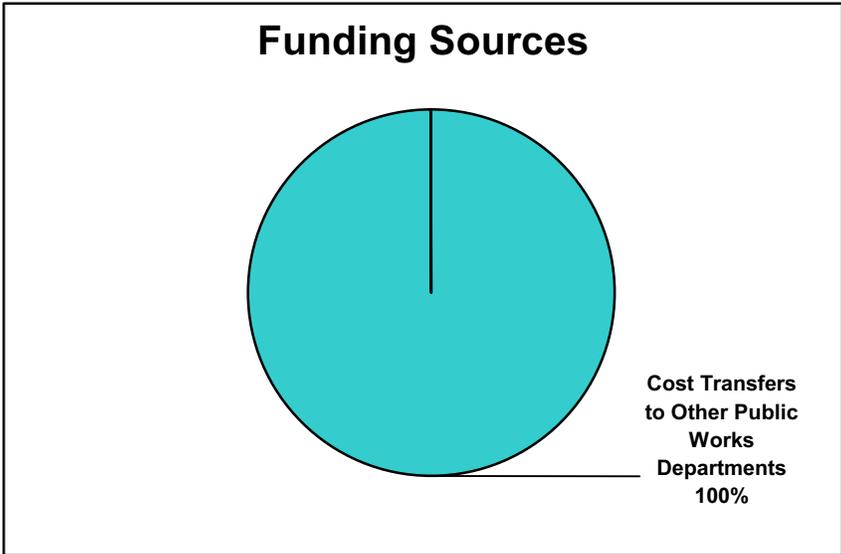
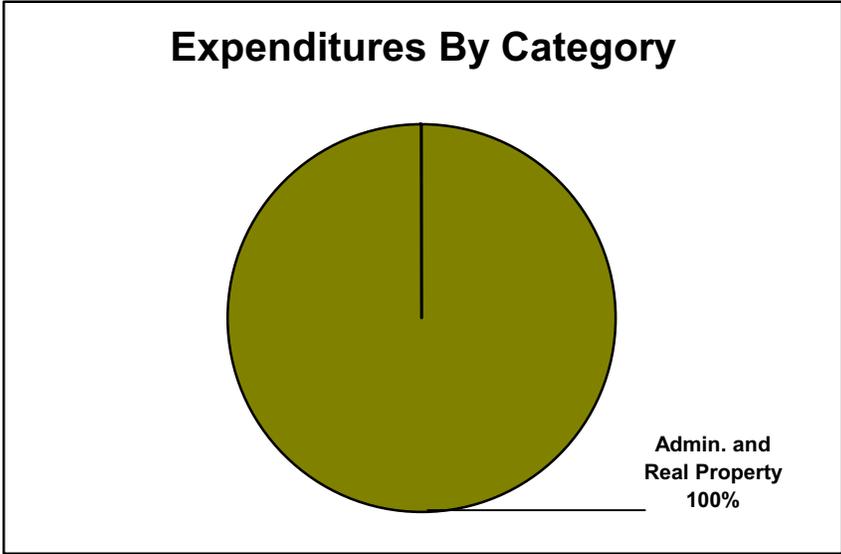


**Pima County FY 2004/05 Recommended Budget**

**Public Works Administration – General Fund**

Revenue	\$	0	Function Statement: Provide administrative services and direct the real property activities for the departments within the Public Works functional area.
Expenditures		<u>0</u>	
Fund Impact	\$	0	Public Works Administration also operates Improvement Districts Formation Fund (a special revenue fund).
FTEs		32.7	



**Recommended Budget Summary - General Fund**

It is intended that all Public Works Administration expenditures will be allocated in full to the other departments within the Public Works functional area; therefore, expenditures shown net to zero. The FTE count represents the number of employees engaged in department activities.

	<u>Total Expenditures</u>	<u>Total Revenues</u>	<u>Operating Transfers</u>	<u>Net General Fund Impact</u>
<b>FY 2003/04 Adopted</b>	0	0	0	0
Personal Services	1,863,829			(1,863,829)
Allocation to Other Public Works Depts.	(1,863,829)			1,863,829
Supplies and Services	803,033			(803,033)
Allocation to Other Public Works Depts.	(803,033)			803,033
Capital Request	20,500			(20,500)
Allocation to Other Public Works Depts.	(20,500)			20,500
<b>Supplemental Requests</b>				
Package B: 2004 Bond Sr. Acquisition Agent	48,545			(48,545)
Package C: 2004 Bond Program Coordinator	36,634			(36,634)
Allocation to Other Public Works Depts.	(85,179)			85,179
<b>Total Recommended Budget</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Full Time Equivalents (FTEs)</b>	<u>32.7</u>			

**Comments/Issues**

Fiscal year 2003/04 year to date expenditures of \$1,051 and revenues of \$57 will be allocated to other Public Works departments by fiscal year end.

