



Board of Supervisors Memorandum

June 20, 2023

Sheriff's Department – Over Budget for FY 2022/23

Background

In the Period 11 Financial Forecast, the Sheriff's Department is projected to be over budget by approximately \$3.3 million. The Sheriff's Department has consistently provided monthly forecasts indicating that the Department would end the year over budget. The main reasons for this overage are as follows:

- Overtime – Due to many vacant positions throughout the year, the Sheriff's Department has relied on overtime to cover the staffing gaps. The projected expenditure for Overtime during the fiscal year ending on June 30, 2023, is approximately \$9.6 million. Most of the increase in Overtime costs has been offset by vacancy savings, but there is an expected shortfall of \$1.5 million for personnel costs.
- Building Repair and Maintenance – The forecasted cost of building repairs and maintenance, including janitorial services, at the various Sheriff locations is \$3.0 million, which exceeds the budgeted amount by approximately \$700,000.
- Food Supplies – Inflation has driven up the costs of food supplies, leading to an anticipated budget overrun of approximately \$460,000 in this category.
- Other Supply Categories – The remaining overage is attributed to other supply categories, including Medical and Lab Supplies, Fuel and Oil, and Law Enforcement Supplies.

Historically, County Administration has approved any transfers of Budget Authority from Contingency to address similar situations. However, Board Policy D 22.2 – [Budget Accountability](#) states that *“Elected and appointed officers of the County may not expend public monies in excess of those appropriated by the Board.”*

Recommendation

I recommend the Board of Supervisors approve an allocation of Budget Authority from General Fund Contingency to the Sheriff's Department General Fund. This allocation would cover the anticipated budget overage of up to \$3.3 million.

Sincerely,

A handwritten signature in black ink, appearing to read "Jan Lesher".

Jan Lesher
County Administrator

JKL/anc – June 13, 2023

c: The Honorable Chris Nanos, Pima County Sheriff
Carmine DeBonis, Jr., Deputy County Administrator
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
Steve Holmes, Deputy County Administrator
Ellen Moulton, Director, Finance and Risk Management
Ron Jee, Financial Advisor, Sheriff's Department
Andy Welch, Deputy Director, Finance and Risk Management