

Pima County FY 2005/06 Recommended Budget

County Administrator – General Fund

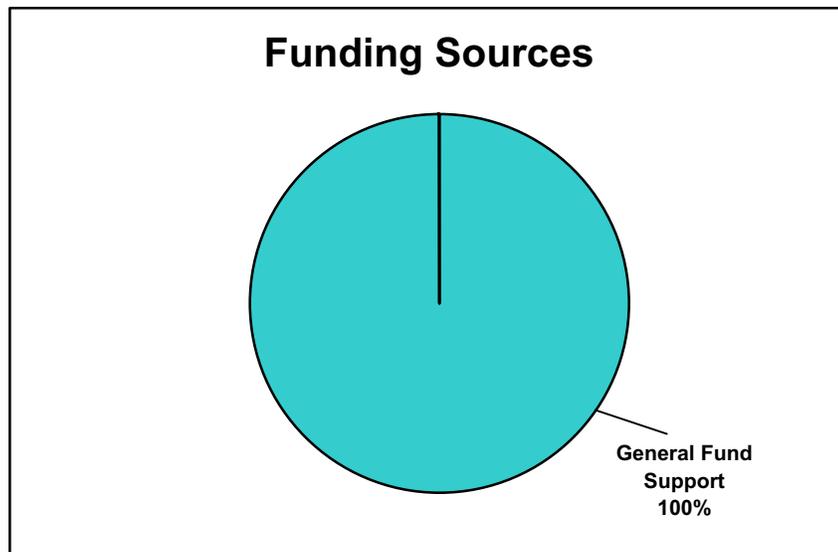
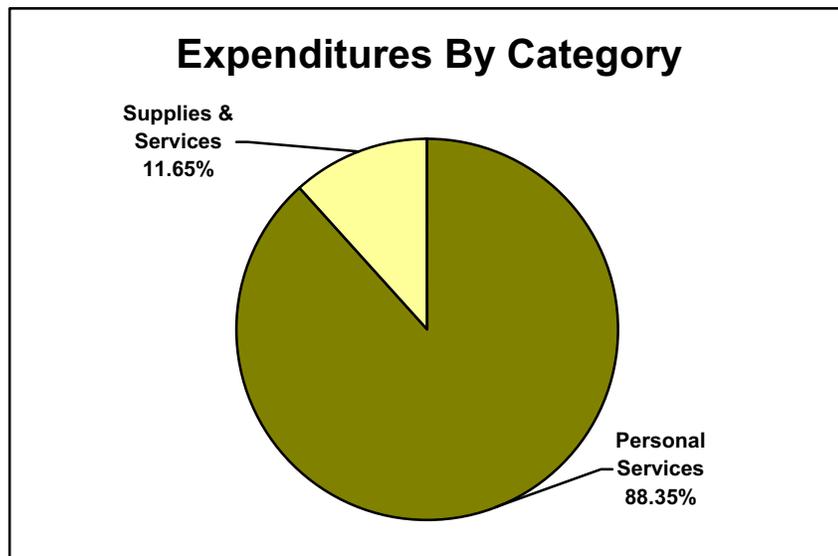
Revenue \$ 0
Expenditures 1,259,185

Fund Impact \$(1,259,185)

FTEs 16.2

Function Statement: Carry out the policies of and attain goals established by the Board of Supervisors. Provide information and technical assistance to the Board. Administer and oversee all nonelected official department operations. Provide management, coordination, and communication on all legislative issues and intergovernmental needs. Direct activities of the Office of Strategic Technology Planning.

The County Administrator also operates, County Administration Special Programs and County Administration Grants (both special revenue funds).



Recommended Budget Summary - General Fund

	Total Expenditures	Total Revenues	Operating Transfers	Net General Fund Impact
FY 2004/05 Adopted	2,170,213	70,000	0	(2,100,213)
Annualize FY 2004/05 Salary Adjustment	118,429			(118,429)
Benefits Adjustment	48,287			(48,287)
Transfer of OCAC to New Department	(498,642)	(70,000)		428,642
Transfer of ORCA to Finance	(584,102)			584,102
Increase Supplies, Office of Strategic Technology Planning	5,000			(5,000)
Supplemental Requests				
None Submitted				0
				0
Total Recommended Budget	<u>1,259,185</u>	<u>0</u>	<u>0</u>	<u>(1,259,185)</u>
Full Time Equivalents (FTEs)	<u>16.2</u>			

Comments/Issues

In fiscal year 2003/04, the Contract Attorney division of Indigent Defense was reorganized resulting in the staff of the Case Management Unit moving to the County Administrator department. Beginning in fiscal year 2004/05, \$393,668 in expenditures, \$70,000 in related revenue, and 7.0 FTEs were budgeted in the Office of Court Appointed Counsel (OCAC) within the County Administrator department. Effective July 1, 2005, OCAC will be budgeted for as a separate department. Expenditures and revenues related to contract attorneys are budgeted in a separate Contract Attorneys department. The transfer of this function will result in a \$498,642 reduction in the County Administrator's General Fund recommended expenditures budget and a \$70,000 reduction in its revenue budget. A total of 7.0 FTEs will be transferred out.

