

Pima County FY 2005/06 Recommended Budget

Public Works Administration – General Fund

Revenue \$ 0
Expenditures 100,000

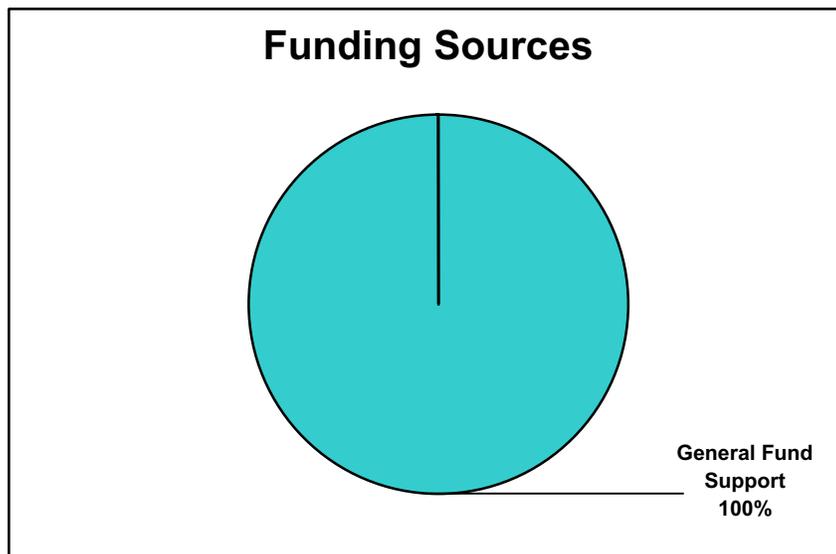
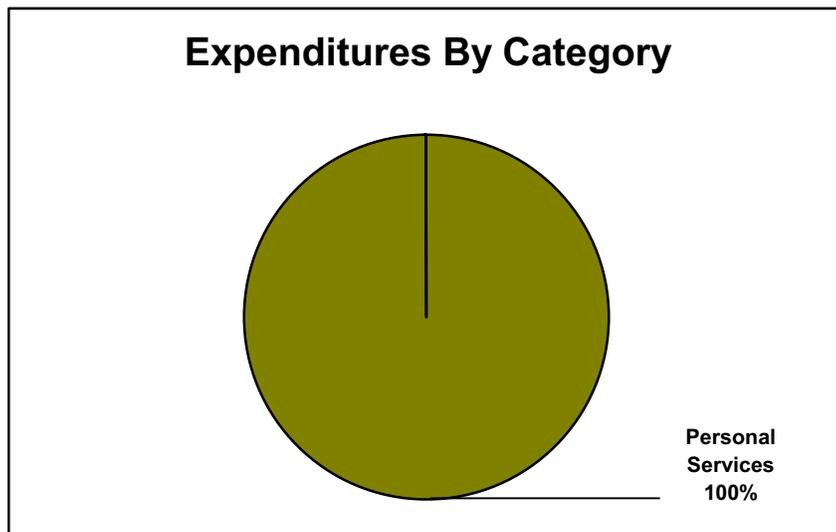
Fund Impact \$ (100,000)

FTEs 32.5

Function Statement: Provide administrative services and cultural resources services and direct the real property activities for the departments within the Public Works functional area.

Public Works Administration also operates Improvement Districts Formation Fund (a special revenue fund).

Note: Prior to fiscal year 2005/06 all Public Works Administration expenditures were allocated in full to the other departments within the Public Works functional area. Effective July 1, 2005, Cultural Resources expenditures of \$100,000 will not be allocated to other departments. However, \$2,817,866 of other expenditures are budgeted to be allocated out to the other departments within the Public Works functional area. The FTE count represents the number of employees engaged in department activities.



