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# MEMORANDUM

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Date: April 28, 2023

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Departmental Hearing Presentations**

Beginning in the fall of last year, County staff solicited feedback from the Board of Supervisors regarding the value of the budget hearing process that has been used over the past several years. That process involved Departments spending 10-15 min to present their budgets to the Board of Supervisors, nothing significant changes and other highlights of their requested budget. The purpose of the hearings was to provide both the Board of Supervisors and the public insight into all elements of the County budget.

Supervisors who provided input noted that the hearing process did little to further explain the budget to them or the public.

The County Budget Website has provided transparency to the Board and the public during preparation of the Fiscal Year 2023/24 budget. The website includes the County Administrator Memoranda for the Fiscal Year 2023/24 Budget, the Working Budget Drafts, and the Recommended Budget Book. Additional information will be added to the website as we move through the Tentative and Adopted Budget stages.

New this year, County staff has provided additional information on the Fiscal Year 2023/24 Budget Process, implemented a new General Fund Balance Policy, provided Monthly Financial Forecast Reports, and created the Economic Decisions Guide. These documents, as well as other County Administrator Memoranda related to the Fiscal Year 2023/24 Budget, can all be found on the [County Budget website](#).

Like prior budget years, the Working Budget Drafts are included on the County Budget website. Drafts of the working budget, including budgets submitted by all County departments, have been available on the website since March 6, 2023. These reports are regularly updated throughout the budget process and include departmental revenues, expenditures and position data. These financial reports provide actual amounts for FY 2021/22, Adopted Budget amounts for FY 2022/23, year-to-date amounts for FY 2022/23 as of the report's date, and Recommended Budget amounts for FY 2023/24. Additionally, the reports include two columns of variances that highlight comparisons between the FY 2022/23 Adopted Budget and the FY 2023/24 Recommended Budget, as well as the FY 2022/23 Adopted Budget and the actual year-to-date revenues and expenditures for FY 2022/23.

**Departmental Hearing Presentations**

April 28, 2023

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The Departmental Hearing Presentation Report information is included within the Fiscal Year 2023/24 Recommended Budget. This summary is provided for each County Department, highlighting expenditures and revenues for the Department and delineating the function, services provided, program goals and objectives, and performance measures. These Presentations were used as the basis for discussion during the Budget Hearings. They are provided as Attachment 1 to this Memorandum, and are included within the Recommended Budget.

The Recommended Budget was finalized and provided to the Board of Supervisors earlier today. The Recommended Budget can be found on the County Budget website. To assist the Board with its review of the Recommended Budget, in addition to the Departmental Hearing Presentations, County staff has created the Recommended Budget Comparison. This Comparison includes the primary reasons for changes in Revenues, Expenditures and FTEs by Department between Fiscal Year 2022/23 Adopted Budget and the Fiscal Year 2023/24 Recommended Budget and was provided to the Board with the Recommended Budget. It can also be found on the County Budget website under County Administrator Memoranda Fiscal Year 2023/24.

To ensure that the public can ask questions or provide feedback on the County's Fiscal Year 2023/24 Recommended Budget, we have added a link on the County Budget website—that will allow for public input. Additionally, opinions can be shared at any time and will not require members of the public to comment only during the public hearing part of the Board of Supervisor's meeting.

If a member of the Board or any of your staff have questions or would like additional information, I will ensure County Departments and/or the Finance team schedule meetings as needed with you or your staff. And, of course, should the Board wish to schedule time to convene and hold public hearings on a day or days other than the May 16 Tentative Budget Adoption, those will be immediately scheduled.

**Attachment**

C: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco Garcia, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Ellen Moulton, Director, Finance and Risk Management  
Mark Evans, Director, Communications Office  
Michelle Campagne, Senior Advisor, Pima County Administrator's Office

# ATTACHMENT 1

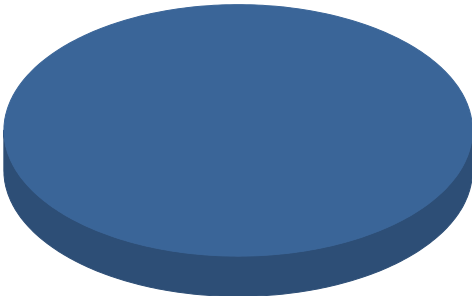
Department-wide Recommended Budget  
& Departmental Overview  
For Fiscal Year 2023/2024



Expenses      3,698,661      Revenues      -      FTEs      25.68

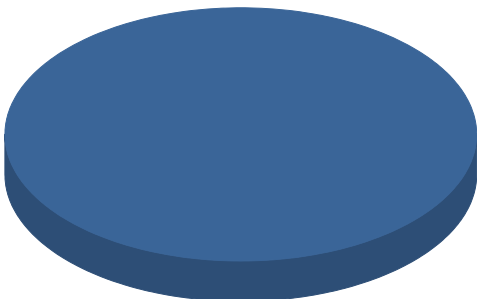
Expenses By Program

■ Analytics & Data Governance 100.00%  
Total: 100.00%



Sources of All Funding

■ General Fund Support 100.00%  
Total: 100.00%



Function Statement:

Analytics & Data Governance (ADG) provides Pima County with actionable information, analyses, and insights that support and enhance the quality and delivery of services and address public needs. Enable data access and understanding through data democratization, literacy, and skills for better decision making throughout Pima County. ADGs Strategic Goals are:

- 1. Transparent Communication and Accountability: driving accountability between ADG and its customers by clearly communicating: reports and data availability; how to access reports; customer request status; service level agreement definitions for response, resolution, testing and promotion
- 2. Deliver Analytics: delivering commitments on time, every time, creating and updating reports, ingesting and integrating data as needed to meet business (customer) needs
- 3. Data Literacy: instilling an attitude of "Data is FUNdamental," interpreting and questioning the data, training and empowering Pima County to use data for decision making.
- 4. Modernize Data Operations; be a world class organization by completing Pima County's cloud migration, adopting technical innovations, and developing consistent and repeatable practices by automating data operations
- 5. Enterprise Resource Planning (ERP) management: enabling business transformations, embracing new technology, creating automations, understanding business processes, and conveying access to data and information
- 6. Data Governance: creating and implementing a system of decision rights and accountabilities for information-related processes, defining the who, what, where, when, why, and how of all related actions

Mandates:

None

**Major Departmental Issues:**

Staffing is a key concern. This challenging economic environment is impacting the ability of the department to offer a competitive wage and successfully hire qualified candidates. The department has been unsuccessful with filling key staffing positions in order to deliver and maintain critical information assets. ADG has been in a unique and unfortunate position as noted by the departments high turnover rate of 31% and a current vacancy rate of 26%. ADG employees have been actively recruited (headhunted) by recruitment specialists for both local and out of state businesses. The department has spent significant time and money training employees and implementing industry leading tools. This combination has the effect of making ADG employees the most attractive candidates for any data related positions for any type of business. Within the last year, ADG has lost four (4) employees to industry recruitment.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Analytics & Data Governance (ADG)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	4,140,777	3,218,126	3,698,661	(442,116)	480,535
<b>Revenue</b>	-	-	-	-	-
<b>Net Transfers</b>	-	-	-	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,446,992	1,825,806	2,001,472	(445,520)	175,666
<b>Other Benefits</b>	804,196	579,057	721,544	(82,652)	142,487
<b>Salaries &amp; Benefits:</b>	<b>3,251,188</b>	<b>2,404,863</b>	<b>2,723,016</b>	<b>(528,172)</b>	<b>318,153</b>
<b>FTE</b>	29.60		25.68	(3.92)	

**Significant Changes:**

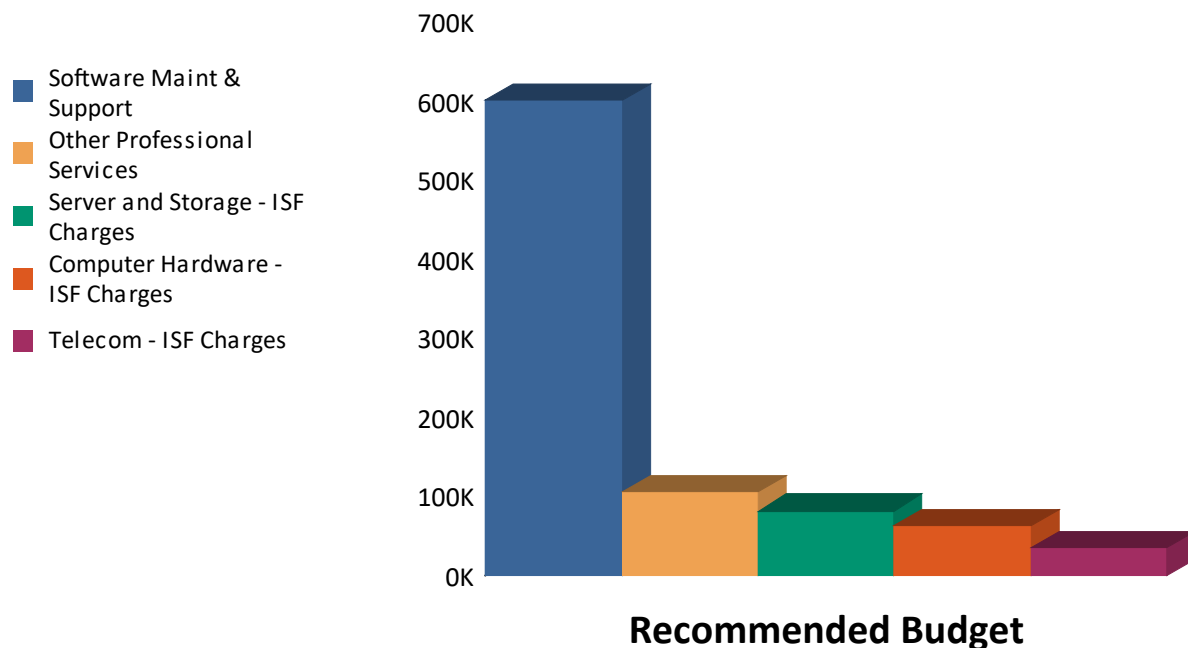
Total budgeted overall expenditures in fiscal year 2023/24 decreased. While budgeted operating expenditures increased due to higher countywide IT costs, personnel expenditures decreased as positions were reduced and realigned to reflect available resources.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Analytics & Data Governance (ADG)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	567,000	567,000	602,000	35,000
Server and Storage - ISF Charges	48,897	48,897	81,450	32,553
Computer Hardware - ISF Charges	34,200	34,200	62,640	28,440
Telecom - ISF Charges	19,966	19,966	34,800	14,834
Software - ISF Charges	17,163	17,163	28,392	11,229
Motor Pool Charges	1,000	-	-	(1,000)
Other Professional Services	139,919	45,000	104,919	(35,000)
In State Training	34,000	25,000	34,000	-
Office Supplies	6,444	5,000	6,444	-
R&M-Machinery & Equipment Services	5,000	3,500	5,000	-

**Department-wide Top 5 Non-personnel Expense Groups**





**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Analytics & Data Governance (ADG)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,986,097	2,252,326	3,251,188	2,404,863	2,723,016
Operating Expenses	676,559	650,054	889,589	813,263	975,645
<b>Total Expenditures</b>	<b>2,662,656</b>	<b>2,902,380</b>	<b>4,140,777</b>	<b>3,218,126</b>	<b>3,698,661</b>
<b>Revenue</b>					
<b>Total Revenues</b>	-	-	-	-	-
<b>Net Transfers</b>	-	<b>72,000</b>	-	-	-
<b>Fund Impact</b>	<b>(2,662,656)</b>	<b>(2,830,380)</b>	<b>(4,140,777)</b>	<b>(3,218,126)</b>	<b>(3,698,661)</b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Analytics & Data Governance (ADG)

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**Recommended Budget by Program**

**Program: Analytics & Data Governance**

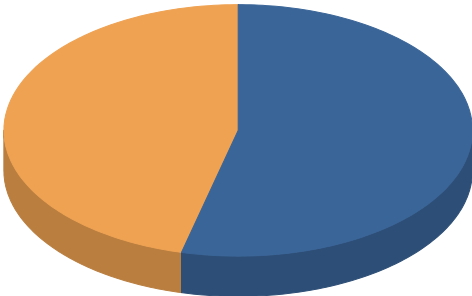
**Function:** To provide Pima County with actionable information, analyses, and insights that support and enhance the quality and delivery of services and addresses public needs.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,662,656	2,902,380	4,140,777	3,698,661
Net Transfers	-	72,000	-	-
FTE			29.60	25.68

Expenses      11,888,552      Revenues      500      FTEs      142.00

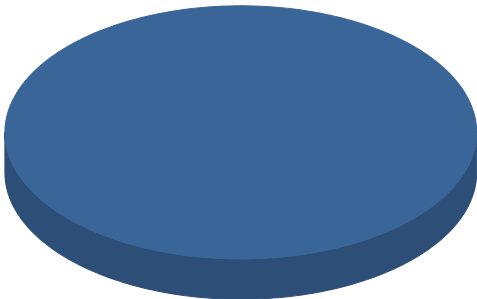
Expenses By Program

- Assessor Statutory Mandates    53.95%
- Administration                    46.05%
- Total:                                100.00%



Sources of All Funding

- General Fund Support 100.00%
- Total:                                100.00%



Function Statement:

Locate, identify, list, value, and defend all real and personal property in Pima County. Annually value and add to the tax roll all new construction, additions, changes in ownership, subdivisions, and parcel splits. Educate and assist the public in the valuation and appeals process.

Mandates:

ARS Title 42: Taxation

Major Departmental Issues:

The Assessor continues to experience on-going issues regarding the recruitment of personnel. To help address this issue, the department has worked with County Administration in order to develop a plan to make the department more competitive in the search for new hires.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Assessor (AS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	11,195,445	11,195,445	11,888,552	693,107	693,107
<b>Revenue</b>	500	500	500	-	-
<b>Net Transfers</b>	-	-	-	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	6,755,637	6,755,637	6,740,222	(15,415)	(15,415)
<b>Other Benefits</b>	2,852,274	2,852,274	2,877,987	25,713	25,713
<b>Salaries &amp; Benefits:</b>	<b>9,607,911</b>	<b>9,607,911</b>	<b>9,618,209</b>	<b>10,298</b>	<b>10,298</b>
<b>FTE</b>	143.00		142.00	(1.00)	

**Significant Changes:**

The increases to Other Professional Services are to allow Tax Management Associates to conduct comprehensive audits for personal property to recapture escaped revenue from Business Personal Property accounts for the previous three years. The increases to Software Under \$5m are to change Information Software to CoreLogic, in order to better comply with industry standards, and minimize variances when conducting assessments. The department also saw increases in the budget in order to pay for new hardware systems that are crucial to departmental operations.

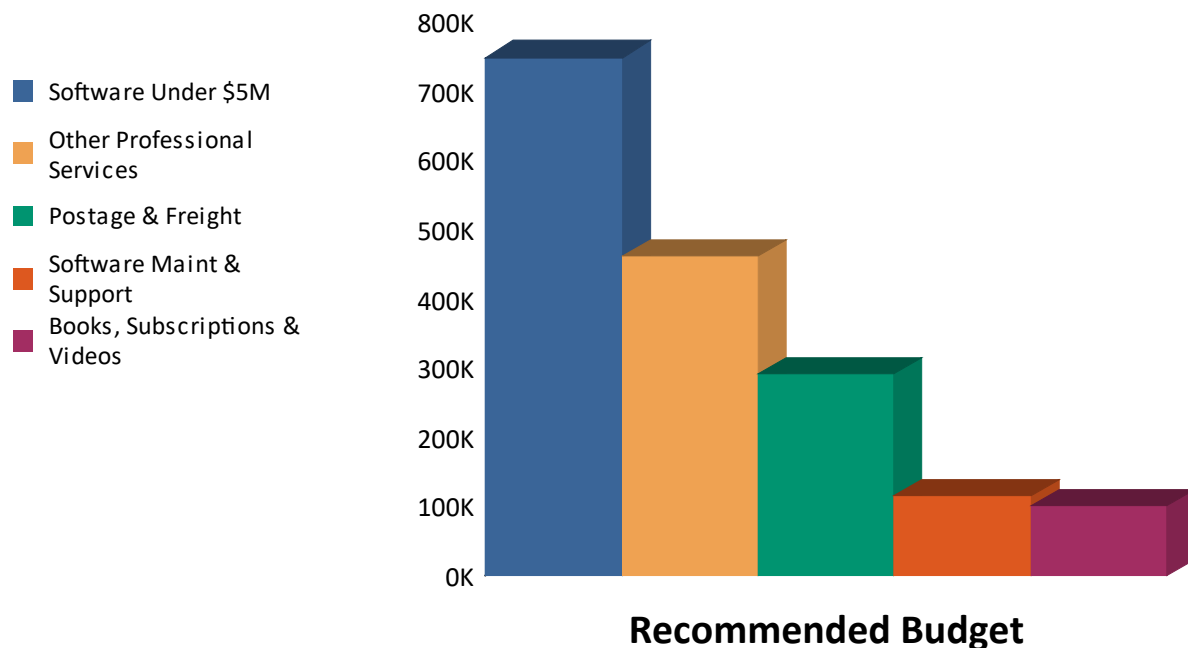
Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Assessor (AS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Under \$5M	10,000	10,000	749,500	739,500
Server and Storage - ISF Charges	-	-	77,870	77,870
Postage & Freight	250,000	250,000	291,815	41,815
Other Professional Services	419,800	419,800	461,250	41,450
Books, Subscriptions & Videos	71,935	71,935	101,425	29,490
Repair & Maintenance Supplies	21,500	21,500	1,585	(19,915)
In State Training	50,000	50,000	29,000	(21,000)
Motor Pool Charges	107,460	107,460	82,560	(24,900)
Software Maint & Support	153,310	153,310	115,000	(38,310)
Off Machines & Comps - Capital	171,500	171,500	-	(171,500)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Assessor (AS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	6,377,073	7,013,207	9,607,911	9,607,911	9,618,209
Operating Expenses	1,172,430	1,252,017	1,416,034	1,416,034	2,270,343
Capital Equipment > \$5,000	-	-	171,500	171,500	-
<b>Total Expenditures</b>	<b>7,549,503</b>	<b>8,265,224</b>	<b>11,195,445</b>	<b>11,195,445</b>	<b>11,888,552</b>
<b>Revenue</b>					
Revenue	440	600	500	500	500
<b>Total Revenues</b>	<b>440</b>	<b>600</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Net Transfers</b>	<b>-</b>	<b>(50,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(7,549,063)</b>	<b>(8,314,624)</b>	<b>(11,194,945)</b>	<b>(11,194,945)</b>	<b>(11,888,052)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Assessor (AS)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Provide administrative, managerial, and network support for all functions in the Pima County Assessor's Office.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,910,559	3,378,205	4,840,716	5,474,678
Revenue	440	600	500	500
Net Transfers	-	(50,000)	-	-
FTE			47.00	46.00

**Program: Assessor Statutory Mandates**

**Function:** Administer and direct statutory mandates, legislative changes, and Arizona Department of Revenue guidelines. Maintain and manage mandates of the Arizona Department of Commerce and the U.S. Department of Commerce.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	4,638,944	4,887,019	6,354,729	6,413,874
FTE			96.00	96.00

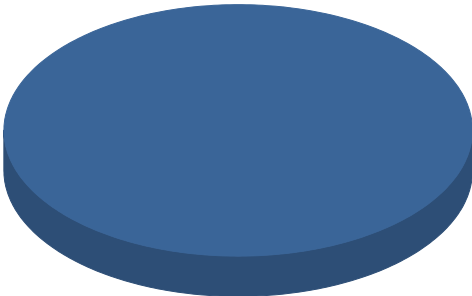
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Expenses	<u>2,889,282</u>	Revenues	<u>-</u>	FTEs	<u>22.00</u>
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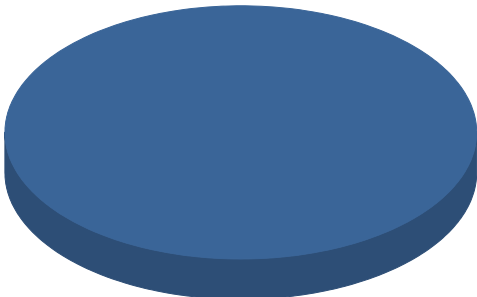
Expenses By Program

■ Board of Supervisors	100.00%
Total:	100.00%



Sources of All Funding

■ General Fund Support	100.00%
Total:	100.00%



Function Statement:

Fulfill the duties and responsibilities set forth in the Arizona Revised Statutes. Fund and maintain public health and safety. Lay out, maintain, and manage roads and bridges within the County. Provide health care and legal services to the indigent population of the County. Supervise the official conduct of all County officers charged with assessing, collecting, safekeeping, managing, or disbursing public revenues. Initiate and support state legislation beneficial to Pima County. Pursue federal and state funding to support services to County residents. Respond to constituents' problems, suggestions, inquiries, or complaints. Establish policies and goals to be carried out and achieved by County departments. Set spending limits and approve budgets of all County departments.

Mandates:

ARS Title 11, Chapter 2: Board of Supervisors

Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Board of Supervisors (BOS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	2,820,953	2,787,262	2,889,282	68,329	102,020
<b>Revenue</b>	-	281	-	-	(281)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,704,457	1,671,077	1,720,757	16,300	49,680
<b>Other Benefits</b>	756,954	781,484	852,651	95,697	71,167
<b>Salaries &amp; Benefits:</b>	<b>2,461,411</b>	<b>2,452,561</b>	<b>2,573,408</b>	<b>111,997</b>	<b>120,847</b>
<b>FTE</b>	22.00		22.00	-	

**Significant Changes:**

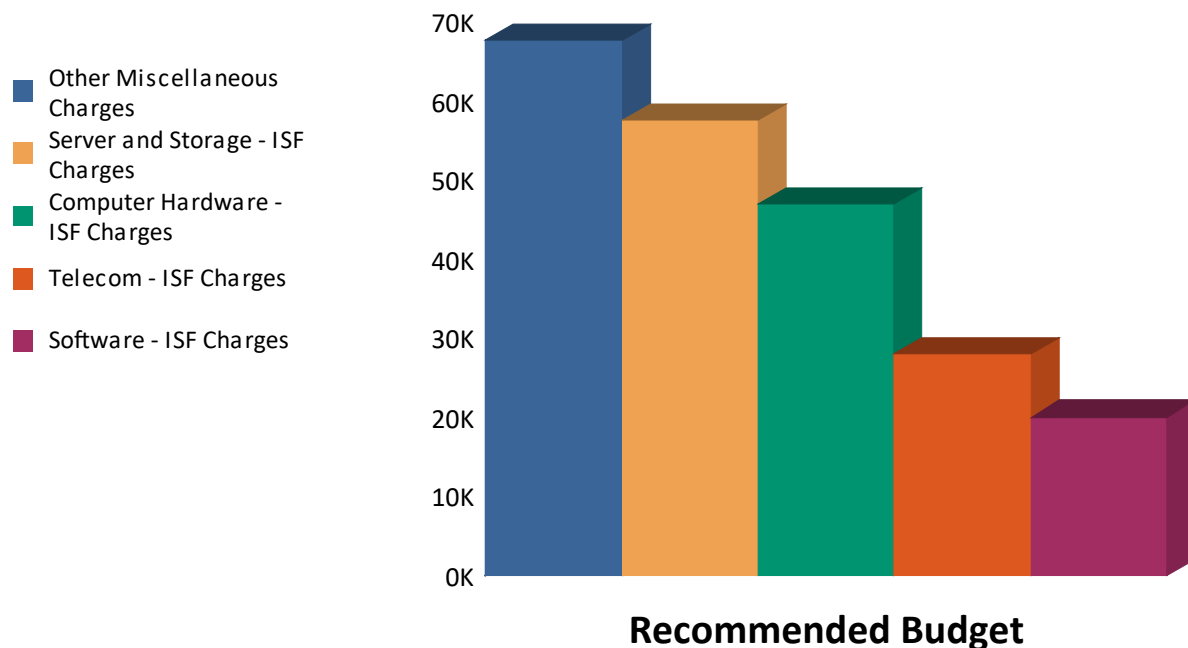
There is a rise in the personnel services budget for fiscal year 2023/24, which is primarily due to a 15.08% increase in the Elected Official Retirement System contribution rate, from 61.43% to 76.51%.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Board of Supervisors (BOS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Miscellaneous Charges	62,317	50,702	67,716	5,399
Computer Hardware - ISF Charges	45,600	45,600	47,007	1,407
Telecom - ISF Charges	26,622	26,622	27,948	1,326
Books, Subscriptions & Videos	4,250	4,478	5,500	1,250
Leases & Rental - Real Estate - External	4,500	4,500	4,800	300
Mileage Reimbursement	7,700	7,000	2,750	(4,950)
Furniture Under \$1,000	5,500	5,500	500	(5,000)
Mobile Devices - External	25,000	25,000	20,000	(5,000)
Server and Storage - ISF Charges	65,196	65,196	57,577	(7,619)
Other Professional Services	12,300	4,304	4,200	(8,100)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Board of Supervisors (BOS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,127,277	2,300,995	2,461,411	2,452,561	2,573,408
Operating Expenses	245,820	226,175	359,542	334,701	315,874
<b>Total Expenditures</b>	<b>2,373,097</b>	<b>2,527,170</b>	<b>2,820,953</b>	<b>2,787,262</b>	<b>2,889,282</b>
<b>Revenue</b>					
Revenue	152	27	-	281	-
<b>Total Revenues</b>	<b>152</b>	<b>27</b>	<b>-</b>	<b>281</b>	<b>-</b>
<b>Fund Impact</b>	<b>(2,372,945)</b>	<b>(2,527,143)</b>	<b>(2,820,953)</b>	<b>(2,786,981)</b>	<b>(2,889,282)</b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Board of Supervisors (BOS)

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Recommended Budget by Program

Program: Board of Supervisors

Function: Fulfill the duties and responsibilities set forth in Arizona Revised Statute Title 11, Chapter 2.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
General Fund				
Expense	2,373,097	2,527,170	2,820,953	2,889,282
Revenue	152	27	-	-
FTE			22.00	22.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Board (CL)**

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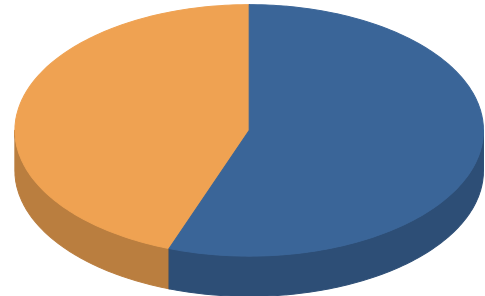
**Expenses**      1,872,989

**Revenues**      940

**FTEs**      19.00

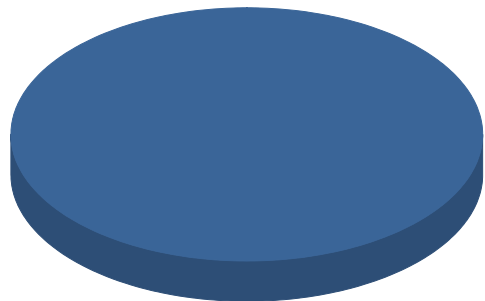
### Expenses By Program

■ Administration Management	55.42%
■ Management of Information & Records	44.58%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	99.95%
■ Department Revenue	0.05%
Total:	100.00%



#### Function Statement:

Record and publish all proceedings of the Board of Supervisors. Preserve and file all accounts acted upon by the Board. Administer and direct activities of the Pima County Records Management Program. Serve as the official filing office for all litigation and claims against Pima County. Process, preserve, and file all petitions, appeals, various licenses, and applications. Publicize and codify ordinances for inclusion in the Pima County Code. Administer and direct compliance to requirements for boards, commissions, and committees. Discharge statutory requirements for special taxing districts and State Board of Equalization Hearing Officers. Perform all other duties required by law, rule, or order of the Board.

#### Mandates:

Duties defined by law, rule, or order of the Board of Supervisors

#### Major Departmental Issues:

The fiscal year 2023/24 budget was developed taking into account the current uncertain conditions as the Clerk of the Board (CL) works through the end of the pandemic and with attention to the departments fiscal responsibility. The Clerk of the Board office continues to find strategic ways to advance all services that are expected.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Board (CL)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	1,871,616	1,723,390	1,872,989	1,373	149,599
<b>Revenue</b>	940	2,140	940	-	(1,200)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,017,639	970,477	1,013,871	(3,768)	43,394
<b>Other Benefits</b>	395,534	385,407	431,406	35,872	45,999
<b>Salaries &amp; Benefits:</b>	<b>1,413,173</b>	<b>1,355,884</b>	<b>1,445,277</b>	<b>32,104</b>	<b>89,393</b>
<b>FTE</b>	19.00		19.00	-	

**Significant Changes:**

Currently, there are no significant changes to report. With the continued uncertainty of the aftermath of the pandemic, the Clerk of the Board of Supervisors Office will adapt and provide all services expected of this office. As a response, the department will strive to mitigate any operational and budgetary issues.

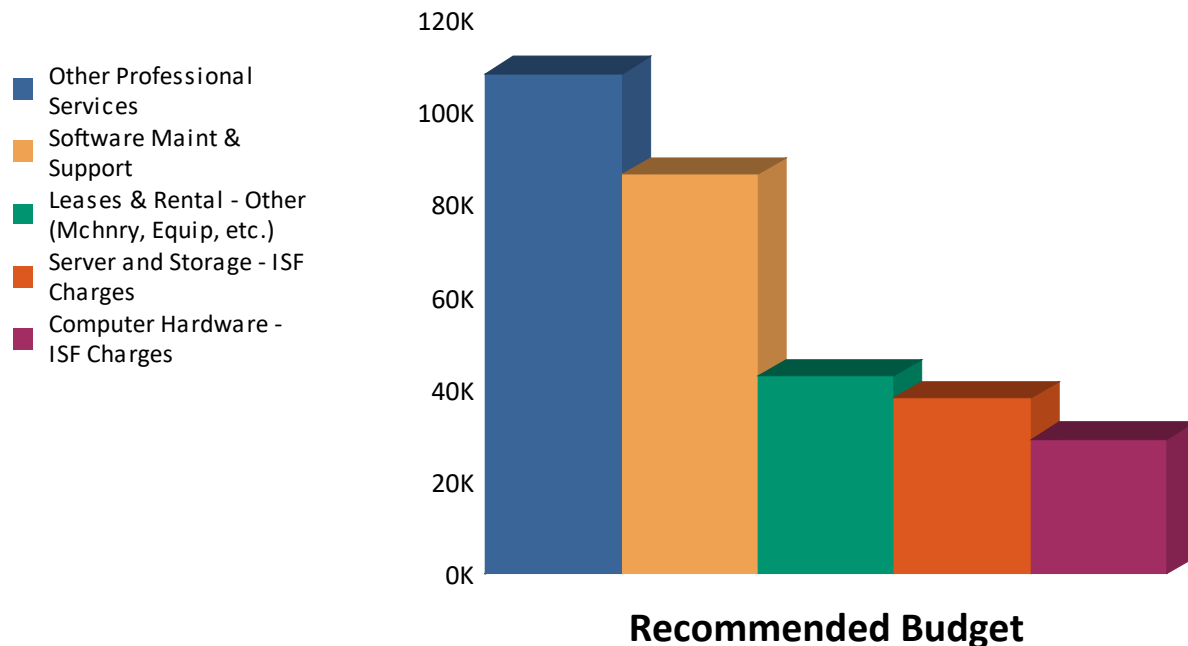


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Board (CL)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	81,800	88,000	86,657	4,857
Motor Pool Charges	7,956	7,956	8,101	145
Mobile Devices - External	2,354	1,600	1,854	(500)
Telecom - ISF Charges	18,635	18,635	16,200	(2,435)
Computer Hardware - ISF Charges	31,920	31,920	29,160	(2,760)
Software - ISF Charges	16,019	16,019	13,217	(2,802)
Software Under \$5M	4,600	6,843	-	(4,600)
Server and Storage - ISF Charges	45,637	45,637	37,917	(7,720)
Other Professional Services	123,409	80,000	108,493	(14,916)
Leases & Rental - Other (Mchnry, Equip, etc.)	42,776	20,000	42,776	-

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Board (CL)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,267,571	1,326,014	1,413,173	1,355,884	1,445,277
Operating Expenses	348,851	285,086	458,443	367,506	427,712
<b>Total Expenditures</b>	<b>1,616,422</b>	<b>1,611,100</b>	<b>1,871,616</b>	<b>1,723,390</b>	<b>1,872,989</b>
<b>Revenue</b>					
Revenue	338	1,445	940	2,140	940
<b>Total Revenues</b>	<b>338</b>	<b>1,445</b>	<b>940</b>	<b>2,140</b>	<b>940</b>
<b>Fund Impact</b>	<b>(1,616,084)</b>	<b>(1,609,655)</b>	<b>(1,870,676)</b>	<b>(1,721,250)</b>	<b>(1,872,049)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Board (CL)**

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**Recommended Budget by Program**

**Program: Administration Management**

**Function:** Record and publish all proceedings of the Board of Supervisors (Board). Preserve and file all accounts acted upon by the Board. Serve as the official filing office for all litigation and claims against Pima County. Process, preserve, and file all petitions, various licenses, and applications. Publicize and codify ordinances for inclusion in the Pima County Code. Administer and direct compliance to requirements for boards, commissions, and committees. Discharge statutory requirements for special taxing districts and State Board of Equalization Hearing Officers. Perform all other duties required by law, rule, or order of the Board.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	863,884	896,895	1,034,104	1,037,920
Revenue	338	1,445	940	940
FTE			10.00	10.00

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**Program: Management of Information & Records**

**Function:** Provide an efficient and effective Pima County Records Management Program in accordance with Arizona Revised Statute 41-151.14, and Board of Supervisors Policy C 4.2.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	752,538	714,205	837,512	835,069
FTE			9.00	9.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Economic Development Administration (CED)**

Community & Economic Development was consolidated into County Administration for fiscal year 2022/23. This summary is provided for informational purposes only.

