

**Pima County FY 2004/05 Recommended Budget**

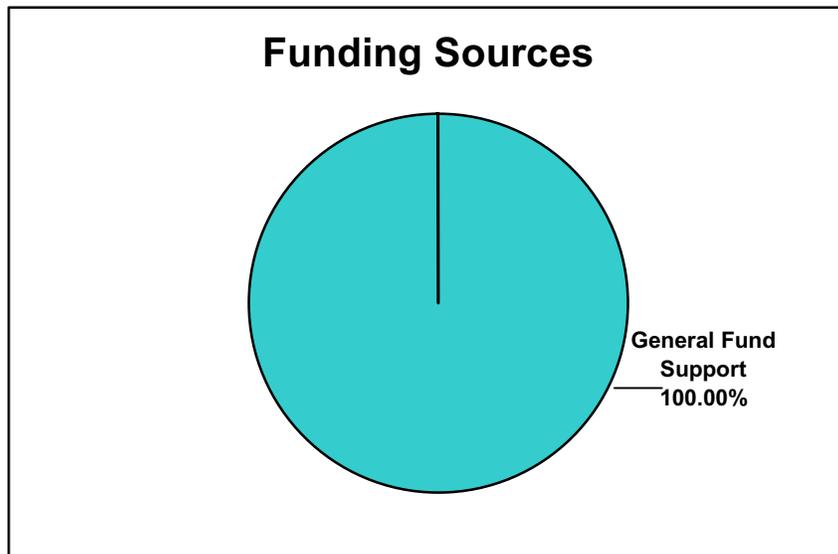
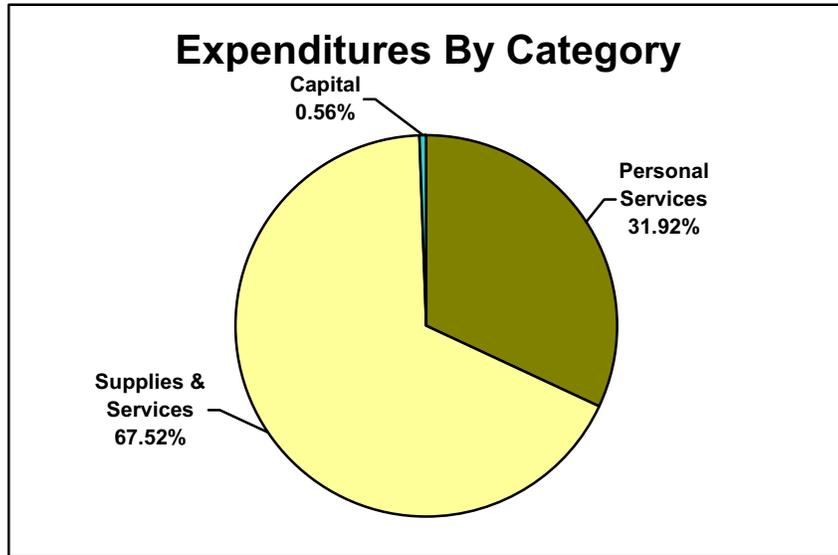
**Community Services – General Fund**

Revenue \$ 0  
Expenditures 3,457,829 Function Statement: Monitor services in emergency assistance, education, employment and career training, housing, community development, and youth employment.

Fund Impact \$(3,457,829)

Community Services also operates Employment & Training (a special revenue fund).

FTEs 45.8



**Recommended Budget Summary - General Fund**

	<b>Total Expenditures</b>	<b>Total Revenues</b>	<b>Operating Transfers</b>	<b>Net General Fund Impact</b>
<b>FY 2003/04 Adopted</b>	3,402,202	0	0	(3,402,202)
Increase in Temporary Help Wages & Benefits	49,535			(49,535)
Increase in Budgeted Hours (2.1 FTEs)	75,827			(75,827)
Miscellaneous Personal Services Adjustments	24,148			(24,148)
Supplies and Services Adjustments	(41,383)			41,383
Capital Adjustments	(52,500)			52,500
<b>Supplemental Requests</b>				
None Submitted				0
<b>Total Recommended Budget</b>	<u>3,457,829</u>	<u>0</u>	<u>0</u>	<u>(3,457,829)</u>
<b>Full Time Equivalents (FTEs)</b>	<u>45.8</u>			

**Comments/Issues**

Effective July 1, 2004, the Community Resources functional area will be reorganized and renamed the Community & Economic Development functional area. As part of this reorganization, new departments will be created, several existing programs will be moved into the functional area, and various programs and services will be reallocated within the new structure.