Recommended Budget Summary - General Fund

| | <u>Total Expenditures</u> | <u>Total Revenues</u> | <u>Operating Transfers</u> | <u>Net General Fund Impact</u> |
|---|---------------------------|-----------------------|----------------------------|--------------------------------|
| FY 2004/05 Adopted | 0 | 0 | 0 | 0 |
| Personal Services | 1,994,489 | | | (1,994,489) |
| Allocation to Other Public Works Depts. | (1,994,489) | | | 1,994,489 |
| Supplies and Services | 786,225 | | | (786,225) |
| Allocation to Other Public Works Depts. | (786,225) | | | 786,225 |
| Capital Request | 37,152 | | | (37,152) |
| Allocation to Other Public Works Depts. | (37,152) | | | 37,152 |
| Supplemental Requests | | | | |
| Package B: 3-1-1 Information Call Program | | | | 0 |
| Package C: Office Construction / Moves | | | | 0 |
| Package D: Support for Cultural Resources | 100,000 | | | (100,000) |
| Total Recommended Budget | <u>100,000</u> | <u>0</u> | <u>0</u> | <u>(100,000)</u> |
| Full Time Equivalent (FTEs) | <u>32.5</u> | | | |

Comments/Issues

Fiscal year 2004/05 year to date expenditures of \$11,609 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 - 16 | 34,652 |
| Printer | 2,500 |
| | <u>37,152</u> |

The department submitted three requests for supplemental funding. The following package is recommended:

Supplemental Package D - General Fund Support for Cultural Resources - is recommended for funding. The package requested \$100,000 in personal services.

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 | 7,763 | (2) | (2) | 0 | 100,000 |
| Revenues | 0 | 0 | 0 | 0 | 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 | 85,179 | 0 | 191,041 | 191,041 | 100,000 |
| Supplies & Services | (105,679) | 0 | 49,000 | 49,000 | 0 |
| Capital | 20,500 | 0 | 3,000 | 3,000 | 0 |
| Total Expenditures * | 0 | 0 | 243,041 | 243,041 | 100,000 |
| Revenues | | | | | |
| None | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 0 | 0 | 0 | 0 | 0 |
| General Fund Support | 0 | 0 | 243,041 | 243,041 | 100,000 |
| Total Funding | 0 | 0 | 243,041 | 243,041 | 100,000 |

* Note: \$2,817,866 of Public Works Administration expenditures are budgeted to be allocated out to the other departments within the Public Works functional area. The \$100,000 of expenditures shown here are Cultural Resources expenditures recommended for General Fund support in Supplemental Package D.