**Recommended Budget by Fund**

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	804,385	792,758	-	-	-
Operating Expenses	148,627	78,539	-	-	-
<b>Total Expenditures</b>	<b>953,012</b>	<b>871,297</b>	-	-	-
<b>Fund Impact</b>	<b>(953,012)</b>	<b>(871,297)</b>	-	-	-

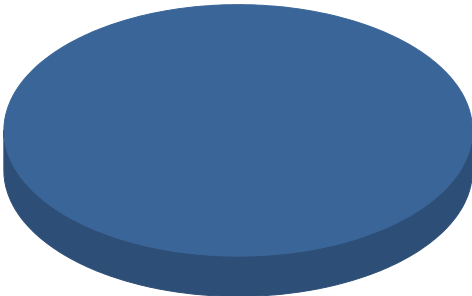
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
County Administrator (CA)

Expenses	<u>3,927,562</u>	Revenues	<u>103,262</u>	FTEs	<u>16.75</u>
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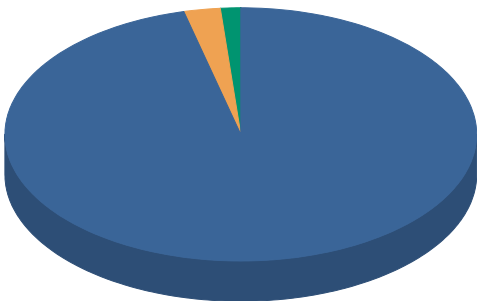
Expenses By Program

■ County Administrator	100.00%
Total:	100.00%



Sources of All Funding

■ General Fund Support	95.97%
■ Department Revenue	2.63%
■ Operating Transfers In	1.40%
Total:	100.00%



Function Statement:

Carry out the policies and goals established by the Board of Supervisors. Provide information and technical assistance to the Board. Administer and oversee all non-elected official department operations. Provide management, coordination, and communication on legislative issues and intergovernmental needs.

Mandates:

None

Major Departmental Issues:

The Economic Development unit was moved out of the County Administrator's Department and into the newly created Economic Development Department.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Administrator (CA)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	6,137,798	5,807,951	3,927,562	(2,210,236)	(1,880,389)
<b>Revenue</b>	-	103,701	103,262	103,262	(439)
<b>Net Transfers</b>	185,226	185,226	54,840	(130,386)	(130,386)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,638,849	2,520,254	2,312,650	(326,199)	(207,604)
<b>Other Benefits</b>	798,248	716,161	720,603	(77,645)	4,442
<b>Salaries &amp; Benefits:</b>	<b>3,437,097</b>	<b>3,236,415</b>	<b>3,033,253</b>	<b>(403,844)</b>	<b>(203,162)</b>
<b>FTE</b>	22.30		16.75	(5.55)	

**Significant Changes:**

The department was restructured by moving the Economic Development Unit out of the County Administrator's Department and into the newly created Economic Development Department which includes three (3) full time positions and two (2) part-time positions. Additional positions were eliminated due to the Countywide position sweep. The restructuring and decrease in personnel are the contributing factors to the significant changes within County Administration.

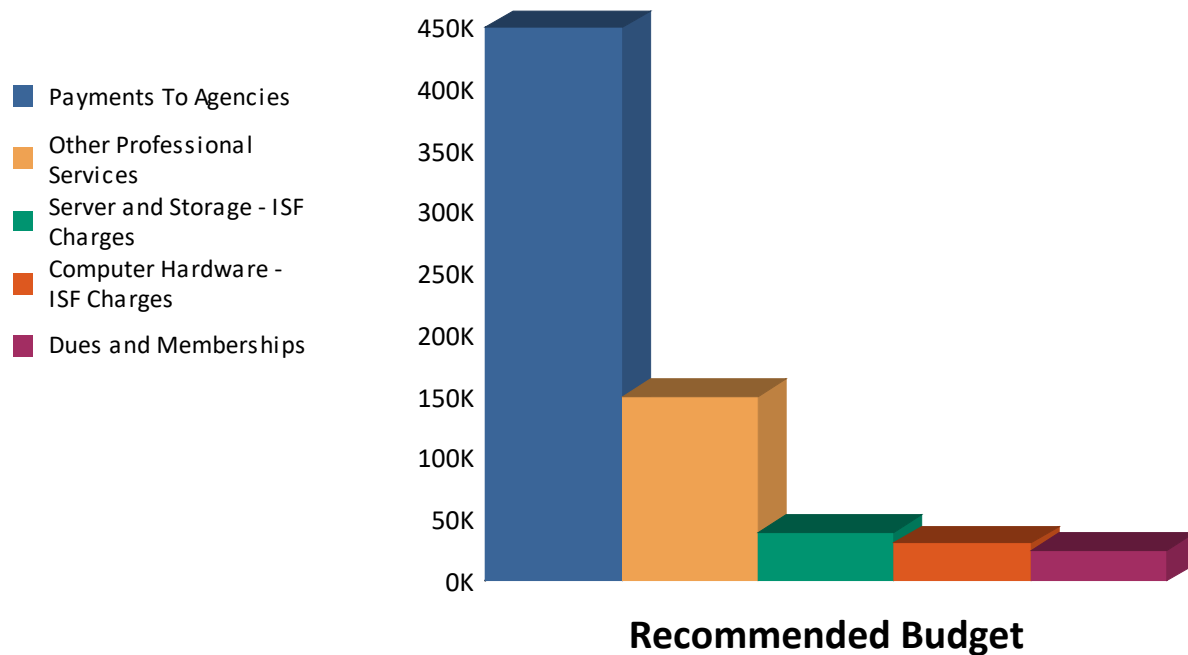


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Administrator (CA)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
In State Training	7,250	7,250	22,500	15,250
Other Professional Services	138,998	124,986	150,000	11,002
Out of State Travel	-	-	10,000	10,000
Off Machines & Comps - Non-Capital	-	1,727	7,500	7,500
In State Travel	6,150	18,258	12,500	6,350
Books, Subscriptions & Videos	22,050	1,550	10,000	(12,050)
Dues and Memberships	37,075	24,075	25,000	(12,075)
Server and Storage - ISF Charges	52,796	52,796	39,321	(13,475)
Land	75,000	-	-	(75,000)
Payments To Agencies	2,171,167	2,171,167	449,491	(1,721,676)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Administrator (CA)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,135,116	2,409,467	3,437,097	3,236,415	3,033,253
Operating Expenses	2,062,303	2,861,616	2,625,701	2,571,536	894,309
Capital Equipment > \$5,000	305,390	-	75,000	-	-
<b>Total Expenditures</b>	<b>4,502,809</b>	<b>5,271,083</b>	<b>6,137,798</b>	<b>5,807,951</b>	<b>3,927,562</b>
<b>Revenue</b>					
Revenue	1,006	71,871	-	103,621	103,262
<b>Total Revenues</b>	<b>1,006</b>	<b>71,871</b>	<b>-</b>	<b>103,621</b>	<b>103,262</b>
<b>Net Transfers</b>	<b>(1,679,039)</b>	<b>163,176</b>	<b>185,226</b>	<b>185,226</b>	<b>54,840</b>
<b>Fund Impact</b>	<b>(6,180,842)</b>	<b>(5,036,036)</b>	<b>(5,952,572)</b>	<b>(5,519,104)</b>	<b>(3,769,460)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	1,060,984	60,962	-	-	-
Operating Expenses	1,793,960	401,413	-	-	-
<b>Total Expenditures</b>	<b>2,854,944</b>	<b>462,375</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
Revenue	1,172,853	584,157	-	-	-
<b>Total Revenues</b>	<b>1,172,853</b>	<b>584,157</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Transfers</b>	<b>1,815,104</b>	<b>(16,577)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>133,013</b>	<b>105,205</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
Revenue	55	28	-	80	-
<b>Total Revenues</b>	<b>55</b>	<b>28</b>	<b>-</b>	<b>80</b>	<b>-</b>
<b>Fund Impact</b>	<b>55</b>	<b>28</b>	<b>-</b>	<b>80</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Administrator (CA)**

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**Recommended Budget by Program**

**Program: County Administration - Non-Departmental**

**Function:** This program has been discontinued. This summary is provided for informational purposes only.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Special Revenue</b>				
Revenue	55	23	-	-

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**Program: County Administrator**

**Function:** Carry out the policies and attain goals established by the Board of Supervisors. Provide information and technical assistance to the Board. Administer and oversee all non-elected official department operations. Provide management, coordination, and communication on legislative issues and intergovernmental needs.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	4,502,809	5,271,083	6,137,798	3,927,562
Revenue	1,006	71,871	-	103,262
Net Transfers	(1,679,039)	163,176	185,226	54,840
FTE			22.30	16.75
<b>Grants</b>				
Expense	2,854,944	462,375	-	-
Revenue	1,172,853	584,157	-	-
Net Transfers	1,815,104	(16,577)	-	-
<b>Other Special Revenue</b>				
Revenue	-	5	-	-

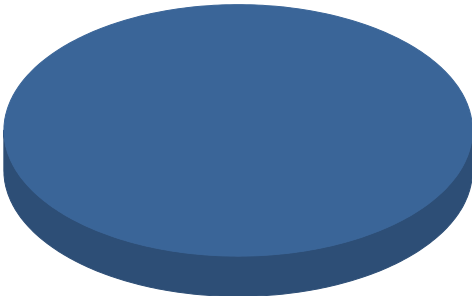
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Economic Development (ECD)

Expenses	<u>2,425,831</u>	Revenues	<u>-</u>	FTEs	<u>3.85</u>
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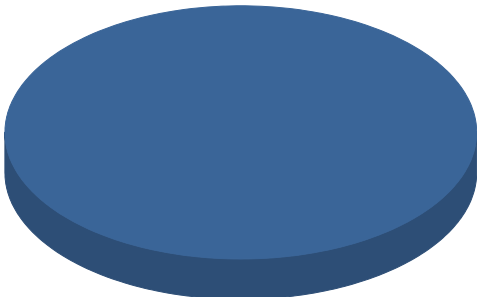
Expenses By Program

■ Economic Development	100.00%
Total:	100.00%



Sources of All Funding

■ General Fund Support	100.00%
Total:	100.00%



Function Statement:

Carry out the policies and goals established by the Board of Supervisors, in conjunction with advisement from the County Administrator's Office. This includes creation, administration, and oversight of all department operations specific to Economic Development, including but not limited to business attraction, retention and expansion, job creation, and poverty reduction programs, as well as to provide management and coordination on County-wide efforts related to Economic Development in other relevant areas.

Mandates:

None

Major Departmental Issues:

Separation of the Economic Development Department budget from County Administration to achieve its goals and broaden its impact for the community.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Economic Development (ECD)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	-	-	2,425,831	2,425,831	2,425,831

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	-	-	437,935	437,935	437,935
<b>Other Benefits</b>	-	-	105,310	105,310	105,310
<b>Salaries &amp; Benefits:</b>	-	-	<b>543,245</b>	<b>543,245</b>	<b>543,245</b>
<b>FTE</b>	-		3.85	3.85	

**Significant Changes:**

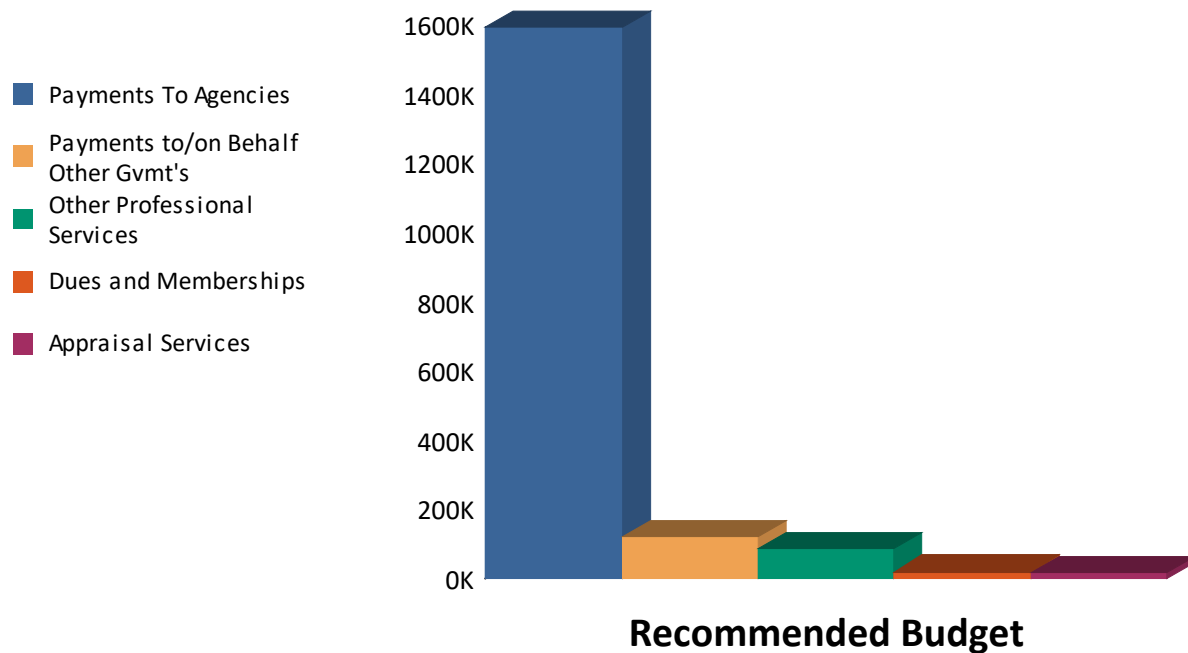
Economic Development has been separated from the County Administration budget. Fiscal Year 2023/24 will be the first year of this separation.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Economic Development (ECD)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Payments To Agencies	-	-	1,594,000	1,594,000
Payments to/on Behalf Other Gvmt's	-	-	122,000	122,000
Other Professional Services	-	-	85,000	85,000
Dues and Memberships	-	-	20,000	20,000
Appraisal Services	-	-	15,000	15,000
Motor Pool Charges	-	-	1,000	1,000
Mileage Reimbursement	-	-	500	500
R&M-Machinery & Equipment Services	-	-	500	500
Books, Subscriptions & Videos	-	-	250	250
Software Under \$5M	-	-	200	200

**Department-wide Top 5 Non-personnel Expense Groups**



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Economic Development (ECD)

Recommended Budget by Fund					
	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
<b>General Fund</b>					
Expense					
Personnel Services	-	-	-	-	543,245
Operating Expenses	-	-	-	-	1,882,586
<b>Total Expenditures</b>	-	-	-	-	<b>2,425,831</b>
<b>Fund Impact</b>	-	-	-	-	<b>(2,425,831)</b>



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Economic Development (ECD)

Recommended Budget by Program

Program: Economic Development

**Function:** Carry out the policies and goals established by the Board of Supervisors, in conjunction with advisement from the County Administrator's Office related to Economic Development.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	-	-	-	2,425,831
FTE			-	3.85

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Elections (EL)**

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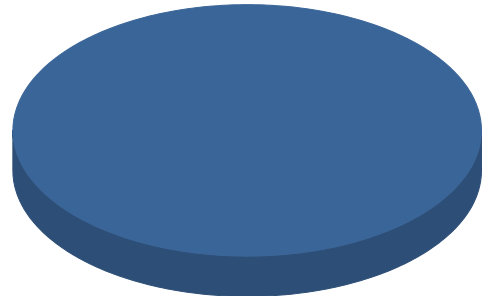
**Expenses**      6,092,930

**Revenues**      606,500

**FTEs**      42.50

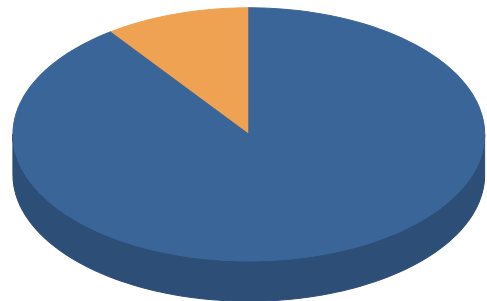
### Expenses By Program

■ Elections 100.00%  
 Total: 100.00%



### Sources of All Funding

■ General Fund Support 90.05%  
 ■ Department Revenue 9.95%  
 Total: 100.00%



#### Function Statement:

Efficiently conducts safe, secure, and fair elections according to all federal and state laws and regulations. Provide election support to all jurisdictions (cities, towns, school districts, fire districts, and other special districts) within Pima County. Serve as the filing office for candidate nominations and campaign finance reports. Responsible for all re-precincting and redistricting as required by the Board of Supervisors. Conduct community outreach to the Hispanic and Native American communities. Ensure compliance with the Americans with Disabilities Act and the Voting Rights Act.

#### Mandates:

State statute (ARS 16-204) requires the administration of non-partisan municipal elections to be held simultaneously with the regular partisan primary election beginning in 2014

## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Elections (EL)

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#### Major Departmental Issues:

The election cycle varies every year, for four years, and other governmental districts can request a special election anytime, any year. There are many changes, within the multiple constructs of an election, that occurs each year. It is a major departmental issue and challenge, that warrants careful attention and monitoring to successfully meet the requirements of each election in dealing with the items below:

(1) Conducting elections requires ballots, renting voting locations, renting locations to conduct training, and election day supplies.

(2) The Election's Department (EL) must also hire temporary or intermittent employees to assist with election preparation and election boards. Election boards process early ballots, serve as poll workers and serve as receiving and other boards on election day. The department must also conduct a hand count audit after each election, and boards of different political parties are necessary to conduct the audit.

(3) The Election's Department must pay licensing and maintenance fees to use the software installed on the voting equipment necessary to run the election. The department also pays a maintenance fee for the tabulators and ExpressVote devices to ensure they work properly for each election.

(4) The Election's Department requires additional staff to ensure elections are conducted securely and within all legal mandates. The addition of new voting technology necessitates a program manager to oversee the equipment and ensure it works together to conduct each election. The department also needs a compliance officer to ensure EL is meeting all legal mandates. The new voting equipment and change in processes require in-depth training. A part-time training and education coordinator will assist the current training in preparing and facilitating training classes.

(5) The Election's Department changed from precinct-based voting to the vote center model in 2022. The vote center model necessitated a change from paper poll books and preprinted paper ballots to electronic poll books and ballot-on-demand printers.

a. Contingency plan using ExpressVote ballot marking device instead of preprinted paper ballots. The Election's Department purchased preprinted paper ballots for the August Primary and November General Election. EL had over 3,000 different ballot styles in August and over 1,500 in November. The purchasing of a small percentage of ballots for each vote center totaled over a million ballots in November. Distributing the ballots is time-consuming and issuing the ballots in vote centers is overwhelming. Purchasing additional ExpressVote ballot marking devices to replace the preprinted paper ballots is more cost-effective and secure. The cost savings from ballots will offset the cost of the equipment.

b. Ensuring each vote center has an adequate number of e-poll books to accommodate voter volume. The Election's Department rented e-poll books for the November General Election to send to vote centers and to have spares to replace any that may experience problems on election day. It may also be necessary to add an e-poll book if an unanticipated influx of voters happens. It is more cost-effective to purchase e-poll books instead of paying a rental fee for each election.

c. Supply each vote center with at least two ballot-on-demand printers. The ballot-on-demand printers are critical to the efficient operation of vote centers. Printer failure can cause lines or require voters to go to another voting center. The Election's Department initially purchased 260 printers, which is enough to provide two to each vote center. However, it does not account for locations that need more than two printers, spares, or any that EL may use for training. The purchase of additional printers will ensure that EL has an adequate supply to deploy to vote centers and address any issues on election day.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Elections (EL)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	6,904,216	6,258,070	6,092,930	(811,286)	(165,140)
<b>Revenue</b>	1,137,100	1,085,238	606,500	(530,600)	(478,738)
<b>Net Transfers</b>	-	(24,871)	-	-	24,871

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	3,169,472	2,388,751	2,105,297	(1,064,175)	(283,454)
<b>Other Benefits</b>	437,194	505,170	390,235	(46,959)	(114,935)
<b>Salaries &amp; Benefits:</b>	<b>3,606,666</b>	<b>2,893,921</b>	<b>2,495,532</b>	<b>(1,111,134)</b>	<b>(398,389)</b>
<b>FTE</b>	44.75		42.50	(2.25)	

**Significant Changes:**

The voting technology used in vote centers significantly changes how Pima County runs elections. The e-poll books and ballot-on-demand printers are necessary to run vote centers efficiently. Using the ExpressVote ballot marking devices to produce ballots instead of preprinted paper ballots is a significant cost-saving change.

A full-time program manager position is needed to oversee all voting technology, especially the e-poll books and ballot-on-demand printers. In addition, the department also needs a compliance officer position with an individual dedicated to understanding federal and state laws and other regulations to ensure compliance in all office areas. The increased training demand also necessitates a part-time training and education coordinator position to handle the increase in the workload.

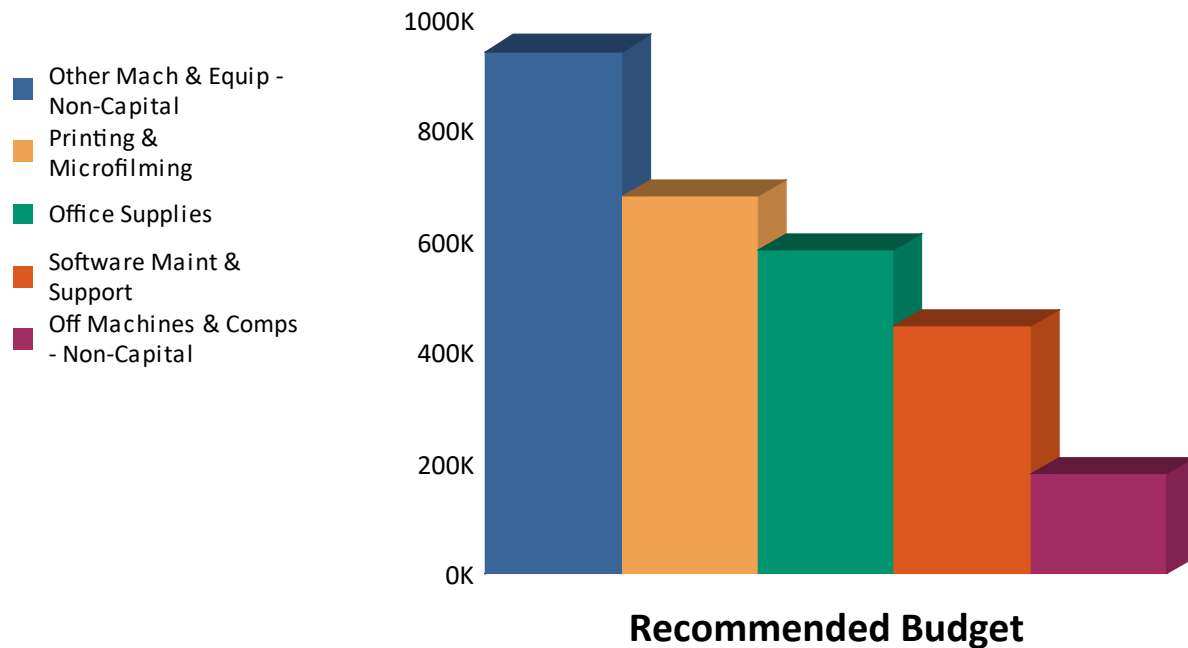
The election cycle for fiscal year 2023/24 Recommended Budget reflects the anticipated Presidential Preference Primary in March 2024. Due to the size of this election and the change of equipment, office supplies increased to ensure there is enough ink for the ballots.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Elections (EL)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Mach & Equip - Non-Capital	-	-	943,412	943,412
Office Supplies	50,000	32,957	585,269	535,269
Off Machines & Comps - Non-Capital	3,000	3,000	179,750	176,750
Software Maint & Support	363,806	363,806	447,177	83,371
R&M Building Services	2,500	2,500	22,524	20,024
Postage & Freight	120,000	10,000	42,000	(78,000)
Leases & Rental - Real Estate - External	250,000	160,000	75,000	(175,000)
Other Professional Services	265,375	265,375	28,850	(236,525)
Tools & Equipment Under \$1,000	536,900	536,900	152,205	(384,695)
Printing & Microfilming	1,200,000	1,200,000	682,000	(518,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Elections (EL)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,319,130	1,058,540	3,606,666	2,893,921	2,495,532
Operating Expenses	1,436,458	1,661,912	3,054,450	3,120,920	3,593,898
Capital Equipment > \$5,000	-	182,074	-	-	-
<b>Total Expenditures</b>	<b>3,755,588</b>	<b>2,902,526</b>	<b>6,661,116</b>	<b>6,014,841</b>	<b>6,089,430</b>
<b>Revenue</b>					
Revenue	1,248,202	30,084	894,000	842,009	603,000
<b>Total Revenues</b>	<b>1,248,202</b>	<b>30,084</b>	<b>894,000</b>	<b>842,009</b>	<b>603,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>(24,870)</b>	<b>-</b>	<b>(24,871)</b>	<b>-</b>
<b>Fund Impact</b>	<b>(2,507,386)</b>	<b>(2,897,312)</b>	<b>(5,767,116)</b>	<b>(5,197,703)</b>	<b>(5,486,430)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	10,056	659,764	243,100	243,229	3,500
Capital Equipment > \$5,000	62,757	-	-	-	-
<b>Total Expenditures</b>	<b>72,813</b>	<b>659,764</b>	<b>243,100</b>	<b>243,229</b>	<b>3,500</b>
<b>Revenue</b>					
Revenue	67,371	696,392	243,100	243,229	3,500
<b>Total Revenues</b>	<b>67,371</b>	<b>696,392</b>	<b>243,100</b>	<b>243,229</b>	<b>3,500</b>
<b>Net Transfers</b>	<b>-</b>	<b>103,083</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(5,442)</b>	<b>139,711</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Elections (EL)**

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**Recommended Budget by Program**

**Program: Elections**

**Function:** Efficiently conduct safe, secure, and fair elections according to all federal and state laws and regulations. Provide election support to all jurisdictions (cities, towns, school districts, fire districts, and other special districts) within Pima County. Serve as the filing office for candidate nominations and campaign finance reports. Responsible for all re-precincting and redistricting, as required by the Board of Supervisors. Conduct community outreach to the Hispanic and Native American communities. Ensure compliance with the Americans with Disabilities Act and the Voting Rights Act.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	3,755,588	2,902,526	6,661,116	6,089,430
Revenue	1,248,202	30,084	894,000	603,000
Net Transfers	-	(24,870)	-	-
FTE			44.75	42.50
<b>Grants</b>				
Expense	72,813	659,764	243,100	3,500
Revenue	67,371	696,392	243,100	3,500
Net Transfers	-	103,083	-	-



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

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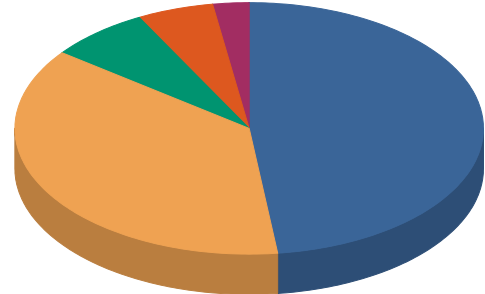
**Expenses**      42,690,306

**Revenues**    10,868,901

**FTEs**        171.00

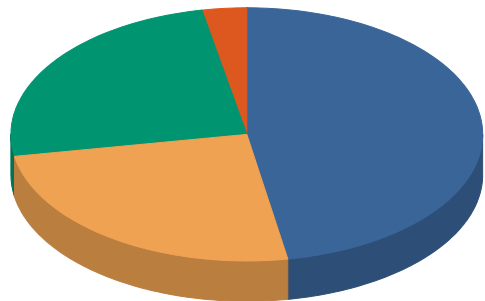
### Expenses By Program

■ Building Services	47.95%
■ Facilities Renewal	37.30%
■ Parking Garages	7.08%
■ Administration	5.27%
■ FM Risk Management	2.40%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	47.21%
■ Fund Balance Support	25.11%
■ Department Revenue	24.75%
■ Operating Transfers In	2.93%
Total:	100.00%



#### Function Statement:

Provide for well planned and well maintained Pima County government facilities through efficient and cost effective management, programs, and delivery of service. Perform new and remodel construction. Operate and manage Pima County's nine self-supporting, revenue generating parking garage/lot facilities in order to offer safe, secure parking for employees and the public.

#### Mandates:

Occupational Safety and Health Administration (OSHA) Standard 1910.1001: Toxic and Hazardous Substances; Standard 1926.1101: Toxic and Hazardous Substances; United States Code. Title 40, Part 763: Asbestos

#### Major Departmental Issues:

Cost to remedy aging buildings and infrastructure continue to be higher than anticipated Facilities Renewal funding capacity. Priorities will continue to be evaluated to address the highest needs and avoid system failures.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	51,232,117	40,766,386	42,690,306	(8,541,811)	1,923,920
<b>Revenue</b>	11,058,472	11,121,936	10,868,901	(189,571)	(253,035)
<b>Net Transfers</b>	2,895,647	(471,162)	68,700	(2,826,947)	539,862

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	8,853,898	6,667,360	5,937,978	(2,915,920)	(729,382)
<b>Other Benefits</b>	3,625,118	2,567,480	2,621,918	(1,003,200)	54,438
<b>Salaries &amp; Benefits:</b>	<b>12,479,016</b>	<b>9,234,840</b>	<b>8,559,896</b>	<b>(3,919,120)</b>	<b>(674,944)</b>
<b>FTE</b>	206.00		171.00	(35.00)	

**Significant Changes:**

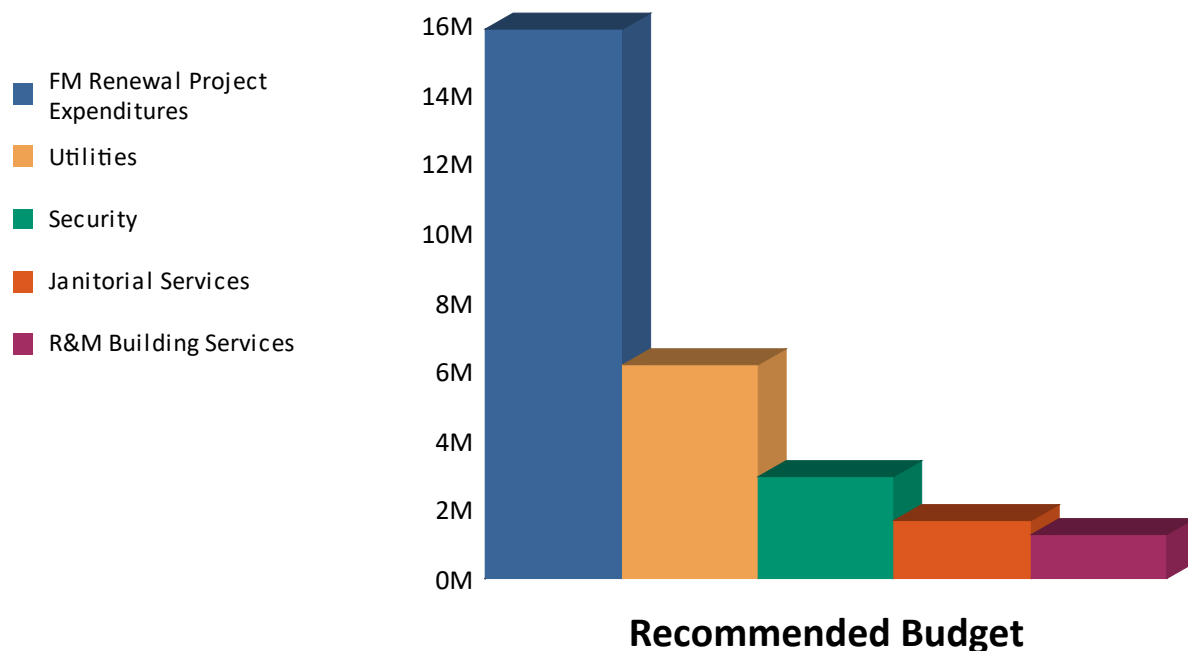
As part of a departmental restructuring, moved \$2.2 million of budget authority for thirty-two (32) full time equivalent positions (FTEs) and associated operating costs from the Facilities Management Department to the Capital Program Office. In addition, FTEs were reduced by three (3) additional positions. The Renewal Fund project budget has been reduced by \$5.3 million reflecting availability of funding. Note that the fiscal year 2022/23 adopted budget for the Renewal Fund included \$2.3 million for build out projects that were moved to the capital improvement program and \$2 million that was reallocated for open space and housing initiatives. The \$542 thousand increase in Other Professional services is due to the Joint Development Agreement with Stratford Artworks for the Teatro Carmen Restoration project. Significant cost increases from vendors have been experienced by Facilities Management and are addressed in supplemental requests.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Security	2,338,990	2,372,260	2,946,822	607,832
Other Professional Services	81,960	102,009	616,050	534,090
R&M Grounds and Landscaping	139,339	246,286	201,643	62,304
Other Mach & Equip - Non-Capital	-	117,203	50,000	50,000
Leases & Rental - Real Estate - External	622,786	650,443	667,575	44,789
Depreciation Expense	822,213	822,213	765,609	(56,604)
Leases & Rental - Other (Mchnry, Equip, etc.)	118,768	118,768	45,364	(73,404)
Motor Pool Charges	693,664	647,986	609,399	(84,265)
Server and Storage - ISF Charges	329,239	329,246	241,543	(87,696)
FM Renewal Project Expenditures	21,241,344	14,032,785	15,883,146	(5,358,198)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	7,470,644	7,966,926	10,932,961	8,173,766	7,227,695
Operating Expenses	13,206,006	13,894,793	14,798,982	14,764,716	14,912,271
Capital Equipment > \$5,000	167,609	174,067	-	83,467	-
<b>Total Expenditures</b>	<b>20,844,259</b>	<b>22,035,786</b>	<b>25,731,943</b>	<b>23,021,949</b>	<b>22,139,966</b>
<b>Revenue</b>					
Revenue	1,607,156	2,898,392	2,382,725	2,239,554	1,411,624
<b>Total Revenues</b>	<b>1,607,156</b>	<b>2,898,392</b>	<b>2,382,725</b>	<b>2,239,554</b>	<b>1,411,624</b>
<b>Fund Impact</b>	<b>(19,237,103)</b>	<b>(19,137,394)</b>	<b>(23,349,218)</b>	<b>(20,782,395)</b>	<b>(20,728,342)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	-	-	-	-	25,000
Operating Expenses	-	-	-	-	552,500
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>577,500</b>
<b>Revenue</b>					
Revenue	61,469	-	-	371,000	1,155,000
<b>Total Revenues</b>	<b>61,469</b>	<b>-</b>	<b>-</b>	<b>371,000</b>	<b>1,155,000</b>
<b>Net Transfers</b>	<b>(61,470)</b>	<b>-</b>	<b>-</b>	<b>(371,000)</b>	<b>(577,500)</b>
<b>Fund Impact</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	303,042	156,577	293,000	-	41,854
Operating Expenses	5,734,263	4,845,665	21,241,344	14,032,785	15,883,146
Capital Equipment > \$5,000	-	27,130	-	-	-
<b>Total Expenditures</b>	<b>6,037,305</b>	<b>5,029,372</b>	<b>21,534,344</b>	<b>14,032,785</b>	<b>15,925,000</b>
<b>Revenue</b>					
Revenue	5,984,912	7,415,712	6,349,502	6,143,431	5,935,093
<b>Total Revenues</b>	<b>5,984,912</b>	<b>7,415,712</b>	<b>6,349,502</b>	<b>6,143,431</b>	<b>5,935,093</b>
<b>Net Transfers</b>	<b>1,672,122</b>	<b>(13,980,000)</b>	<b>3,530,000</b>	<b>534,191</b>	<b>1,285,000</b>
<b>Fund Impact</b>	<b>1,619,729</b>	<b>(11,593,660)</b>	<b>(11,654,842)</b>	<b>(7,355,163)</b>	<b>(8,704,907)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Parking Garages Fund</b>					
<b>Expense</b>					
Personnel Services	402,023	446,565	544,730	487,144	526,916
Operating Expenses	1,282,514	1,365,251	1,563,465	1,543,093	1,731,461
Capital Equipment > \$5,000	50,725	-	36,000	43,977	30,000
Contra Expense	(50,725)	-	(36,000)	(43,977)	(30,000)
Bad Debt Expenses	195	-	-	-	-
Depreciation	795,685	807,282	817,272	817,272	764,159
<b>Total Expenditures</b>	<b>2,480,417</b>	<b>2,619,098</b>	<b>2,925,467</b>	<b>2,847,509</b>	<b>3,022,536</b>
<b>Revenue</b>					
Revenue	2,037,133	2,341,368	2,198,569	2,222,956	2,202,085
<b>Total Revenues</b>	<b>2,037,133</b>	<b>2,341,368</b>	<b>2,198,569</b>	<b>2,222,956</b>	<b>2,202,085</b>
<b>Net Transfers</b>	<b>(629,473)</b>	<b>(633,877)</b>	<b>(634,353)</b>	<b>(634,353)</b>	<b>(638,800)</b>
<b>Fund Impact</b>	<b>(1,072,757)</b>	<b>(911,607)</b>	<b>(1,361,251)</b>	<b>(1,258,906)</b>	<b>(1,459,251)</b>
<b>Risk Management Fund</b>					
<b>Expense</b>					
Personnel Services	570,653	663,993	708,325	573,930	738,431
Operating Expenses	226,672	251,546	327,097	285,272	285,423
Depreciation	9,637	9,649	4,941	4,941	1,450
<b>Total Expenditures</b>	<b>806,962</b>	<b>925,188</b>	<b>1,040,363</b>	<b>864,143</b>	<b>1,025,304</b>
<b>Revenue</b>					
Revenue	142,848	127,679	127,676	144,995	165,099
<b>Total Revenues</b>	<b>142,848</b>	<b>127,679</b>	<b>127,676</b>	<b>144,995</b>	<b>165,099</b>
<b>Fund Impact</b>	<b>(664,114)</b>	<b>(797,509)</b>	<b>(912,687)</b>	<b>(719,148)</b>	<b>(860,205)</b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Facilities Management (FM)

