | 18 | - | - |
| | Food | 201 | - | - |
| | Data Processing Software | 108 | - | - |
| | | TOTAL Supplies | \$ 138,566 | \$ 40,000 |
| Other Svc. & Chgs. | Repair & Maintenance | \$ 20,812 | \$ - | \$ - |
| | Rental of Land & Building | 148,312 | - | - |
| | Professional Services | 120,804 | - | 2,000,000 |
| | Communication | 56,101 | - | - |
| | Insurance | 3,200 | - | - |
| | Transportation Not Travel | 1,000 | - | - |
| | Travel | 3,372 | - | - |
| | Purch. Bulk Airline tickets | 19,620 | - | - |
| | Other Services NOC | 1,800 | - | - |
| | TOTAL Other Ser. & Chgs. | \$ 378,021 | \$ - | \$2,000,000 |
| Utility Services: | Electricity | \$ 91,810 | - | - |
| | Water | - | - | - |
| | | TOTAL Utility Services | \$ 91,810 | \$ - |
| | TOTAL General Fund | \$ 5,572,557 | \$ 6,652,360 | \$ 9,783,713 |

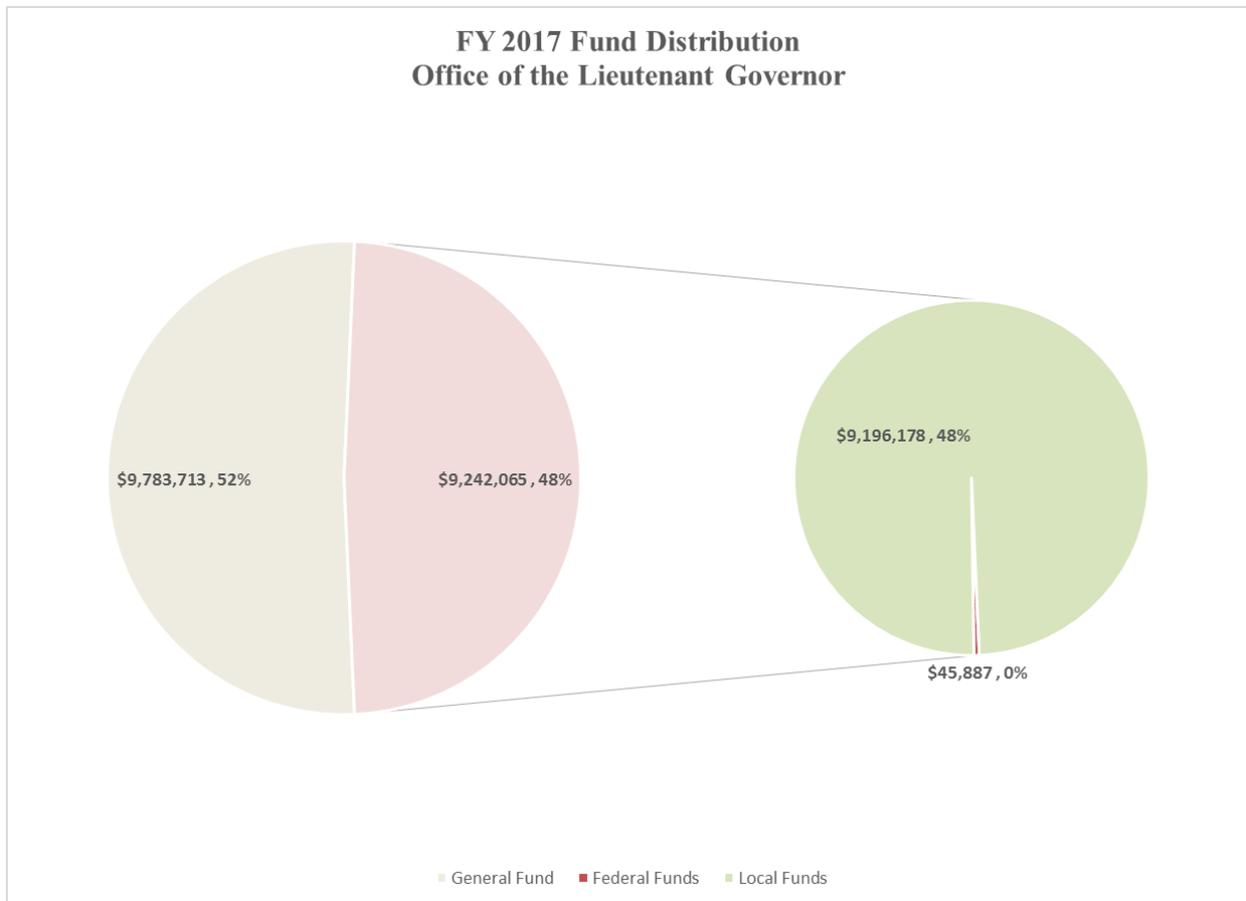
OFFICE OF LIEUTENANT GOVERNOR

Expenditures Report: fiscal year 2015 & 2016 & projections for fiscal year 2017
Exhibit III