This reorganization will result in no net change in the overall base General Fund Impact of the departments within the functional area, as existing revenue and expenditure authority will be redistributed.

Effective fiscal year 2004/05, the Outside Agency funding for Arizona Builders Alliance, Greater Tucson Economic Council, and Southern Arizona Institute of Advanced Training will be transferred from the Community Services department to the Economic Development & Tourism department.

Recommended General Fund capital expenditures:

Computer Replacements - 7	10,500
Server	7,000
Data Switch	2,000
	<u>19,500</u>

The department submitted no requests for supplemental funding.

**Five Year History of Expenditures and Revenues - General Fund**

	<b>FY 2000/01 Actual</b>	<b>FY 2001/02 Actual</b>	<b>FY 2002/03 Actual</b>	<b>FY 2003/04 Projected</b>	<b>FY 2004/05 Recommended</b>
<b>Expenditures</b>	3,039,305	2,729,098	3,434,342	3,402,202	3,457,829
<b>Revenues</b>	6,891	4,411	254	0	0

**Funding Summary By Department - General Fund**

	<b>FY 2003/04 Adopted</b>	<b>FY 2004/05 Department Base Request</b>	<b>FY 2004/05 Department Supplementals</b>	<b>FY 2004/05 Department Total Request</b>	<b>FY 2004/05 Administrator Recommended</b>
<b>Expenditures</b>					
Personal Services	954,044	1,103,554	0	1,103,554	1,103,554
Supplies and Services	2,376,158	2,334,775	0	2,334,775	2,334,775
Capital	72,000	19,500	0	19,500	19,500
<b>Total Expenditures</b>	<b>3,402,202</b>	<b>3,457,829</b>	<b>0</b>	<b>3,457,829</b>	<b>3,457,829</b>
<b>Revenues</b>					
None	0	0	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
General Fund Support	3,402,202	3,457,829	0	3,457,829	3,457,829
<b>Total Funding</b>	<b>3,402,202</b>	<b>3,457,829</b>	<b>0</b>	<b>3,457,829</b>	<b>3,457,829</b>

## SUMMARY BY ACCOUNT

Department Name: COMMUNITY SERVICES

	2002/03	2003/04	2004/05		
ACCOUNT NAME	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	386,616	513,639	269,246	562,602	562,602
OVERTIME	6,072	0	4,923	0	0
TEMPORARY HELP	340,126	323,684	310,415	369,911	369,911
HOLIDAY PAY	173	0	46	0	0
BUDGETED PERSONAL SVCS REDUCTION	0	(24,148)	0	0	0
BUDGETED BENEFITS	103,674	140,869	93,164	171,041	171,041
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	836,661	954,044	677,794	1,103,554	1,103,554
OFFICE SUPPLIES	18,615	39,790	8,190	37,118	37,118
BOOKS/SUBSCRIPTIONS/VIDEO	4,346	400	1,696	900	900
SOFTWARE / SOFTWARE LICENSES <\$1,000	1,665	400	0	8,880	8,880
FOOD SUPPLIES	1,268	500	259	0	0
FOOD PREPARATION SUPPLIES	78	0	29	0	0
FUEL, OIL, LUBRICANTS	11	0	0	0	0
HOUSEHOLD/INDUSTRIAL SUPPLIES	45	0	558	0	0
OTHER OPERATING SUPPLIES	3,570	1,500	268	1,500	1,500
REPAIR & MAINTENANCE SUPPLIES	1,321	12,250	1,106	4,400	4,400
SMALL TOOLS & OFFICE EQUIP < \$1,000	2,867	850	1,216	900	900
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES	33,786	55,690	13,322	53,698	53,698
NON MEDICAL PROFESSIONAL SERVICES	63,892	80,300	24,388	51,733	51,733
SECURITY	564	1,250	884	700	700
TELEPHONE/VOICE/DATA TELECOMMUNICATION	51,250	63,550	24,000	80,500	80,500
POSTAGE & FREIGHT	7,226	13,400	2,720	17,200	17,200
MILEAGE REIMBURSEMENT	2,182	3,130	922	3,480	3,480
IN-STATE TRAVEL	1,385	500	1,477	700	700
IN-STATE TRAINING	1,741	250	1,049	0	0
OUT-OF-STATE TRAVEL/TRAINING	0	3,811	0	2,700	2,700
MOTOR POOL	1,203	1,000	332	400	400
ADVERTISING	956	5,500	0	5,200	5,200
PRINTING AND MICROFILMING	10,123	8,000	1,778	10,350	10,350
OTHER INSURANCE	25	0	0	0	0
ELECTRICITY	52,149	43,000	34,972	82,807	82,807
NATURAL GAS	0	3,500	0	0	0
WATER & SEWER	0	0	0	12,000	12,000
REFUSE/SEWAGE DISPOSAL/RECYCLING	400	1,200	415	8,000	8,000
LEASES & RENTALS	199,646	109,320	254,892	88,216	88,216
INTERDEPT. SUPPLIES & SERVICES	0	0	464	0	0