Recommended Budget by Program

Program: Administration

Function: Provide personnel, business, leasing, and clerical support services for Facilities Management.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
General Fund				
Expense	2,740,353	2,555,775	2,767,719	2,251,787
Revenue	10	724	-	-
FTE			20.00	16.00

Program: Asset Management

Function: Effective fiscal year 2021/2022, this program was decentralized and reestablished under Administration and Building Services. This summary is provided for informational purposes only.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
General Fund				
Expense	3,223	-	-	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

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**Recommended Budget by Program**

**Program: Building Services**

**Function:** Provide the required preventive maintenance, repairs, upgrades, replacements, and remodeling for Pima County buildings and facilities according to recommended schedules including service requests for equipment, machinery, and facilities.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	17,147,377	18,316,385	21,253,548	19,888,179
Revenue	1,607,146	2,897,607	2,382,725	1,411,624
FTE			142.00	139.00
<b>Grants</b>				
Expense	-	-	-	577,500
Revenue	61,469	-	-	1,155,000
Net Transfers	(61,470)	-	-	(577,500)

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**Program: Design & Construction Services**

**Function:** Effective fiscal year 2023/24, this program has been moved to Capital Program Office. This summary is provided for informational purposes only.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	953,306	1,163,626	1,710,676	-
Revenue	-	61	-	-
FTE			28.00	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Facilities Management (FM)**

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**Recommended Budget by Program**

**Program: Facilities Renewal**

**Function:** Provide for the maintenance of the County's service delivery infrastructure and address service needs which are not covered in the Facilities Management General Fund budget. These funds may also be used for equipment replacement under emergency situations.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	6,037,305	5,029,372	21,534,344	15,925,000
Revenue	5,984,912	7,415,712	6,349,502	5,935,093
Net Transfers	1,672,122	(13,980,000)	3,530,000	1,285,000

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**Program: FM Risk Management**

**Function:** Operate and manage Pima County's Risk Management Safety and Loss Prevention, and the Environmental Liability and Property Programs.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Risk Management</b>				
Expense	806,962	925,188	1,040,363	1,025,304
Revenue	142,848	127,679	127,676	165,099
FTE			9.00	9.00



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Facilities Management (FM)

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**Recommended Budget by Program**

**Program: Parking Garages**

**Function:** Operate and provide parking services and preventive maintenance for parking facilities managed by Pima County.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Parking Garages</b>				
Expense	2,480,417	2,619,098	2,925,467	3,022,536
Revenue	2,037,133	2,341,368	2,198,569	2,202,085
Net Transfers	(629,473)	(633,877)	(634,353)	(638,800)
FTE			7.00	7.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

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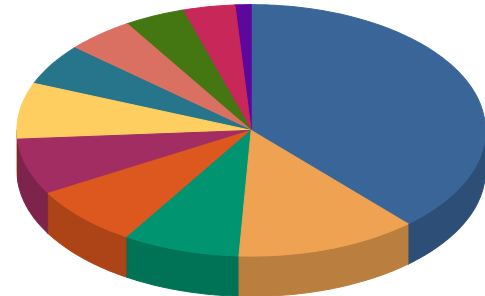
**Expenses**      27,633,661

**Revenues**      13,657,918

**FTEs**      161.25

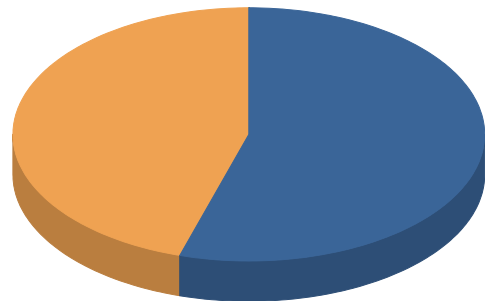
### Expenses By Program

■ Risk Management	38.25%
■ Financial Operations	12.55%
■ Revenue Management	7.99%
■ Departmental Analysis	7.81%
■ Budget	7.42%
■ Administration	6.98%
■ Financial Control & Reporting	5.51%
■ Internal Audit - Procedures and Training	4.51%
■ Financial Transactions	4.25%
■ Financial Management	3.58%
■ Improvement Districts	1.15%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	54.68%
■ Department Revenue	45.25%
■ Operating Transfers In	0.07%
Total:	100.00%



#### Function Statement:

Plan, organize, direct, and manage the operation of the Department of Finance and Risk Management, in order to accomplish the following: process payroll and accounts payable; monitor risk factors affecting finances; prepare external and internal financial reports; prepare, coordinate and monitor County budgets; issue and administer the County's long term debt; coordinate mail services; perform internal audits; monitor and report on the capital improvement program; monitor cash position for all County departments; collect the County's non-tax, non-court imposed receivables; prepare tax levy and tax rate analysis; coordinate the tax assembly process; formation and collection functions of improvement districts; and assist departments with all accounting functions.

#### Mandates:

ARS Title 11: Counties, Title 23: Labor, Title 34: Public Buildings and Improvements, Title 38: Public Officers and Employees, Title 41: State Government, and Title 42: Taxation; and Pima County Code 3.04: Risk Management

#### Major Departmental Issues:

Staffing is a crucial concern. Finance & Risk Management currently has approximately 40 vacant positions or a 25% vacancy rate. This level of vacancies, combined with the resources required to implement the new ERP, puts additional strain on the department's already strained existing resources. Finance & Risk Management has been actively recruiting but is not finding enough qualified job applicants.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	27,955,809	25,234,445	27,633,661	(322,148)	2,399,216
<b>Revenue</b>	10,089,445	10,794,836	13,657,918	3,568,473	2,863,082
<b>Net Transfers</b>	20,000	(50,280,042)	(29,777)	(49,777)	50,250,265

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	10,466,208	8,953,992	10,534,018	67,810	1,580,026
<b>Other Benefits</b>	3,858,927	3,090,841	3,816,737	(42,190)	725,896
<b>Salaries &amp; Benefits:</b>	<b>14,325,135</b>	<b>12,044,833</b>	<b>14,350,755</b>	<b>25,620</b>	<b>2,305,922</b>
<b>FTE</b>	163.48		161.25	(2.23)	

**Significant Changes:**

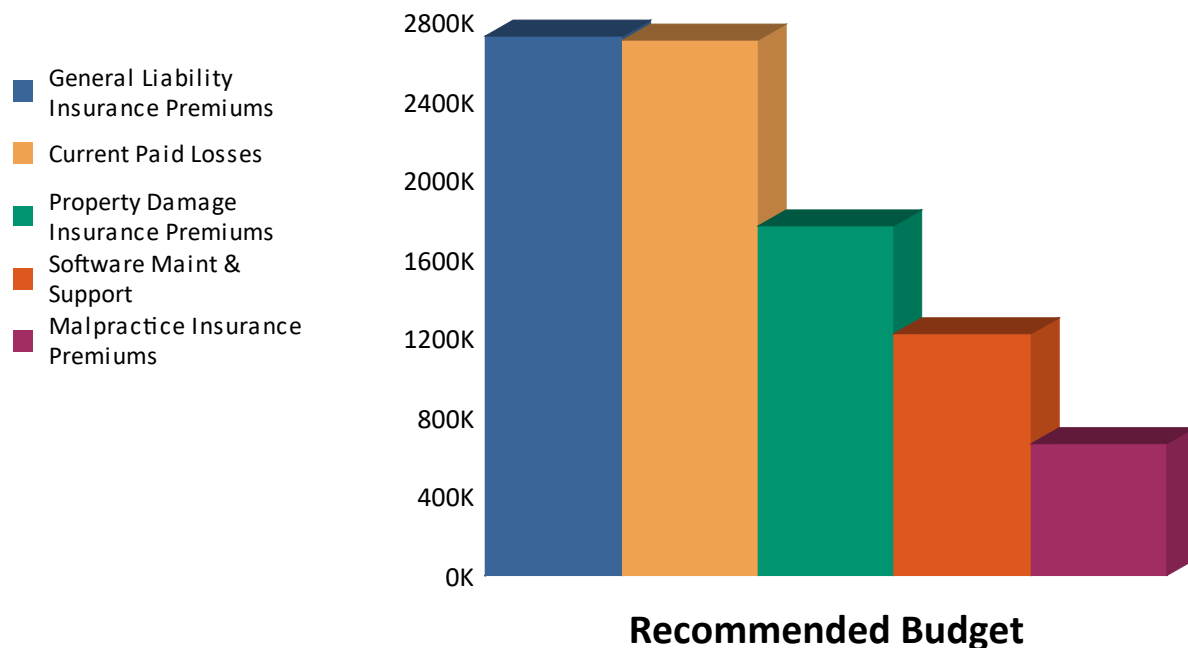
Pima County is in the process of implementing a new Enterprise Resource Planning System (ERP). The County anticipates that this implementation will take approximately 2 1/2 years. The ERP will replace the existing systems currently being used throughout the County in the areas of finance, budget, grants management, project management, procurement, human resources, payroll, and work management. This is a significant endeavor and will impact all areas of Finance.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
General Liability Insurance Premiums	2,489,016	2,489,016	2,728,386	239,370
Malpractice Insurance Premiums	520,128	520,128	662,839	142,711
Interdept Supplies & Services	60,950	60,962	120,950	60,000
Lawyers	505,000	583,639	561,900	56,900
Out of State Training	-	-	47,000	47,000
Printing & Microfilming	169,650	117,284	141,193	(28,457)
Software Maint & Support	1,256,951	1,255,419	1,220,200	(36,751)
Server and Storage - ISF Charges	446,254	446,254	397,693	(48,561)
Other Insurance Premiums	394,772	394,772	336,346	(58,426)
Current Paid Losses	3,314,000	3,314,000	2,707,313	(606,687)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	11,498,028	10,640,158	13,650,810	11,319,367	13,350,067
Operating Expenses	2,739,215	2,740,378	3,285,884	3,097,661	3,172,528
<b>Total Expenditures</b>	<b>14,237,243</b>	<b>13,380,536</b>	<b>16,936,694</b>	<b>14,417,028</b>	<b>16,522,595</b>
<b>Revenue</b>					
Revenue	36,287	85,163	16,000	104,257	16,000
<b>Total Revenues</b>	<b>36,287</b>	<b>85,163</b>	<b>16,000</b>	<b>104,257</b>	<b>16,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(278,156)</b>	<b>-</b>
<b>Fund Impact</b>	<b>(14,200,956)</b>	<b>(13,295,373)</b>	<b>(16,920,694)</b>	<b>(14,590,927)</b>	<b>(16,506,595)</b>
<b>Improvement and Other Districts Fund</b>					
<b>Expense</b>					
Operating Expenses	212,764	232,508	297,494	283,878	318,704
<b>Total Expenditures</b>	<b>212,764</b>	<b>232,508</b>	<b>297,494</b>	<b>283,878</b>	<b>318,704</b>
<b>Revenue</b>					
Revenue	249,120	268,051	297,217	304,992	302,575
<b>Total Revenues</b>	<b>249,120</b>	<b>268,051</b>	<b>297,217</b>	<b>304,992</b>	<b>302,575</b>
<b>Net Transfers</b>	<b>(26,016)</b>	<b>(41,858)</b>	<b>-</b>	<b>-</b>	<b>(35,000)</b>
<b>Fund Impact</b>	<b>10,340</b>	<b>(6,315)</b>	<b>(277)</b>	<b>21,114</b>	<b>(51,129)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	-	690	-	-	-
Operating Expenses	52,246	74,759	247,754	-	226,544
<b>Total Expenditures</b>	<b>52,246</b>	<b>75,449</b>	<b>247,754</b>	<b>-</b>	<b>226,544</b>
<b>Revenue</b>					
Revenue	35,985	57,764	-	-	-
<b>Total Revenues</b>	<b>35,985</b>	<b>57,764</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Transfers</b>	<b>(196,638)</b>	<b>2,563</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Fund Impact</b>	<b>(212,899)</b>	<b>(15,122)</b>	<b>(227,754)</b>	<b>20,000</b>	<b>(206,544)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Risk Management Fund</b>					
<b>Expense</b>					
Personnel Services	730,759	1,224,965	674,325	725,466	1,000,688
Operating Expenses	7,129,319	9,331,938	9,799,542	9,808,073	9,565,130
<b>Total Expenditures</b>	<b>7,860,078</b>	<b>10,556,903</b>	<b>10,473,867</b>	<b>10,533,539</b>	<b>10,565,818</b>
<b>Revenue</b>					
Revenue	10,464,726	8,248,407	9,776,228	10,385,587	13,339,343
<b>Total Revenues</b>	<b>10,464,726</b>	<b>8,248,407</b>	<b>9,776,228</b>	<b>10,385,587</b>	<b>13,339,343</b>
<b>Net Transfers</b>	<b>(392,301)</b>	<b>(19,288)</b>	<b>-</b>	<b>(21,886)</b>	<b>(14,777)</b>
<b>Fund Impact</b>	<b>2,212,347</b>	<b>(2,327,784)</b>	<b>(697,639)</b>	<b>(169,838)</b>	<b>2,758,748</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Plan, organize, direct, and manage the operation of the Department of Finance & Risk Management.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,980,523	1,829,624	2,025,198	1,930,100
Revenue	23,553	56,501	-	-
FTE			9.00	8.25
<b>Other Special Revenue</b>				
Revenue	34,838	56,200	-	-
Net Transfers	(646,638)	(2,437)	-	-

**Program: Budget**

**Function:** Develop and monitor Pima County's annual budget in compliance with statutory and regulatory requirements. Manage Pima County's annual property tax assembly process adhering to statutory requirements.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,784,688	1,704,310	2,066,751	2,049,858
Revenue	1	-	-	-
FTE			18.00	18.00



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

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**Recommended Budget by Program**

**Program: Departmental Analysis**

**Function:** Develop departments' budgets, and monitor their operational expenditures, provide financial analysis, and support Pima County departments.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,837,286	1,735,745	2,105,550	2,158,357
FTE			23.00	23.00

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**Program: Financial Control & Reporting**

**Function:** Perform centralized financial reporting and accounting/finance functions for County departments and funds. Monitor compliance with Generally Accepted Accounting Principles (GAAP), policies, procedures, and federal, state, and County laws and regulations. Serve as a centralized point of coordination and contact for County financial and compliance audits.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,432,582	1,106,989	1,754,817	1,523,530
FTE			18.00	18.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance & Risk Management (FN)

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**Recommended Budget by Program**

**Program: Financial Management**

**Function:** Perform centralized cash analysis function for Pima County departments, perform the County's debt management function in compliance with Securities and Exchange Commission rules, review and report on the County's Capital Improvement Program according to the Truth in Bonding Code.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	984,295	826,569	1,038,925	990,047
FTE			10.00	9.00

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**Program: Financial Operations**

**Function:** Responsible for processing payroll and accounts payable functions for Pima County. Oversee the delivery of United States Postal Service (USPS) mail, post outgoing USPS mail, handle all interoffice mail to/from County departments, and maintain financial support documents.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,999,572	2,971,207	3,441,824	3,467,568
Revenue	12,733	13,623	16,000	16,000
FTE			30.48	30.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

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**Recommended Budget by Program**

**Program: Financial Transactions**

**Function:** Manage user access, application security, and system interfaces. Validate application enhancements and interface transactions. Maintain the organizational structure and system integrity for Advantage, Performance Budgeting, Maximo, and other County finance-related systems.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,110,613	967,865	1,242,829	1,174,938
FTE			14.00	13.00

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**Program: Improvement Districts**

**Function:** Calculate the cost of purchasing energy and maintenance services for twenty-one (21) street lighting improvement districts and one (1) street improvement district, for the purpose of taxing district property owners to fund district activities.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Improvement and Other Districts</b>				
Expense	212,764	232,508	297,494	318,704
Revenue	249,120	268,051	297,217	302,575
Net Transfers	(26,016)	(41,858)	-	(35,000)

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

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**Recommended Budget by Program**

**Program: Internal Audit - Procedures and Training**

**Function:** The Internal Audit - Procedures and Training division is responsible for examining and evaluating County activities for the Board of Supervisors and County management and furnishing them with analysis, recommendations, and information concerning the activities reviewed. Additionally, this division writes procedures and creates related trainings to assist County management with the implementation of County financial policies and to inform County staff of the accepted best practices for completing tasks within the various financial systems.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	-	356,180	1,346,278	1,246,011
FTE			14.00	14.00

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**Program: Revenue Management**

**Function:** Responsible for increasing Pima County's revenues through improved efficiency and collections, as well as assisting the Board of Supervisors and County management, in the effective discharge of their responsibilities.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,107,684	1,882,047	1,914,522	1,982,186
Revenue	-	15,039	-	-
FTE			23.00	23.00
<b>Other Special Revenue</b>				
Expense	52,246	75,449	247,754	226,544
Revenue	1,147	1,564	-	-
Net Transfers	450,000	5,000	20,000	20,000

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance & Risk Management (FN)**

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**Recommended Budget by Program**

**Program: Risk Management**

**Function:** Direct the Risk Management program for Pima County, Regional Flood Control, Stadium, and Library Districts, including insurance procurement, trust fund management, and risk analysis. Adjust tort and property claims, manage environmental and tort litigation, and provide funding for losses. Fund the Pima County employment insurance. (Pima County Code 3.04, Resolution 1987-175, Resolution 1990-110).

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Risk Management</b>				
Expense	7,860,078	10,556,903	10,473,867	10,565,818
Revenue	10,464,726	8,248,407	9,776,228	13,339,343
Net Transfers	(392,301)	(19,288)	-	(14,777)
FTE			4.00	5.00

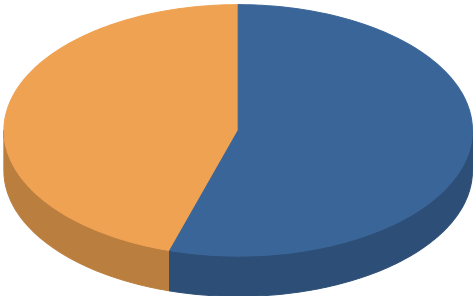
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance Contingency (FNC)

Expenses	<u>221,324,218</u>	Revenues	<u>101,587,262</u>	FTEs	<u>-</u>
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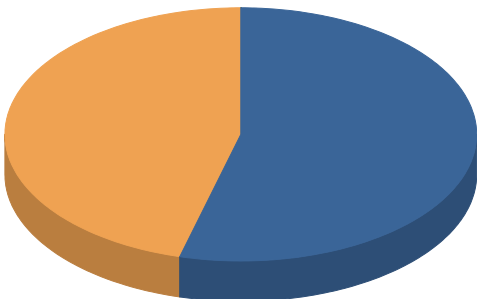
Expenses By Program

Contingency	54.82%
FNC Grants Contingency	45.18%
Total:	100.00%



Sources of All Funding

General Fund Support	54.07%
Department Revenue	45.88%
Operating Transfers In	0.05%
Total:	100.00%



Function Statement:

Provide funding for emergencies or unforeseen needs that may arise during the year. Provide reserve funds for programs/projects which may be implemented during the fiscal year.

Mandates:

None

Major Departmental Issues:

The fiscal year 2023/24 budget will navigate uncertain economic conditions. It is important that steps are taken to ensure that Pima County's budget is allocated most effectively and efficiently to address the unknown challenges. Fiscal year 2023/24 budget will ensure preparedness for unforeseen events by setting aside a portion for contingencies. This approach will allow Pima County to respond quickly to unexpected expenses or changes in the economic environment.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Contingency (FNC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	312,226,329	253,436,414	221,324,218	(90,902,111)	(32,112,196)
<b>Revenue</b>	250,000,000	251,500,000	101,587,262	(148,412,738)	(149,912,738)
<b>Net Transfers</b>	100,000	100,000	100,000	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	-	-	-	-	-
<b>Other Benefits</b>	-	-	-	-	-
<b>Salaries &amp; Benefits:</b>	-	-	-	-	-
<b>FTE</b>				-	

**Significant Changes:**

To ensure a sufficient fund balance reserve, the Board of Supervisors approved BOS Policy D.22.14 General Fund - Fund Balance on October 4, 2022. This policy establishes a target level for the unrestricted fund balance within the General Fund, set at seventeen percent (17%) of the previous year's audited operating expenditures. The target amount for fiscal year 2023/24 is \$93 million, and has been included in the Finance General Fund Contingency budget. Due to the decrease in Federal grant opportunities as the COVID-19 pandemic winds down, the Finance Special Revenue Contingency has been lowered from \$250 million to \$100 million. The \$100 million has been set aside in the Finance Grants Contingency fund to accommodate potential new grant opportunities or emergency grants.

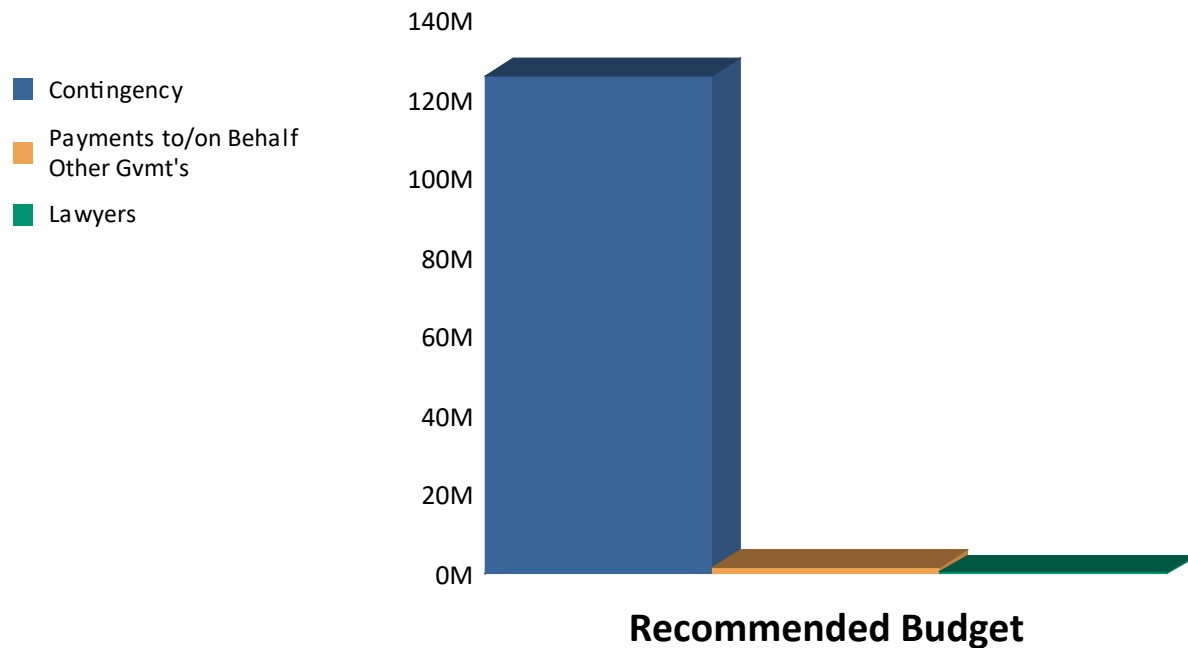


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Contingency (FNC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
FM Renewal Project Expenditures	(2,000,000)	-	-	2,000,000
Interest Expense - Pooled Investments	100,000	100,000	-	(100,000)
Contingency	311,875,329	252,682,830	126,000,000	(185,875,329)
Payments to/on Behalf Other Gvmt's	1,726,000	128,584	1,726,000	-
Lawyers	525,000	525,000	525,000	-
Other Professional Services	-	-	-	-
Engineering Services	-	-	-	-
Transcription Services	-	-	-	-
Furniture Under \$1,000	-	-	-	-
Miscellaneous Legal Expenses	-	-	-	-

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Contingency (FNC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	-	836	-	-	-
Operating Expenses	2,267,605	2,341,983	59,443,499	653,584	121,324,218
<b>Total Expenditures</b>	<b>2,267,605</b>	<b>2,342,819</b>	<b>59,443,499</b>	<b>653,584</b>	<b>121,324,218</b>
<b>Revenue</b>					
Revenue	1,406,591	1,844,019	-	1,500,000	1,587,262
<b>Total Revenues</b>	<b>1,406,591</b>	<b>1,844,019</b>	<b>-</b>	<b>1,500,000</b>	<b>1,587,262</b>
<b>Net Transfers</b>	<b>(430,364)</b>	<b>(722,307)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(1,291,378)</b>	<b>(1,221,107)</b>	<b>(59,443,499)</b>	<b>846,416</b>	<b>(119,736,956)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	87,865	21,389	252,782,830	252,782,830	100,000,000
<b>Total Expenditures</b>	<b>87,865</b>	<b>21,389</b>	<b>252,782,830</b>	<b>252,782,830</b>	<b>100,000,000</b>
<b>Revenue</b>					
Revenue	330,489	385,215	250,000,000	250,000,000	100,000,000
<b>Total Revenues</b>	<b>330,489</b>	<b>385,215</b>	<b>250,000,000</b>	<b>250,000,000</b>	<b>100,000,000</b>
<b>Net Transfers</b>	<b>126,177</b>	<b>21,391</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Fund Impact</b>	<b>368,801</b>	<b>385,217</b>	<b>(2,682,830)</b>	<b>(2,682,830)</b>	<b>100,000</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Contingency (FNC)**

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**Recommended Budget by Program**

**Program: Contingency**

**Function:** Provide funding for emergencies or unforeseen needs that may arise during the year. Provide reserve funds for programs/projects which may be implemented during the fiscal year.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,267,605	2,342,819	59,443,499	121,324,218
Revenue	1,406,591	1,844,019	-	1,587,262
Net Transfers	(430,364)	(722,307)	-	-

---

**Program: FNC Grants Contingency**

**Function:** Provide budget capacity for emergency or unforeseen grant needs that may arise during the year.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	87,865	21,389	252,782,830	100,000,000
Revenue	330,489	385,215	250,000,000	100,000,000
Net Transfers	126,177	21,391	100,000	100,000

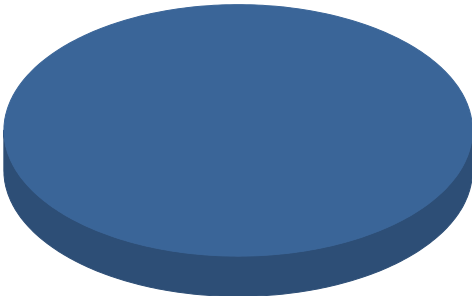
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance Debt Service (FND)

Expenses	<u>103,035,321</u>	Revenues	<u>23,553,649</u>	FTEs	<u>-</u>
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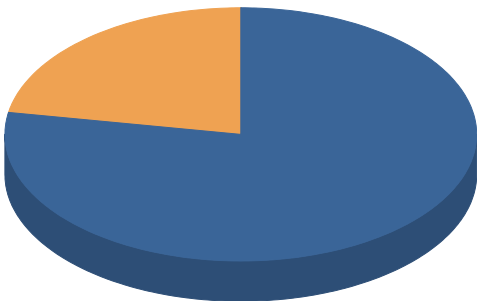
Expenses By Program

■ Debt Service	100.00%
Total:	100.00%



Sources of All Funding

■ Operating Transfers In	77.76%
■ Department Revenue	22.24%
Total:	100.00%



Function Statement:

Account for the accumulation of resources for the payment of general long term debt principal and interest.

Mandates:

None

Major Departmental Issues:

In compliance with the Board of Supervisors PAYGO Policy, BOS Policy D.22.12, Debt Service Revenue has been reduced by approximately \$9.0 million dollars in property tax revenue to be collected.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Debt Service (FND)**

---

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	99,266,568	100,926,135	103,035,321	3,768,753	2,109,186
<b>Revenue</b>	32,541,998	32,731,539	23,553,649	(8,988,349)	(9,177,890)
<b>Net Transfers</b>	66,633,275	68,275,881	82,334,781	15,701,506	14,058,900

**Significant Changes:**

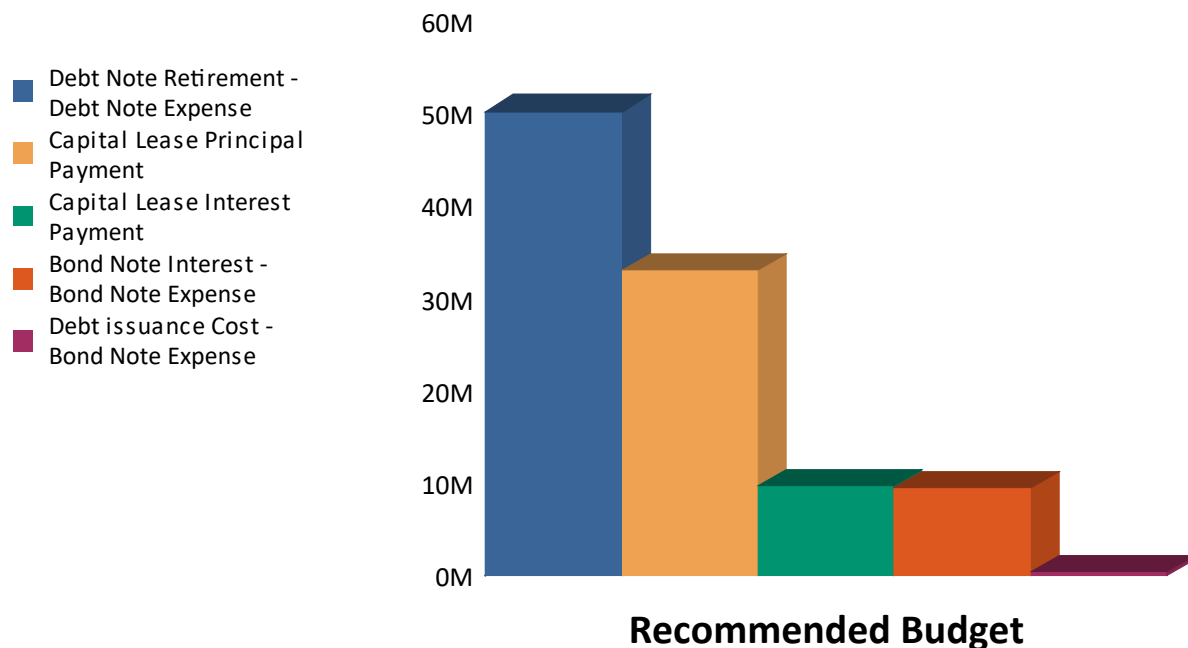
For fiscal year 2023/24 Debt Note Retirement-Debt Note Expense is experiencing increases that are occurring to 2021 Pension Obligation Debt Service as well as significant increases to the Capital Lease Principal and Interest Payments for 2022 COP's Debt Service.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Debt Service (FND)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Debt Note Retirement - Debt Note Expense	43,835,000	43,835,000	50,365,000	6,530,000
Capital Lease Interest Payment	5,913,978	7,494,604	9,693,957	3,779,979
Fiscal Charges - Bond Note Expense	26,920	26,920	23,335	(3,585)
Debt issuance Cost - Bond Note Expense	675,000	753,941	340,000	(335,000)
Bond Note Interest - Bond Note Expense	10,930,670	10,930,670	9,548,029	(1,382,641)
Capital Lease Principal Payment	37,885,000	37,885,000	33,065,000	(4,820,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Debt Service (FND)**

	<b>Recommended Budget by Fund</b>				
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Debt Service Fund</b>					
<b>Expense</b>					
Debt Service	66,974,953	70,833,251	55,467,590	55,546,531	60,276,364
Operating Expenses	54,733,175	37,617,107	43,798,978	45,379,604	42,758,957
<b>Total Expenditures</b>	<b>121,708,128</b>	<b>108,450,358</b>	<b>99,266,568</b>	<b>100,926,135</b>	<b>103,035,321</b>
<b>Revenue</b>					
Revenue	48,218,513	43,499,018	32,541,998	32,731,539	23,553,649
<b>Total Revenues</b>	<b>48,218,513</b>	<b>43,499,018</b>	<b>32,541,998</b>	<b>32,731,539</b>	<b>23,553,649</b>
<b>Net Transfers</b>	<b>69,233,787</b>	<b>62,022,489</b>	<b>66,633,275</b>	<b>68,275,881</b>	<b>82,334,781</b>
<b>Fund Impact</b>	<b>(4,255,828)</b>	<b>(2,928,851)</b>	<b>(91,295)</b>	<b>81,285</b>	<b>2,853,109</b>



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance Debt Service (FND)

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**Recommended Budget by Program**

**Program: Debt Service**

**Function:** Account for the accumulation of resources for the payment of general long-term debt principal and interest.