SUMMARY BY ACCOUNT

Department Name: PUBLIC WORKS ADMINISTRATION

| ACCOUNT NAME | 2003/04 | 2004/05 | YTD THRU | 2005/06 | |
|---|-------------|-------------|--------------|-------------------------|-------------|
| | ACTUAL | ADOPTED | FEB 28, 2005 | DEPARTMENT REQUESTED | RECOMMENDED |
| EXPENDITURE ACCOUNTS - | | | | | |
| SALARIES & WAGES | 948,626 | 1,561,868 | 737,949 | 1,739,148 | 1,664,143 |
| OVERTIME | 630 | 0 | 178 | 0 | 0 |
| TEMPORARY HELP | (10) | 0 | 1,187 | 0 | 0 |
| BUDGETED BENEFITS | 213,035 | 364,092 | 163,292 | 412,597 | 396,561 |
| SALARY REDUCTION | (1,206,893) | (1,863,829) | (674,901) | (2,094,489) | (1,994,489) |
| INTERDEPARTMENTAL SALARIES | 44,611 | 23,048 | 7,711 | 133,785 | 33,785 |
| ** OBJECT TOTALS FOR: | | | | | |
| PERSONAL SERVICES | (1) | 85,179 | 235,416 | 191,041 | 100,000 |
| OFFICE SUPPLIES | 13,352 | 19,000 | 9,980 | 19,883 | 18,883 |
| BOOKS/SUBSCRIPTIONS/VIDEO | 7,670 | 10,000 | 7,799 | 10,500 | 10,500 |
| SOFTWARE / SOFTWARE LICENSES <\$1,000 | 2,211 | 8,440 | 781 | 10,200 | 10,200 |
| FOOD SUPPLIES | 684 | 1,500 | 133 | 1,000 | 1,000 |
| FOOD PREPARATION SUPPLIES | 28 | 600 | 36 | 400 | 400 |
| FUEL, OIL, LUBRICANTS | 24 | 100 | 27 | 200 | 200 |
| HOUSEHOLD/INDUSTRIAL SUPPLIES | 254 | 600 | 196 | 600 | 600 |
| FILM, MAPS, BLUEPRINTS | 163 | 600 | 61 | 200 | 200 |
| OTHER OPERATING SUPPLIES | 346 | 100 | 330 | 400 | 400 |
| REPAIR & MAINTENANCE SUPPLIES | 153 | 500 | 25 | 500 | 500 |
| SMALL TOOLS & OFFICE EQUIP < \$1,000 | 7,061 | 13,000 | 6,275 | 14,539 | 9,919 |
| LAWYERS | 0 | 11,000 | 0 | 9,000 | 9,000 |
| NON MEDICAL PROFESSIONAL SERVICES | 82,752 | 185,000 | 10,913 | 212,875 | 175,000 |
| TELEPHONE/VOICE/DATA TELECOMMUNICATION | 11,653 | 13,282 | 6,916 | 11,300 | 10,800 |
| POSTAGE & FREIGHT | 168 | 500 | 43 | 1,310 | 1,060 |
| MILEAGE REIMBURSEMENT | 572 | 1,220 | 129 | 1,320 | 1,320 |
| IN-STATE TRAVEL | 3,565 | 10,000 | 3,652 | 10,500 | 10,500 |
| IN-STATE TRAINING | 11,728 | 23,500 | 18,596 | 39,500 | 35,500 |
| OUT-OF-STATE TRAVEL/TRAINING | 10,082 | 25,500 | 12,683 | 43,600 | 35,600 |
| MOTOR POOL | 11,404 | 11,989 | 7,750 | 15,000 | 15,000 |
| ADVERTISING | 6,949 | 3,950 | 5,280 | 4,450 | 3,700 |
| PRINTING AND MICROFILMING | 14,109 | 18,000 | 6,936 | 18,000 | 17,000 |
| PROPERTY DAMAGE INS. PREMIUM | 5,635 | 0 | 3,483 | 0 | 0 |
| OTHER INSURANCE | 507 | 300 | 409 | 450 | 450 |
| ELECTRICITY | 16 | 1,000 | 0 | 0 | 0 |
| NATURAL GAS | 47 | 100 | 0 | 0 | 0 |
| WATER & SEWER | 136 | 200 | 0 | 0 | 0 |
| LEASES & RENTALS | 114,447 | 51,948 | 243 | 54,415 | 54,415 |
| SUPPLIES & SERVICES REDUCTION | (462,173) | (908,712) | (434,137) | (815,720) | (786,225) |
| INTERDEPT. SUPPLIES & SERVICES | 126,611 | 206,654 | 87,997 | 185,078 | 185,078 |
| R&M MACHINERY & EQUIPMENT | 2,967 | 6,150 | 2,325 | 6,500 | 6,500 |