| | Description | FY 2015 Expenditure | FY 2016 Expenditure as of 4/15/16 | LGO Projections FY 2017 |
|---------------------------|--------------------|---------------------|-----------------------------------|-------------------------|
| General Fund: | | | | |
| | Personnel Services | \$3,452,793 | \$1,951,178 | \$5,464,974 |
| | Fringe Benefits | 1,511,367 | 867,586 | 2,318,739 |
| | Supplies | 138,367 | 6,454 | - |
| | Other Svs & Chgs | 378,021 | 212,489 | 2,000,000 |
| | Capital Outlays | - | 26,112 | |
| | Utilities | 91,810 | - | - |
| | Miscellaneous | 114,684 | - | - |
| Total General Fund | | \$5,687,242 | \$3,063,819 | \$9,783,713 |

Exhibit IV provides a graphical overview of the various sources of funds for the LGO's budget recommendations for FY 2017.

Exhibit IV



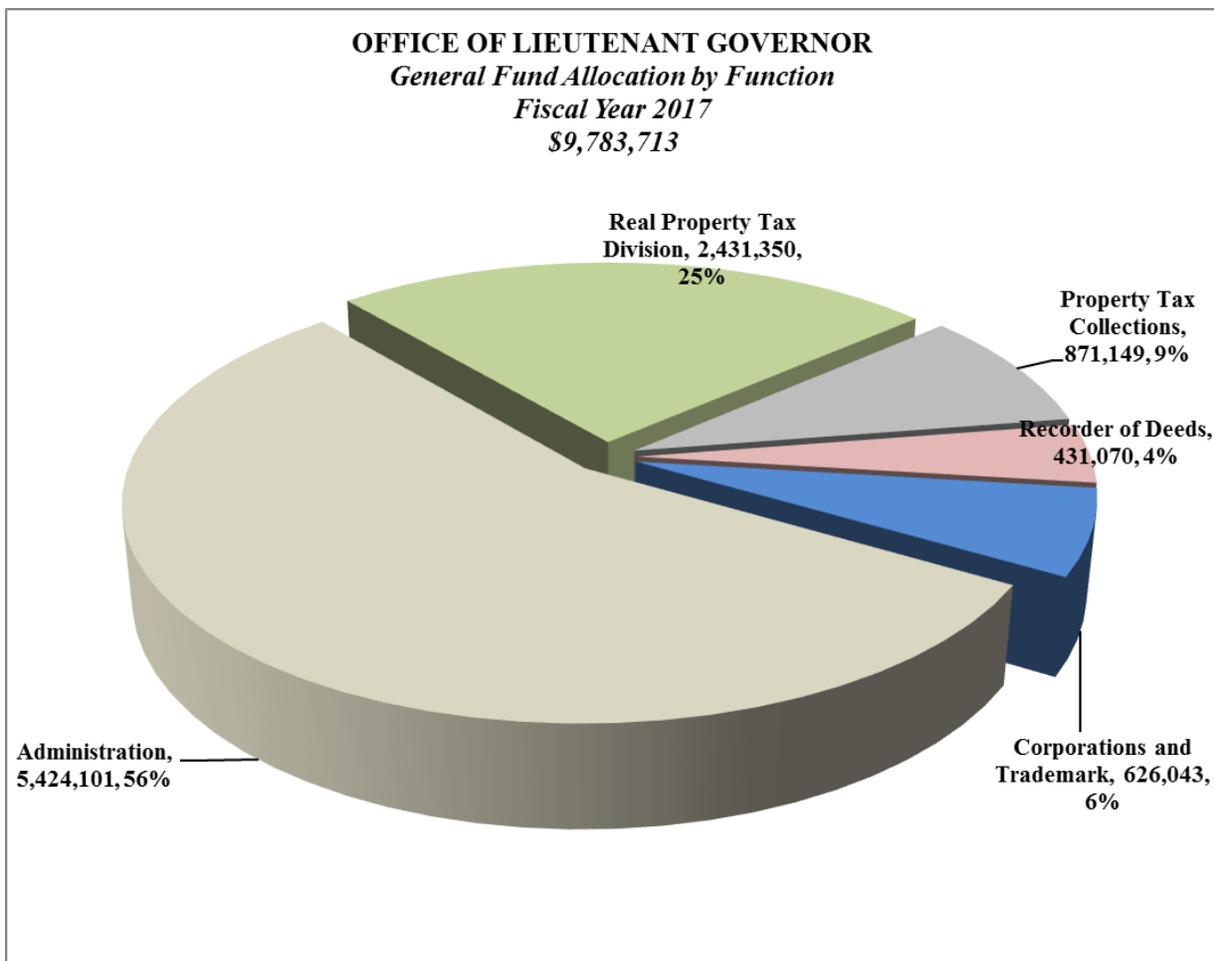
FISCAL YEAR 2017 BUDGET SUMMARY DETAIL

For FY 2017, the Office’s strategic goals are to *maintain stability in the economy and financial markets; regulate financial institutions; assure equity in valuation of real properties; and increase revenues*. These measures are being supported by the following performance goals:

- Ensure solvency in financial institutions
- Promote safety and security through the issuance of local and national legal documents
- Monitor compliance
- Establish market value
- Collect taxes and fees
- Promote operational efficiency

The Office of the Lt. Governor exists under five functional areas. *Exhibit V* is a chart of the Office’s allocation by division for Fiscal Year 2017.

Exhibit V



OFFICE OF LIEUTENANT GOVERNOR
Functional Statements
Exhibit VI

| Division | Functional Statements |
|-------------------------------------|--|
| <i>Administration</i> | The Administration Division oversees the daily operations of the Office of the Lieutenant Governor, which is comprised of four (4) other divisions. It facilitates the procurement of goods and services, centralizes the maintenance of all personnel, time and attendance activities, and financial records. In addition, this Division is responsible for administering and regulating the passport and notary processes. |
| <i>Real Property Tax Assessment</i> | The Real Property Tax Division assesses all real property in the U.S. Virgin Islands, updates tax maps to levels of acceptance for locating real property, maintains updated tax assessment rolls for all federally and locally owned properties, and dispenses corresponding bills. |
| <i>Real Property Tax Collection</i> | The Real Property Tax Division collects all real property taxes for the U.S. Virgin Islands; issues property tax clearance letters, enforces real property tax payments, and updates all real property tax collection records. |
| <i>Recorder of Deeds</i> | The Recorder of Deeds Office is responsible for the recordation and filing of federal and local deeds, mortgages, contracts, liens, mortgage releases, and all other legal instruments relating to the transfer of title and encumbrances on all real and personal property. It is also responsible for the sale of all revenue stamps. |
| <i>Banking and Insurance</i> | The Division of Banking and Insurance serves as the Regulatory Administrative Agency with responsibility to regulate all banking, insurance, securities, and financial services in the Territory. |
| <i>Corporation and Trademark</i> | The Corporation and Trademarks division is responsible for articles of incorporation; amendments for acquisitions and mergers; V.I. foreign sales corporations; exempt companies domestic, foreign and non-profit corporations and limited liability partnerships; changes of names and trademarks; limited partnerships; the Uniform Commercial Code; the computation of franchise taxes; and review and filing of annual reports and financial statements. |

FISCAL YEAR 2017 BUDGET OVERVIEW

PERSONNEL SERVICES

The Governor has provided General Fund Projections of **\$5,464,974** for fiscal year 2017. The Governor's recommendation indicates a **20%** increase of **\$898,094** above the Fiscal Year 2016 General Fund appropriation of **\$4,566,880**. An extended directory of the Office of the Lieutenant Governor's *personnel listing* can be viewed in *Appendix I*.

Exhibit VII

| Office of the Lieutenant Governor | | | Position Classification | | | | Adjustments |
|-------------------------------------|------------|---------------------|-------------------------|--------------------|------------|---------------------|------------------|
| Fund Name | Pos # | FY 2017 Budget | Unclassified | | Classified | | |
| | | | Pos # | Total | Pos # | Total | Total |
| <i>General Fund</i> – 0100 | 119 | \$5,464,974 | 38 | 1,955,000 | 81 | 2,405,829 | 1,104,145 |
| <i>Financial Serv. Fund</i> 2103 | 11 | 623,455 | 5 | 405,000 | 6 | 181,597 | 36,858 |
| <i>Banking & Ins. Fund</i> 2110 | 43 | 2,089,390 | 26 | 1,325,500 | 17 | 729,890 | 34,000 |
| Grand Total | 173 | \$ 8,177,819 | 69 | \$3,685,500 | 104 | \$ 3,317,316 | 1,175,003 |

Personnel Costs for the *Office of the Lieutenant Governor* will cover **173** positions, **67%** of which is funded by the General Fund. This represents an increase of **5** positions above fiscal year 2016.

Exhibit VIII displays the *Office of the Lieutenant Governor's* total vacancies for fiscal year 2017.