Recommended capital expenditures that will be allocated to Public Works departments:

Personal Computers - 4	12,000
Printers - 2	8,500
	<u>20,500</u>

The department submitted two requests for supplemental funding. The following packages are recommended for funding:

Supplemental Package B - 2004 Bond Senior Acquisition Agent - is recommended for funding. The package requested \$48,545 for personal services and (\$48,545) for supplies and services. A total of \$48,545 in additional expenditures is recommended. It is intended that all Public Works Administration expenditures will be allocated in full to the other departments within the Public Works functional area; therefore, expenditures shown net to zero.

Supplemental Package C - 2004 Bond Program Coordinator - is recommended for funding. The package requested \$36,634 for personal services and (\$36,634) for supplies and services. A total of \$36,634 in additional expenditures is recommended. It is intended that all Public Works Administration expenditures will be allocated in full to the other departments within the Public Works functional area; therefore, expenditures shown net to zero.

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

The Public Works Administration department was created in fiscal year 2001/02 to provide services to departments within the Public Works functional area. There is no departmental history prior to fiscal year 2001/02.

	FY 2000/01 Actual	FY 2001/02 Actual	FY 2002/03 Actual	FY 2003/04 Projected	FY 2004/05 Recommended
<b>Expenditures</b>		7,763	(2)	0	0
<b>Revenues</b>		0	0	0	0

**Funding Summary By Department - General Fund**

	FY 2003/04 Adopted	FY 2004/05 Department Base Request	FY 2004/05 Department Supplementals	FY 2004/05 Department Total Request	FY 2004/05 Administrator Recommended
<b>Expenditures</b>					
Personal Services	0	160,000	85,179	245,179	85,179
Supplies & Services	0	(20,500)	(85,179)	(105,679)	(105,679)
Capital	0	20,500	0	20,500	20,500
<b>Total Expenditures</b>	0	160,000	0	160,000	0
<b>Revenues</b>					
Miscellaneous	0	0	0	0	0
<b>Total Revenues</b>	0	0	0	0	0
General Fund Support	0	160,000	0	160,000	0
<b>Total Funding</b>	0	160,000	0	160,000	0

**SUMMARY BY ACCOUNT**

Department Name: PUBLIC WORKS ADMINISTRATION

ACCOUNT NAME	2002/03	2003/04	YTD THRU FEB 29, 2004	2004/05	
	ACTUAL	ADOPTED		DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	842,798	1,385,864	655,114	1,561,868	1,561,868
OVERTIME	208	0	37	0	0
TEMPORARY HELP	19,480	0	(10)	0	0
BUDGETED BENEFITS	146,963	318,546	144,406	364,092	364,092
SALARY REDUCTION	(728,529)	(1,720,810)	(519,234)	(1,703,829)	(1,863,829)
INTERDEPARTMENTAL SALARIES	22,201	16,400	26,600	23,048	23,048
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	303,121	0	306,913	245,179	85,179
OFFICE SUPPLIES	15,233	16,500	7,547	19,000	19,000
BOOKS/SUBSCRIPTIONS/VIDEO	3,161	10,000	6,197	10,000	10,000
SOFTWARE / SOFTWARE LICENSES <\$1,000	31	5,500	1,245	8,440	8,440
FOOD SUPPLIES	1,322	1,500	331	1,500	1,500
FOOD PREPARATION SUPPLIES	49	400	28	600	600
FUEL, OIL, LUBRICANTS	45	100	4	100	100
HOUSEHOLD/INDUSTRIAL SUPPLIES	540	300	163	600	600
FILM, MAPS, BLUEPRINTS	331	100	91	600	600
OTHER OPERATING SUPPLIES	99	100	401	100	100
REPAIR & MAINTENANCE SUPPLIES	413	500	134	500	500
SMALL TOOLS & OFFICE EQUIP < \$1,000	3,376	13,599	2,655	13,000	13,000
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES	24,600	48,599	18,796	54,440	54,440
LAWYERS	117	5,000	0	11,000	11,000
NON MEDICAL PROFESSIONAL SERVICES	55,057	170,000	17,691	185,000	185,000
TELEPHONE/VOICE/DATA TELECOMMUNICATION	14,413	12,510	6,626	13,282	13,282
POSTAGE & FREIGHT	290	400	48	500	500
MILEAGE REIMBURSEMENT	286	900	351	1,220	1,220
IN-STATE TRAVEL	1,931	8,500	1,687	10,000	10,000
IN-STATE TRAINING	7,604	23,500	4,905	23,500	23,500
OUT-OF-STATE TRAVEL/TRAINING	3,492	21,500	7,167	25,500	25,500
MOTOR POOL	9,945	9,800	7,884	11,989	11,989
ADVERTISING	5,051	2,300	1,062	3,950	3,950
PRINTING AND MICROFILMING	11,727	13,000	6,115	18,000	18,000
PROPERTY DAMAGE INS. PREMIUM	0	0	0	0	0
OTHER INSURANCE	96	7,204	363	300	300
ELECTRICITY	3,319	1,000	16	1,000	1,000
NATURAL GAS	75	200	47	100	100
WATER & SEWER	335	800	136	200	200
LEASES & RENTALS	35,632	135,468	14,829	51,948	51,948