SUMMARY BY ACCOUNT

Department Name: PUBLIC WORKS ADMINISTRATION

| ACCOUNT NAME | 2003/04 | 2004/05 | | 2005/06 | |
|--|------------|-----------|--------------------------|-------------------------|----------------|
| | ACTUAL | ADOPTED | YTD THRU FEB 28, 2005 | DEPARTMENT REQUESTED | RECOMMENDED |
| R&M BUILDINGS & GROUNDS | 8,527 | 161,000 | 96 | 176,000 | 156,000 |
| DUES AND MEMBERSHIPS | 9,633 | 12,200 | 8,648 | 14,400 | 13,900 |
| OTHER MISCELLANEOUS CHARGES | 1,228 | 5,100 | 227 | 2,600 | 2,600 |
| ** OBJECT TOTALS FOR: | | | | | |
| SUPPLIES & SERVICES | (7,491) | (105,679) | (232,168) | 49,000 | 0 |
| CAPITAL REDUCTION | 0 | 0 | 0 | (43,552) | (37,152) |
| OFF MACH/COMPUTER \$1,000 - \$4,999 | 7,490 | 14,500 | 8,361 | 46,552 | 37,152 |
| SOFTWARE/OFF MACH (\$5,000 OR MORE) | 0 | 6,000 | 0 | 0 | 0 |
| ** OBJECT TOTALS FOR: | | | | | |
| CAPITAL OUTLAY | 7,490 | 20,500 | 8,361 | 3,000 | 0 |
| *** TOTAL: EXPENDITURE ACCOUNTS - | (2) | 0 | 11,609 | 243,041 | 100,000 |

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IMPROVEMENT DISTRICTS FORMATION FUND

Expenditures: 25,000

Revenues: 500

FTEs: 0.0

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

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 | | | | | |
| PERSONAL SERVICES | 0 | 25,000 | 0 | 25,000 | 25,000 |
| SUPPLIES AND SERVICES | 85,000 | 0 | 0 | 0 | 0 |
| Total Expenditures | 85,000 | 25,000 | 0 | 25,000 | 25,000 |
| Revenues | | | | | |
| INTEREST | 0 | 500 | 0 | 500 | 500 |
| Total Revenues | 0 | 500 | 0 | 500 | 500 |
| Total Transfers In/(Out) | 0 | 0 | 0 | 0 | 0 |
| Fund Balance Decrease/(Increase) | 85,000 | 24,500 | 0 | 24,500 | 24,500 |
| Total Funding | 85,000 | 25,000 | 0 | 25,000 | 25,000 |

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

Five Year History of Expenditures and Revenues

| | FY2001/02 Actuals | FY2002/03 Actuals | FY2003/04 Actuals | FY2004/05 Projected | FY2005/06 Recommended |
|---|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Expenditures | 0 | 0 | 23,659 | 12,354 | 25,000 |
| Revenues | 0 | 0 | 217 | 1,292 | 500 |
| Net Operating Transfers In/(Out) | 0 | 0 | 100,000 | 0 | 0 |

SUMMARY BY ACCOUNT

Department Name: IMPROVEMENT DISTRICTS FORMATION FUND

| | 2003/04 | 2004/05 | | 2005/06 | |
|--|---------------|---------------|--------------------------|-------------------------|---------------|
| ACCOUNT NAME | ACTUAL | ADOPTED | YTD THRU FEB 28, 2005 | DEPARTMENT REQUESTED | RECOMMENDED |
| EXPENDITURE ACCOUNTS - | | | | | |
| INTERDEPARTMENTAL SALARIES | 22,555 | 0 | 0 | 25,000 | 25,000 |
| ** OBJECT TOTALS FOR: | | | | | |
| PERSONAL SERVICES | 22,555 | 0 | 0 | 25,000 | 25,000 |
| OTHER MISCELLANEOUS CHARGES | 1,104 | 85,000 | 8,236 | 0 | 0 |
| ** OBJECT TOTALS FOR: | | | | | |
| SUPPLIES & SERVICES | 1,104 | 85,000 | 8,236 | 0 | 0 |
| *** TOTAL: EXPENDITURE ACCOUNTS - | 23,659 | 85,000 | 8,236 | 25,000 | 25,000 |
| REVENUE | | | | | |
| INTEREST | 217 | 0 | 861 | 500 | 500 |
| ** OBJECT TOTALS FOR: | | | | | |
| INTEREST | 217 | 0 | 861 | 500 | 500 |
| *** TOTAL: REVENUE | 217 | 0 | 861 | 500 | 500 |

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