Exhibit VIII

| General Fund 0100 - Vacancies | | |
|-------------------------------------|-------------------|----------|
| Chief Of Staff | 90,000 | Vacant |
| Executive Chau. Lt. Gov | 40,000 | Vacant |
| Maintenance Specialist | 25,000 | Vacant |
| Comp Est Evaluation Spec | 45,000 | Vacant |
| TOTAL Unclassified Vacancies | \$ 200,000 | 4 |
| Administrative Assis | 31,100 | Vacant |
| Cashier I | 20,399 | Vacant |
| Cashier II | 27,264 | Vacant |
| Cashier II | 20,140 | Vacant |
| Cashier II | 24,347 | Vacant |
| Passport Examiner | 24,460 | Vacant |
| Admin Assistant | 31,100 | Vacant |
| Real Pro Record Officers | 24,460 | Vacant |
| Real Prop Records Officers | 24,460 | Vacant |
| Supervisor of Appraisers | 45,222 | Vacant |
| Chief Enforcement | 45,222 | Vacant |
| Chief Enforcement | 48,443 | Vacant |
| Real Prop Tax Coll I | 22,364 | Vacant |
| Real Prop Tax Coll I | 25,292 | Vacant |
| Real Prop Tax Coll I | 22,364 | Vacant |
| Teller I | 21,567 | Vacant |
| Franchise Tax Audito | 37,571 | Vacant |

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| General Fund 0100 - Vacancies | | |
|--------------------------------------|-------------------|-----------|
| Real Property Record Ofc | \$24,460 | Vacant |
| Real Property Record Ofc | 36,089 | Vacant |
| Franchise Tax Auditor | 37,571 | Vacant |
| Junior Corp Examiner | 24,460 | Vacant |
| Junior Corp Examiner | 24,460 | Vacant |
| TOTAL Classified Vacancies | \$ 605,244 | 21 |
| | \$805,244 | 25 |

| Fund 2103 - Banking and Insurance | | |
|--|------------------|----------|
| Chief Other Fin | \$ 75,000 | Vacant |
| TOTAL Unclassified Vacancies | \$ 75,000 | 1 |
| TOTAL Fund 2103 | \$ 75,000 | 1 |

| Fund 2110 - Financial Services | | |
|---------------------------------------|-------------------|----------|
| Internal Auditor | \$ 80,000 | Vacant |
| Constituent Worker | 40,000 | Vacant |
| Special Asst to Banks | 45,000 | Vacant |
| Administrative Aid | 40,000 | Vacant |
| TOTAL Unclassified Vacancies | \$ 205,000 | 4 |
| Financial Serv Exam | 35,140 | Vacant |
| Total Fund 2110 | \$ 35,140 | 1 |
| TOTAL Vacancies | \$ 240,140 | 5 |

SUPPLEMENTARY INFORMATION

CONTRACT

Exhibit IX displays the Office of the Lieutenant Governor's contract listing for fiscal year 2016 - 2017.

Exhibit IX

| Vendor/Name | Period | Amount | Purpose | Payment October 1, 2015 to Present |
|---------------------------|--|-------------------|---|--|
| Property Info Corporation | 5/15/14 to 5/14/17 | \$72,900 | Provide e-commerce (document sales) and disaster recovery | \$36,450 |
| Foster Moore (File One) | 7/24/14 to 7/30/15 3/17/16 to 3/16/18 | 110,000 | Project Management, system analysis customization of software, installations and upgrades | \$64,167 paid to date on the contract ended 7/30/15 and \$1,000,000 paid to date on the contract beginning March 2016. |
| | TOTAL | \$ 182,900 | | |

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LEASES

Exhibit X. displays the Office of the Lieutenant Governor’s leases for fiscal year 2016- 2017.

Exhibit X

| Lessor | Location | Sq. Ft. | Annual Rent | Period |
|---|---|----------------|---------------------|--|
| B & W Realty also referred to as TNC, Inc. d/b/a Nisky Center | Suite 211 Nisky Center St. Thomas, V.I. | 9,940 | \$ 256,966 | 10/1/13 - 9/30/18 |
| Inga Hiilivirta, Trustee, Islandia Building | #18-23 Estate Enighed Cruz Bay, St. John | 1,500 | 89,115 | 6/1/14 - 5/31/18 |
| King Cross Associates, Inc. | #1131 Kings Cross Street | 17,814 | 236,964 | 7/1/10 - 6/30/15 <i>Extending</i> |
| VI Housing Finance Authority | Lagoon St., Complex Building F'sted, St. Croix VI | 1,833 | 8,707 | 7/1/10 - 6/30/15 <i>Extending</i> |
| Vanterpool Enterprises | No. 52-E-1 Estate No. 6A New Quarter, St. Thomas, VI | 15,200 | \$523,504 | Lease Expired in 2014 - Renewal Under Negotiation |
| VI Housing Finance Authority | Lagoon St., Complex Building F'sted, St. Croix VI | 292 | 3,358 | 7/1/14 - 6/30/16 <i>Extending</i> |
| TOTAL | | 46,579 | \$ 1,118,614 | |

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VEHICLE LISTING

The LGO has a total of **32** vehicles (13 in STT/STJ, & 19 in STX). *Exhibit XI* displays the LGO's vehicle listing for FY 2017.