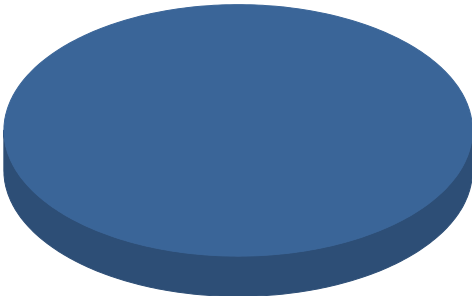
	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Debt Service</b>				
Expense	121,708,128	108,450,358	99,266,568	103,035,321
Revenue	48,218,513	43,499,018	32,541,998	23,553,649
Net Transfers	69,233,787	62,022,489	66,633,275	82,334,781

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Expenses	<u>100,000</u>	Revenues	<u>677,943,827</u>	FTEs	<u>-</u>
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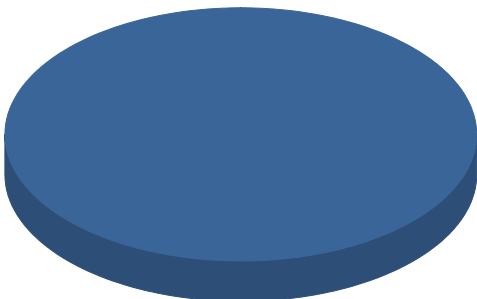
Expenses By Program

■ General Government Revenues	100.00%
Total:	100.00%



Sources of All Funding

■ Department Revenue	99.98%
■ Operating Transfers In	0.02%
Total:	100.00%



Function Statement:

Record all revenues associated with the General Fund that are not generated by specific departments.

Mandates:

None

Major Departmental Issues:

Pima County continues to ensure a balanced budget, recognizing its critical role in maintaining the financial health of the County. Through careful consideration of both revenues and expenses, the County can achieve the goal of maintaining a balanced budget while maintaining financial stability. The revenue generated in these units constitutes a significant portion of the General Fund and is influenced by two key policies: Board of Supervisors Policy D.22.12 - General Fund Capital Improvement Fund Pay-As-You-Go Program that supports the transition from voter-authorized general obligation bond funding of capital improvement projects to a pay-as-you-go (PAYGO) program as part of the General Fund, and Board of Supervisors Policy D.22.13 General Fund Impact of State Legislature Cost Shifts and Disclosure of these Cost Shifts to Taxpayers which evaluates and discloses the annual primary or secondary property tax levy for funding increased expenditures due to the State of Arizona Legislature Cost Shifts.

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance General Government Revenue (FNR)

Department-wide Budget

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Expense	100,000	130,352	100,000	-	(30,352)
Revenue	614,489,885	645,870,452	677,943,827	63,453,942	32,073,375
Net Transfers	(101,109,750)	(98,626,776)	(95,966,543)	5,143,207	2,660,233

Department-wide Salaries & Benefits

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
Salaries & Benefits:			
FTE			-

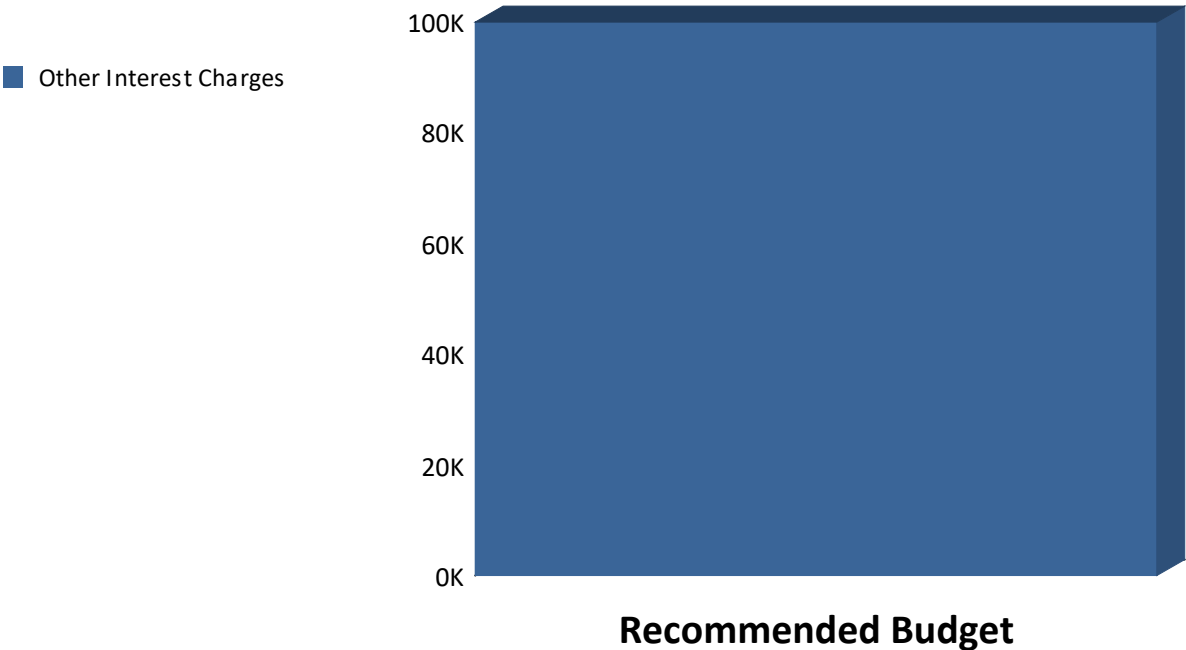
Significant Changes:

The fiscal year 2023/24 budget has implemented the Board of Supervisors Policy D.22.12 - General Fund Capital Improvement Fund Pay-As-You-Go Program, and Board of Supervisors Policy D.22.13 General Fund Impact of State Legislature Cost Shifts and Disclosure of these Cost Shifts to Taxpayers to address the expenditure effects that will be recognized in the budget.

Department-wide Top 10 Non-personnel Expense Groups by Variance

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Interest Charges	100,000	100,000	100,000	-
Other Miscellaneous Charges	-	30,352	-	-
Interest Expense - Pooled Investments	-	-	-	-
Accounting and Auditing Services	-	-	-	-
Judgments & Damages	-	-	-	-

Department-wide Top 5 Non-personnel Expense Groups



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance General Government Revenue (FNR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Operating Expenses	32,981	64,817	100,000	130,352	100,000
<b>Total Expenditures</b>	<b>32,981</b>	<b>64,817</b>	<b>100,000</b>	<b>130,352</b>	<b>100,000</b>
<b>Revenue</b>					
Revenue	580,699,256	611,633,752	614,489,885	645,870,452	677,943,827
<b>Total Revenues</b>	<b>580,699,256</b>	<b>611,633,752</b>	<b>614,489,885</b>	<b>645,870,452</b>	<b>677,943,827</b>
<b>Net Transfers</b>	<b>(25,187,147)</b>	<b>(76,059,978)</b>	<b>(101,109,750)</b>	<b>(98,626,776)</b>	<b>(95,966,543)</b>
<b>Fund Impact</b>	<b>555,479,128</b>	<b>535,508,957</b>	<b>513,280,135</b>	<b>547,113,324</b>	<b>581,877,284</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance General Government Revenue (FNR)**

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**Recommended Budget by Program**

**Program: General Government Revenues**

**Function:** Record all revenues associated with the General Fund that are not generated by specific departments.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	32,981	64,817	100,000	100,000
Revenue	580,699,256	611,633,752	614,489,885	677,943,827
Net Transfers	(25,187,147)	(76,059,978)	(101,109,750)	(95,966,543)

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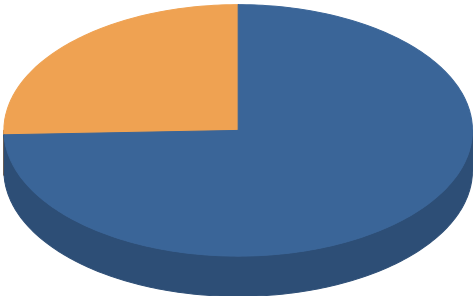


DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Finance Non Departmental (FNN)

Expenses	<u>98,368,805</u>	Revenues	<u>5,355,000</u>	FTEs	<u>-</u>
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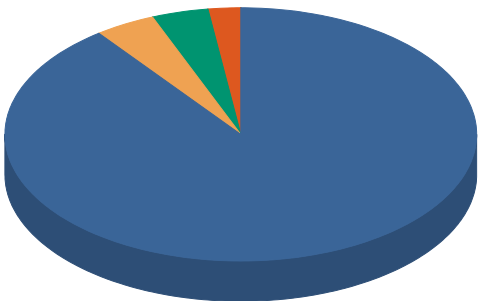
Expenses By Program

Mandated Payments	74.53%
Non Departmental	25.47%
Total:	100.00%



Sources of All Funding

General Fund Support	89.70%
Department Revenue	4.21%
Operating Transfers In	3.73%
Fund Balance Support	2.36%
Total:	100.00%



Function Statement:

Budget and provide for expenditure and/or revenue authority for specified General Fund programs, projects, and items for which no direct responsibility has been assigned to any single department. Report the General Fund portion of Self Insurance Reserve (SIR) payments.

Mandates:

None

Major Departmental Issues:

Pima County's fiscal year 2023/24 budget continues to ensure a balanced budget, knowing that it is critical to the financial health of the County. By carefully considering Pima County's revenues and expenses, the County can ensure the achievement of its goals while maintaining financial stability through a balanced budget. Most of the expenses incurred in these accounts relate to the General Fund State Cost Shifts, which are influenced by Board of Supervisors Policy D.22.13 General Fund Impact of State Legislature Cost Shifts and Disclosure of these Cost Shifts to Taxpayers. This procedure evaluates and discloses the annual primary or secondary property tax levy for funding increased expenditures due to the State Legislature Cost Shifts.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Non Departmental (FNN)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	92,118,854	95,669,134	98,368,805	6,249,951	2,699,671
<b>Revenue</b>	3,450,000	13,142,368	5,355,000	1,905,000	(7,787,368)
<b>Net Transfers</b>	(8,233,018)	(8,178,594)	(24,215,416)	(15,982,398)	(16,036,822)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	20,797	20,797	20,797	-	-
<b>Other Benefits</b>	5,000	5,000	5,000	-	-
<b>Salaries &amp; Benefits:</b>	<b>25,797</b>	<b>25,797</b>	<b>25,797</b>	-	-
<b>FTE</b>				-	

**Significant Changes:**

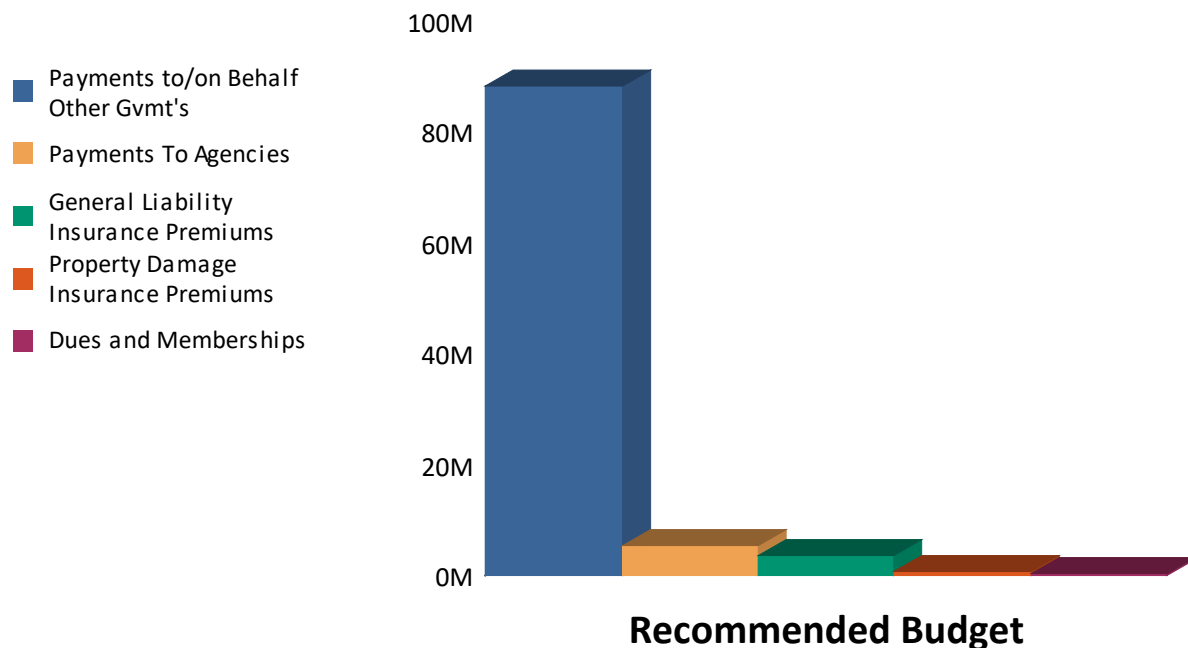
The majority of the State of Arizona's budgeted cost shifts to Pima County are paid from Finance Non-Departmental (FNN). The costs that are not charged to FNN are recorded in the respective departmental budgets. In fiscal year 2023/24, the anticipated cost shifts from the State are approximately \$112 million, which comprises 26.7% of the suggested General Fund primary property tax rate. The resulting property tax revenues are recorded in Finance General Governmental Revenue (FNR).

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Non Departmental (FNN)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Payments to/on Behalf Other Gvmt's	85,317,400	85,317,400	88,521,952	3,204,552
Payments To Agencies	3,450,000	7,000,000	5,355,000	1,905,000
General Liability Insurance Premiums	2,288,025	2,288,025	3,435,079	1,147,054
Dues and Memberships	152,009	152,009	185,009	33,000
Malpractice Insurance Premiums	23,540	23,540	46,370	22,830
Property Damage Insurance Premiums	715,083	715,083	652,598	(62,485)
Lobbying Services	65,000	65,000	65,000	-
Other Professional Services	25,000	25,000	25,000	-
Appraisal Services	20,000	20,000	20,000	-
Title Fees and Services	10,000	10,000	10,000	-

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Non Departmental (FNN)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	30,004,114	268,142,724	25,797	25,797	25,797
Operating Expenses	85,169,663	83,104,343	92,088,057	95,638,337	98,338,008
Capital Equipment > \$5,000	-	3,250	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>115,173,777</b>	<b>351,250,317</b>	<b>92,118,854</b>	<b>95,669,134</b>	<b>98,368,805</b>
<b>Revenue</b>					
Revenue	7,325,335	13,047,397	3,450,000	13,142,368	5,355,000
<b>Total Revenues</b>	<b>7,325,335</b>	<b>13,047,397</b>	<b>3,450,000</b>	<b>13,142,368</b>	<b>5,355,000</b>
<b>Net Transfers</b>	<b>(498,922)</b>	<b>(7,963,313)</b>	<b>(8,233,018)</b>	<b>(8,178,594)</b>	<b>(21,215,416)</b>
<b>Fund Impact</b>	<b>(108,347,364)</b>	<b>(346,166,233)</b>	<b>(96,901,872)</b>	<b>(90,705,360)</b>	<b>(114,229,221)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
<b>Total Expenditures</b>	-	-	-	-	-
<b>Revenue</b>					
<b>Total Revenues</b>	-	-	-	-	-
<b>Net Transfers</b>	-	-	-	-	<b>(3,000,000)</b>
<b>Fund Impact</b>	-	-	-	-	<b>(3,000,000)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Finance Non Departmental (FNN)**

**Recommended Budget by Program**

**Program: Mandated Payments**

**Function:** Fund and administer Pima County's contribution to state health care programs.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	64,070,085	60,744,046	70,017,400	73,317,300
Revenue	3,500,709	9,155,155	-	-

**Program: Non Departmental**

**Function:** Budget and provide for expenditure and/or revenue authority for specified General Fund programs, projects, and items for which no direct responsibility has been assigned to any single department. Report the General Fund portion of Self Insurance Reserve (SIR) payments.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	51,103,692	290,506,271	22,101,454	25,051,505
Revenue	3,824,626	3,892,242	3,450,000	5,355,000
Net Transfers	(498,922)	(7,963,313)	(8,233,018)	(21,215,416)
<b>Other Special Revenue</b>				
Net Transfers	-	-	-	(3,000,000)

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

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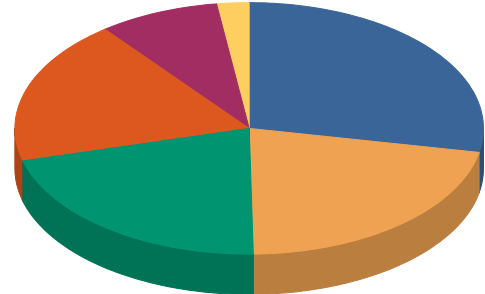
**Expenses**      21,324,882

**Revenues**    18,444,729

**FTEs**        58.23

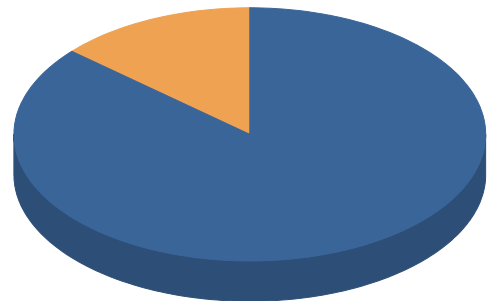
### Expenses By Program

■ Vehicle Acquisition & Disposition	27.95%
■ Maintenance & Operations	21.71%
■ Fleet Management Administration	21.18%
■ Support Services	18.67%
■ Fleet Parts Supply	8.19%
■ GPS Monitoring	2.30%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	86.32%
■ Fund Balance Support	13.68%
Total:	100.00%



#### Function Statement:

Provide administrative direction and resources to Fleet Services divisions in support of Fleet Services mission for a customer focused, centralized fleet management function that is dedicated to providing efficient and effective services to Pima County.

#### Mandates:

None

#### Major Departmental Issues:

The major budget issues for Fleet Services in fiscal year 2023/24 are the increasing costs of unleaded and diesel fuel, price inflation of new vehicles and off-road equipment, and price inflation of parts used to repair and maintain vehicles.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**

**Fleet Services (FS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	23,898,506	22,541,753	21,324,882	(2,573,624)	(1,216,871)
<b>Revenue</b>	18,856,048	20,784,191	18,444,729	(411,319)	(2,339,462)
<b>Net Transfers</b>	(800,000)	(800,000)	(44,048)	755,952	755,952

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,890,902	2,552,793	2,933,710	42,808	380,917
<b>Other Benefits</b>	1,255,113	1,094,704	1,211,697	(43,416)	116,993
<b>Salaries &amp; Benefits:</b>	<b>4,146,015</b>	<b>3,647,497</b>	<b>4,145,407</b>	<b>(608)</b>	<b>497,910</b>
<b>FTE</b>	61.50		58.23	(3.27)	

**Significant Changes:**

Fleet Services is placing focus on outsourcing the upfitting of some or all patrol vehicles to a contracted vendor. Fleet Services is projecting the replacement of fifty-three patrol vehicles, each requiring approximately 60+ man hours to upfit with emergency equipment. Upfitting patrol vehicles internally requires a dedicated team of Technicians to be reassigned from their normal operational support of repair and maintenance, which often leads to increased downtime for the remainder of the County fleet. Fleet Services will utilize staff overtime and external vendors to support asset availability to County departments until vacancies can be filled.

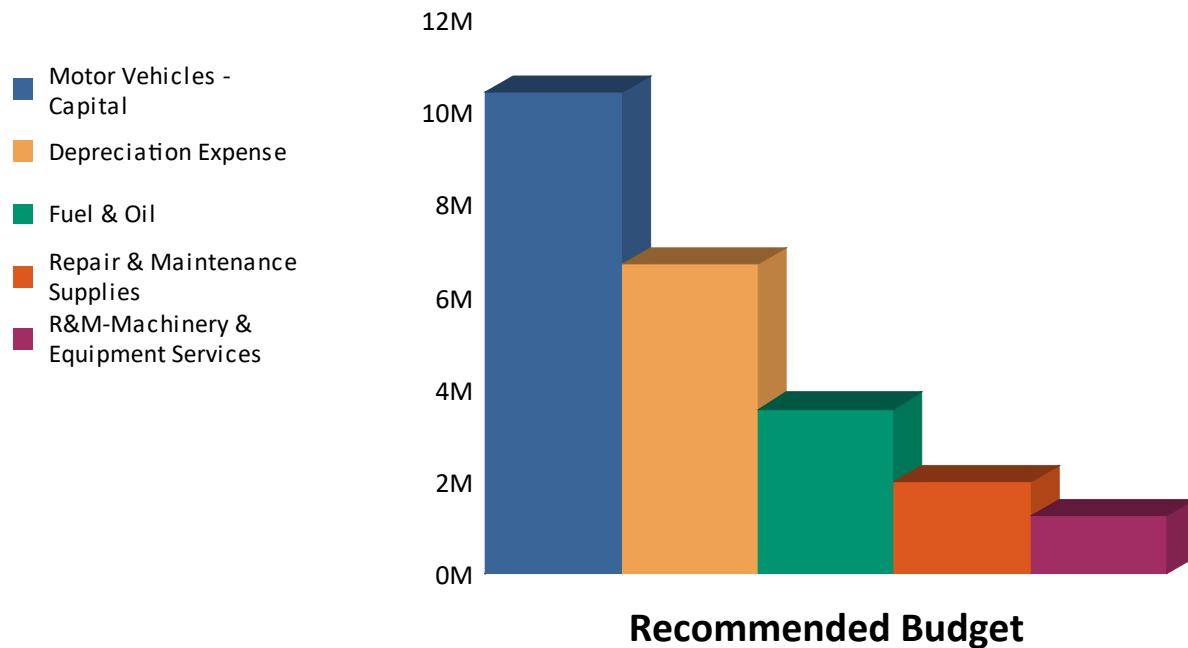


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Motor Vehicles - Capital	6,723,840	9,723,840	10,436,340	3,712,500
General Liability Insurance Premiums	885,543	885,543	1,006,941	121,398
Computer Hardware - ISF Charges	72,960	72,960	75,600	2,640
Office Supplies	7,350	4,800	7,349	(1)
Radio	6,768	6,768	6,600	(168)
Motor Pool Charges	253,114	79,998	243,040	(10,074)
Overhead	861,780	861,780	823,541	(38,239)
Other Mach & Equip - Capital	90,000	90,000	20,000	(70,000)
Depreciation Expense	7,166,276	7,166,276	6,711,250	(455,026)
Fuel & Oil	5,709,783	4,696,986	3,565,801	(2,143,982)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Fleet Services Fund</b>					
<b>Expense</b>					
Personnel Services	3,280,406	2,712,789	4,146,015	3,647,497	4,145,407
Operating Expenses	7,981,648	9,868,439	12,586,215	11,829,110	10,468,225
Capital Equipment > \$5,000	6,115,165	3,160,186	7,993,840	10,892,710	11,636,340
Contra Expense	(6,515,796)	(3,233,853)	(7,993,840)	(10,993,840)	(11,636,340)
Depreciation	6,111,755	6,287,516	7,166,276	7,166,276	6,711,250
<b>Total Expenditures</b>	<b>16,973,178</b>	<b>18,795,077</b>	<b>23,898,506</b>	<b>22,541,753</b>	<b>21,324,882</b>
<b>Revenue</b>					
Revenue	18,496,474	20,262,739	19,356,048	20,984,191	18,744,729
Gain/Loss Disp of Assets	(702,534)	(182,160)	(500,000)	(200,000)	(300,000)
<b>Total Revenues</b>	<b>17,793,940</b>	<b>20,080,579</b>	<b>18,856,048</b>	<b>20,784,191</b>	<b>18,444,729</b>
<b>Net Transfers</b>	<b>(2,443,260)</b>	<b>(500,000)</b>	<b>(800,000)</b>	<b>(800,000)</b>	<b>(44,048)</b>
<b>Fund Impact</b>	<b>(1,622,498)</b>	<b>785,502</b>	<b>(5,842,458)</b>	<b>(2,557,562)</b>	<b>(2,924,201)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

**Recommended Budget by Program**

**Program: Fleet Management Administration**

**Function:** Provide administrative direction and resources to Fleet Services divisions in support of the Fleet Services mission for a customer focused, centralized fleet management function that is dedicated to providing efficient and effective services to Pima County.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Fleet Services</b>				
Expense	3,635,563	2,909,469	4,638,812	4,517,317
Revenue	17,293,368	18,746,115	17,406,347	16,953,618
Net Transfers	(2,443,260)	(500,000)	(800,000)	(44,048)
FTE			17.00	14.48

**Program: Fleet Parts Supply**

**Function:** Efficient inventory control, including the purchase, receipt, storage, issuance, and delivery of automotive, medium/heavy truck and heavy equipment parts and supplies needed for preventive maintenance, repairs, and upfitting of Pima County vehicles and equipment.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Fleet Services</b>				
Expense	1,273,725	1,462,841	1,643,498	1,746,179
Revenue	1,847	-	100	-
FTE			4.00	5.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

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**Recommended Budget by Program**

**Program: GPS Monitoring**

**Function:** Administration of Pima County Global Positioning System (GPS) program. Purchase and facilitate installation GPS devices in County vehicles and equipment, with the purpose of increasing the efficiency of the County Fleet and improving driver safety.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Fleet Services</b>				
Expense	601,465	535,350	513,367	489,634
FTE			2.00	2.00

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**Program: Maintenance & Operations**

**Function:** Maintain the Pima County Fleet in such a manner as to achieve maximum operating efficiency and safety.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Fleet Services</b>				
Expense	3,613,739	3,989,197	4,899,481	4,629,459
Revenue	1,026,190	1,363,213	1,635,000	1,582,208
FTE			38.50	35.75

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Fleet Services (FS)**

**Recommended Budget by Program**

**Program: Support Services**

**Function:** Intake of Pima County vehicles and equipment requiring maintenance and/or repair. Provide quality control inspection post maintenance and/or repair. Management of nine County fuel stations and motor pool function.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Fleet Services</b>				
Expense	2,499,314	4,044,666	5,799,381	3,981,929
Revenue	90,234	148,315	219,601	158,903
FTE			-	1.00

**Program: Vehicle Acquisition & Disposition**

**Function:** Ensure Pima County departments have the quantity and type of vehicles/equipment which best fit their operational requirements while maintaining fiscal and sustainability goals. Manage the disposition of vehicles/equipment that are at the end of their useful life.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Fleet Services</b>				
Expense	5,349,372	5,853,554	6,403,967	5,960,364
Revenue	(617,699)	(177,064)	(405,000)	(250,000)

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## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Human Resources (HR)

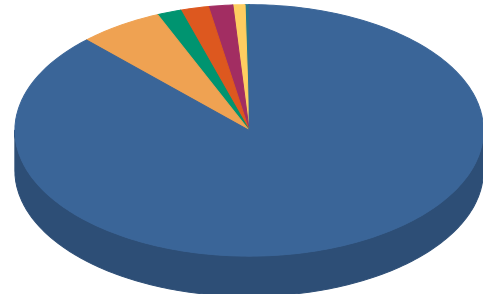
Expenses 102,722,189

Revenues 93,472,668

FTEs 68.00

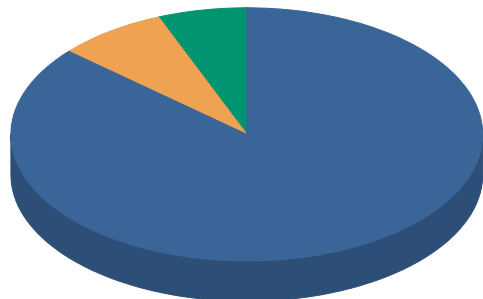
#### Expenses By Program

Health & Wellness	87.64%
HR Risk Management	5.86%
Operations	1.86%
Employee Development	1.83%
HR - Recruitment/Classification/Compensation	1.81%
Employee Relations	0.80%
Reports & Records	0.20%
Total:	100.00%



#### Sources of All Funding

Department Revenue	86.43%
Operating Transfers In	7.40%
General Fund Support	6.17%
Total:	100.00%



#### Function Statement:

Recruit and retain a highly committed, highly competent, and results-oriented workforce, and provide various employment-related services and activities. Services include but are not limited to; recruitment and selection, employee relations, classification and compensation, benefits administration, employee training, personnel records management, and Federal, State, and local labor reporting. The Department also administers the self-insurance Health Benefits Trust Fund.

#### Mandates:

ARS Title 11-351: Definitions; Title 11-352: Adoption of Limited County Employee Merit System by Resolution; Removal of Certain Administrative Positions by Resolution; Title 11-353: County Employee Merit System Commission; Members; Terms; Vacancies; Title 11-354: Powers and Duties of the Commission; Title 11-355: Minimum Qualifications for Employment; and Title 11-356: Dismissal, Suspension or Reduction in Rank of Employees; Appeals; Hearings

#### Major Departmental Issues:

As the COVID-19 pandemic caused a significant decline in consignment ticket sales revenue from tickets sold to employees within the General Fund, this resulted in the decline of physical tickets being sold, and vendors transitioned to providing discount codes for employees to use for online purchases directly on their websites. Now that the Health Benefit Trust reserve rate has been agreed upon, the major budget issue that is being observed is the impact of High-Cost Claimants, as they put significant pressure on the Trust. Additionally, there were increased costs associated with Human Resources restructuring, and additional costs for additional licenses for supervisory training.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Human Resources (HR)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	96,771,819	95,476,038	102,722,189	5,950,370	7,246,151
<b>Revenue</b>	88,675,461	86,806,073	93,472,668	4,797,207	6,666,595
<b>Net Transfers</b>	-	-	7,892,781	7,892,781	7,892,781

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	4,107,893	3,983,033	4,231,226	123,333	248,193
<b>Other Benefits</b>	1,554,554	1,438,401	1,628,409	73,855	190,008
<b>Salaries &amp; Benefits:</b>	<b>5,662,447</b>	<b>5,421,434</b>	<b>5,859,635</b>	<b>197,188</b>	<b>438,201</b>
<b>FTE</b>	67.00		68.00	1.00	

**Significant Changes:**

General Fund - Pima County Human Resources has restructured due to expanded services and the need to distribute work more evenly throughout the Department. Expanding the Training and Development Unit to an Employee Development Division which provides oversight of the overall design and development of trainings/programs to include the Diversity, Equity and Inclusion Program and the newly created Employee Recognition Program. The Operations Unit was created to incorporate Leave Administration, Employee Records and Reporting, Administrative Services and all system upgrade duties of the current Automatic Data Process (ADP) upgrade and the larger-scale Enterprise Resource Planning (ERP) project. The implementation of the latter project will take approximately 2 1/2 years, and will replace the existing systems currently being used in Human Resources. This is a major endeavor and will impact all areas in Human Resources. The Classification and Compensation Unit will also experience a high impact as it works on the compensation study to implement a new job architecture and salary structure effecting all County positions. Lastly, as is trending nationwide, Human Resources continues to experience a high vacancy rate with twenty percent (20%) of its jobs being vacant; leading to sustained higher workloads necessary to maintain vital services.

Health Benefits Trust Fund - The goal is to maintain a reserve of four to six months of projected claims and expenses, as agreed upon by the Health Benefit Trust Board. To achieve the adequate reserve amount, medical rates will increase by 9.45% and dental rates increase will range from 1.63% to 1.68%. In addition, \$8 million will transfer into the Health Benefit Trust effective July 1, 2023. Both the increases in rates and the fund transfer have been approved by the Board of Supervisors. The increase in expenditures is due to the increase in outside hospital/clinic costs, due to increased high-cost claims and trending medical care cost (13% Medical / 7% Pharmacy). The Fund is also experiencing a decrease in the revenue generated due to a decrease in members on the medical plan, which is caused by the high levels of vacant positions over the past several years, resulting in a steady decline in members on the medical plan. Human Resources continuously monitors the level of vacant positions throughout the County.