### SUMMARY BY ACCOUNT

Department Name: COMMUNITY SERVICES

ACCOUNT NAME	2002/03	2003/04	YTD THRU FEB 29, 2004	2004/05	
	ACTUAL	ADOPTED		DEPARTMENT REQUESTED	RECOMMENDED
R&M MACHINERY & EQUIPMENT	9,953	12,778	3,981	20,000	20,000
REPAIR AND MAINTENANCE - RENEWAL	0	0	0	175	175
SOFTWARE AGREEMENTS					
R&M BUILDINGS & GROUNDS	52,094	32,500	31,922	15,862	15,862
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	454,789	382,989	384,196	400,023	400,023
AID TO GOVERNMENTS & AGENCIES	1,155,013	1,676,307	475,053	114,028	114,028
OTHER INTEREST CHARGES	16,843	0	24,405	0	0
DUES AND MEMBERSHIPS	4,069	0	1,700	1,500	1,500
EDUCATION COSTS	0	12,100	0	21,000	21,000
OTHER MISCELLANEOUS CHARGES	10,791	0	10,451	0	0
ADVANCES - SUBGUARANTEES	4,005	0	83,654	0	0
JTPA EMPL GENERATING SVCS	151,256	45,000	0	0	0
WORK EXPERIENCE / OJT	0	0	0	119,214	119,214
JOB TRAINING AND TRAINING SUPPLIES	6,567	33,000	2,579	1,484,473	1,484,473
JTPA TRAINING-OTHER COMPL	473,734	74,746	82,376	0	0
JTPA EDUCATION-COMMUNITY	15,217	25,000	0	0	0
JOB SUPPORT SERVICES	253,345	114,800	11,954	140,839	140,839
JTPA CASE MANAGEMENT	0	0	14,702	0	0
JTPA COUNSELING	960	0	0	0	0
JTPA PARTICIPANT TRANSPORTATION	17,306	25,000	0	0	0
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	2,109,106	2,005,953	706,874	1,881,054	1,881,054
FURNITURE (\$1,000 - \$4,999)	0	72,000	0	0	0
OFF MACH/COMPUTER \$1,000 - \$4,999	0	0	0	12,500	12,500
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	0	0	7,000	7,000
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	0	72,000	0	19,500	19,500
BUDGET REDUCTION	0	(68,474)	0	0	0
<b>** OBJECT TOTALS FOR:</b>					
BUDGET REDUCTION	0	(68,474)	0	0	0
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>	<b>3,434,342</b>	<b>3,402,202</b>	<b>1,782,186</b>	<b>3,457,829</b>	<b>3,457,829</b>
<b>REVENUE</b>					
MISCELLANEOUS COLLECTIONS	(350)	0	0	0	0
OTHER MISCELLANEOUS REVENUE	604	0	0	0	0
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	254	0	0	0	0
<b>*** TOTAL: REVENUE</b>	<b>254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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**ANOTHER FUND UNDER THE OPERATIONAL MANAGEMENT OF COMMUNITY SERVICES IS:**

- **EMPLOYMENT & TRAINING SPECIAL REVENUE FUND**

**BUDGET INFORMATION ON THIS FUND IS PROVIDED ON THE FOLLOWING PAGES.**

## EMPLOYMENT & TRAINING

Expenditures: 15,381,804

Revenues: 15,092,701

FTEs: 98.7

**Function Statement:** Reduce poverty and unemployment through job training and job search assistance. Provide youth with basic education and job work experience along with employability classes. Target youth at risk to turn away from gang violence. Assist residents with shelter, job search and employability classes through the homeless program.