Exhibit XI

| Year | Make | Model | Division | Funding Source | Lease/ Own | Condition | Office | Plate |
|--------------|-------------|--------------|-----------------|-----------------------|-------------------|------------------|---------------|--------------|
| 2004 | Buick | Park Ave | Administration | Local | Own | Good | STT | GOV-02 |
| 2012 | Chevy | Captiva | Administration | Local | Own | Fair | STT | LGO-07 |
| 2012 | Chevy | Captiva | Administration | Local | Own | Good | STT | TEK-482 |
| 2012 | Chevy | Captiva | Banking & Ins | Local | Own | Good | STT | LGO-08 |
| 2012 | Chevy | Captiva | Banking & Ins | Local | Own | Good | STT | LGO-09 |
| 2012 | Chevy | Captiva | Banking & Ins | Local | Own | Good | STT | LGO-17 |
| 2006 | Jeep | Wrangler | Property Tax | Local | Own | Fair | STT | TAX-01 |
| 2006 | Jeep | Wrangler | Property Tax | Local | Own | Poor | STT | TAX-17 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Poor | STT | TAX-09 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Poor | STT | TAX-10 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Poor | STT | TAX-11 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Poor | STT | TAX-12 |
| 2003 | Chevy | Equinox | Property Tax | Local | Own | Good | STJ | TAX-22 |
| 2003 | Chevy | Captiva | Property Tax | Local | Own | Good | STJ | TAX-32 |
| 2003 | Chevy | Captiva | Property Tax | Local | Own | Good | STJ | TAX-34 |
| 2003 | Chevy | Captiva | Property Tax | Local | Own | Good | STJ | TAX-35 |
| 2005 | Mercury | Marquis | Administration | Local | Own | Good | STX | GOV-2 |
| 2009 | Chevy | Tahoe | Administration | Local | Own | Good | STX | DEC-409 |
| 2009 | Chevy | Colorado | Administration | Local | Own | Good | STX | CEK-966 |
| 2004 | Chevy | Tracker | Administration | Local | Own | Good | STX | LGO-25 |
| 2004 | Chevy | Tracker | Administration | Local | Own | Good | STX | LGO-21 |
| 2003 | Chevy | Tracker | Administration | Local | Own | Good | STX | LGO-27 |
| 2008 | Chevy | Blazer | Administration | Local | Own | Good | STX | TCT -238 |
| 2003 | Chevy | Tracker | Banking & Ins | Local | Own | Good | STX | LGO-3 |
| 2012 | Chevy | Captiva | Banking & Ins | Local | Own | Good | STX | LGO-26 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Fair | STX | LGO-4 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Fair | STX | LGO-05 |
| 2006 | Jeep | Wrangler | Property Tax | Local | Own | Fair | STX | LGO-22 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Poor | STX | LGO-06 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Fair | STX | TAX-19 |
| 2014 | Chevy | Captiva | Property Tax | Local | Own | Good | STX | TAX-25 |
| 2014 | Chevy | Equinox | Property Tax | Local | Own | Good | STX | TAX-27 |
| 2014 | Chevy | Captiva | Property Tax | Local | Own | Good | STX | TAX-29 |
| 2014 | Chevy | Captiva | Property Tax | Local | Own | Good | STX | TAX-23 |
| 2003 | Chevy | Tracker | Property Tax | Local | Own | Fair | STX | TAX-02 |
| 2006 | Jeep | Wrangler | Property Tax | Local | Own | Fair | STX | TAX-18 |
| TOTAL | | | | | | | | |

FEDERAL GRANTS

Exhibit XII displays the Office of the Lieutenant Governor’s federal grant listing for fiscal year 2016.

Exhibit XII

| Grantor | Type of Grant | Amount |
|---|---|------------------|
| Department of Health and Human Services: Administration for Community Living | State Health Insurance Assistance Program | \$45,887 |
| | TOTAL | \$ 45,887 |

SUMMARY

The Governor has recommended a General Fund appropriation of **\$9,783,713** for fiscal year 2017. This represents an increase of **\$3,131,353** above the fiscal year 2016 appropriation of **\$6,652,360**. Two million dollars of this increase is for “Other Services” and, an explanation must be provided. Additionally, the Office is slated to receive Other and Federal *funding* in the amount of **\$9,242,065** which will bring their grand total to **\$19,025,778**.

| Office of the Lieutenant Governor | Fiscal Year 2017 |
|-----------------------------------|---------------------|
| General Fund Recommendations | \$ 9,783,713 |
| Local Funds | 9,196,178 |
| Federal Funds | 45,887 |
| TOTAL | \$19,025,778 |