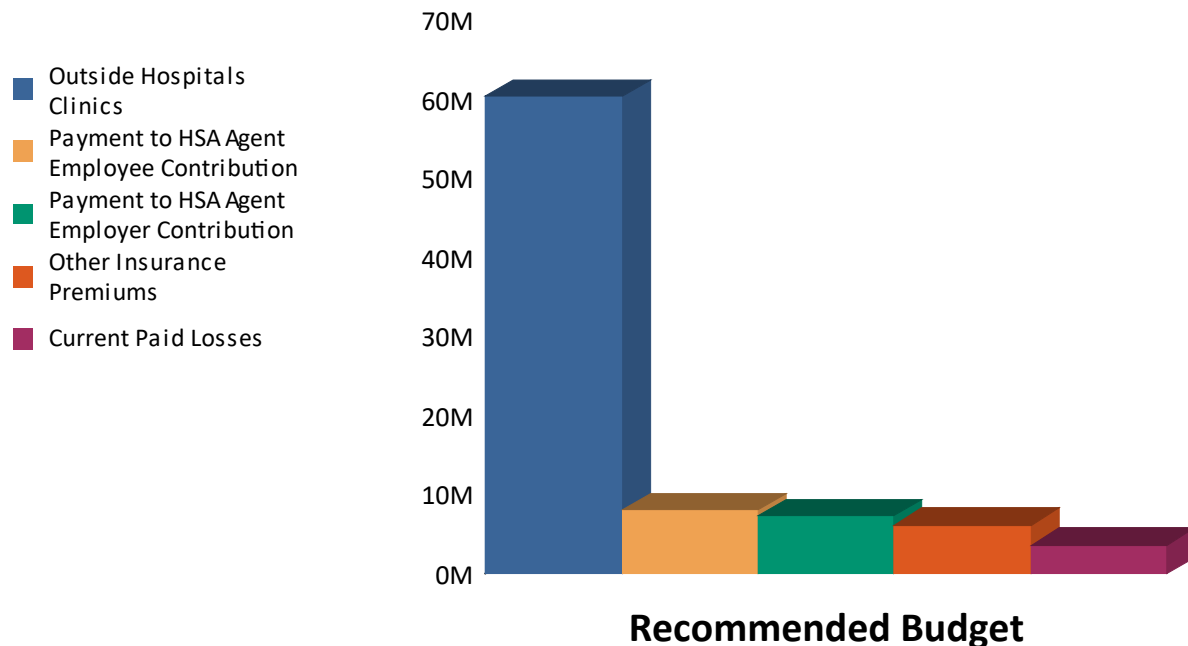


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Human Resources (HR)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Outside Hospitals Clinics	54,561,355	54,561,355	60,346,600	5,785,245
Tuition Reimbursement	-	150,000	400,000	400,000
Books, Subscriptions & Videos	22,450	222,450	261,600	239,150
Current Paid Losses	3,481,969	2,911,322	3,613,969	132,000
TPA Service Fees	3,459,497	3,535,840	3,544,700	85,203
Other Insurance Premiums	6,244,015	6,015,375	6,160,875	(83,140)
Overhead	668,076	668,076	581,729	(86,347)
Dues and Memberships	129,395	83,145	15,725	(113,670)
Medical Professional Services	617,925	266,985	370,713	(247,212)
Other Professional Services	942,539	948,000	469,585	(472,954)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Human Resources (HR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,910,079	2,969,113	4,231,340	4,117,598	4,368,788
Operating Expenses	1,065,189	1,208,355	1,909,008	2,282,873	2,297,432
Capital Equipment > \$5,000	-	-	-	-	10,000
<b>Total Expenditures</b>	<b>3,975,268</b>	<b>4,177,468</b>	<b>6,140,348</b>	<b>6,400,471</b>	<b>6,676,220</b>
<b>Revenue</b>					
Revenue	-	5,501	10,550	9,000	5,550
<b>Total Revenues</b>	<b>-</b>	<b>5,501</b>	<b>10,550</b>	<b>9,000</b>	<b>5,550</b>
<b>Fund Impact</b>	<b>(3,975,268)</b>	<b>(4,171,967)</b>	<b>(6,129,798)</b>	<b>(6,391,471)</b>	<b>(6,670,670)</b>
<b>Health Benefits Fund</b>					
<b>Expense</b>					
Personnel Services	1,111,850	822,416	1,090,645	1,051,066	1,102,430
Operating Expenses	74,928,207	80,807,473	83,525,672	83,446,503	88,926,429
<b>Total Expenditures</b>	<b>76,040,057</b>	<b>81,629,889</b>	<b>84,616,317</b>	<b>84,497,569</b>	<b>90,028,859</b>
<b>Revenue</b>					
Revenue	73,324,049	77,745,750	85,417,083	82,701,886	90,015,990
<b>Total Revenues</b>	<b>73,324,049</b>	<b>77,745,750</b>	<b>85,417,083</b>	<b>82,701,886</b>	<b>90,015,990</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,892,781</b>
<b>Fund Impact</b>	<b>(2,716,008)</b>	<b>(3,884,139)</b>	<b>800,766</b>	<b>(1,795,683)</b>	<b>7,879,912</b>
<b>Risk Management Fund</b>					
<b>Expense</b>					
Personnel Services	286,238	294,183	340,462	252,770	388,417
Operating Expenses	3,562,587	2,282,036	5,674,692	4,325,228	5,628,693
<b>Total Expenditures</b>	<b>3,848,825</b>	<b>2,576,219</b>	<b>6,015,154</b>	<b>4,577,998</b>	<b>6,017,110</b>
<b>Revenue</b>					
Revenue	222,280	4,433,636	3,247,828	4,095,187	3,451,128
<b>Total Revenues</b>	<b>222,280</b>	<b>4,433,636</b>	<b>3,247,828</b>	<b>4,095,187</b>	<b>3,451,128</b>
<b>Fund Impact</b>	<b>(3,626,545)</b>	<b>1,857,417</b>	<b>(2,767,326)</b>	<b>(482,811)</b>	<b>(2,565,982)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Human Resources (HR)**

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**Recommended Budget by Program**

**Program: Employee Development**

**Function:** Improve and maintain employee engagement through timely and meaningful programs that foster a diverse, equitable, and inclusive workplace. Provide engaging learning experiences for existing and newly appointed County employees, managers, and supervisors, to ensure consistent application of and adherence to personnel administration, laws, rules, policies, procedures, and court mandates. Provide a platform where employees are recognized for their educational accomplishments and other significant contributions made to the County and its constituents.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	426,546	546,769	756,786	1,880,323
FTE			7.00	11.00

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**Program: Employee Relations**

**Function:** Provide Merit System Rules and Personnel Policy (MSR/PP), Board of Supervisors (Board) and Administrative Procedure interpretation and review to Pima County management staff and employees. Investigate allegations of violations of the MSR/PP or personnel related Board Policies and/or Administrative Procedures to ensure compliance with rules, policies, procedures, and laws. Provide timely and structured learning experiences, operational training, specialized targeted training, and coaching for existing and newly appointed County managers and supervisors to ensure consistent application of and adherence to personnel administration, laws, rules, policies, procedures, and court mandates.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	927,515	867,488	1,119,490	821,872
FTE			13.00	9.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Human Resources (HR)**

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**Recommended Budget by Program**

**Program: Health & Wellness**

**Function:** Administer the self-insurance Health Benefits Trust Internal Service Fund. Provide employees with comprehensive and affordable benefits options for healthcare (medical and dental), life insurance, as well as other ancillary services. Provide education to enable employees to make well informed decisions on benefits that will meet their individual needs. Provide quality programs and activities to encourage and support healthy, active lifestyles of the employees and their families.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Health Benefits</b>				
Expense	76,040,057	81,629,889	84,616,317	90,028,859
Revenue	73,324,049	77,745,750	85,417,083	90,015,990
Net Transfers	-	-	-	7,892,781
FTE			13.00	13.00

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**Program: HR - Recruitment/Classification/Compensation**

**Function:** Provide employment related services and activities for recruiting and retaining a highly committed, highly competent, and results oriented workforce. Provide staffing and testing services, classification studies and audits, compensation reviews, and market studies.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	876,824	1,038,217	2,042,853	1,857,148
FTE			16.00	16.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024****Human Resources (HR)****Recommended Budget by Program****Program: HR Risk Management**

**Function:** Operate and manage components of Pima County's Occupational Safety Health Programs. Oversight and review of special medical evaluations. Work with third party administrators on Workers' Compensation and unemployment claims. Manage the County's Traumatic Event Counseling programs for peace officers and public safety employees.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Risk Management</b>				
Expense	3,848,825	2,576,219	6,015,154	6,017,110
Revenue	222,280	4,433,636	3,247,828	3,451,128
FTE			3.00	3.00

**Program: Operations**

**Function:** Provide direction and approval of employment related services including, but not limited to: Merit System Rules and Personnel Policies development and interpretation; mandatory training; affirmative action reporting; employee relations; recruitment; benefits; classification; compensation; Family and Medical Leave Act administration; E-Verify services; performance management; records management; and administration of the Americans with Disabilities Act.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,434,179	1,493,316	1,918,244	1,910,725
FTE			11.00	13.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Human Resources (HR)

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**Recommended Budget by Program**

**Program: Reports & Records**

**Function:** Maintain official employee personnel records in an automated information program, maintain data necessary to meet federal reporting requirements, process personnel action forms, process data in Enterprise V5, and manage the employee discount and bus pass programs, along with administration of the ADP Employee Self Service portal.

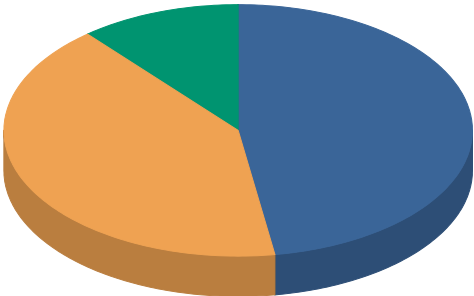
	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	310,204	231,678	302,975	206,152
Revenue	-	5,501	10,550	5,550
FTE			4.00	3.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Information Technology (IT)

Expenses     53,856,081                      Revenues     34,490,373                      FTEs     229.00

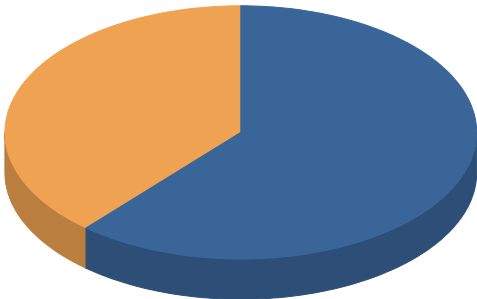
Expenses By Program

Computer Hardware Software	47.39%
Information Technology	41.46%
Telecommunications	11.15%
Total:	100.00%



Sources of All Funding

Department Revenue	61.49%
General Fund Support	38.51%
Total:	100.00%



Function Statement:

Analyze, develop, and implement application solutions county wide. Direct and manage the development and ongoing maintenance and support of application systems. Develop, implement, and enforce Information Technology (IT) standards, asset and information security procedures including network and server/storage environments. Manage software purchases and licensing for the County. Manage franchise licensing and contract coordination for cable, fiber, cellular and competitive local exchange carriers. Project Management of IT projects across County departments. Oversight and preparation of budget and allocations for the Information Technology Department. Coordinate all Pima County IT activities with various agencies and the general public. Manage all enterprise GIS functions for the County.

Mandates:

None

Major Departmental Issues:

Continuing issues with staff retention and recruitment due to labor conditions for IT staff nationwide, including Pima County.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Information Technology (IT)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	53,300,951	51,108,820	53,856,081	555,130	2,747,261
<b>Revenue</b>	32,903,128	33,167,834	34,490,373	1,587,245	1,322,539
<b>Net Transfers</b>	1,720,966	1,999,123	(53,145)	(1,774,111)	(2,052,268)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	17,149,050	15,599,122	16,875,730	(273,320)	1,276,608
<b>Other Benefits</b>	6,198,863	5,567,674	6,160,224	(38,639)	592,550
<b>Salaries &amp; Benefits:</b>	<b>23,347,913</b>	<b>21,166,796</b>	<b>23,035,954</b>	<b>(311,959)</b>	<b>1,869,158</b>
<b>FTE</b>	237.00		229.00	(8.00)	

**Significant Changes:**

Expense increases due to continued infrastructure expansion and maintenance along with inflationary costs from vendors and equipment. Decreases related to fewer lifecycle replacements than anticipated. Information Technology Department continues to review and reallocate costs to more appropriate objects.

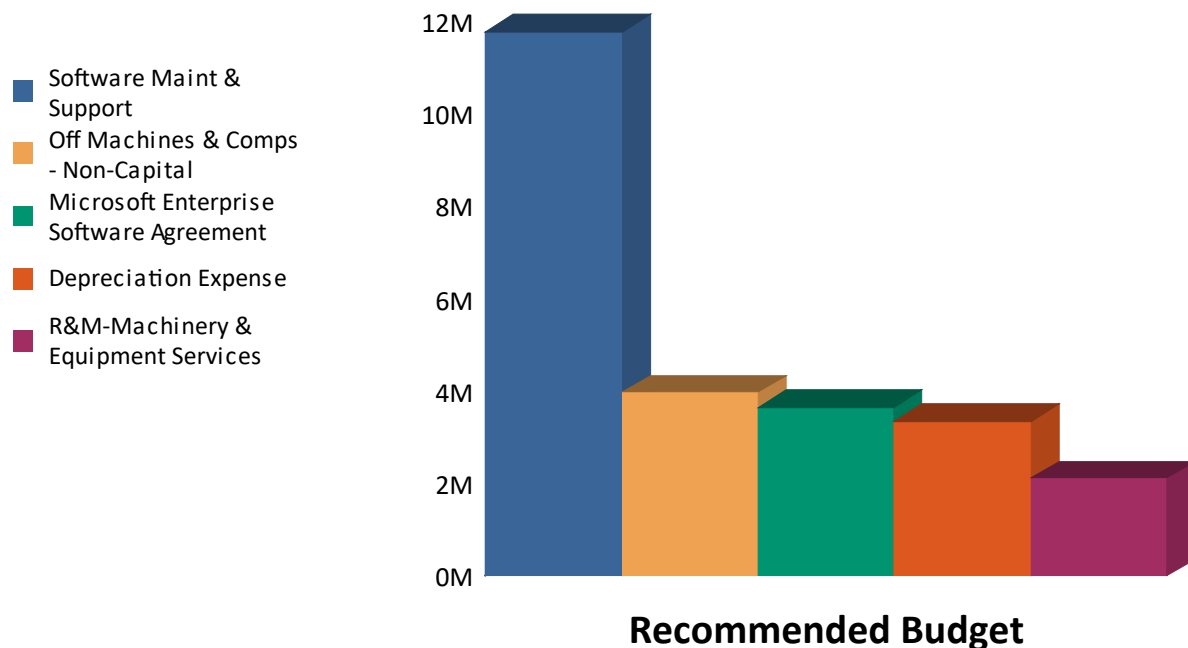


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Information Technology (IT)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	10,513,325	10,241,251	11,805,566	1,292,241
Microsoft Enterprise Software Agreement	3,310,907	3,311,198	3,648,655	337,748
Software Under \$5M	552,651	1,299,784	795,859	243,208
R&M-Machinery & Equipment Services	1,905,759	1,853,016	2,125,759	220,000
Other Professional Services	969,386	1,175,815	1,154,302	184,916
Repair & Maintenance Supplies	189,500	180,493	139,500	(50,000)
Server and Storage - ISF Charges	513,419	513,419	460,616	(52,803)
Depreciation Expense	3,655,200	3,021,413	3,348,452	(306,748)
Computer Equipment < \$1,000	830,618	2,207,205	438,518	(392,100)
Off Machines & Comps - Non-Capital	4,548,195	2,929,598	3,973,000	(575,195)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Information Technology (IT)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	11,953,933	13,719,930	16,383,229	14,723,095	15,967,835
Operating Expenses	4,187,258	4,841,658	6,093,291	6,078,318	6,360,653
Capital Equipment > \$5,000	-	-	-	14,973	-
<b>Total Expenditures</b>	<b>16,141,191</b>	<b>18,561,588</b>	<b>22,476,520</b>	<b>20,816,386</b>	<b>22,328,488</b>
<b>Revenue</b>					
Revenue	783,519	1,074,938	732,164	513,282	732,164
<b>Total Revenues</b>	<b>783,519</b>	<b>1,074,938</b>	<b>732,164</b>	<b>513,282</b>	<b>732,164</b>
<b>Fund Impact</b>	<b>(15,357,672)</b>	<b>(17,486,650)</b>	<b>(21,744,356)</b>	<b>(20,303,104)</b>	<b>(21,596,324)</b>
<b>Other Internal Service Fund</b>					
<b>Expense</b>					
Personnel Services	5,755,907	4,840,719	6,964,684	6,443,701	7,068,119
Operating Expenses	14,213,569	12,203,852	20,204,547	20,827,320	21,111,022
Capital Equipment > \$5,000	5,714	273,723	-	13,303	-
Contra Expense	(1,629,866)	(1,813,080)	-	(13,303)	-
Depreciation	3,118,569	3,225,139	3,655,200	3,021,413	3,348,452
<b>Total Expenditures</b>	<b>21,463,893</b>	<b>18,730,353</b>	<b>30,824,431</b>	<b>30,292,434</b>	<b>31,527,593</b>
<b>Revenue</b>					
Revenue	30,154,326	30,477,826	32,170,964	32,654,552	33,758,209
<b>Total Revenues</b>	<b>30,154,326</b>	<b>30,477,826</b>	<b>32,170,964</b>	<b>32,654,552</b>	<b>33,758,209</b>
<b>Net Transfers</b>	<b>(9,794,737)</b>	<b>1,359,895</b>	<b>1,720,966</b>	<b>1,999,123</b>	<b>(53,145)</b>
<b>Fund Impact</b>	<b>(1,104,304)</b>	<b>13,107,368</b>	<b>3,067,499</b>	<b>4,361,241</b>	<b>2,177,471</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Information Technology (IT)**

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**Recommended Budget by Program**

**Program: Computer Hardware Software**

**Function:** Provide centralized purchasing of computers and related devices for all departments of Pima County in order to promote consistency and uniformity, thereby reducing acquisition and maintenance costs. Design, install, and support County-wide server and storage systems that provide the capacity and technological sophistication necessary to support the growth and increasing diversity of the County's many digital information systems. Control the costs of the County-wide software applications by utilizing enterprise software licensing agreements to obtain the best prices available. Operate a twenty four hours a day, seven days a week Network Operations Center (NOC) to support end-user clients with technical problems and issues, both remotely and onsite, utilizing field technicians.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Internal Service</b>				
Expense	16,160,404	14,817,534	24,854,387	25,520,779
Revenue	22,729,098	22,799,339	25,339,824	26,781,653
Net Transfers	(9,794,737)	1,359,895	1,720,966	-
FTE			62.00	61.00

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**Program: Information Technology**

**Function:** Manage the County IT environment and oversee IT Department administration. Develop and implement IT standards and security procedures. Manage franchise licensing and contract coordination for cable, fiber, cellular, towers and competitive local exchange carriers. Coordinate Pima County IT activities with various agencies and the general public. Coordinate and manage County-wide Geographic Information Systems (GIS) functions.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	16,141,191	18,561,588	22,476,520	22,328,488
Revenue	783,519	1,074,938	732,164	732,164
FTE			161.00	154.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Information Technology (IT)

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**Recommended Budget by Program**

**Program: Telecommunications**

**Function:** Provide excellent quality voice and data communications services for all Pima County departments and offices through the County's high-speed network and high capacity storage infrastructure.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Internal Service</b>				
Expense	5,303,489	3,912,819	5,970,044	6,006,814
Revenue	7,425,228	7,678,487	6,831,140	6,976,556
Net Transfers	-	-	-	(53,145)
FTE			14.00	14.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Emergency Management & Homeland Security (OEM)**

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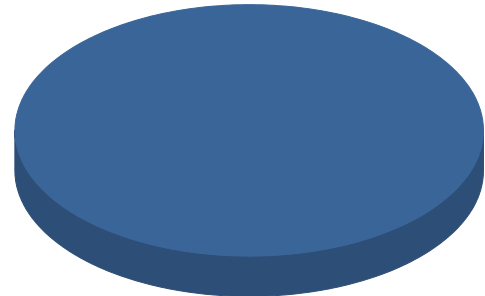
**Expenses**      2,194,406

**Revenues**      857,885

**FTEs**      9.00

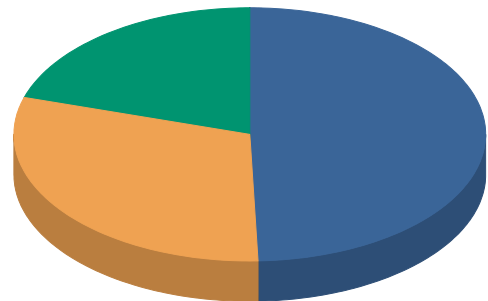
### Expenses By Program

■ Emergency Management & Homeland Security 100.00%  
 Total: 100.00%



### Sources of All Funding

■ General Fund Support 49.56%  
 ■ Department Revenue 30.10%  
 ■ Operating Transfers In 20.34%  
 Total: 100.00%



#### Function Statement:

Establish and maintain the highest potential quality of emergency management protection for Pima County's communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters in Pima County. Plan, conduct trainings and exercises, maintain a state-of-the-art Emergency Operations Center, coordinate and communicate with Pima County departments, emergency response agencies at the local and state, tribal, and federal levels and the community.

#### Mandates:

A.R.S. Title 26, Chapter 2: Emergency Management

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Emergency Management & Homeland Security (OEM)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	2,233,520	2,312,363	2,194,406	(39,114)	(117,957)
<b>Revenue</b>	875,652	943,044	857,885	(17,767)	(85,159)
<b>Net Transfers</b>	(77,296)	(74,565)	(76,165)	1,131	(1,600)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	652,079	661,625	668,375	16,296	6,750
<b>Other Benefits</b>	275,682	260,053	285,738	10,056	25,685
<b>Salaries &amp; Benefits:</b>	<b>927,761</b>	<b>921,678</b>	<b>954,113</b>	<b>26,352</b>	<b>32,435</b>
<b>FTE</b>	8.00		9.00	1.00	

**Significant Changes:**

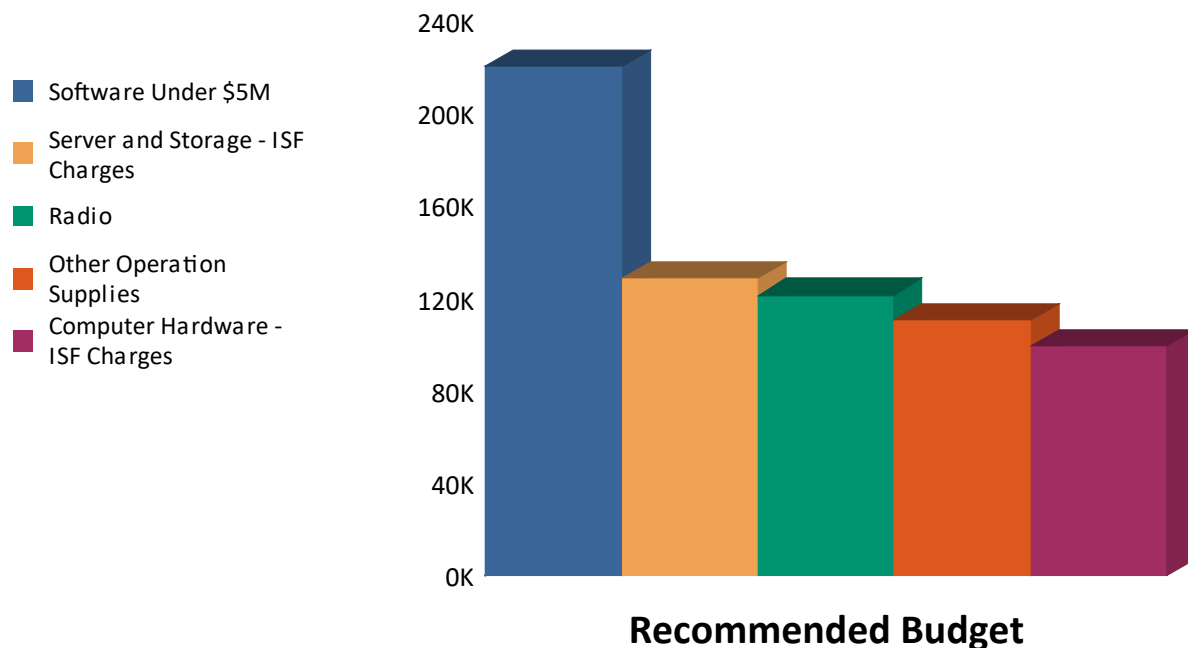
The Office of Emergency Management (OEM) does not anticipate needing to provide financial support for the Mt. Lemmon Fire District in fiscal year 2023/24.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Emergency Management & Homeland Security (OEM)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Professional Services	180	180	32,580	32,400
Software Under \$5M	207,449	263,141	220,685	13,236
Office Supplies	26,062	26,893	34,567	8,505
Promotional Items	3,500	3,500	9,500	6,000
Mileage Reimbursement	1,750	1,750	6,750	5,000
Other Mach & Equip - Non-Capital	24,557	24,557	10,000	(14,557)
Server and Storage - ISF Charges	145,061	145,061	129,197	(15,864)
Telecommunication Equipment - Non-Capital	20,400	24,062	-	(20,400)
Payments to/on Behalf Other Gvmt's	110,882	110,882	80,882	(30,000)
Other Operation Supplies	161,389	159,521	110,690	(50,699)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Emergency Management & Homeland Security (OEM)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	62,931	31,308	111,798	54,091	103,811
Operating Expenses	746,927	680,749	755,381	755,381	705,160
Capital Equipment > \$5,000	-	-	24,092	24,092	24,092
<b>Total Expenditures</b>	<b>809,858</b>	<b>712,057</b>	<b>891,271</b>	<b>833,564</b>	<b>833,063</b>
<b>Revenue</b>					
<b>Total Revenues</b>	-	-	-	-	-
<b>Net Transfers</b>	<b>(186,984)</b>	<b>(629,814)</b>	<b>(535,629)</b>	<b>(610,320)</b>	<b>(579,623)</b>
<b>Fund Impact</b>	<b>(996,842)</b>	<b>(1,341,871)</b>	<b>(1,426,900)</b>	<b>(1,443,884)</b>	<b>(1,412,686)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	779,068	792,505	815,963	867,587	850,302
Operating Expenses	544,725	491,892	476,286	542,539	464,521
Capital Equipment > \$5,000	-	39,590	50,000	68,673	46,520
<b>Total Expenditures</b>	<b>1,323,793</b>	<b>1,323,987</b>	<b>1,342,249</b>	<b>1,478,799</b>	<b>1,361,343</b>
<b>Revenue</b>					
Revenue	609,237	428,626	875,652	943,044	857,885
<b>Total Revenues</b>	<b>609,237</b>	<b>428,626</b>	<b>875,652</b>	<b>943,044</b>	<b>857,885</b>
<b>Net Transfers</b>	<b>477,020</b>	<b>589,077</b>	<b>458,333</b>	<b>535,755</b>	<b>503,458</b>
<b>Fund Impact</b>	<b>(237,536)</b>	<b>(306,284)</b>	<b>(8,264)</b>	-	-



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Emergency Management & Homeland Security (OEM)**

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**Recommended Budget by Program**

**Program: Emergency Management & Homeland Security**

**Function:** Protection, prevention, mitigation, response, and recovery activities to reduce the loss of life and property damage to the citizens of Pima County resulting from human caused and natural disasters, in accordance with the Arizona Revised Statutes, Title 26 - Military Affairs and Emergency Management, as well as various directives from the President of the United States and the United States Department of Homeland Security.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	809,858	712,057	891,271	833,063
Net Transfers	(186,984)	(629,814)	(535,629)	(579,623)
FTE			-	1.00
<b>Grants</b>				
Expense	1,323,793	1,323,987	1,342,249	1,361,343
Revenue	609,237	428,626	875,652	857,885
Net Transfers	477,020	589,077	458,333	503,458
FTE			8.00	8.00

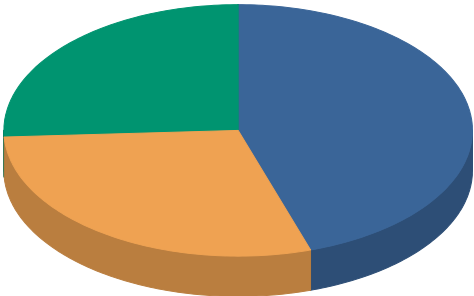
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Procurement (PO)

Expenses	<u>2,968,053</u>	Revenues	<u>-</u>	FTEs	<u>31.00</u>
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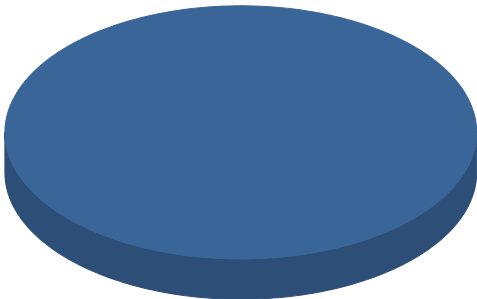
Expenses By Program

Materials & Services	45.11%
Administration	28.94%
Design & Construction	25.95%
Total:	100.00%



Sources of All Funding

General Fund Support	100.00%
Total:	100.00%



Function Statement:

Procure all materials and services, including design and construction, for Pima County departments, except as specified by delegation pursuant to the Procurement Code or under the small purchase policy. Administer the County Small Business Enterprise and Disadvantaged Business Enterprise programs in accordance with County Code requirements for outreach, price preference, subcontractor goals, and compliance review. Ensure compliance with Code Ordinance, Chapter 11.38, Pima County Living Wage through assistance, review, and monitoring of eligible Pima County contracts. Manage the Countywide PCard program, the disposition of surplus personal property and the County contracts including the review approval process, storage, and tracking of all County contracts. Provide vendor/business assistance and education to vendors concerning bid preparation, bonds and insurance, and the conduct of business with the County.

Mandates:

ARS Title 11: Counties, Title 34: Public Buildings and Improvements; Pima County Code Title 11: Procurement Code, Title 20: The Small Business Enterprise Participation Program; and Board of Supervisors Policy D29 Policy series

Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Procurement (PO)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	2,979,413	2,878,386	2,968,053	(11,360)	89,667

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,046,848	1,985,418	2,032,580	(14,268)	47,162
<b>Other Benefits</b>	761,729	722,132	776,093	14,364	53,961
<b>Salaries &amp; Benefits:</b>	<b>2,808,577</b>	<b>2,707,550</b>	<b>2,808,673</b>	<b>96</b>	<b>101,123</b>
<b>FTE</b>	31.00		31.00	-	

**Significant Changes:**

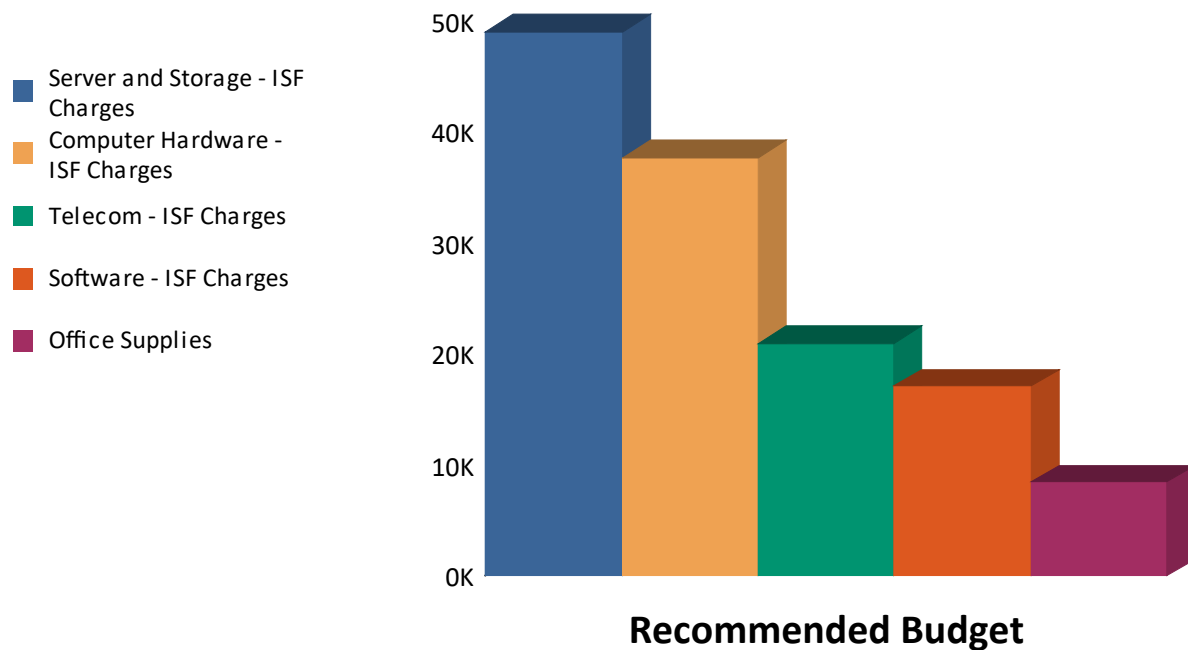
The most significant changes in the Procurement department's operating budget are: Salaries and Wages have increased due to annualized pay rate increases and individual pay increases; Health Insurance premiums have increased due to changes in elected health benefits for some personnel; and Arizona State Retirement benefits have increased due to annualized pay rate increases and individual pay increases.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Procurement (PO)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Office Supplies	4,900	3,571	8,473	3,573
Software Maint & Support	2,100	2,436	2,523	423
Motor Pool Charges	-	237	240	240
Printing & Microfilming	140	140	300	160
Other Miscellaneous Charges	350	350	500	150
Software Under \$5M	1,260	828	439	(821)
Computer Hardware - ISF Charges	39,900	39,900	37,800	(2,100)
Telecom - ISF Charges	23,294	23,294	21,000	(2,294)
Software - ISF Charges	20,024	20,024	17,133	(2,891)
Server and Storage - ISF Charges	57,047	57,047	49,151	(7,896)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Procurement (PO)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,346,803	2,415,975	2,808,577	2,707,550	2,808,673
Operating Expenses	151,009	155,082	170,836	170,836	159,380
<b>Total Expenditures</b>	<b>2,497,812</b>	<b>2,571,057</b>	<b>2,979,413</b>	<b>2,878,386</b>	<b>2,968,053</b>
<b>Fund Impact</b>	<b>(2,497,812)</b>	<b>(2,571,057)</b>	<b>(2,979,413)</b>	<b>(2,878,386)</b>	<b>(2,968,053)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Procurement (PO)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Provide the administrative functions of the department including maintenance of the online Procurement Manual and compilation and submission of national Procurement award applications. Manage the Vendor Relations Program, Contracts Processing Program, PCard Program and Training Program. Provide guidance, direction, and training to ensure compliance with policies and procedures.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	762,325	746,911	863,677	858,823
FTE			9.00	9.00

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**Program: Design & Construction**

**Function:** Procure design, construction, and related services for all County departments under the authority of Title 34 Arizona Revised Statutes (ARS) and Board of Supervisor (Board) Policy D29.1. Consult with Public Works and Facilities Management departments regarding solicitations, project delivery methods, management, and contracts administration. Manage Pima County Business Enterprise and Living Wage Compliance programs as mandated by Pima County Code, Title 11 and 20. Create and modify Small Business Enterprise (SBE) and Living Wage Ordinances as necessary. Ensure compliance with the Living Wage Ordinance through assistance, review, and monitoring of eligible Pima County contracts. Assist Pima County departments with SBE compliance in design and construction projects and in the procurement of goods and services as well as Disadvantaged Business Enterprise (DBE) compliance in federally funded design and construction projects. Monitor expenses and procurement opportunities offered in County SBE/DBE efforts.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	657,810	737,457	868,768	770,136
FTE			9.00	8.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Procurement (PO)

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Recommended Budget by Program

Program: Materials & Services

**Function:** Provide tactical and strategic guidance to all County departments regarding centralized procurement and decentralized purchasing on a wide variety of materials and complex services primarily covered in Chapter 11 of the Procurement Code, with the exception of Design and Construction Services governed by Title 34 of Arizona Revised Statutes. Act as the central interpretive authority regarding Procurement policy, code, procedure, and practice. Provide procurement related testing and training support to the Advantage system users as well as assist with the designing of reports, forms, and documents for new and existing processes and functionality.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,077,677	1,086,689	1,246,968	1,339,094
FTE			13.00	14.00



## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Recorder (RE)

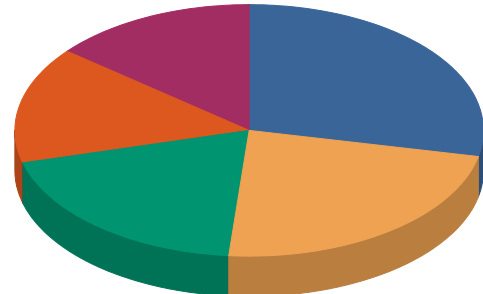
Expenses 9,776,129

Revenues 4,950,000

FTEs 66.73

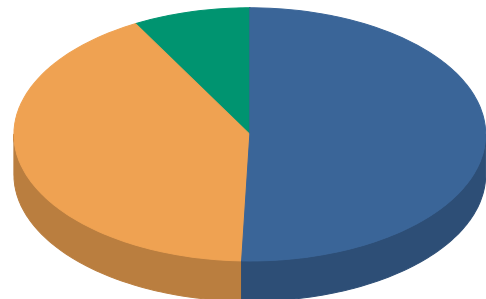
### Expenses By Program

RE-Early Voting Elections	28.37%
Voter Registration	23.11%
Administration	19.29%
Information Services	15.17%
Recorder Division	14.06%
Total:	100.00%



### Sources of All Funding

Department Revenue	50.63%
General Fund Support	41.36%
Fund Balance Support	8.01%
Total:	100.00%



### Function Statement:

The Recorder's Office (RE) is tasked by Arizona statutes with two distinct functions - Document Recording and Voter Services. The Recording function entails recording and maintaining public records. RE provides this public service to the residents of Pima County with prompt and efficient indexing of the recorded documents which makes them searchable to the public. Additionally, the RE is responsible for the permanent preservation of those documents by maintaining permanent film images of each page of every document presented for recording. Electronic images of the recorded documents must be easily accessed and retrieved by the public in compliance with the requirements of the applicable provisions of Title 11 of the Arizona Revised Statutes (ARS) and the applicable public records laws of Arizona. The Voter function includes provisions mandated by Title 16 and Title 19 of the ARS and federal law including the National Voter Registration Act. The main functions include maintaining the Pima County voter registration roll and conducting early voting. Within these responsibilities, RE maintain links and information sharing to the official statewide voter registration database. Other election related activities are mandated under the Help America Vote Act, the Uniformed and Overseas Citizen Absentee Voting Act (UOCAVA) and the Military and Overseas Voter Empowerment (MOVE) Act. The Recorder's Office provides services to the public and other election agencies including the Pima County Elections Department.