## SUMMARY BY ACCOUNT

Department Name: PUBLIC WORKS ADMINISTRATION

	2002/03	2003/04	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
<b>ACCOUNT NAME</b>	<b>ACTUAL</b>	<b>ADOPTED</b>			
SUPPLIES & SERVICES REDUCTION	(563,687)	(821,381)	(497,034)	(908,712)	(908,712)
INTERDEPT. SUPPLIES & SERVICES	22,183	177,800	79,747	206,654	206,654
R&M MACHINERY & EQUIPMENT	5,203	5,500	1,900	6,150	6,150
R&M BUILDINGS & GROUNDS	37,469	160,000	8,425	161,000	161,000
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	(349,462)	(65,999)	(338,035)	(177,419)	(177,419)
DUES AND MEMBERSHIPS	11,254	12,000	8,027	12,200	12,200
OTHER MISCELLANEOUS CHARGES	3,925	5,400	500	5,100	5,100
<b>** OBJECT TOTALS FOR:</b>					
SERVICES & OTHER CHARGES	15,179	17,400	8,527	17,300	17,300
LAND IMPROVEMENTS	0	10,000	0	0	0
CAPITAL REDUCTION	0	(40,000)	0	0	0
OFF MACH/COMPUTER \$1,000 - \$4,999	6,560	12,000	4,850	14,500	14,500
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	18,000	0	6,000	6,000
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	6,560	0	4,850	20,500	20,500
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>	<b>(2)</b>	<b>0</b>	<b>1,051</b>	<b>160,000</b>	<b>0</b>
<b>REVENUE</b>					
MISCELLANEOUS COLLECTIONS	0	0	57	0	0
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	0	0	57	0	0
<b>*** TOTAL: REVENUE</b>	<b>0</b>	<b>0</b>	<b>57</b>	<b>0</b>	<b>0</b>

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**ANOTHER FUND UNDER THE OPERATIONAL MANAGEMENT OF PUBLIC WORKS ADMINISTRATION IS:**

- IMPROVEMENT DISTRICTS FORMATION FUND SPECIAL REVENUE FUND**

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

## IMPROVEMENT DISTRICTS FORMATION FUND

Expenditures: 85,000

Revenues: 0

FTEs: 0.0

**Function Statement:** Provide funding to cover the expenses of creating new improvement districts.

**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>					
<b>SUPPLIES AND SERVICES</b>	100,000	85,000	0	85,000	85,000
<b>Total Expenditures</b>	100,000	85,000	0	85,000	85,000
<b>Total Transfers In/(Out)</b>	100,000	0	0	0	0
<b>Fund Balance Decrease/(Increase)</b>	0	85,000	0	85,000	85,000
<b>Total Funding</b>	100,000	85,000	0	85,000	85,000

The Improvement Districts Formation Fund was created in FY 2003/04.

### 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>	0	0	0	15,000	85,000
<b>Revenues</b>	0	0	0	36	0
<b>Net Operating Transfers In/(Out)</b>	0	0	0	100,000	0

### SUMMARY BY ACCOUNT

Department Name: IMPROVEMENT DISTRICTS FORMATION FUND

ACCOUNT NAME	2002/03	2003/04	YTD THRU FEB 29, 2004	2004/05	
	ACTUAL	ADOPTED		DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
OTHER MISCELLANEOUS CHARGES	0	100,000	1,102	85,000	85,000
** OBJECT TOTALS FOR: SERVICES & OTHER CHARGES	<u>0</u>	<u>100,000</u>	<u>1,102</u>	<u>85,000</u>	<u>85,000</u>
*** TOTAL: EXPENDITURE ACCOUNTS -	<u>0</u>	<u>100,000</u>	<u>1,102</u>	<u>85,000</u>	<u>85,000</u>
<b>REVENUE</b>					
INTEREST	0	0	24	0	0
** OBJECT TOTALS FOR: INTEREST	<u>0</u>	<u>0</u>	<u>24</u>	<u>0</u>	<u>0</u>
*** TOTAL: REVENUE	<u>0</u>	<u>0</u>	<u>24</u>	<u>0</u>	<u>0</u>