Jose L. George
 Post Auditor

APPENDIX I
OFFICE OF THE LIEUTENENANT GOVERNOR
FISCAL YEAR 2017 PERSONNEL LISTS

| POSITION | SALARY | COUNT |
|----------------------------|---------------------|----------------|
| ADMINISTRATIVE AIDE | 40,000.00 | 1.0000 |
| DIR. BUS. & FIN. MGT | 80,000.00 | 1.0000 |
| DIST SUP PASSPORT SE | 50,000.00 | 1.0000 |
| DOMESTIC AIDE | 28,000.00 | 1.0000 |
| DOMESTIC AIDE | 30,000.00 | 1.0000 |
| EXEC SECRETARY | 55,000.00 | 1.0000 |
| FINANCIAL OFFICER | 40,000.00 | 1.0000 |
| HR & FISCAL ADMIN | 50,000.00 | 1.0000 |
| LIEUTENANT GOVERNOR | 125,000.00 | 1.0000 |
| PASSPORT TECHNICIAN | 28,000.00 | 1.0000 |
| PUBLIC RELATIONS OFF | 50,000.00 | 1.0000 |
| SECURITY AIDE | 30,000.00 | 1.0000 |
| SPEC ASST TO LT GOV | 51,500.00 | 1.0000 |
| SUPERVISOR GEN MAINT | 40,000.00 | 1.0000 |
| SUPERVISOR PASSPOR | 50,000.00 | 1.0000 |
| ASST TAX ASSESSOR | 63,000.00 | 1.0000 |
| COORD ADMIN SERVICES | 37,000.00 | 1.0000 |
| DEPUTY TAX ASSESSOR | 58,000.00 | 1.0000 |
| DEPUTY TAX ASSESSOR | 58,000.00 | 1.0000 |
| EXC AST FOR SUV & D | 35,000.00 | 1.0000 |
| GIS ADMINISTRATOR | 75,000.00 | 1.0000 |
| GIS MAPPING TECHNICA | 40,000.00 | 1.0000 |
| SPEC ASST TO TAX AS | 45,000.00 | 1.0000 |
| SURVEYOR | 65,000.00 | 1.0000 |
| TAX ASSESSOR | 85,000.00 | 1.0000 |
| TAX COLLECTOR | 80,000.00 | 1.0000 |
| DIST REC OF DEEDS | 65,000.00 | 1.0000 |
| DIST RECORDER OF DEE | 65,000.00 | 1.0000 |
| ASST DIR CORP & TRAD | 58,500.00 | 1.0000 |
| DATA ENTRY CLERK | 23,000.00 | 1.0000 |
| DIR CORP & TRADEMARK | 65,000.00 | 1.0000 |
| UNCLASSIFIED FILLED | 1,755,000.00 | 34.0000 |

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| POSITION | SALARY | COUNT |
|----------------------------|-------------------|---------------|
| CHIEF OF STAFF | 90,000.00 | 1.0000 |
| EXEC. CHAU. LT.GOV | 40,000.00 | 1.0000 |
| MAINTENANCE SPECIALI | 25,000.00 | 1.0000 |
| COMP EST EVAL SPEC | 45,000.00 | 1.0000 |
| UNCLASSIFIED VACANT | 200,000.00 | 4.0000 |
| ADMIN OFFICER 1 | 30,042.00 | 1.0000 |
| CASHIER II | 20,140.00 | 1.0000 |
| CASHIER II | 23,619.00 | 1.0000 |
| CASHIER II | 20,140.00 | 1.0000 |
| CUSTODIAL WORKER | 20,527.00 | 1.0000 |
| CUSTODIAL WORKER II | 24,738.00 | 1.0000 |
| FIN.MGT. SUPEVISOR | 61,608.00 | 1.0000 |
| PASSPORT EXAMINER | 24,460.00 | 1.0000 |
| SUPER. CASHIER | 42,165.00 | 1.0000 |
| SUPERVISOR CASHIER | 38,031.00 | 1.0000 |
| ADMIN ASST SUPERVSR | 42,403.00 | 1.0000 |
| ADMIN. OFFICER III | 31,438.00 | 1.0000 |
| ADMINISTRATIVE OFF I | 30,000.00 | 1.0000 |
| ASSISTANT APPRAISER | 29,159.00 | 1.0000 |
| BUILDING APPRAISER | 33,176.00 | 1.0000 |
| BUILDING APPRAISER | 36,643.00 | 1.0000 |
| BUILDING APPRAISER | 47,054.00 | 1.0000 |
| BUILDING APPRAISER | 41,944.00 | 1.0000 |
| BUILDING APPRAISER | 33,176.00 | 1.0000 |
| BUILDING APPRAISER | 33,176.00 | 1.0000 |
| BUILDING APPRAISER | 33,176.00 | 1.0000 |
| DATA ENTRY OPERAT II | 23,640.00 | 1.0000 |
| DATA ENTRY OPERT II | 20,906.00 | 1.0000 |
| DATA ENTRY OPERT II | 23,640.00 | 1.0000 |
| ENGINEERING AIDE | 20,140.00 | 1.0000 |
| ENGINEERING AIDE I | 20,140.00 | 1.0000 |
| LAND APPRAISER | 33,176.00 | 1.0000 |
| LAND APPRAISER | 33,176.00 | 1.0000 |