### Mandates:

The Recording Division operates primarily under the mandates of Chapter 3, Article 3 of Title 11 of the ARS. The Voter Registration Division operates primarily under the mandates for voter registration, early voting and provisional ballot provisions of Title 16 of the ARS and the petition processing provisions of Title 19 of the ARS. In addition, the Voter Registration Division operates under provisions of the federal NVRA, the UOCAVA, the HAVA, the MOVE Act and related federal statutes, and the applicable provisions of the Arizona Secretary of State Election Procedures Manual

**Major Departmental Issues:**

The preparation for the 2024 Election Cycle begins in the fall of 2023. Due to inflation, the Recorders (RE) department is experiencing a higher cost for the operational supplies, including paper and postage. RE is developing new outreach programs and materials for specifically designed around voter engagement for the first time. The department is also investing in supplies and equipment to reach the people in the most rural areas of Pima County. RE's communication efforts include a redesign of the Pima County RE public website that is accessible and easy to understand, the development of branded informational materials, and developing a youth outreach program.

After the 2022 Election, the department identified areas that require restructuring in the RE Voter Division to better manage the workload of the very complex election administration process. Additionally, it is critical to invest in new capital equipment that will facilitate efficient ballot processing and Early Voting operations, providing the department the flexibility to deploy staff to critical areas. End of life infrastructure must be addressed going into a presidential election year.

Continuing to protect election operations and applications from outside attacks is critical to national security. Ongoing issues in recruitment and retention of qualified and valuable staff become even more critical in a Presidential Election year. The additional resources needed to respond to the increased scrutiny, sometimes due to misinformation, regarding election administration is unprecedented. Pima County's Recorder department must continue to be the source of objective facts.

# DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

Recorder (RE)

## Department-wide Budget

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Expense	9,105,236	8,770,552	9,776,129	670,893	1,005,577
Revenue	7,050,000	7,050,000	4,950,000	(2,100,000)	(2,100,000)
Net Transfers	-	-	-	-	-

## Department-wide Salaries & Benefits

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Salaries	4,460,903	3,370,333	3,352,799	(1,108,104)	(17,534)
Other Benefits	1,154,200	1,037,791	991,480	(162,720)	(46,311)
Salaries & Benefits:	5,615,103	4,408,124	4,344,279	(1,270,824)	(63,845)
FTE	96.75		66.73	(30.02)	

### Significant Changes:

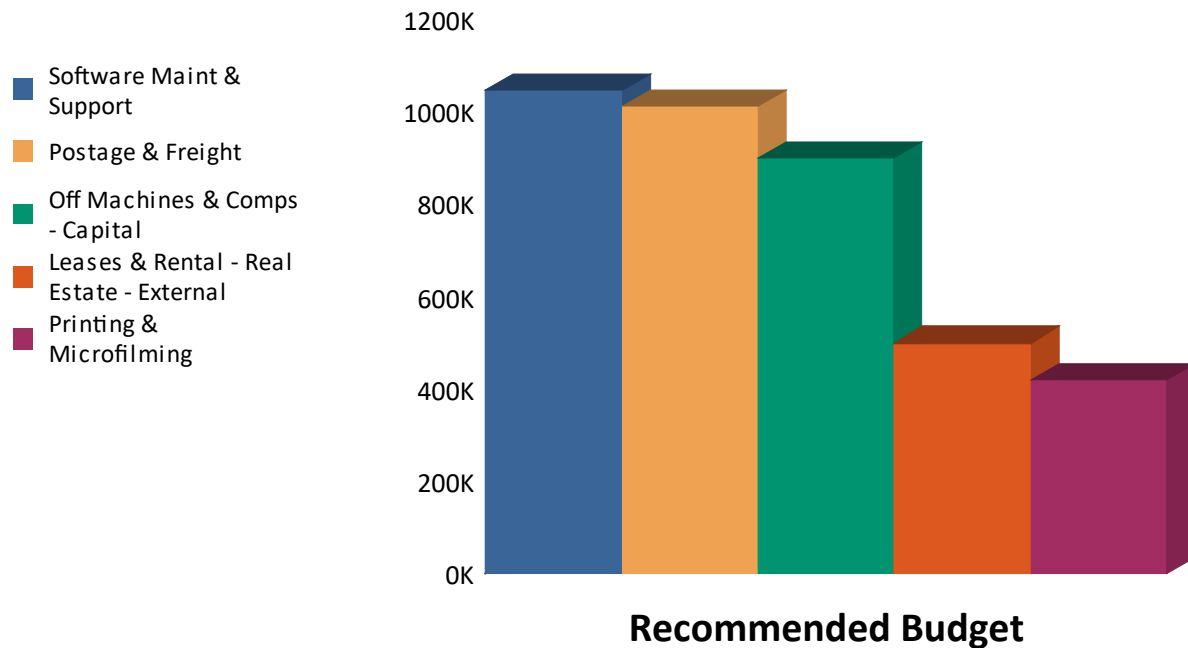
Implemented a new commercial records management program as a replacement for our current in-house developed program. Due to supply and demand issues, the Recorder's (RE) department worked with Pima County vendors to provide solutions to unprecedented shortages to ensure early ballots were delivered on time. The department successfully partnered with the Elections Department to implement the necessary technology hardware and community education for the Vote Center mode, which was a substantial shift in election administration and public tradition. RE successfully recruited an experienced IT Manager to ensure the continued security of Pima County's infrastructure in a dynamic cyber environment. Working toward fair compensation for comparable classifications in other departments of Pima County for Recorder department staff.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Recorder (RE)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	213,703	358,645	1,046,561	832,858
Off Machines & Comps - Capital	210,000	210,000	900,000	690,000
Leases & Rental - Real Estate - External	-	8,500	500,000	500,000
Postage & Freight	669,313	1,543,717	1,013,175	343,862
Printing & Microfilming	110,000	369,733	418,674	308,674
Server and Storage - ISF Charges	41,851	-	25,300	(16,551)
Telecom - ISF Charges	47,253	47,628	30,000	(17,253)
Office Supplies	48,500	58,500	24,000	(24,500)
Software Under \$5M	75,443	540,611	18,900	(56,543)
Other Professional Services	1,603,300	745,000	399,000	(1,204,300)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Recorder (RE)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,935,375	2,491,946	4,968,715	3,749,731	3,961,715
Operating Expenses	2,106,389	1,486,708	2,605,133	3,477,428	3,344,919
Capital Equipment > \$5,000	44,138	-	85,000	85,000	986,500
<b>Total Expenditures</b>	<b>5,085,902</b>	<b>3,978,654</b>	<b>7,658,848</b>	<b>7,312,159</b>	<b>8,293,134</b>
<b>Revenue</b>					
Revenue	7,785,399	6,842,033	5,850,000	5,850,000	4,250,000
<b>Total Revenues</b>	<b>7,785,399</b>	<b>6,842,033</b>	<b>5,850,000</b>	<b>5,850,000</b>	<b>4,250,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>(26,908)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>2,699,497</b>	<b>2,836,471</b>	<b>(1,808,848)</b>	<b>(1,462,159)</b>	<b>(4,043,134)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	1,367,674	-	-	-	-
Operating Expenses	147,802	-	300,000	300,000	-
<b>Total Expenditures</b>	<b>1,515,476</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>
<b>Revenue</b>					
Revenue	1,620,949	50,898	300,000	300,000	-
<b>Total Revenues</b>	<b>1,620,949</b>	<b>50,898</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>
<b>Net Transfers</b>	<b>(652)</b>	<b>(51,305)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>104,821</b>	<b>(407)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	520,180	508,997	646,388	658,393	382,564
Operating Expenses	72,251	99,853	365,000	365,000	1,100,431
Capital Equipment > \$5,000	16,646	-	135,000	135,000	-
<b>Total Expenditures</b>	<b>609,077</b>	<b>608,850</b>	<b>1,146,388</b>	<b>1,158,393</b>	<b>1,482,995</b>
<b>Revenue</b>					
Revenue	1,104,185	969,435	900,000	900,000	700,000
<b>Total Revenues</b>	<b>1,104,185</b>	<b>969,435</b>	<b>900,000</b>	<b>900,000</b>	<b>700,000</b>
<b>Fund Impact</b>	<b>495,108</b>	<b>360,585</b>	<b>(246,388)</b>	<b>(258,393)</b>	<b>(782,995)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Recorder (RE)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** The Administration Unit provides overall management of the Recorder's Office by securing the necessary resources for department operations, establishing clear goals and objectives, and providing procedural oversight and direction to unit leadership teams. The unit is responsible for compliance with state and federal laws, as well as Pima County procedures that relate to the operations of the department. Additionally, the unit creates continuing staff development opportunities that encourage employee growth and retention. The Administration Unit works to institute the department's core values in a mission driven environment dedicated to exceptional service.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	616,626	587,811	812,056	1,886,180
FTE			8.00	7.00

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**Program: Information Services**

**Function:** Maintain the hardware and software systems in use by both the Recording Division and the Voter Registration Division as laid out by federal and state law. Maintain the critical recorded document and voter registration databases to ensure data security and accessibility to the public.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	609,077	608,850	1,146,388	1,482,995
Revenue	1,104,185	969,435	900,000	700,000
FTE			6.00	6.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Recorder (RE)**

**Recommended Budget by Program**

**Program: Recorder - Grants**

**Function:** Effective fiscal year 2020/21, this program has been discontinued. This summary is provided for informational purposes only.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	1,515,055	-	-	-
Revenue	1,620,139	-	-	-
Net Transfers	(652)	-	-	-

**Program: Recorder Division**

**Function:** The Recording Unit provides prompt and efficient recording services to the public submitting various legal documents related to property ownership, real estate transactions, development updates, and other legal instruments. To comply with Arizona Revised Statutes (ARS) Title 11, this unit ensures the creation of permanent digital images of all documents received for recording. Indexed images are provided to the public in an easily searchable on-line application for public use.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,252,257	1,162,432	1,893,435	1,374,876
Revenue	7,563,446	6,584,989	5,750,000	4,250,000
FTE			23.00	23.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Recorder (RE)**

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**Recommended Budget by Program**

**Program: RE-Early Voting Elections**

**Function:** The Early Voting and Election Administration program provides the necessary resources and supplies required to administer early voting services in Pima County. This program provides the foundational support structure essential for the participation of every eligible voter in the electoral process.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	-	-	-	2,772,495

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**Program: Voter Registration**

**Function:** Maintain an accurate and efficient voter registration roll for all Pima County voters, and conduct early voting activities in a prompt, efficient, and secure manner in compliance with state and federal laws. Process provisional ballots promptly and accurately following any polling place election.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	3,217,019	2,228,411	4,953,357	2,259,583
Revenue	221,953	257,044	100,000	-
Net Transfers	-	(26,908)	-	-
FTE			59.75	30.73
<b>Grants</b>				
Expense	421	-	300,000	-
Revenue	810	50,898	300,000	-
Net Transfers	-	(51,305)	-	-

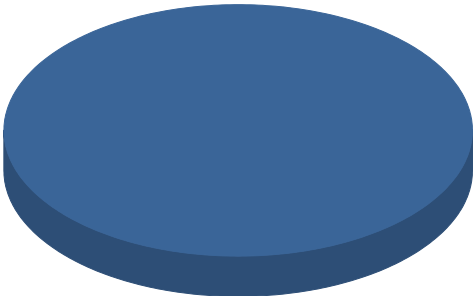


DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Rocking K South CFD (RKS)

Expenses	<u>4,879,332</u>	Revenues	<u>223,123</u>	FTEs	<u>-</u>
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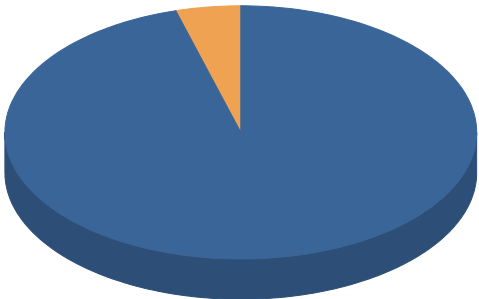
Expenses By Program

■ Rocking K South CFD	100.00%
Total:	100.00%



Sources of All Funding

■ Fund Balance Support	95.43%
■ Department Revenue	4.57%
Total:	100.00%



Function Statement:

This Community Facilities District is formed to purchase infrastructure of the Rocking K South master planned development through the issuance of bonds and to fund the operation, maintenance, and administration of the District through the levy of ad valorem tax on property in the District.

Mandates:

None

Major Departmental Issues:

Rocking K South has a reduced total proposed property tax rate for fiscal year 2023/24, but this reduction was offset due to increases in the assessed valuation of the property within the district.

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Rocking K South CFD (RKS)

Department-wide Budget

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Expense	4,151,842	193,618	4,879,332	727,490	4,685,714
Revenue	112,493	114,794	223,123	110,630	108,329

Department-wide Salaries & Benefits

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Salaries	38,231	-	-	(38,231)	-
Salaries & Benefits:	38,231	-	-	(38,231)	-
FTE				-	

Significant Changes:

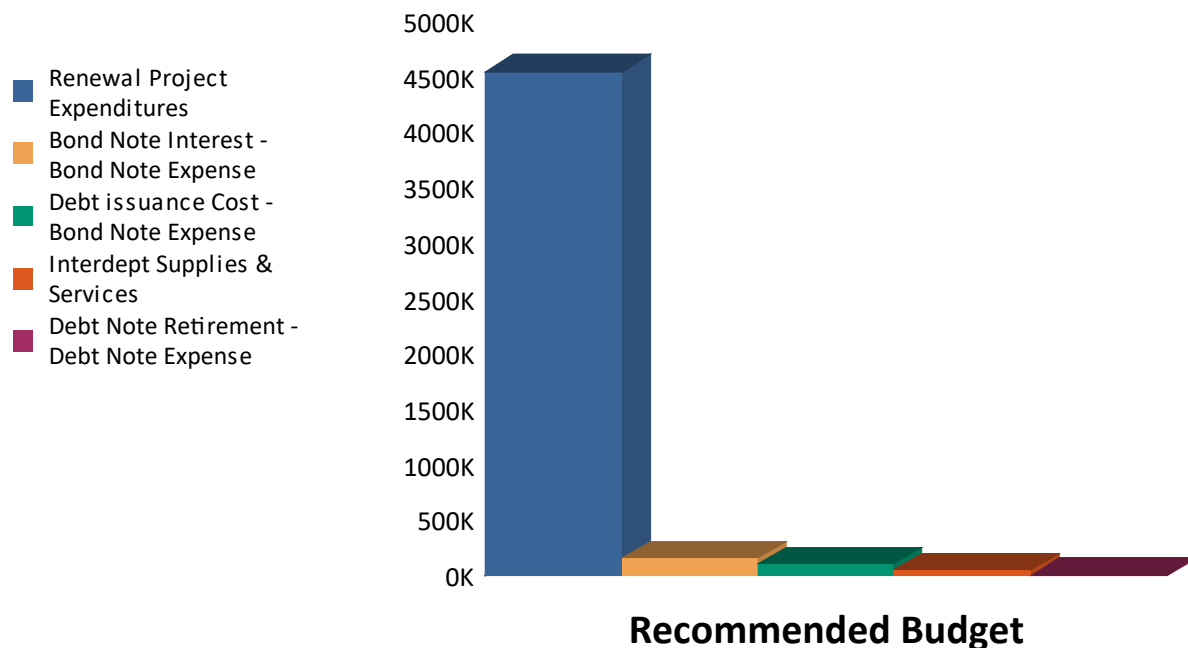
Rocking K South is reducing its total proposed property tax rate from \$2.5000 in fiscal year 2022/23 to \$2.3800 in fiscal year 2023/24, with the Maintenance and Operation at \$0.50 and the District Debt Service at \$1.8800.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Rocking K South CFD (RKS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Renewal Project Expenditures	3,900,000	-	4,556,209	656,209
Bond Note Interest - Bond Note Expense	55,738	55,738	164,713	108,975
Interdept Supplies & Services	19,993	-	50,410	30,417
Fiscal Charges - Bond Note Expense	880	880	1,000	120
Debt Note Retirement - Debt Note Expense	37,000	37,000	7,000	(30,000)
Debt issuance Cost - Bond Note Expense	100,000	100,000	100,000	-

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Rocking K South CFD (RKS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Community Facilities Districts Fund</b>					
<b>Expense</b>					
Personnel Services	-	-	38,231	-	-
Debt Service	108,804	13,552	193,618	193,618	272,713
Operating Expenses	-	-	3,919,993	-	4,606,619
<b>Total Expenditures</b>	<b>108,804</b>	<b>13,552</b>	<b>4,151,842</b>	<b>193,618</b>	<b>4,879,332</b>
<b>Revenue</b>					
Revenue	14,234	26,126	112,493	114,794	223,123
<b>Total Revenues</b>	<b>14,234</b>	<b>26,126</b>	<b>112,493</b>	<b>114,794</b>	<b>223,123</b>
<b>Fund Impact</b>	<b>(94,570)</b>	<b>12,574</b>	<b>(4,039,349)</b>	<b>(78,824)</b>	<b>(4,656,209)</b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Rocking K South CFD (RKS)

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Recommended Budget by Program

Program: Rocking K South CFD

**Function:** This Community Facilities District is formed to purchase infrastructure of the Rocking K South master plan development through the issuance of bonds, and to fund the operation, maintenance, and administration of the District through the levy of ad valorem tax on property in the District.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Community Facilities Districts</b>				
Expense	108,804	13,552	4,151,842	4,879,332
Revenue	14,234	26,126	112,493	223,123

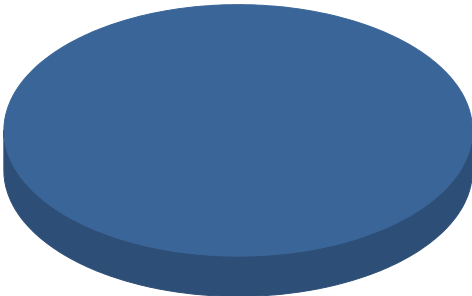
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Treasurer (TO)

Expenses	<u>3,308,340</u>	Revenues	<u>86,000</u>	FTEs	<u>31.10</u>
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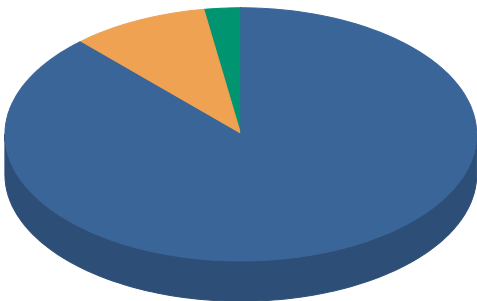
Expenses By Program

Treasurer Operations	100.00%
Total:	100.00%



Sources of All Funding

General Fund Support	87.96%
Fund Balance Support	9.44%
Department Revenue	2.60%
Total:	100.00%



Function Statement:

The Pima County Treasurer serves as Treasurer of Pima County and its political subdivisions. Custodian of public funds and ex-officio tax collector are the basic responsibilities of the Treasurer. Duties include custody, collection, disbursement and investment of public funds, the collection and distribution of property taxes, and other duties defined by Arizona Revised Statutes.

Mandates:

ARS Title 11: Counties; Title 35: Public Finances; and Title 42: Taxation

Major Departmental Issues:

The Treasurer's Office is experiencing a high vacancy rate due to turnover and inability to find qualified candidates.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Treasurer (TO)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	3,159,006	3,159,006	3,308,340	149,334	149,334
<b>Revenue</b>	86,000	86,000	86,000	-	-
<b>Net Transfers</b>	-	-	-	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,952,897	1,952,897	1,548,251	(404,646)	(404,646)
<b>Other Benefits</b>	693,510	693,510	680,896	(12,614)	(12,614)
<b>Salaries &amp; Benefits:</b>	<b>2,646,407</b>	<b>2,646,407</b>	<b>2,229,147</b>	<b>(417,260)</b>	<b>(417,260)</b>
<b>FTE</b>	31.50		31.10	(0.40)	

**Significant Changes:**

Increased cost of maintenance and support of the Treasurer's information systems. Personnel reorganization and reclassifications are set for implementation in the coming budget year, resulting in significantly higher personnel expenses. Consequentially, a budget increase was approved by County Administration. Postage and Freight costs increased for fiscal year 2023/24 due to increased shipping costs from the United States Postal Service.

Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

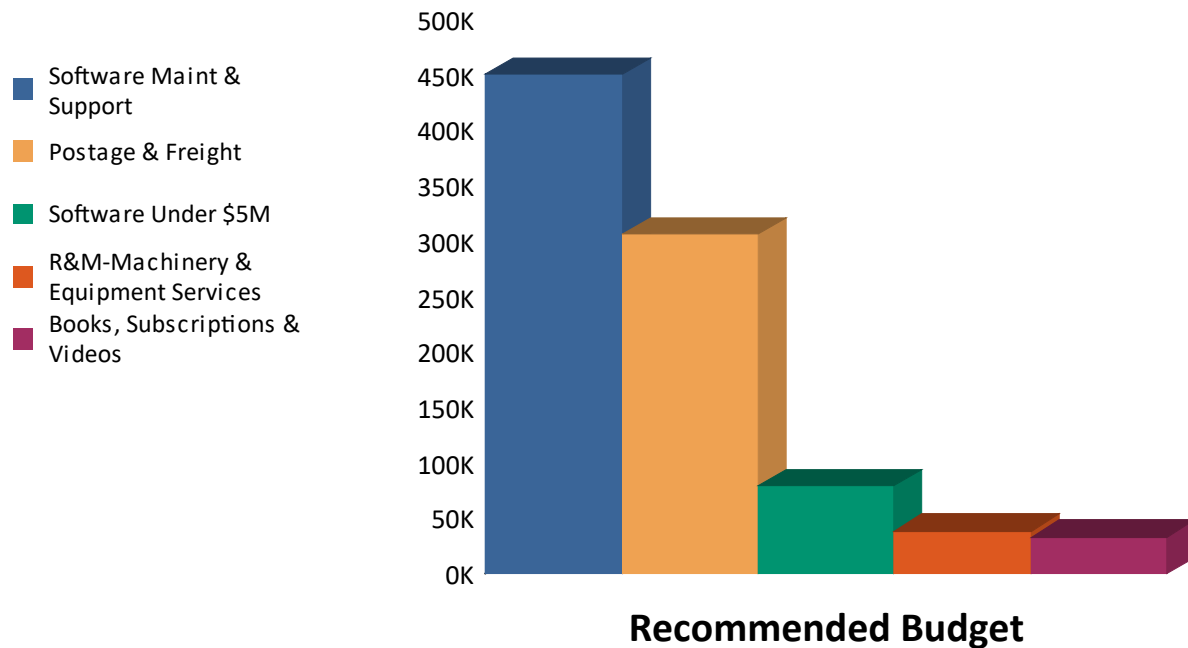


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Treasurer (TO)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Software Maint & Support	77,000	77,000	450,731	373,731
Postage & Freight	231,666	231,666	306,413	74,747
R&M-Machinery & Equipment Services	8,500	8,500	38,599	30,099
Software Under \$5M	60,000	60,000	79,359	19,359
Server and Storage - ISF Charges	-	-	16,181	16,181
Other Professional Services	1,000	1,000	1,323	323
Printing & Microfilming	500	500	661	161
Fuel & Oil	500	500	661	161
Motor Pool Charges	7,548	7,548	6,836	(712)
Telecom - ISF Charges	24,625	24,625	19,200	(5,425)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Treasurer (TO)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,792,267	1,774,102	2,646,407	2,646,407	2,229,147
Operating Expenses	402,557	481,683	428,599	428,599	680,847
<b>Total Expenditures</b>	<b>2,194,824</b>	<b>2,255,785</b>	<b>3,075,006</b>	<b>3,075,006</b>	<b>2,909,994</b>
<b>Revenue</b>					
Revenue	30,760	-	-	-	-
<b>Total Revenues</b>	<b>30,760</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Transfers</b>	<b>(133,050)</b>	<b>(10,326)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(2,297,114)</b>	<b>(2,266,111)</b>	<b>(3,075,006)</b>	<b>(3,075,006)</b>	<b>(2,909,994)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Operating Expenses	141,654	10,325	84,000	84,000	398,346
Capital Equipment > \$5,000	269,309	-	-	-	-
<b>Total Expenditures</b>	<b>410,963</b>	<b>10,325</b>	<b>84,000</b>	<b>84,000</b>	<b>398,346</b>
<b>Revenue</b>					
Revenue	94,463	63,130	86,000	86,000	86,000
<b>Total Revenues</b>	<b>94,463</b>	<b>63,130</b>	<b>86,000</b>	<b>86,000</b>	<b>86,000</b>
<b>Net Transfers</b>	<b>133,050</b>	<b>10,326</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(183,450)</b>	<b>63,131</b>	<b>2,000</b>	<b>2,000</b>	<b>(312,346)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Treasurer (TO)**

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**Recommended Budget by Program**

**Program: Treasurer Operations**

**Function:** Treasurer serves as custodian of public funds and ex-officio tax collector for Pima County as mandated by Arizona statutes.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,194,824	2,255,785	3,075,006	2,909,994
Revenue	30,760	-	-	-
Net Transfers	(133,050)	(10,326)	-	-
FTE			31.50	31.10
<b>Other Special Revenue</b>				
Expense	410,963	10,325	84,000	398,346
Revenue	94,463	63,130	86,000	86,000
Net Transfers	133,050	10,326	-	-

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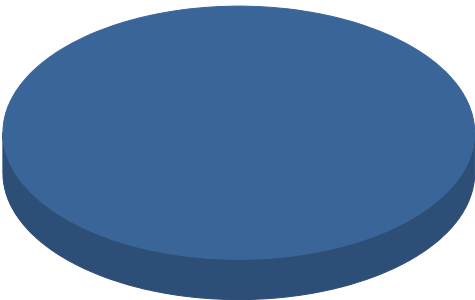
DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Wildflower CFD (WLD)

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Expenses	-	Revenues	<u>923</u>	FTEs	-
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Sources of All Funding

■ Department Revenue	100.00%
Total:	100.00%



Function Statement:

This Community Facilities District was formed to purchase infrastructure of the Wildflower master planned development through the issuance of bonds and to fund the operation, maintenance and administration of the District through the levy of ad valorem tax on property in the District.

Mandates:

None

Major Departmental Issues:

None noted

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Wildflower CFD (WLD)

Department-wide Budget

	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Revenue	-	-	923	923	923

Significant Changes:

None, this is the first year for the tax rate.

Recommended Budget by Fund

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
<b>Community Facilities Districts Fund</b>					
Revenue					
Revenue	-	-	-	-	923
<b>Total Revenues</b>	-	-	-	-	<b>923</b>
<b>Fund Impact</b>	-	-	-	-	<b>923</b>

Program: Wildflower CFD

Function:

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Community Facilities Districts</b>				
Revenue	-	-	-	923

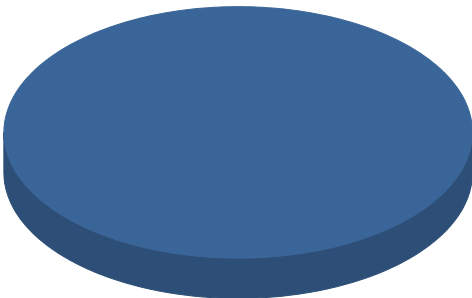
DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Wireless Integrated Network (WIN)

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Expenses	<u>4,071,669</u>	Revenues	<u>4,869,326</u>	FTEs	<u>13.00</u>
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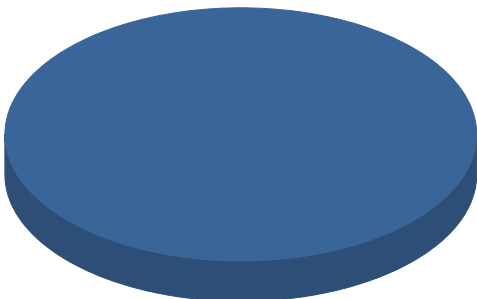
Expenses By Program

■ Wireless Integrated Network	100.00%
Total:	100.00%



Sources of All Funding

■ Department Revenue	100.00%
Total:	100.00%



Function Statement:

Administer one of the nation's most advanced public safety radio systems on behalf of a twenty-two (22) member Pima County Cooperative. Accomplish this task through effective administration as well as network management and subscriber services.

Mandates:

None

Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Wireless Integrated Network (WIN)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	4,855,410	4,577,732	4,071,669	(783,741)	(506,063)
<b>Revenue</b>	4,437,279	4,746,300	4,869,326	432,047	123,026
<b>Net Transfers</b>	(700,000)	(796,920)	(8,216)	691,784	788,704

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,004,484	988,758	1,039,884	35,400	51,126
<b>Other Benefits</b>	394,434	396,770	409,599	15,165	12,829
<b>Salaries &amp; Benefits:</b>	<b>1,398,918</b>	<b>1,385,528</b>	<b>1,449,483</b>	<b>50,565</b>	<b>63,955</b>
<b>FTE</b>	13.00		13.00	-	

**Significant Changes:**

Previous fiscal year anticipated large equipment expenses, budget is now returning to historical norms.

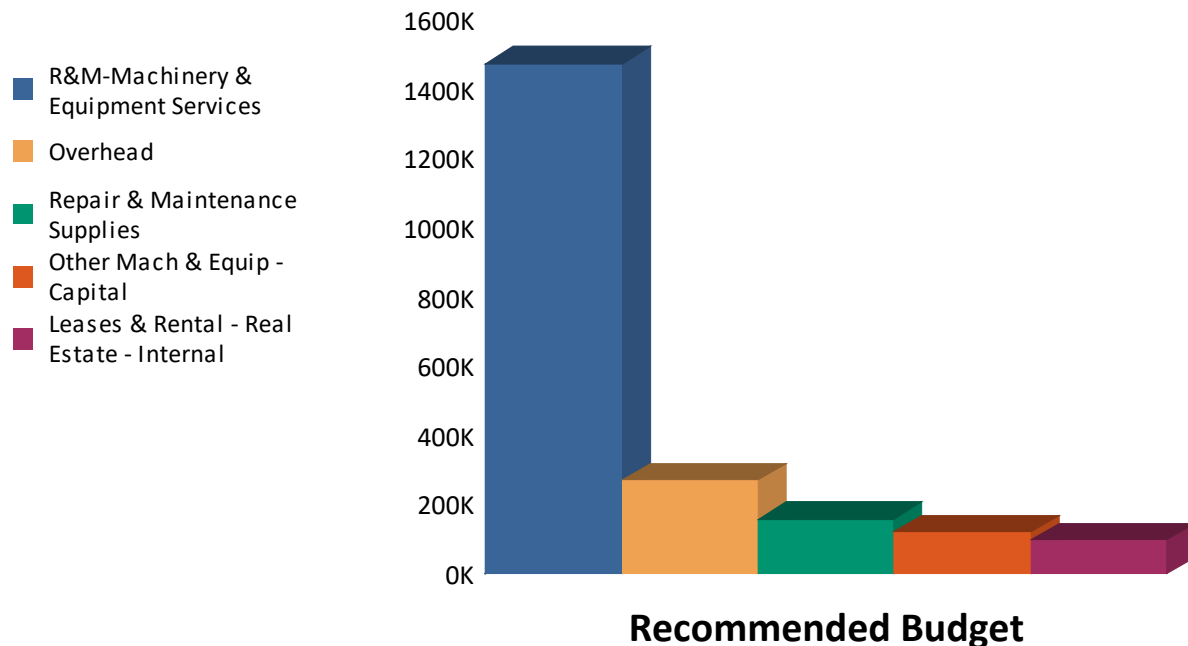


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Wireless Integrated Network (WIN)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
R&M-Machinery & Equipment Services	1,391,609	1,403,911	1,475,217	83,608
Tools & Equipment Under \$1,000	10,366	19,347	18,366	8,000
General Liability Insurance Premiums	7,437	7,437	13,316	5,879
Internet Charges - External	1,690	6,864	6,864	5,174
Repair & Maintenance Supplies	154,114	112,454	157,866	3,752
Depreciation Expense	15,319	15,319	11,250	(4,069)
Motor Pool Charges	49,092	49,092	37,140	(11,952)
Overhead	310,479	310,479	269,141	(41,338)
Off Machines & Comps - Capital	45,000	45,000	-	(45,000)
Other Mach & Equip - Capital	1,015,118	750,000	120,425	(894,693)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Wireless Integrated Network (WIN)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Internal Service Fund</b>					
<b>Expense</b>					
Personnel Services	341,140	437,154	466,822	364,762	349,611
Operating Expenses	248,789	316,558	304,100	304,100	327,833
Capital Equipment > \$5,000	-	-	45,000	45,000	-
Contra Expense	-	-	(45,000)	(45,000)	-
Depreciation	33,171	18,747	15,319	15,319	11,250
<b>Total Expenditures</b>	<b>623,100</b>	<b>772,459</b>	<b>786,241</b>	<b>684,181</b>	<b>688,694</b>
<b>Revenue</b>					
Revenue	562,994	546,576	530,639	599,310	701,225
<b>Total Revenues</b>	<b>562,994</b>	<b>546,576</b>	<b>530,639</b>	<b>599,310</b>	<b>701,225</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,844)</b>
<b>Fund Impact</b>	<b>(60,106)</b>	<b>(225,883)</b>	<b>(255,602)</b>	<b>(84,871)</b>	<b>9,687</b>
<b>Wireless Integrated Network Fund</b>					
<b>Expense</b>					
Personnel Services	902,975	862,706	932,096	1,020,766	1,099,872
Operating Expenses	1,610,180	1,862,004	2,121,955	2,122,785	2,162,678
Capital Equipment > \$5,000	9,821	81,132	1,015,118	750,000	120,425
<b>Total Expenditures</b>	<b>2,522,976</b>	<b>2,805,842</b>	<b>4,069,169</b>	<b>3,893,551</b>	<b>3,382,975</b>
<b>Revenue</b>					
Revenue	3,792,519	4,001,637	3,906,640	4,146,990	4,168,101
<b>Total Revenues</b>	<b>3,792,519</b>	<b>4,001,637</b>	<b>3,906,640</b>	<b>4,146,990</b>	<b>4,168,101</b>
<b>Net Transfers</b>	<b>-</b>	<b>(475,000)</b>	<b>(700,000)</b>	<b>(796,920)</b>	<b>(5,372)</b>
<b>Fund Impact</b>	<b>1,269,543</b>	<b>720,795</b>	<b>(862,529)</b>	<b>(543,481)</b>	<b>779,754</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Wireless Integrated Network (WIN)**

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**Recommended Budget by Program**

**Program: Wireless Integrated Network**

**Function:** Administer one of the nation's most advanced public safety radio system on behalf of a twenty-two (22) member Pima County Cooperative. Accomplish this task through effective administration as well as network management and subscriber services.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Internal Service</b>				
Expense	623,100	772,459	786,241	688,694
Revenue	562,994	546,576	530,639	701,225
Net Transfers	-	-	-	(2,844)
FTE			5.00	4.00
<b>Wireless Integrated Network</b>				
Expense	2,522,976	2,805,842	4,069,169	3,382,975
Revenue	3,792,519	4,001,637	3,906,640	4,168,101
Net Transfers	-	(475,000)	(700,000)	(5,372)
FTE			8.00	9.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Attractions & Tourism (ED)**

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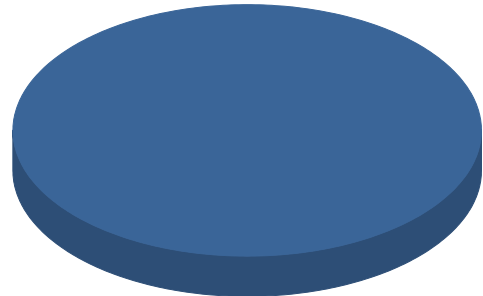
**Expenses**      2,076,772

**Revenues**      2,115,381

**FTEs**      9.38

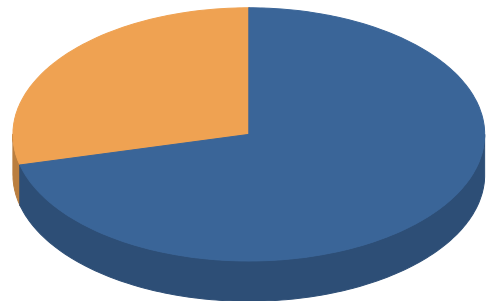
### Expenses By Program

■ Attractions & Tourism 100.00%  
 Total: 100.00%



### Sources of All Funding

■ Department Revenue 71.13%  
 ■ Operating Transfers In 28.87%  
 Total: 100.00%



#### Function Statement:

Facilitate economic and tourism growth with a variety of community partners located in Pima County and the State of Arizona. Serve as a marketing outreach agency promoting the quality of life of the region to create potential leisure and business opportunities with Pima County owned and leased assets, meeting planners, conference attendees, and leisure visitors. Coordinate activities with public and private sector partners bringing tourism and business growth to Pima County.