Effective July 1, 2005, the Office of Revenue, Collections and Audit (ORCA) will be transferred to the Finance Department. The transfer of this function will result in a \$584,102 reduction in the County Administrator's General Fund recommended expenditures budget. A total of 13.0 FTEs will be transferred out.

Amounts shown above for OCAC and ORCA are base budget amounts, transferred prior to recommended budget adjustments. They will differ from recommended amounts in the recommended budgets for OCAC and Finance.

The department submitted no requests for supplemental funding.

Five Year History of Expenditures and Revenues - General Fund

	FY 2001/02 Actual	FY 2002/03 Actual	FY 2003/04 Actual	FY 2004/05 Projected	FY 2005/06 Recommended
Expenditures	2,455,338	2,356,785	2,317,221	2,170,213	1,259,185
Revenues	1,226	25,147	(2,389)	10	0

Funding Summary By Department - General Fund

	FY 2004/05 Adopted	FY 2005/06 Department Base Request	FY 2005/06 Department Supplementals	FY 2005/06 Department Total Request	FY 2005/06 Administrator Recommended
Expenditures					
Personal Services	1,967,328	1,112,484	0	1,112,484	1,112,484
Supplies & Services	185,635	146,701	0	146,701	146,701
Capital	17,250	0	0	0	0
Total Expenditures	2,170,213	1,259,185	0	1,259,185	1,259,185
Revenues					
Charges for Services	70,000	0	0	0	0
Total Revenues	70,000	0	0	0	0
General Fund Support	2,100,213	1,259,185	0	1,259,185	1,259,185
Total Funding	2,170,213	1,259,185	0	1,259,185	1,259,185

SUMMARY BY ACCOUNT

Department Name: COUNTY ADMINISTRATOR

ACCOUNT NAME	2003/04	2004/05	YTD THRU	2005/06	
	ACTUAL	ADOPTED	FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
EXPENDITURE ACCOUNTS -					
SALARIES & WAGES	1,623,029	2,238,031	1,181,588	1,242,089	1,242,089
OVERTIME	991	0	176	0	0
TEMPORARY HELP	8,755	15,000	21,168	15,000	15,000
HOLIDAY PAY	0	0	0	0	0
BUDGETED BENEFITS	326,523	459,657	233,156	246,897	246,897
SALARY REDUCTION	(70)	(745,360)	(20,601)	(391,502)	(391,502)
INTERDEPARTMENTAL SALARIES	0	0	22,662	0	0
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	1,959,228	1,967,328	1,438,149	1,112,484	1,112,484
OFFICE SUPPLIES	34,820	24,200	11,034	16,619	16,619
BOOKS/SUBSCRIPTIONS/VIDEO	7,154	6,600	4,156	6,440	6,440
SOFTWARE / SOFTWARE LICENSES <\$1,000	4,477	4,075	2,505	519	519
FOOD SUPPLIES	1,235	500	68	519	519
FOOD PREPARATION SUPPLIES	62	0	0	0	0
FUEL, OIL, LUBRICANTS	217	100	137	104	104
HOUSEHOLD/INDUSTRIAL SUPPLIES	120	200	0	104	104
FILM, MAPS, BLUEPRINTS	0	500	0	519	519
OTHER OPERATING SUPPLIES	807	100	0	104	104
REPAIR & MAINTENANCE SUPPLIES	994	1,500	211	519	519
SMALL TOOLS & OFFICE EQUIP < \$1,000	25,441	11,750	4,922	9,348	9,348
LAWYERS	0	200	0	208	208
NON MEDICAL PROFESSIONAL SERVICES	52,910	17,950	17,784	8,258	8,258
MEDICAL PROFESSIONAL SERVICES	0	100	0	104	104
TELEPHONE/VOICE/DATA TELECOMMUNICATION	22,395	16,550	13,874	9,919	9,919
INTERNET SERVICE	145	0	0	0	0
POSTAGE & FREIGHT	9,318	13,476	7,610	10,387	10,387
MILEAGE REIMBURSEMENT	1,083	625	147	286	286
IN-STATE TRAVEL	5,888	2,770	224	2,597	2,597
IN-STATE TRAINING	4,718	2,990	2,070	2,597	2,597
OUT-OF-STATE TRAVEL/TRAINING	15,506	7,600	3,917	6,232	6,232
MOTOR POOL	28,565	20,800	14,037	19,268	19,268
ADVERTISING	19,526	3,250	13,275	519	519
PRINTING AND MICROFILMING	34,183	16,610	19,342	15,580	15,580
OTHER INSURANCE	0	0	50	0	0
LEASES & RENTALS	0	1,266	0	1,315	1,315
R&M MACHINERY & EQUIPMENT	5,481	3,760	1,435	3,116	3,116
R&M BUILDINGS & GROUNDS	20,005	0	8,476	0	0
AID TO GOVERNMENTS & AGENCIES	9,550	0	0	0	0
INVESTIGATIVE EXPENSES	1,080	2,400	795	0	0