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| POSITION | SALARY | COUNT |
|--------------------------|---------------------|----------------|
| PASSPORT EXAMINER | 25,000.00 | 1.0000 |
| REAL PRO RECORD CLER | 20,002.00 | 1.0000 |
| REAL PRO RECORD OFFI | 24,460.00 | 1.0000 |
| REAL PRO RECORD OFFI | 24,460.00 | 1.0000 |
| REAL PROP RECORDS OF | 24,460.00 | 1.0000 |
| SUPER. OF APPRAISER | 57,536.00 | 1.0000 |
| REAL PROP TAX COLL | 25,292.00 | 1.0000 |
| REAL PROP TAX COL II | 27,710.00 | 1.0000 |
| REAL PROP TAX COLL I | 32,931.00 | 1.0000 |
| REAL PROP TAX COLL I | 22,364.00 | 1.0000 |
| TELLER I | 23,486.00 | 1.0000 |
| TELLER I | 21,567.00 | 1.0000 |
| TELLER I | 24,482.00 | 1.0000 |
| TELLER I | 27,433.00 | 1.0000 |
| TELLER II | 50,564.00 | 1.0000 |
| TELLER II | 45,606.00 | 1.0000 |
| CHIEF REAL RECORD OF | 37,280.00 | 1.0000 |
| REAL PRO RECORD OFFI | 26,522.00 | 1.0000 |
| REAL PROP REC OFF | 25,431.00 | 1.0000 |
| ADMINISTRATIVE ASST | 31,100.00 | 1.0000 |
| CORPORATE EXAMINER | 33,176.00 | 1.0000 |
| CORPORATE EXAMINER | 33,176.00 | 1.0000 |
| FRANCHISE TAX AUDITO | 37,571.00 | 1.0000 |
| JUNIOR CORP EXAMINER | 24,460.00 | 1.0000 |
| UNIFORM COMM CODE LI | 25,827.00 | 1.0000 |
| CLASSIFIED FILLED | 1,800,585.00 | 60.0000 |
| ADMINISTRATIVE ASST | 31,100.00 | 1.0000 |
| CASHIER I | 20,399.00 | 1.0000 |
| CASHIER II | 27,264.00 | 1.0000 |
| CASHIER II | 20,140.00 | 1.0000 |
| CASHIERII | 24,347.00 | 1.0000 |
| PASSPORT EXAMINER | 24,460.00 | 1.0000 |
| ADMININ. ASSISTANT | 31,100.00 | 1.0000 |
| REAL PRO RECORD OFFI | 24,460.00 | 1.0000 |
| REAL PROP RECORDS OF | 24,460.00 | 1.0000 |
| SUP OF APPRAISERS | 45,222.00 | 1.0000 |
| CHIEF ENFORCEMENT | 48,443.00 | 1.0000 |
| CHIEF ENFORCEMENT | 45,222.00 | 1.0000 |
| REAL PROP TAX COLL I | 25,292.00 | 1.0000 |
| REAL PROP TAX COLL I | 22,364.00 | 1.0000 |

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| POSITION | SALARY | COUNT |
|----------------------------|---------------------|-----------------|
| REAL PROP TAX COLL I | 22,364.00 | 1.0000 |
| TELLER I | 21,567.00 | 1.0000 |
| REAL PRO RECORD OFFI | 24,460.00 | 1.0000 |
| REAL PROP RECORDS OF | 36,089.00 | 1.0000 |
| FRANCHISE TAX AUDITO | 37,571.00 | 1.0000 |
| JUNIOR CORP EXAMINER | 24,460.00 | 1.0000 |
| JUNIOR CORP EXAMINER | 24,460.00 | 1.0000 |
| CLASSIFIED VACANT | 605,244.00 | 21.0000 |
| LUMP SUM | 922,255.00 | - |
| OVERTIME | 57,169.00 | - |
| LUMP SUM | 36,192.00 | - |
| OVERTIME | 36,350.00 | - |
| LUMP SUM | 10,387.00 | - |
| LUMP SUM | 17,541.00 | - |
| LUMP SUM | 9,251.00 | - |
| OVERTIME | 15,000.00 | - |
| ADJUSTMENTS | 1,104,145.00 | |
| TOTAL FUND 100 | 5,464,974.00 | 119.0000 |
| CHIEF OF SEC REGISTR | 80,000.00 | 1.0000 |
| CHIEF OF STAFF | 90,000.00 | 1.0000 |
| LEGAL COUNSEL | 85,000.00 | 1.0000 |
| LEGAL COUNSEL | 75,000.00 | 1.0000 |
| UNCLASSIFIED FILLED | 330,000.00 | 4.0000 |
| CHIEF OF OTHER FIN | 75,000.00 | 1.0000 |
| UNCLASSIFIED VACANT | 75,000.00 | 1.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| INSURANCE LIC EXAM | 27,386.00 | 1.0000 |
| INSURANCE LIC EXAM | 27,386.00 | 1.0000 |
| CLASSIFIED FILLED | 125,052.00 | 4.0000 |
| CONS PROT & EDU OFF | 27,386.00 | 1.0000 |
| SECURITIES REG EXAM | 29,159.00 | 1.0000 |
| CLASSIFIED NEW | 56,545.00 | 2.0000 |
| OVERTIME | 36,858.00 | - |
| ADJUSTMENT | 36,858.00 | |