**Mandates:** None

### Funding Summary

Department	FY2003/04 Adopted	FY2004/05 Department Base Request	FY2004/05 Department Supplemental	FY2004/05 Department Requested	FY2004/05 Administrator Recommended
<b>Expenditures</b>					
PERSONAL SERVICES	5,533,575	4,004,314	0	4,004,314	4,004,314
SUPPLIES AND SERVICES	13,508,861	11,321,990	0	11,321,990	11,321,990
CAPITAL OUTLAY	147,400	55,500	0	55,500	55,500
<b>Total Expenditures</b>	<b>19,189,836</b>	<b>15,381,804</b>	<b>0</b>	<b>15,381,804</b>	<b>15,381,804</b>
<b>Revenues</b>					
INTERGOVERNMENTAL	18,888,836	15,086,701	0	15,086,701	15,086,701
MISCELLANEOUS	6,000	6,000	0	6,000	6,000
<b>Total Revenues</b>	<b>18,894,836</b>	<b>15,092,701</b>	<b>0</b>	<b>15,092,701</b>	<b>15,092,701</b>
<b>Total Transfers In/(Out)</b>	<b>289,100</b>	<b>289,100</b>	<b>0</b>	<b>289,100</b>	<b>289,100</b>
<b>Fund Balance Decrease/(Increase)</b>	<b>5,900</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
<b>Total Funding</b>	<b>19,189,836</b>	<b>15,381,804</b>	<b>0</b>	<b>15,381,804</b>	<b>15,381,804</b>

### Five Year History of Expenditures and Revenues

	FY2000/01 Actuals	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Projected	FY2004/05 Recommended
<b>Expenditures</b>	14,704,852	18,711,707	20,892,159	19,189,836	15,381,804
<b>Revenues</b>	14,699,327	18,370,806	21,554,460	19,053,836	15,092,701
<b>Net Operating Transfers In/(Out)</b>	95,000	295,000	292,776	289,100	289,100

### SUMMARY BY ACCOUNT

Department Name: EMPLOYMENT & TRAINING

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	2,777,654	4,306,740	1,933,080	2,991,839	2,991,839
OVERTIME	705	0	525	0	0
TEMPORARY HELP	418,088	192,215	297,334	199,809	199,809
HOLIDAY PAY	465	0	0	0	0
BUDGETED BENEFITS	555,087	1,034,620	506,331	812,666	812,666
SALARY REDUCTION	0	0	(653)	0	0
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	3,751,999	5,533,575	2,736,617	4,004,314	4,004,314
OFFICE SUPPLIES	68,094	139,048	22,196	96,835	96,835
BOOKS/SUBSCRIPTIONS/VIDEO	51,569	31,535	20,076	13,468	13,468
SOFTWARE / SOFTWARE LICENSES <\$1,000	11,989	30,210	1,297	19,980	19,980
FOOD SUPPLIES	15,888	22,700	5,350	6,087	6,087
FOOD PREPARATION SUPPLIES	865	500	277	0	0
HOUSEHOLD/INDUSTRIAL SUPPLIES	617	500	704	2,130	2,130
CLOTHING/UNIFORMS/SAFETY	4,949	500	2,272	0	0
RECREATIONAL/ARTS & CRAFT	1,716	2,000	52	0	0
FILM, MAPS, BLUEPRINTS	392	900	137	600	600
OTHER OPERATING SUPPLIES	9,502	39,600	1,220	20,500	20,500
OTHER OPERATING SUPPLIES	0	3,000	0	0	0
REPAIR & MAINTENANCE SUPPLIES	5,284	12,300	1,028	8,400	8,400
SMALL TOOLS & OFFICE EQUIP < \$1,000	31,718	44,300	29,073	27,359	27,359
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES	202,583	327,093	83,682	195,359	195,359
NON MEDICAL PROFESSIONAL SERVICES	245,939	127,430	84,893	37,176	37,176
SECURITY	(9,399)	7,300	2,276	6,075	6,075
TELEPHONE/VOICE/DATA TELECOMMUNICATION	170,797	153,705	93,199	132,621	132,621
INTERNET SERVICE	279	0	251	0	0
POSTAGE & FREIGHT	6,635	12,250	5,672	17,870	17,870
MILEAGE REIMBURSEMENT	18,750	26,600	5,934	15,409	15,409
IN-STATE TRAVEL	9,969	22,200	880	15,800	15,800
IN-STATE TRAINING	13,668	74,000	12,379	42,230	42,230
OUT-OF-STATE TRAVEL/TRAINING	48,410	80,277	28,303	36,785	36,785
MOTOR POOL	17,318	11,500	11,815	15,600	15,600
LOCAL MILEAGE AND PARKING	0	12,900	0	0	0
ADVERTISING	11,661	18,550	2,267	10,820	10,820
PRINTING AND MICROFILMING	83,812	56,800	32,248	48,600	48,600
OTHER INSURANCE	242	0	0	0	0
ELECTRICITY	46,118	59,727	25,576	57,313	57,313