SUMMARY BY ACCOUNT

Department Name: COUNTY ADMINISTRATOR

	2003/04	2004/05		2005/06	
ACCOUNT NAME	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
DUES AND MEMBERSHIPS	24,205	14,230	1,835	14,542	14,542
OTHER MISCELLANEOUS CHARGES	2,804	11,533	164	16,978	16,978
** OBJECT TOTALS FOR:					
SUPPLIES & SERVICES	332,689	185,635	128,068	146,701	146,701
FURNITURE (\$1,000 - \$4,999)	0	7,500	0	0	0
OFF MACH/COMPUTER \$1,000 - \$4,999	25,304	9,750	3,527	0	0
** OBJECT TOTALS FOR:					
CAPITAL OUTLAY	25,304	17,250	3,527	0	0
*** TOTAL: EXPENDITURE ACCOUNTS -	2,317,221	2,170,213	1,569,744	1,259,185	1,259,185
REVENUE					
ATTORNEY'S FEES	0	50,000	0	0	0
STAFF FEES	0	20,000	0	0	0
** OBJECT TOTALS FOR:					
CHARGES FOR SERVICES	0	70,000	0	0	0
OTHER MISCELLANEOUS REVENUE	(2,389)	0	10	0	0
** OBJECT TOTALS FOR:					
MISCELLANEOUS	(2,389)	0	10	0	0
*** TOTAL: REVENUE	(2,389)	70,000	10	0	0

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COUNTY ADMINISTRATION SPECIAL PROGRAMS

Expenditures: 2,057,858

Revenues: 0

FTEs: 0.0

Function Statement: Provide funds and a comprehensive review, analysis, justification, and approval process to provide continuing reinvestment in maintenance and repair of County facilities.

Mandates: None

Funding Summary

Department	FY2004/05 Adopted	FY2005/06 Department Base Request	FY2005/06 Department Supplemental	FY2005/06 Department Requested	FY2005/06 Administrator Recommended
Expenditures					
SUPPLIES AND SERVICES	687,000	2,057,858	0	2,057,858	2,057,858
Total Expenditures	687,000	2,057,858	0	2,057,858	2,057,858
Total Transfers In/(Out)	187,000	1,612,258	0	1,612,258	1,612,258
Fund Balance Decrease/(Increase)	500,000	445,600	0	445,600	445,600
Total Funding	687,000	2,057,858	0	2,057,858	2,057,858

Five Year History of Expenditures and Revenues

	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Actuals	FY2004/05 Projected	FY2005/06 Recommended
Expenditures	501,034	351,258	495,421	687,000	2,057,858
Revenues	14,828	56,414	44,058	21,629	0
Net Operating Transfers In/(Out)	3,700,000	0	0	187,000	1,612,258