#### Mandates:

ARS Title 42, Chapter 6: Local Excise Taxes

#### Major Departmental Issues:

Major budget issues for Attractions and Tourism will continue to be unexpected repairs or failure of aging wells and related equipment on leased properties for which this department is the primary caregiver. The continued growth of tourism in Pima County may also be reflected in the fluctuation of Bed Tax Revenue collected and the unknown length and effects of the COVID-19 pandemic and any continued closures.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Attractions & Tourism (ED)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	2,029,314	2,005,242	2,076,772	47,458	71,530
<b>Revenue</b>	1,256,354	2,505,745	2,115,381	859,027	(390,364)
<b>Net Transfers</b>	1,023,687	523,687	854,715	(168,972)	331,028

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	587,356	506,426	601,369	14,013	94,943
<b>Other Benefits</b>	191,959	159,158	181,531	(10,428)	22,373
<b>Salaries &amp; Benefits:</b>	<b>779,315</b>	<b>665,584</b>	<b>782,900</b>	<b>3,585</b>	<b>117,316</b>
<b>FTE</b>	9.53		9.38	(0.15)	

**Significant Changes:**

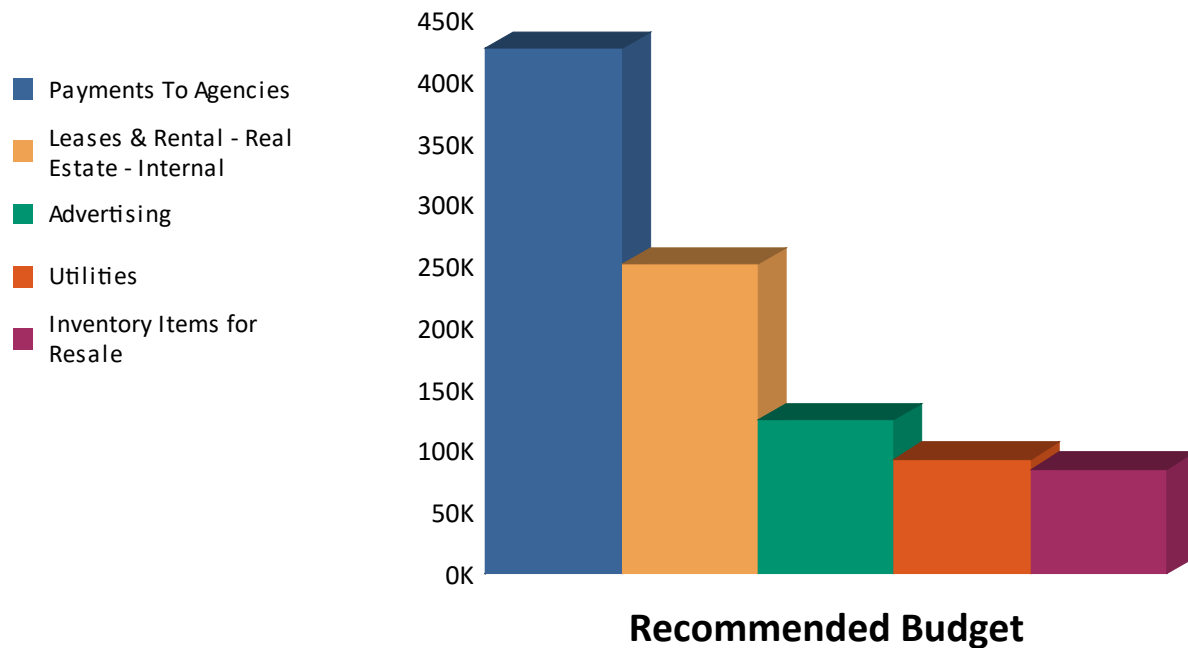
The Southern Arizona Heritage & Visitor Center, (SAHVC) continues to see increased attendance and sales in the gift shop as hours resume seven days per week and the Courthouse is recognized as the hub of tourism for Pima County. Volunteer positions staff the concierge desk and provide market attraction information. The Courthouse continues to be a highly sought after venue for rental including weddings, business meetings and community events. The Old Tucson Studios leased property is now open year-round with Western Experiences, themed holiday shows, film and rental income. Attractions & Tourism will continue to provide non-profit funding to agencies engaged in tourism activities with proven data of performance following COVID-19.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Attractions & Tourism (ED)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Inventory Items for Resale	-	54,000	85,000	85,000
Leases & Rental - Real Estate - Internal	227,651	227,651	251,370	23,719
Repair & Maintenance Supplies	5,865	59,351	13,605	7,740
Utilities	87,500	45,357	92,950	5,450
Computer Hardware - ISF Charges	14,820	14,820	18,360	3,540
Software Under \$5M	2,000	2,000	-	(2,000)
Motor Pool Charges	7,800	7,856	4,272	(3,528)
Interdept Supplies & Services	18,837	14,146	14,275	(4,562)
Advertising	130,000	125,000	125,000	(5,000)
Promotional Items	55,150	1,150	3,150	(52,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Attractions & Tourism (ED)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	544,503	597,319	779,315	665,584	782,900
Operating Expenses	1,070,296	1,014,536	1,249,999	1,339,658	1,293,872
<b>Total Expenditures</b>	<b>1,614,799</b>	<b>1,611,855</b>	<b>2,029,314</b>	<b>2,005,242</b>	<b>2,076,772</b>
<b>Revenue</b>					
Revenue	1,238,816	1,651,503	1,256,354	2,505,745	2,115,381
<b>Total Revenues</b>	<b>1,238,816</b>	<b>1,651,503</b>	<b>1,256,354</b>	<b>2,505,745</b>	<b>2,115,381</b>
<b>Net Transfers</b>	<b>956,466</b>	<b>818,938</b>	<b>1,023,687</b>	<b>523,687</b>	<b>854,715</b>
<b>Fund Impact</b>	<b>580,483</b>	<b>858,586</b>	<b>250,727</b>	<b>1,024,190</b>	<b>893,324</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Attractions & Tourism (ED)**

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**Recommended Budget by Program**

**Program: Attractions & Tourism**

**Function:** Facilitate economic and tourism growth with a variety of community partners located in Pima County and the State of Arizona. Serve as a marketing outreach agency promoting the quality of life of the region to create potential leisure and business opportunities with Pima County owned and leased assets, meeting planners, conference attendees, and leisure visitors. Coordinate activities with both public and private sector partners bringing tourism and business growth to Pima County.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	1,614,799	1,611,855	2,029,314	2,076,772
Revenue	1,238,816	1,651,503	1,256,354	2,115,381
Net Transfers	956,466	818,938	1,023,687	854,715
FTE			9.53	9.38

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Communications Office (CM)**

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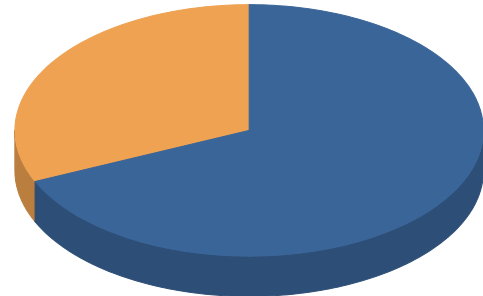
**Expenses**      3,468,305

**Revenues**      405,000

**FTEs**      32.60

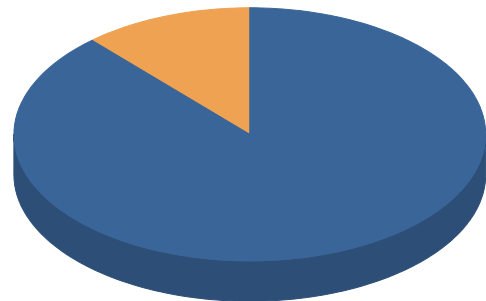
### Expenses By Program

■ Communications Office	68.39%
■ Print Shop	31.61%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	88.32%
■ Department Revenue	11.68%
Total:	100.00%



#### Function Statement:

Provides information regarding Pima County programs and activities to the County's constituents, the media, and County employees utilizing various forms of mass communication, including broadcast, print, and digital channels. Provides communications strategies and tools, graphic design, photography and video services, high-speed digital black and white and color printing, traditional offset printing, and full-service bindery to all departments within Pima County government.

#### Mandates:

None

#### Major Departmental Issues:

Increased use of office services by County departments and continued high levels of COVID-19-related communications and marketing remain Communication's (CM) main challenges for fiscal year 2022/23. More coordinated and directed use of social media also is planned for fiscal year 2022/23. Communications will be looking for technology solutions in fiscal year 2023/24 and beyond to assist in the creating and management of social media and marketing content.

Additionally, the office produces more than 200 videos and shoots thousands of photos a year primarily using Canon DSLR cameras. These cameras are aging and approaching the lifespan limit of their shutters and require replacement.

CM is dedicated to ensuring at least one-third of all media marketing campaigns include a Spanish speaking community component. CM will be using some of its requested advertising dollars to augment department's marketing campaigns with Spanish outreach, marketing, and communications.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Communications Office (CM)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	3,427,450	3,487,444	3,468,305	40,855	(19,139)
<b>Revenue</b>	305,000	511,865	405,000	100,000	(106,865)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,724,584	1,850,005	1,789,329	64,745	(60,676)
<b>Other Benefits</b>	737,349	765,302	746,959	9,610	(18,343)
<b>Salaries &amp; Benefits:</b>	<b>2,461,933</b>	<b>2,615,307</b>	<b>2,536,288</b>	<b>74,355</b>	<b>(79,019)</b>
<b>FTE</b>	33.00		32.60	(0.40)	

**Significant Changes:**

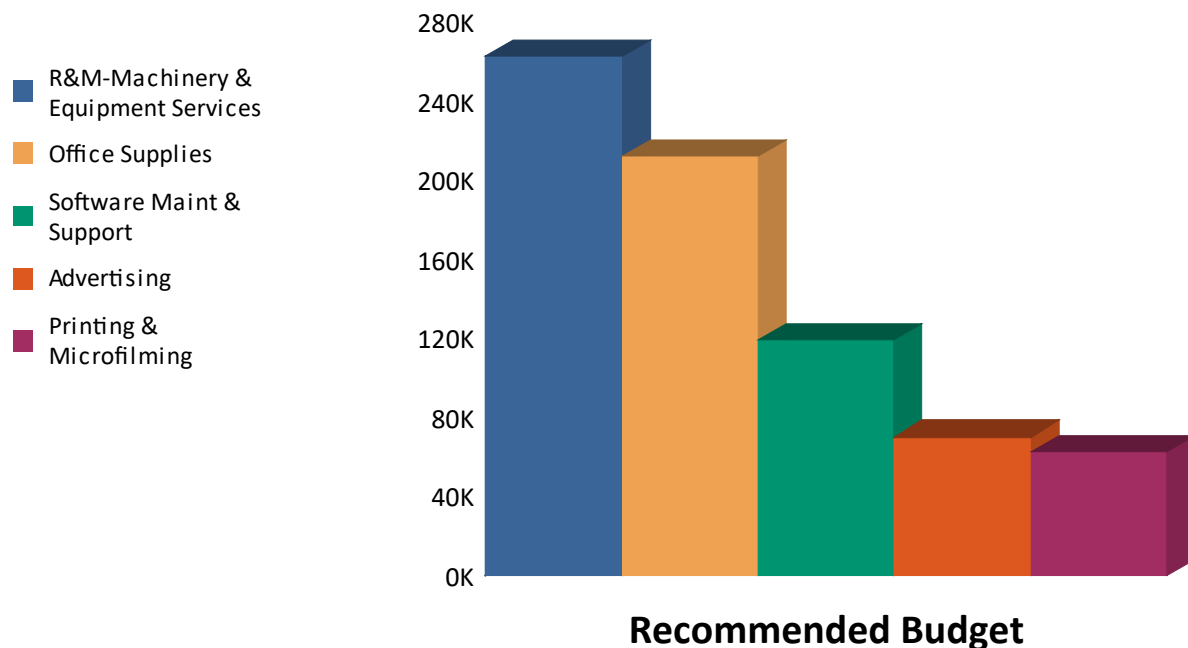
Eliminated the Design Services unit and combined it with the Communications Office unit. A prior reorganization in 2017 left the two combined units as standalone units, as the two units were still considered practical. However, in fiscal year 2023, the continued need for two units was considered moot, and thus a final consolidation was done. The Print Shop unit remains as a standalone unit.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Communications Office (CM)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	88,200	115,200	119,280	31,080
Advertising	40,000	74,000	70,000	30,000
Other Mach & Equip - Capital	-	73,000	21,700	21,700
Motor Pool Charges	17	6,029	6,780	6,763
Postage & Freight	3,771	3,525	9,700	5,929
Repair & Maintenance Supplies	1,700	1,282	250	(1,450)
Leases & Rental - Other (Mchnry, Equip, etc.)	11,000	3,800	3,000	(8,000)
R&M-Machinery & Equipment Services	292,650	164,046	262,450	(30,200)
Office Supplies	258,632	215,632	212,000	(46,632)
Other Professional Services	60,000	3,878	-	(60,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Communications Office (CM)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,884,306	2,175,145	2,461,933	2,615,307	2,536,288
Operating Expenses	809,571	873,196	965,517	799,137	910,317
Capital Equipment > \$5,000	-	-	-	73,000	21,700
<b>Total Expenditures</b>	<b>2,693,877</b>	<b>3,048,341</b>	<b>3,427,450</b>	<b>3,487,444</b>	<b>3,468,305</b>
<b>Revenue</b>					
Revenue	441,489	475,904	305,000	511,865	405,000
<b>Total Revenues</b>	<b>441,489</b>	<b>475,904</b>	<b>305,000</b>	<b>511,865</b>	<b>405,000</b>
<b>Fund Impact</b>	<b>(2,252,388)</b>	<b>(2,572,437)</b>	<b>(3,122,450)</b>	<b>(2,975,579)</b>	<b>(3,063,305)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Communications Office (CM)**

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**Recommended Budget by Program**

**Program: Communications Office**

**Function:** Provide information about Pima County programs and activities to the public, the media, and County employees, utilizing mass communication vehicles, including broadcast, print, and digital channels. Provide communication strategies and marketing tools to help departments improve their public outreach efforts. Administer content governance and social media policies for Pima County.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,175,654	1,438,428	1,414,461	2,372,102
FTE			17.00	26.60

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**Program: Print Shop**

**Function:** Provide graphic design, layout, photography, and video services to visually enhance and properly brand the communication packages created by the public communication team. Provide high-speed digital black & white and color printing, traditional offset, and full-service bindery to all departments within the County government.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,518,223	1,609,913	2,012,989	1,096,203
Revenue	441,489	475,904	305,000	405,000
FTE			16.00	6.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

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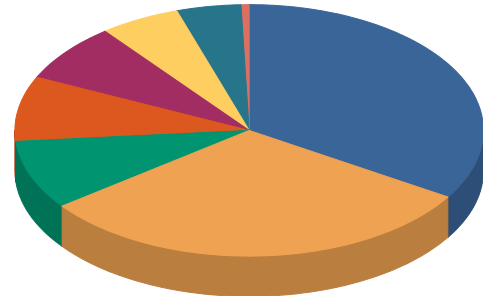
**Expenses**      61,205,158

**Revenues**      39,223,989

**FTEs**      175.13

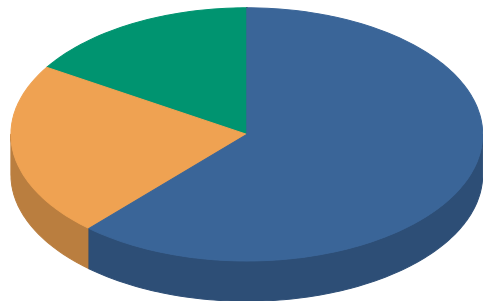
### Expenses By Program

Community Development	33.76%
Workforce Development Group	31.08%
Homeless Services	8.72%
Youth Development Group	8.39%
Operations Group	7.48%
Outside Agencies	5.54%
Community Services	4.42%
Innovations	0.61%
Total:	100.00%



### Sources of All Funding

Department Revenue	61.71%
General Fund Support	22.06%
Operating Transfers In	16.22%
Fund Balance Support	0.01%
Total:	100.00%



#### Function Statement:

The Community and Workforce Development (CR) department serves the community and improves everyday lives by:

- Connecting people to a network of support and to services essential for active learning, working, living, and thriving in Pima County;
- Developing community partnerships with local, state and federal agencies, non-profits, faith based organizations and the private sector to best access, leverage and increase human services, housing, and employment resources countywide;
- Providing assistance to people in need, directly and in concert with community partners; and,
- Implementing collaborative and innovative planning processes to address community issues and needs through the following divisions: Youth Services, Workforce Services, Homeless Services, Community Assistance, Community Development, Outside Agency, and Operations.

#### Mandates:

None

#### Major Departmental Issues:

Fiscal year 2022/23 continued a trend of a greater than normal demand for department services in job/employment assistance and housing services/relief. This is expected to continue in fiscal year 2023/24, despite reduced resources due to the coming exhaustion of Emergency Rental Assistance funding. CR will continue to provide services with available funding, including funding from the American Rescue Plan. It is expected that CR will need to fund some of these activities with additional General Fund subsidies.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	83,559,668	97,099,629	61,205,158	(22,354,510)	(35,894,471)
<b>Revenue</b>	70,143,330	83,331,314	39,223,989	(30,919,341)	(44,107,325)
<b>Net Transfers</b>	(1,367,126)	(1,174,935)	7,954,623	9,321,749	9,129,558

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	9,690,193	10,072,597	8,195,903	(1,494,290)	(1,876,694)
<b>Other Benefits</b>	3,661,793	3,211,646	2,940,815	(720,978)	(270,831)
<b>Salaries &amp; Benefits:</b>	<b>13,351,986</b>	<b>13,284,243</b>	<b>11,136,718</b>	<b>(2,215,268)</b>	<b>(2,147,525)</b>
<b>FTE</b>	214.94		175.13	(39.81)	

**Significant Changes:**

In fiscal year 2022/23, Community & Workforce Development (CR) took over the entire operation of the Emergency Rental Assistance Program and has received multiple reallocations of additional federal funding to keep the program running. Funding is expected to be exhausted before the end of fiscal year 2022/23, resulting in large negative variances in departmental expenditure and revenue budgets for fiscal year 2023/24, in particular within CAA Client Assistance-Rent/Mortgage expense and CAA Client Assistance-Utilities expense items.

CR is staffing and facilitating two new Board of Supervisors initiatives: the Regional Affordable Housing Commission and the Regional Prosperity Task Force, with both activities expected to continue into fiscal year 2023/24. CR has continued to expand its Navigator program by placing Navigators at a variety of locations in the community, including in rural areas, to allow members of the community to access department services without having to travel to a One-Stop location.

Starting in early 2022, the department began operating bridge housing focused on recently evicted families using American Rescue Plan funding. In addition, CR completed the acquisition of a new case management system and has begun the implementation process.

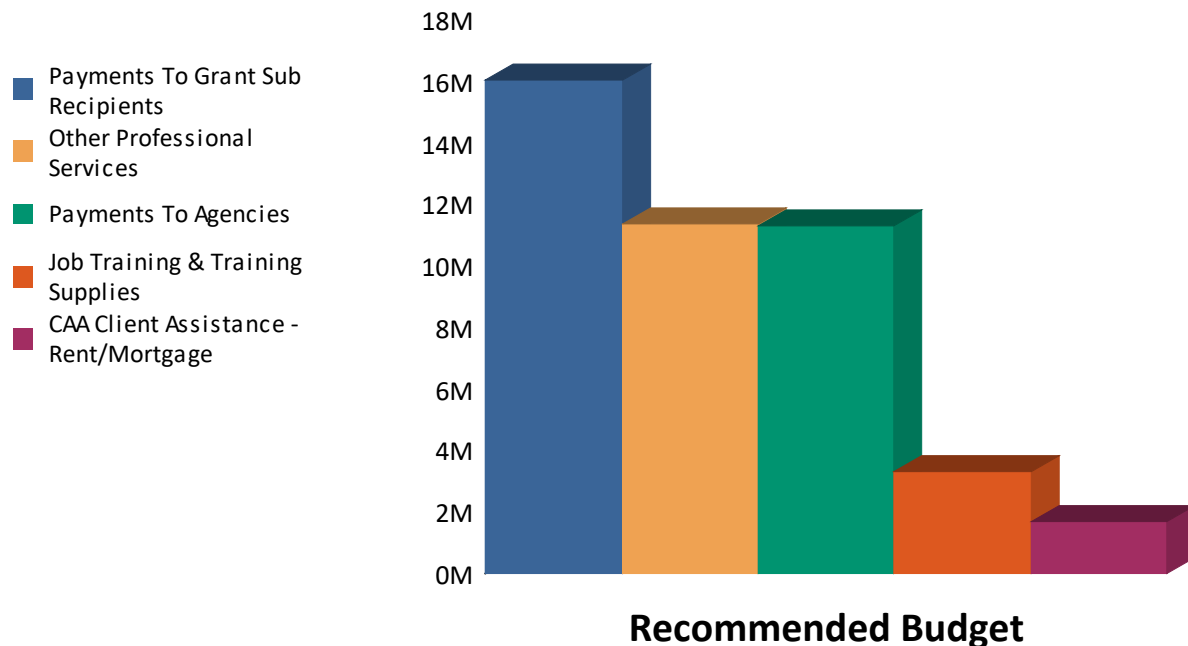
The increase in Payments to Agencies and decrease in Payments to Grant Sub-Recipients is primarily due to more accurate budgeting between Payments to Agencies and Payments to Grant Sub-Recipients for the Workforce Innovation and Opportunity Act (WIOA) grant funding for fiscal year 2023/24.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Professional Services	1,704,596	2,470,372	11,379,293	9,674,697
Payments To Agencies	7,832,758	10,773,737	11,312,787	3,480,029
Job Training & Training Supplies	2,945,908	2,144,634	3,303,982	358,074
Job Support Services & Supplies	944,736	890,630	1,197,091	252,355
Office Supplies	234,919	161,925	369,747	134,828
In State Training	474,720	317,333	105,665	(369,055)
Payments to/on Behalf Other Gvmt's	560,000	113,000	170,710	(389,290)
CAA Client Assistance - Utilities	6,594,325	7,263,967	29,210	(6,565,115)
Payments To Grant Sub Recipients	23,381,534	15,668,342	16,045,977	(7,335,557)
CAA Client Assistance - Rent/Mortgage	21,097,190	38,713,716	1,694,293	(19,402,897)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	2,115,235	2,769,730	4,313,052	3,297,611	4,070,746
Operating Expenses	7,505,685	9,147,761	8,986,767	9,140,361	9,358,114
Capital Equipment > \$5,000	-	-	-	5,550	-
<b>Total Expenditures</b>	<b>9,620,920</b>	<b>11,917,491</b>	<b>13,299,819</b>	<b>12,443,522</b>	<b>13,428,860</b>
<b>Revenue</b>					
Revenue	3,353	30,609	28,288	31,405	27,987
<b>Total Revenues</b>	<b>3,353</b>	<b>30,609</b>	<b>28,288</b>	<b>31,405</b>	<b>27,987</b>
<b>Net Transfers</b>	<b>(892,967)</b>	<b>(122,103)</b>	<b>(386,069)</b>	<b>(386,039)</b>	<b>(619,311)</b>
<b>Fund Impact</b>	<b>(10,510,534)</b>	<b>(12,008,985)</b>	<b>(13,657,600)</b>	<b>(12,798,156)</b>	<b>(14,020,184)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	4,905,747	5,548,534	8,317,383	9,491,005	6,468,571
Operating Expenses	27,324,705	40,089,510	60,828,145	73,770,496	30,671,077
<b>Total Expenditures</b>	<b>32,230,452</b>	<b>45,638,044</b>	<b>69,145,528</b>	<b>83,261,501</b>	<b>37,139,648</b>
<b>Revenue</b>					
Revenue	28,986,459	39,667,843	68,725,962	82,579,040	38,257,492
<b>Total Revenues</b>	<b>28,986,459</b>	<b>39,667,843</b>	<b>68,725,962</b>	<b>82,579,040</b>	<b>38,257,492</b>
<b>Net Transfers</b>	<b>28,797</b>	<b>(599,290)</b>	<b>(981,057)</b>	<b>(788,896)</b>	<b>(926,066)</b>
<b>Fund Impact</b>	<b>(3,215,196)</b>	<b>(6,569,491)</b>	<b>(1,400,623)</b>	<b>(1,471,357)</b>	<b>191,778</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	466,772	372,532	721,551	495,627	597,401
Operating Expenses	118,599	281,900	392,770	898,979	10,039,249
<b>Total Expenditures</b>	<b>585,371</b>	<b>654,432</b>	<b>1,114,321</b>	<b>1,394,606</b>	<b>10,636,650</b>
<b>Revenue</b>					
Revenue	584,996	524,325	1,389,080	720,869	938,510
<b>Total Revenues</b>	<b>584,996</b>	<b>524,325</b>	<b>1,389,080</b>	<b>720,869</b>	<b>938,510</b>
<b>Net Transfers</b>	<b>-</b>	<b>6,572</b>	<b>-</b>	<b>-</b>	<b>9,500,000</b>
<b>Fund Impact</b>	<b>(375)</b>	<b>(123,535)</b>	<b>274,759</b>	<b>(673,737)</b>	<b>(198,140)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

**Recommended Budget by Program**

**Program: Community Development**

**Function:** Conducts Pima County community development and affordable housing functions. Administers and competitively programs local, state and federal grant resources to non-profit agencies, local governments, and private sector developers to support community development and affordable housing projects for the benefit of primarily low-to-moderate income County residents.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	614,861	404,083	-	-
Revenue	760	10	-	-
<b>Grants</b>				
Expense	4,756,909	3,834,267	14,068,560	11,113,994
Revenue	3,517,600	4,683,201	13,676,222	11,720,717
Net Transfers	(53,481)	(159,978)	(430,582)	(520,723)
FTE			7.00	5.00
<b>Other Special Revenue</b>				
Expense	-	34,480	50,000	9,550,000
Revenue	405	212	1,080	240
Net Transfers	-	-	-	9,500,000

**Program: Community Services**

**Function:** Conducts Pima County Community Assistance, Emergency Services Network and Home Repair functions by serving as a safety net to provide human services, case management, and immediate financial assistance to qualified individuals and households in Pima County. Community Services manages and administers multiple local, state, and federal grant funded programs that directly assist low-income individuals and families with financial assistance to prevent evictions, foreclosures, and utility disconnections. Community Services administers the Pima County Home Repair & Weatherization Program to provide housing rehabilitation, weatherization, and energy efficient upgrades to qualified owner-occupied households.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	233,990	166,073	209,214	211,828
Revenue	495	2,280	-	-
FTE			2.00	3.00
<b>Grants</b>				
Expense	15,529,751	27,459,854	32,860,261	2,492,160
Revenue	14,211,479	22,943,529	32,624,802	2,588,777
Net Transfers	4,684	(160,383)	(318,731)	(103,998)
FTE			57.00	24.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

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**Recommended Budget by Program**

**Program: Homeless Services**

**Function:** Conducts Pima County functions to address homelessness and vulnerable populations. Provides housing, employment and supportive services to families, youth, veterans, and individuals experiencing homelessness in Pima County. Homeless Services administers multiple local, state and federally funded grant programs to address homelessness and pathways toward self-sufficiency to County residents, in addition to, delivering direct services in a dignified, compassionate and professional manner.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	197,960	341,448	516,619	377,190
Net Transfers	-	(54)	-	-
FTE			1.00	2.00
<b>Grants</b>				
Expense	3,660,251	4,479,059	7,135,335	4,957,280
Revenue	2,831,051	4,043,759	6,817,487	4,480,592
Net Transfers	193,921	52,291	310,963	533,505
FTE			13.00	14.00

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**Program: Innovations**

**Function:** Develop and support new programs that address current or emerging community needs. Focus on community needs not served by existing programs or eligible for service using traditional grants. Integrate services into the One-Stop service-delivery model. Seek and obtain long-term funding to continue successful programs.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	-	-	218,331	373,912
FTE			2.00	2.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

**Recommended Budget by Program**

**Program: Operations Group**

**Function:** Provide administrative, programmatic, and fiscal support and oversight including the general fund and local, state and federal grants. Serve as departmental liaison to several local and regional committees to establish policies and develop planned delivery of regional community resources and services. Oversee overall departmental operations to ensure quality, equity and inclusion.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	3,125,720	3,574,887	4,207,239	4,579,701
Revenue	468	28,254	28,288	27,987
Net Transfers	(892,967)	(188,642)	(568,069)	(714,311)
FTE			25.00	20.00
<b>Grants</b>				
Expense	7,338	-	-	-
Revenue	348	8,756	-	-
Net Transfers	-	1,779	-	-

**Program: Outside Agencies**

**Function:** Conducts essential functions to administer and program Pima County general funds to eligible and qualified local non-profit agencies (i.e. Outside Agencies or OA) to deliver community-based human services to vulnerable populations related to county functions, obligations, or other critical needs. OA General Fund resources are made available through a Board of Supervisor appointed OA Committee, via an open and competitive public application process, to provide the following categorical services: Community Services; Emergency Food & Clothing; Senior Support; Support Services; Shelter & Domestic Violence; Youth, Young Adults & Family; and General Services.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	3,239,246	3,352,751	3,454,163	3,389,942
FTE			1.00	2.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Community & Workforce Development (CR)**

**Recommended Budget by Program**

**Program: Workforce Development Group**

**Function:** Conducts Pima County employment and training functions by providing job training and workforce development services to Pima County residents and businesses. Workforce Development administers various local, state, and federal resources to deliver direct services to youth, adults, dislocated workers, and individuals with significant barriers to employment. In addition, it directly assists industry sectors and local employers in retaining skilled employees and in hiring qualified workers.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,474,633	3,032,874	819,629	701,224
Revenue	1,768	65	-	-
Net Transfers	-	66,943	-	-
<b>Grants</b>				
Expense	8,070,204	9,521,252	14,687,262	18,256,674
Revenue	8,207,613	7,622,641	15,174,071	19,115,911
Net Transfers	(110,574)	(298,852)	(503,437)	(802,895)
FTE			48.38	50.88
<b>Other Special Revenue</b>				
Expense	-	-	-	63,400
Revenue	-	13,400	-	50,050

**Program: Youth Development Group**

**Function:** Conducts Pima County youth education and training functions by providing educational and employment services to youth and young adults ages 14 through 24. Youth and young adults (collectively "youth") may include, but not limited to, parenting teens, high school dropouts, unskilled graduates, juvenile offenders, and individuals experiencing homelessness. Youth Development administers various local, state, and federally funded grant programs to deliver youth education, skills training, career readiness, and job placement services.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	734,510	1,045,375	3,874,624	3,795,063
Revenue	(138)	-	-	-
Net Transfers	-	(350)	182,000	95,000
FTE			46.56	41.25
<b>Grants</b>				
Expense	205,999	343,612	394,110	319,540
Revenue	218,368	365,957	433,380	351,495
Net Transfers	(5,753)	(34,147)	(39,270)	(31,955)
<b>Other Special Revenue</b>				
Expense	585,371	619,952	1,064,321	1,023,250
Revenue	584,591	510,713	1,388,000	888,220
Net Transfers	-	6,572	-	-
FTE			12.00	11.00



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

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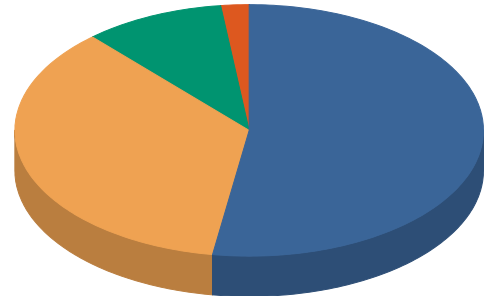
**Expenses**      46,249,939

**Revenues**      60,243,141

**FTEs**      350.40

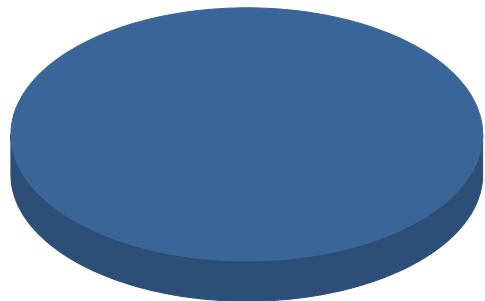
### Expenses By Program

Public Services	52.53%
Support Services	35.82%
Administration	9.75%
Library-Community Services	1.90%
Total:	100.00%



### Sources of All Funding

Department Revenue	100.00%
Total:	100.00%



#### Function Statement:

The Pima County Libraries provide residents with free and equitable access to the information resources needed for full participation in the community and for the enrichment of individual lives.