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| POSITION | SALARY | COUNT |
|----------------------------|---------------------|----------------|
| TOTAL FUND 2103 | 623,455.00 | 11.0000 |
| ADMIN AIDE III | 45,000.00 | 1.0000 |
| ADMINISTRATIVE AIDE | 30,000.00 | 1.0000 |
| ADMINISTRATIVE AIDE | 40,000.00 | 1.0000 |
| ADMINISTRATIVE AIDE | 40,000.00 | 1.0000 |
| ADMINISTRATIVE AIDE | 21,000.00 | 1.0000 |
| ASST DIR BANK&INSURA | 80,000.00 | 1.0000 |
| BANKS & INS REG ANAL | 65,000.00 | 1.0000 |
| CHIEF POLICY ADVISOR | 80,000.00 | 1.0000 |
| DIR BANKS & INSURANC | 97,000.00 | 1.0000 |
| DIR MGMT INF SYSTEMS | 65,000.00 | 1.0000 |
| EXEC ASST LT GOV | 65,000.00 | 1.0000 |
| EXEC CHAUFFUER | 40,000.00 | 1.0000 |
| EXEC CHAUFFUER | 40,000.00 | 1.0000 |
| FACILITIES ENGINEER | 28,000.00 | 1.0000 |
| MEDICARE SER TECHNIC | 36,500.00 | 1.0000 |
| MEDICARE SERVS TECH | 42,500.00 | 1.0000 |
| SPEC ASST CHF RESRCH | 60,000.00 | 1.0000 |
| SPEC ASST FOR BANKIN | 47,500.00 | 1.0000 |
| SPEC ASST TO LT GOV | 65,000.00 | 1.0000 |
| SPECIAL ASSISTANT | 28,000.00 | 1.0000 |
| SPECIAL ASSISTANT | 50,000.00 | 1.0000 |
| VI MEDICARE COORDINA | 55,000.00 | 1.0000 |
| UNCLASSIFIED FILLED | 1,120,500.00 | 22.0000 |
| ADMINISTRATIVE AIDE | 40,000.00 | 1.0000 |
| CONSTITUENT WORKER | 40,000.00 | 1.0000 |
| INTERNAL AUDITOR | 80,000.00 | 1.0000 |
| SPEC ASST TO BANKS & | 45,000.00 | 1.0000 |
| UNCLASSIFIED VACANT | 205,000.00 | 4.0000 |
| ADMINISTRATIVE ASST | 35,732.00 | 1.0000 |
| CF SERVICES EXAMINER | 65,732.00 | 1.0000 |
| CHF INSURANCE LIC EX | 61,608.00 | 1.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| FINANCIAL SERV EXAM | 58,204.00 | 1.0000 |
| FINANCIAL SERV EXAM | 50,992.00 | 1.0000 |
| FINANCIAL SERV EXAM | 52,797.00 | 1.0000 |

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| POSITION | SALARY | COUNT |
|---------------------------------|---------------------|-----------------|
| FINANCIAL SERV EXAM | 50,992.00 | 1.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| INS LICENSING EXAM | 34,509.00 | 1.0000 |
| INSURANCE LIC EXAM | 27,386.00 | 1.0000 |
| SYSTEM ANALYST I | 35,140.00 | 1.0000 |
| SYSTEM ANALYST II | 40,549.00 | 1.0000 |
| SYSTEM ANALYST II | 40,549.00 | 1.0000 |
| SYSTEMS ANALYST I | 35,140.00 | 1.0000 |
| CLASSIFIED FILLED | 694,750.00 | 16.0000 |
| FINANCIAL SERV EXAM | 35,140.00 | 1.0000 |
| CLASSIFIED VACANT | 35,140.00 | 1.0000 |
| LUMPSUM | 34,000.00 | - |
| ADJUSTMENT | 34,000.00 | |
| ADJUSTMENT | 2,089,390.00 | 43.0000 |
| TOTAL OFC OF THE LT. GOV | 8,177,819.00 | 173.0000 |