SUMMARY BY ACCOUNT

Department Name: COUNTY ADMINISTRATION SPECIAL PROGRAMS

ACCOUNT NAME	2003/04	2004/05	YTD THRU	2005/06	
	ACTUAL	ADOPTED	FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
EXPENDITURE ACCOUNTS -					
REPAIR & MAINTENANCE SUPPLIES	14,843	0	1,676	0	0
SMALL TOOLS & OFFICE EQUIP < \$1,000	48,960	0	18,130	0	0
NON MEDICAL PROFESSIONAL SERVICES	51,500	0	15,839	0	0
LAB & X-RAY SERVICES	90	0	0	0	0
MILEAGE REIMBURSEMENT	120	0	0	0	0
MOTOR POOL	13	0	0	0	0
ADVERTISING	0	0	385	0	0
PRINTING AND MICROFILMING	26	0	4,711	0	0
REFUSE/SEWAGE DISPOSAL/RECYCLING	115	0	469	0	0
LEASES & RENTALS	288	0	0	0	0
R&M MACHINERY & EQUIPMENT	24,809	0	2,140	0	0
R&M RENEWAL SOFTWARE AGREEMENTS	0	0	789	0	0
R&M BUILDINGS & GROUNDS	326,562	0	61,387	0	0
OTHER MISCELLANEOUS CHARGES	45	0	0	0	0
CONTINGENCY	0	687,000	0	2,057,858	2,057,858
** OBJECT TOTALS FOR:					
SUPPLIES & SERVICES	467,371	687,000	105,526	2,057,858	2,057,858
FURNITURE (\$1,000 - \$4,999)	1,299	0	0	0	0
OTHER MACH/EQUIP (\$1,000 - \$4,999)	3,551	0	1,802	0	0
OTHER MACH & EQUIP (\$5,000 OR MORE)	23,200	0	0	0	0
** OBJECT TOTALS FOR:					
CAPITAL OUTLAY	28,050	0	1,802	0	0
*** TOTAL: EXPENDITURE ACCOUNTS -					
	495,421	687,000	107,328	2,057,858	2,057,858
REVENUE					
INTEREST	44,058	0	20,420	0	0
** OBJECT TOTALS FOR:					
INTEREST	44,058	0	20,420	0	0
OTHER MISCELLANEOUS REVENUE	0	0	1,209	0	0
** OBJECT TOTALS FOR:					
MISCELLANEOUS	0	0	1,209	0	0
*** TOTAL: REVENUE					
	44,058	0	21,629	0	0

COUNTY ADMINISTRATOR GRANTS

Expenditures: 430,000

Revenues: 0

FTEs: 0.0

Function Statement: Develop a regional conservation plan to conserve the natural, environmental, and cultural resources of Pima County and ensure that the County's natural and urban environments not only coexist but develop an interdependent relationship, where one enhances the other.

Mandates: None

Funding Summary

Department	FY2004/05 Adopted	FY2005/06 Department Base Request	FY2005/06 Department Supplemental	FY2005/06 Department Requested	FY2005/06 Administrator Recommended
Expenditures					
SUPPLIES AND SERVICES	1,000,000	430,000	0	430,000	430,000
Total Expenditures	1,000,000	430,000	0	430,000	430,000
Revenues					
INTERGOVERNMENTAL	1,000,000	0	0	0	0
Total Revenues	1,000,000	0	0	0	0
Total Transfers In/(Out)	0	0	0	0	0
Fund Balance Decrease/(Increase)	0	430,000	0	430,000	430,000
Total Funding	1,000,000	430,000	0	430,000	430,000

Five Year History of Expenditures and Revenues

	FY2001/02 Actuals	FY2002/03 Actuals	FY2003/04 Actuals	FY2004/05 Projected	FY2005/06 Recommended
Expenditures	576,815	360,345	243,187	158,606	430,000
Revenues	580,915	360,345	243,188	584,507	0
Net Operating Transfers In/(Out)	0	0	0	0	0

SUMMARY BY ACCOUNT

Department Name: COUNTY ADMINISTRATOR GRANTS

	2003/04	2004/05		2005/06	
ACCOUNT NAME	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
EXPENDITURE ACCOUNTS -					
NON MEDICAL PROFESSIONAL SERVICES	241,183	980,000	126,302	410,000	410,000
PRINTING AND MICROFILMING	2,004	20,000	12,144	20,000	20,000
** OBJECT TOTALS FOR:					
SUPPLIES & SERVICES	<u>243,187</u>	<u>1,000,000</u>	<u>138,446</u>	<u>430,000</u>	<u>430,000</u>
*** TOTAL: EXPENDITURE ACCOUNTS -	<u><u>243,187</u></u>	<u><u>1,000,000</u></u>	<u><u>138,446</u></u>	<u><u>430,000</u></u>	<u><u>430,000</u></u>
REVENUE					
FEDERAL REVENUE	243,188	1,000,000	563,868	0	0
** OBJECT TOTALS FOR:					
INTERGOVERNMENTAL	<u>243,188</u>	<u>1,000,000</u>	<u>563,868</u>	<u>0</u>	<u>0</u>
INTEREST	0	0	958	0	0
** OBJECT TOTALS FOR:					
INTEREST	<u>0</u>	<u>0</u>	<u>958</u>	<u>0</u>	<u>0</u>
*** TOTAL: REVENUE	<u><u>243,188</u></u>	<u><u>1,000,000</u></u>	<u><u>564,826</u></u>	<u><u>0</u></u>	<u><u>0</u></u>