### SUMMARY BY ACCOUNT

Department Name: EMPLOYMENT & TRAINING

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
NATURAL GAS	4,287	9,000	1,331	7,150	7,150
WATER & SEWER	1,491	3,000	1,273	5,950	5,950
REFUSE/SEWAGE DISPOSAL/RECYCLING	1,593	2,700	814	2,380	2,380
LEASES & RENTALS	503,587	209,000	211,298	346,303	346,303
BUILDING RENTAL	0	467,000	0	0	0
INTERDEPT. SUPPLIES & SERVICES	9,160	0	6,315	0	0
R&M MACHINERY & EQUIPMENT	53,143	79,029	19,130	58,486	58,486
REPAIRS AND MAINTENANCE - CONTRACTS	0	8,000	0	0	0
REPAIR AND MAINTENANCE - RENEWAL SOFTWARE AGREEMENTS	0	0	0	350	350
R&M BUILDINGS & GROUNDS	34,765	60,000	15,787	72,668	72,668
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	1,272,225	1,500,968	561,641	929,586	929,586
AID TO GOVERNMENTS & AGENCIES	7,907,467	6,974,682	4,178,646	2,674,735	2,674,735
INVESTIGATIVE EXPENSES	444	0	156	0	0
DUES AND MEMBERSHIPS	5,701	820	5,675	2,300	2,300
EDUCATION COSTS	0	17,000	0	11,700	11,700
LAUNDRY & LINEN SERVICES	238	0	102	0	0
USE TAX	0	200	0	0	0
OTHER MISCELLANEOUS CHARGES	18,627	14,000	2,582	0	0
OUTSIDE AGENCIES - WAGES	0	0	0	0	0
ADVANCES - SUBGUARANTEES	58,920	0	246,454	0	0
JTPA ADMINISTRATION	6,162	0	0	0	0
JTPA EMPL GENERATING SVCS	2,254,056	595,000	(152,756)	0	0
WORK EXPERIENCE / OJT	0	350,000	0	1,165,945	1,165,945
JOB TRAINING AND TRAINING SUPPLIES	268,791	1,070,006	106,281	3,962,527	3,962,527
JTPA TRAINING-OTHER COMPL	3,870,416	1,612,313	2,148,757	0	0
JTPA TRAINING-OJT	47,003	108,000	0	0	0
JTPA EDUCATION-COMMUNITY	5,759	28,812	0	0	0
JTPA EDUCATION-BASIC & POST SEC	325	0	209	0	0
JOB SUPPORT SERVICES	957,814	648,217	188,173	2,379,838	2,379,838
JTPA CASE MANAGEMENT	0	75,000	511,920	0	0
JTPA COUNSELING	28,732	99,250	2,030	0	0
JTPA PARTICIPANT TRANSPORTATION	129,222	87,500	1	0	0
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	15,559,677	11,680,800	7,238,230	10,197,045	10,197,045
OFF MACH/COMPUTER \$1,000 - \$4,999	59,669	147,400	7,461	35,000	35,000
FIXED EQUIP (\$5,000 OR MORE)	17,489	0	0	0	0
SOFTWARE/OFF MACH (\$5,000 OR MORE)	28,517	0	19,731	20,500	20,500

### SUMMARY BY ACCOUNT

Department Name: EMPLOYMENT & TRAINING

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	105,675	147,400	27,192	55,500	55,500
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>	<b>20,892,159</b>	<b>19,189,836</b>	<b>10,647,362</b>	<b>15,381,804</b>	<b>15,381,804</b>
<b>REVENUE</b>					
FEDERAL REVENUE	20,127,931	17,321,862	7,937,350	14,591,513	14,591,513
STATE REVENUE	1,070,753	1,316,974	691,118	175,078	175,078
CITY PARTICIPATION	198,601	250,000	32,261	320,110	320,110
<b>** OBJECT TOTALS FOR:</b>					
INTERGOVERNMENTAL	21,397,285	18,888,836	8,660,729	15,086,701	15,086,701
OTHER MISCELLANEOUS REVENUE	157,175	6,000	117,912	6,000	6,000
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	157,175	6,000	117,912	6,000	6,000
<b>*** TOTAL: REVENUE</b>	<b>21,554,460</b>	<b>18,894,836</b>	<b>8,778,641</b>	<b>15,092,701</b>	<b>15,092,701</b>