#### Mandates:

Arizona Revised Statute (ARS) Title 11, Chapter 7: Intergovernmental Operations, Article 1: Public Libraries

#### Major Departmental Issues:

Major budget issues the department is facing in fiscal year 2023/24 include: (1) Building new library facilities and renovations with significant increases to construction costs; (2) Hiring at competitive rates within current Human Resources (HR) practices; (3) Keeping pace with higher cost electronic resources within the current materials budget.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	46,600,637	45,376,514	46,249,939	(350,698)	873,425
<b>Revenue</b>	56,089,054	57,117,599	60,243,141	4,154,087	3,125,542
<b>Net Transfers</b>	(10,225,000)	(10,725,000)	(10,422,651)	(197,651)	302,349

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	17,467,640	15,506,039	17,274,087	(193,553)	1,768,048
<b>Other Benefits</b>	6,241,029	5,709,929	6,283,447	42,418	573,518
<b>Salaries &amp; Benefits:</b>	<b>23,708,669</b>	<b>21,215,968</b>	<b>23,557,534</b>	<b>(151,135)</b>	<b>2,341,566</b>
<b>FTE</b>	366.50		350.40	(16.10)	

**Significant Changes:**

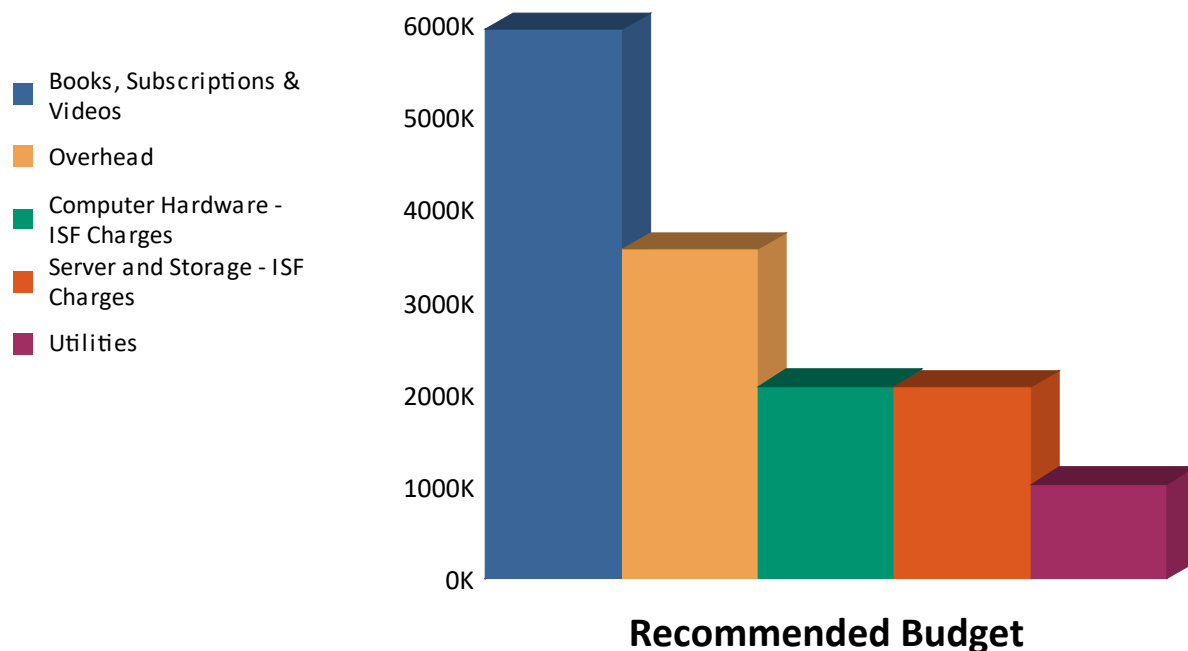
Significant changes in the Recommended Budget for fiscal year 2023/24 vs the fiscal year 2022/23 Adopted Budget includes the following: (1) Personnel budget changes due need to increase compensation to competitive rates; (2) Capital Improvement costs for renovations and new construction; and (3) Increase in Internet expenses Wi-Fi access points, additional hotspots, higher bandwidth to meet the digital access needs of the community.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Furniture Under \$1,000	106,250	200,000	185,000	78,750
Other Professional Services	486,500	667,265	561,500	75,000
R&M Grounds and Landscaping	140,000	254,603	209,000	69,000
Office Supplies	274,600	261,648	336,126	61,526
General Liability Insurance Premiums	116,661	116,661	159,037	42,376
Computer Hardware - ISF Charges	2,128,380	2,128,380	2,086,560	(41,820)
Security	490,000	668,177	445,000	(45,000)
Telecom - ISF Charges	931,758	931,758	869,400	(62,358)
Postage & Freight	147,091	90,833	50,000	(97,091)
Server and Storage - ISF Charges	2,327,689	2,327,689	2,078,148	(249,541)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Library District Fund</b>					
<b>Expense</b>					
Personnel Services	17,349,753	18,860,868	23,708,669	21,215,968	23,557,534
Operating Expenses	18,854,034	23,599,583	22,828,968	23,928,068	22,629,405
Capital Equipment > \$5,000	240,199	189,579	63,000	232,478	63,000
<b>Total Expenditures</b>	<b>36,443,986</b>	<b>42,650,030</b>	<b>46,600,637</b>	<b>45,376,514</b>	<b>46,249,939</b>
<b>Revenue</b>					
Revenue	50,489,066	53,068,868	56,089,054	57,117,599	60,243,141
<b>Total Revenues</b>	<b>50,489,066</b>	<b>53,068,868</b>	<b>56,089,054</b>	<b>57,117,599</b>	<b>60,243,141</b>
<b>Net Transfers</b>	<b>(6,619,783)</b>	<b>(4,183,901)</b>	<b>(10,225,000)</b>	<b>(10,725,000)</b>	<b>(10,422,651)</b>
<b>Fund Impact</b>	<b>7,425,297</b>	<b>6,234,937</b>	<b>(736,583)</b>	<b>1,016,085</b>	<b>3,570,551</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Provide for an educated, connected community of readers, learners, doers, and dreamers. Enrich the lives of residents and build a literate community through equitable access to educational, informational, cultural, and recreational needs of the community. Provide leadership, vision, and strategic planning to fulfill the library's mission through the Community Impact Plan, centered on Pima Prospers and Pima County's Economic Development Plan.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Library District</b>				
Expense	3,938,739	4,825,436	4,605,045	4,509,306
Revenue	49,167,239	51,495,770	54,823,104	58,146,122
Net Transfers	(6,620,000)	(4,183,901)	(10,225,000)	(10,422,651)
FTE			7.00	6.00

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**Program: Library-Community Services**

**Function:** Contribute to an economically vital and literate community by providing Pima County residents with timely and culturally relevant programs, services and classes at 27 library locations, virtually, and through mobile library services. Promote economic and workforce development and literacy education for residents of all ages by providing opportunities for customers to reach their full potential.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Library District</b>				
Expense	-	197,429	777,902	876,804
FTE			11.00	10.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Free Library (LIB)**

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**Recommended Budget by Program**

**Program: Public Services**

**Function:** Contribute to an economically vital and literate community by providing Pima County residents with information and materials through lending services, programs and classes, reference and information services, electronic information resources, and public access computers at 27 library locations, virtually, and through mobile library services.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Library District</b>				
Expense	19,499,635	22,929,862	24,465,197	24,296,566
Revenue	1,320,819	1,527,791	1,265,950	2,097,019
Net Transfers	217	-	-	-
FTE			316.00	303.40

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**Program: Support Services**

**Function:** Provide support operations needed for the regional library system including: acquisition, cataloging, and disbursement of library materials; budgetary planning aligned with 21st century technology and library services trends; coordination with Pima County departments to maintain welcoming library spaces; and oversight of projects that support the Library's critical role in the community.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Library District</b>				
Expense	13,005,612	14,697,303	16,752,493	16,567,263
Revenue	1,008	45,307	-	-
FTE			32.50	31.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

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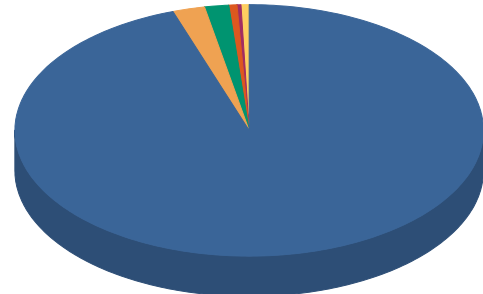
**Expenses**      93,001,641

**Revenues**   110,196,958

**FTEs**        64.00

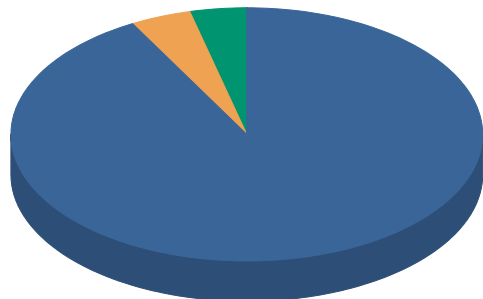
### Expenses By Program

■ Grants	94.59%
■ Finance	2.37%
■ Administration	1.54%
■ Development	0.57%
■ Research & Analysis	0.50%
■ Compliance	0.43%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	91.93%
■ General Fund Support	4.19%
■ Fund Balance Support	3.88%
Total:	100.00%



#### Function Statement:

Grants Management and Innovation (GMI) has the primary function to provide a centralized grants management function for the entire county. This includes standardizing grant procedures and providing comprehensive support for private and state grants, as well as all types of federal funding including competitive grants, formula grants, and direct allocations. It also manages a grant fund that houses major grants that cross multiple departments, such as the \$203 million American Rescue Plan Act Coronavirus State & Local Fiscal Recovery Funds (ARPA CSLFRF). The Federal Emergency Management Agency Emergency Food and Shelter Humanitarian Program (FEMA EFSP-H) grant revenue is also housed in the GMI grant fund; FEMA EFSP-H grant monies cover asylum seeker related humanitarian service related costs incurred across multiple County departments as well as those costs incurred by County external partners including City of Tucson, Catholic Community Services of Southern Arizona, and The Inn. GMI supports departments and elected officials across the grant lifecycle with activities including but not limited to: opportunity identification; grant application proposal development, editing, and submittal; funder agreement facilitation; sub recipient agreement and grant related procurement contract facilitation and due diligence; grant budgets; grant expenditure forecasts; cost allowability and allocability analysis; grant accounting; record keeping; audits; sub recipient fiscal monitoring; funder report development and submittals; and closeout. GMI also provides critical support relating to performance evaluation and policy innovation with data analysis, validation and utilization.

#### Mandates:

None

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

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**Major Departmental Issues:**

In fiscal year 2022/23, Grants Management & Innovation (GMI) oversaw the expenditure of approximately \$138 million in grant funding across Pima County. The expenditure reflects the exponential growth the County has experienced in the acquisition and implementation of grant funding since GMI's inception in 2018. This has continued to result in increased volume of responsibilities and a strain on GMI capacity as it responds to the economic drivers within the community, including dramatic shifts in the labor market, resulting in increased challenges in staff recruitment and retention. The changes noted in the shift in the Department-wide Salaries and Benefits, are reflective of changes in the personnel budget in the American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund grant budget. Similarly, changes in expenses/revenues are largely reflective of changes in anticipated revenues from Federal Emergency Management Agency Emergency Food and Shelter Program-Humanitarian grants, and changes in spending across all grant funded projects housed in GMI's grant fund. While GMI's departmental budget has changed, those changes have not been significant.



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	113,091,867	119,899,313	93,001,641	(20,090,226)	(26,897,672)
<b>Revenue</b>	121,404,590	128,755,781	110,196,958	(11,207,632)	(18,558,823)
<b>Net Transfers</b>	(13,763,364)	(13,616,570)	(26,869,016)	(13,105,652)	(13,252,446)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	10,025,478	9,082,907	6,487,305	(3,538,173)	(2,595,602)
<b>Other Benefits</b>	4,209,442	3,597,268	2,311,506	(1,897,936)	(1,285,762)
<b>Salaries &amp; Benefits:</b>	<b>14,234,920</b>	<b>12,680,175</b>	<b>8,798,811</b>	<b>(5,436,109)</b>	<b>(3,881,364)</b>
<b>FTE</b>	64.00		64.00	-	

**Significant Changes:**

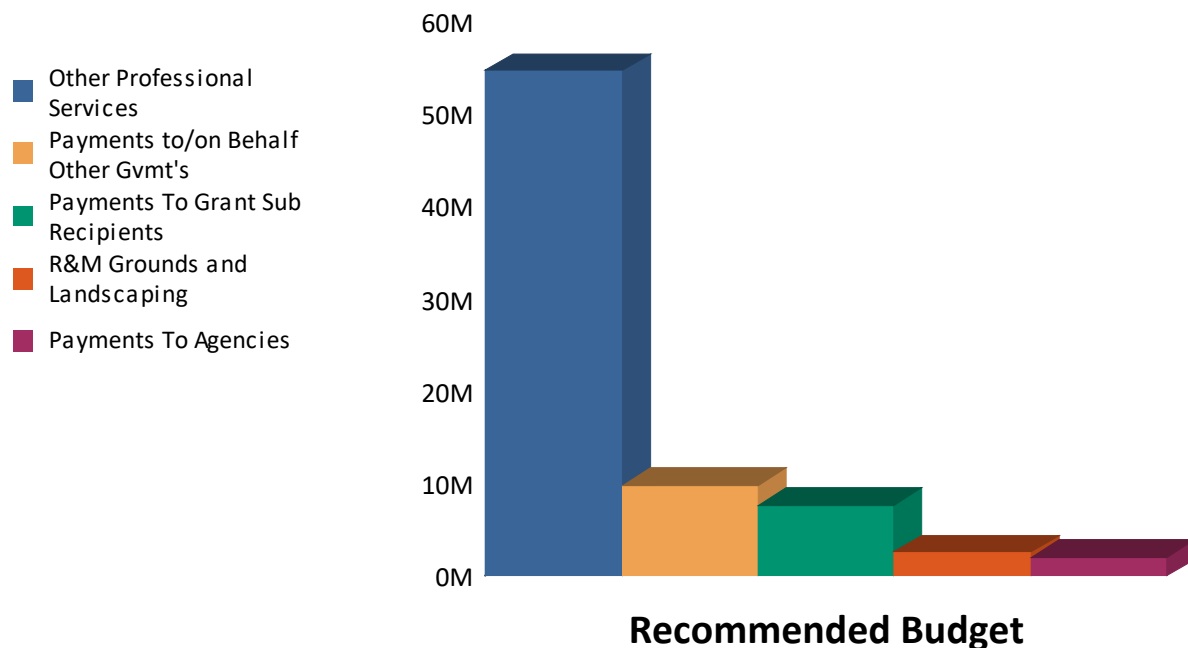
The majority of significant changes are a result in variances in the grant fund. As American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund projects have evolved, needs and expected expenditures have changed. Some projects have completed, while others are just beginning in earnest, resulting in expected increases in some areas, such as payments to subrecipients and agencies, and decreases in others such as job support services. Payments to other governments and other professional services have decreased due to changes in programming for the grants. Food supplies are supplemental food supplies outside of the contracted vendor for food for Federal Emergency Management Agency Emergency Food and Shelter Program-Humanitarian, if needed, as the asylum seeker population has been known to surge as border policy at the federal level continues to change. The increase in office supplies can be explained by the purchase of computers and other technology that fall below the threshold of \$5000; that is no longer considered equipment.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Payments To Grant Sub Recipients	6,025,000	1,525,000	7,686,569	1,661,569
Payments To Agencies	500,000	7,649,776	2,000,000	1,500,000
R&M-Machinery & Equipment Services	1,583,043	1,421,722	1,924,565	341,522
Food Supplies	-	30	200,000	200,000
Office Supplies	263,687	36,249	366,422	102,735
Job Support Services & Supplies	400,000	926,852	266,410	(133,590)
Information Technology Services	1,530,000	692,834	1,268,588	(261,412)
R&M Grounds and Landscaping	3,050,000	2,414,636	2,578,563	(471,437)
Payments to/on Behalf Other Gvmt's	11,282,000	10,720,342	9,795,047	(1,486,953)
Other Professional Services	70,642,346	45,411,038	54,707,127	(15,935,219)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	3,323,233	3,404,902	4,519,187	3,833,407	4,378,434
Operating Expenses	323,651	349,426	736,695	736,695	648,926
<b>Total Expenditures</b>	<b>3,646,884</b>	<b>3,754,328</b>	<b>5,255,882</b>	<b>4,570,102</b>	<b>5,027,360</b>
<b>Revenue</b>					
Revenue	401	-	-	-	-
<b>Total Revenues</b>	<b>401</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Transfers</b>	<b>(312,682)</b>	<b>(10,221)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(3,959,165)</b>	<b>(3,764,549)</b>	<b>(5,255,882)</b>	<b>(4,570,102)</b>	<b>(5,027,360)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	3,721,725	7,351,683	9,715,733	8,846,768	4,420,377
Operating Expenses	54,765,802	36,442,894	98,020,252	105,588,746	83,480,404
Capital Equipment > \$5,000	1,335,865	657,737	100,000	893,697	73,500
<b>Total Expenditures</b>	<b>59,823,392</b>	<b>44,452,314</b>	<b>107,835,985</b>	<b>115,329,211</b>	<b>87,974,281</b>
<b>Revenue</b>					
Revenue	59,420,611	48,186,003	121,404,590	128,755,781	110,196,958
<b>Total Revenues</b>	<b>59,420,611</b>	<b>48,186,003</b>	<b>121,404,590</b>	<b>128,755,781</b>	<b>110,196,958</b>
<b>Net Transfers</b>	<b>(57,153)</b>	<b>(4,221,628)</b>	<b>(13,763,364)</b>	<b>(13,616,570)</b>	<b>(26,869,016)</b>
<b>Fund Impact</b>	<b>(459,934)</b>	<b>(487,939)</b>	<b>(194,759)</b>	<b>(190,000)</b>	<b>(4,646,339)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Manage day-to-day operations of the Grants Management & Innovation (GMI) Department to provide support across the grants lifecycle for all County grant-implementing departments.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	761,641	901,124	1,278,755	1,430,951
Revenue	401	-	-	-
Net Transfers	(312,682)	(10,221)	-	-
FTE			5.00	7.00

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**Program: Compliance**

**Function:** Provide support for monitoring compliance of Federal and non-Federal grant awards and agreements. Additionally, create and implement training programs for GMI employees and external departments.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	232,544	16,442	-	399,096
FTE			-	5.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

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**Recommended Budget by Program**

**Program: Development**

**Function:** Provide support for grant approval, application, award, implementation, and reporting, as well as grants programming compliance oversight for active Pima County grants.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	573,983	632,012	842,100	530,305
FTE			10.00	7.00

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**Program: Finance**

**Function:** Manage the financial administration and fiscal compliance elements of Pima County's grants, through planning, organization, and expense monitoring.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	1,825,933	1,830,327	2,542,187	2,203,089
FTE			28.00	26.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Grants Management & Innovation (GMI)**

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**Recommended Budget by Program**

**Program: Grants**

**Function:** Manage grant funding for direct-to-Pima County funds and pass-through funds.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	59,823,392	44,452,314	107,835,985	87,974,281
Revenue	59,420,611	48,186,003	121,404,590	110,196,958
Net Transfers	(57,153)	(4,221,628)	(13,763,364)	(26,869,016)
FTE			14.00	14.00

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**Program: Research & Analysis**

**Function:** Manage data analysis and reporting related to Pima County Grants Management & Innovation policy areas.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	252,783	374,423	592,840	463,919
FTE			7.00	5.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

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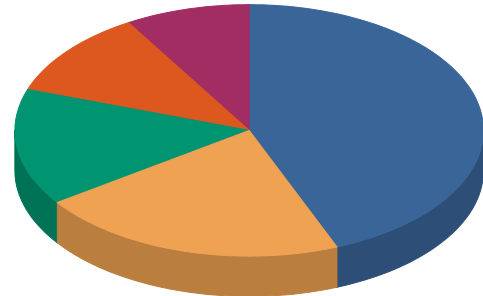
**Expenses**      5,888,393

**Revenues**      3,406,936

**FTEs**      22.88

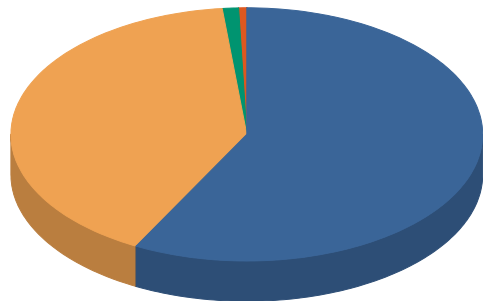
### Expenses By Program

■ Educational Services	43.95%
■ School Reserve Accommodation School	21.43%
■ Administration	14.94%
■ Accounting	11.19%
■ Pima Special Programs	8.49%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	57.86%
■ General Fund Support	40.48%
■ Fund Balance Support	0.98%
■ Operating Transfers In	0.68%
Total:	100.00%



#### Function Statement:

Perform functions mandated by Title 11, 15, 16, 19, and 42 of Arizona Revised Statutes (ARS), Title 7 of the Arizona Administrative Code, and mandates from federal and state education officials. Administers all funds for public school districts in Pima County, including the issuance of warrants for payroll and accounts payable. Provide financial information on school districts to the Pima County Board of Supervisors to set property tax rates and levies. Ensure that all children in Pima County that are home-schooled or attend a private school must be registered with this office. Ensure that all certificated educators in Pima County record their teaching and administrative credentials with this office as required by law. Conduct all school district governing board elections and any special elections called by any school district. Operates the Pima Accommodation District, educational services, school bus services for students in unorganized territory, and multi-district programs.

#### Mandates:

Title 11 of Arizona Revised Statutes - Counties; Title 15 of ARS - Education; Title 16 of ARS - Elections and Electors (as they relate to the Superintendent of Schools' duties); Title 19 of ARS - Initiative, Referendum, and Recall (as they relate to the Superintendent of Schools' duties); Title 42 of ARS- Taxation (as they relate to the Superintendent of Schools' duties); Title 7 of Arizona Administrative Code - Education (as they relate to the Superintendent of Schools' duties)

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	4,434,775	4,434,775	5,888,393	1,453,618	1,453,618
<b>Revenue</b>	2,169,610	2,169,610	3,406,936	1,237,326	1,237,326
<b>Net Transfers</b>	40,000	40,000	40,000	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,395,353	2,394,953	2,706,316	310,963	311,363
<b>Other Benefits</b>	505,342	505,742	565,982	60,640	60,240
<b>Salaries &amp; Benefits:</b>	<b>2,900,695</b>	<b>2,900,695</b>	<b>3,272,298</b>	<b>371,603</b>	<b>371,603</b>
<b>FTE</b>	19.05		22.88	3.83	

**Significant Changes:**

The department anticipates that there will be a continue uptick in special elections in fiscal year 2023/2024 and is reflected in the Election Budget. The Educational Service Agency obtained grant funding in fiscal year 2022/23 which will continue through fiscal year 2023/2024 and help expand these programs.

School Superintendent Office (SS) continues to provide professional development for staff and school officials. By increasing Other Professional Services, the professional development sessions provide training on-site or by virtual by outside facilitators. In addition, SS has identified equipment in need of parts for repairing and purchasing software increasing this object codes. A decrease in Office Supplies allows funding to be added into the new grant that was recently awarded.

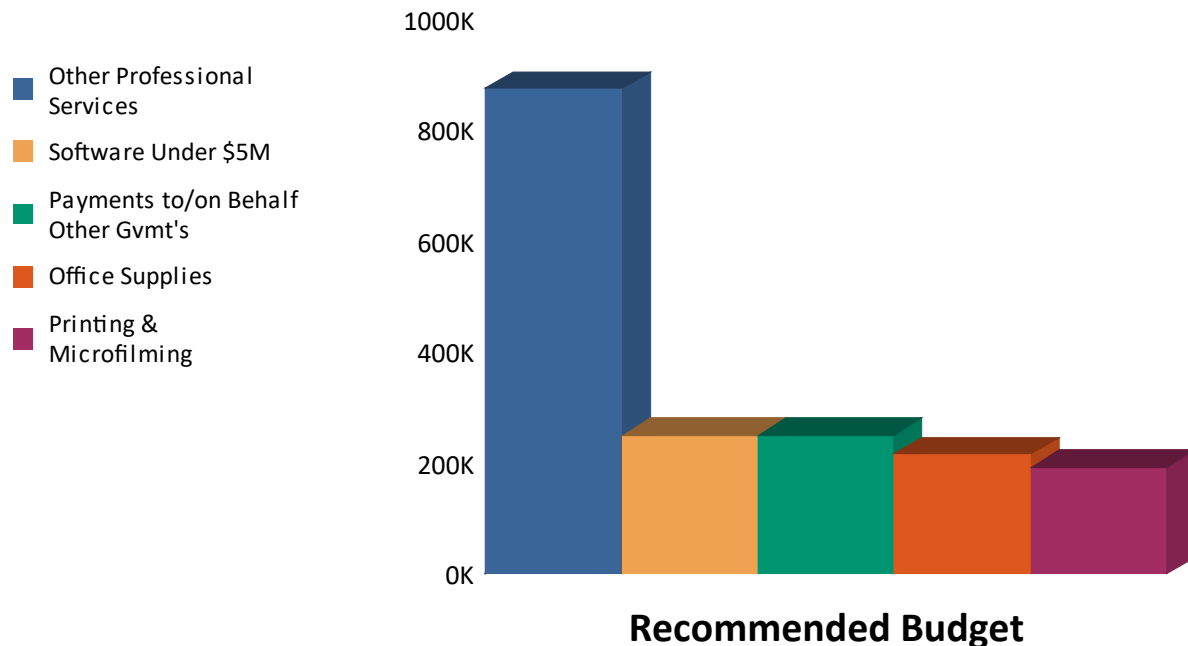


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Professional Services	201,971	181,471	876,753	674,782
Repair & Maintenance Supplies	-	-	150,000	150,000
Software Under \$5M	122,359	122,359	250,749	128,390
Payments To Grant Sub Recipients	-	-	81,933	81,933
Dues and Memberships	32,054	32,054	92,482	60,428
Server and Storage - ISF Charges	83,125	83,125	81,450	(1,675)
Leases & Rental - Other (Mchnry, Equip, etc.)	6,000	6,000	3,900	(2,100)
Postage & Freight	76,200	76,200	71,200	(5,000)
Mileage Reimbursement	52,100	52,100	3,000	(49,100)
Office Supplies	297,619	287,499	215,722	(81,897)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,182,851	1,585,640	1,792,289	1,792,289	1,872,445
Operating Expenses	511,144	544,781	838,111	838,111	816,109
<b>Total Expenditures</b>	<b>1,693,995</b>	<b>2,130,421</b>	<b>2,630,400</b>	<b>2,630,400</b>	<b>2,688,554</b>
<b>Revenue</b>					
Revenue	54,034	23,554	305,000	305,000	305,000
<b>Total Revenues</b>	<b>54,034</b>	<b>23,554</b>	<b>305,000</b>	<b>305,000</b>	<b>305,000</b>
<b>Fund Impact</b>	<b>(1,639,961)</b>	<b>(2,106,867)</b>	<b>(2,325,400)</b>	<b>(2,325,400)</b>	<b>(2,383,554)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	55	-	-	-	694,853
Operating Expenses	-	-	-	-	743,143
<b>Total Expenditures</b>	<b>55</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,437,996</b>
<b>Revenue</b>					
Revenue	-	-	-	-	1,437,986
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,437,986</b>
<b>Fund Impact</b>	<b>(55)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(10)</b>
<b>School Reserve Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	1,674,325	3,669,229	1,108,406	1,108,406	705,000
Operating Expenses	12,939	63,314	695,969	695,969	1,056,843
<b>Total Expenditures</b>	<b>1,687,264</b>	<b>3,732,543</b>	<b>1,804,375</b>	<b>1,804,375</b>	<b>1,761,843</b>
<b>Revenue</b>					
Revenue	1,457,776	3,796,398	1,864,610	1,864,610	1,663,950
<b>Total Revenues</b>	<b>1,457,776</b>	<b>3,796,398</b>	<b>1,864,610</b>	<b>1,864,610</b>	<b>1,663,950</b>
<b>Net Transfers</b>	<b>28,983</b>	<b>27,996</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b>Fund Impact</b>	<b>(200,505)</b>	<b>91,851</b>	<b>100,235</b>	<b>100,235</b>	<b>(57,893)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

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**Recommended Budget by Program**

**Program: Accounting**

**Function:** Perform mandated accounting and finance functions for all school districts in Pima County as authorized by Arizona Revised Statutes (ARS 15-991 through 15-1002). Provide services to ensure accurate reporting requirements that comply with the Uniform System of Financial Records (USFR) for Arizona School Districts.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	475,252	516,749	654,807	659,146
FTE			7.00	8.00

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**Program: Administration**

**Function:** Administer legally mandated functions of the School Superintendent's Office required by Title 15, 16, and 19 of Arizona Revised Statutes. Provide administrative support for the Accounting, Educational Services, Pima Accommodation, and Pima Special Programs.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	369,450	614,809	934,886	879,960
Revenue	53,636	22,599	305,000	305,000
FTE			4.60	3.48

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

---

**Recommended Budget by Program**

**Program: Educational Services**

**Function:** Develop and coordinate Educational Service Agency (ESA) programs designed to serve the educational communities in Pima County and Southern Arizona. Collaborate with local and state government, communities, and non-profit organizations to provide Comprehensive Services to educators and students. Ensure that the Superintendent of Schools' office creates a link for various ESAs for the benefit of schools, students, and families.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	849,293	998,863	1,040,707	1,149,448
Revenue	398	955	-	-
FTE			6.95	8.40
<b>Grants</b>				
Expense	-	-	-	1,437,996
Revenue	-	-	-	1,437,986
FTE			-	3.00

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**Program: Pima Special Programs**

**Function:** Administer Pima County School Reserve Fund. School Superintendent Office serves as the business and fiscal agent for small school districts in Pima County and provide access to public education to K-12 students residing in unorganized territories within Pima County, as mandated in A.R.S. 15-1002.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>School Reserve Special Revenue</b>				
Expense	256,711	76,445	417,765	500,000
Revenue	297,888	23,036	478,000	-
FTE			0.50	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**School Superintendent (SS)**

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**Recommended Budget by Program**

**Program: School Reserve Accommodation School**

**Function:** Administer educational programs for students in the Pima County Juvenile Detention Center and the Pima County Adult Detention Center.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>School Reserve Special Revenue</b>				
Expense	-	26,493	1,386,610	1,261,843
Revenue	(3,033)	130	1,386,610	1,663,950
Net Transfers	28,983	27,996	40,000	40,000

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**Program: School Reserve Programs**

**Function:** This program has been merged into Pima Special Programs. This program summary is provided for informational purposes only.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	55	-	-	-
<b>School Reserve Special Revenue</b>				
Expense	1,430,553	3,629,569	-	-
Revenue	1,162,921	3,773,196	-	-

Recommended Budget by Program

Program: School Reserve Special Programs

**Function:** This program has been merged into Pima Special Programs. This program summary is provided for informational purposes only.

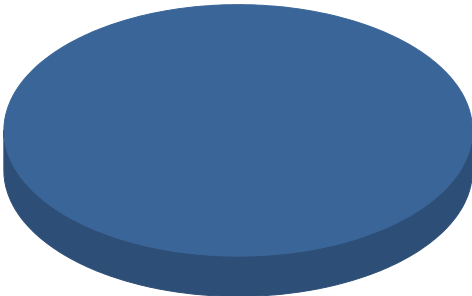
	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>School Reserve Special Revenue</b>				
Expense	-	36	-	-
Revenue	-	36	-	-

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Stadium District-Kino Sports Complex (KSC)

Expenses      8,826,776      Revenues      3,822,158      FTEs      64.74

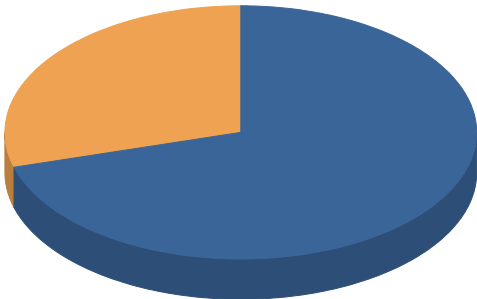
Expenses By Program

■ Stadium District Operations 100.00%  
Total: 100.00%



Sources of All Funding

■ Operating Transfers In 70.55%  
■ Department Revenue 29.45%  
Total: 100.00%



Function Statement:

Provide venues for an array of community and revenue generating events to include sports, entertainment, and cultural opportunities. Provide management and administrative oversight function at the Stadium District. Maintain the buildings and facility infrastructure of the Stadium District to the highest possible standard. Maintain natural grass athletic fields as well as landscaping of Stadium District common areas. Provide landscape maintenance services and best management practices for the Kino Environmental Restoration Project in conjunction with Regional Flood Control and other state and federal agencies. Financial support of Kino pool chemicals, repairs and equipment.

Mandates:

ARS Title 48, Chapter 26, Stadium Districts

Major Departmental Issues:

Lighting of additional existing baseball fields needed to increase revenue. Promote to increase event activity in slower time periods. The need to upgrade antiquated amenities such as sound system, scoreboard, seating areas, shade to enhance the overall guest experience at both the Veteran's Memorial Stadium and the North Stadium. Continued need for indoor and outdoor facility repairs, including the replacement of equipment and capital equipment, mechanical systems, and interior remodeling of both the Main and North complexes, especially the clubhouses and the Event Center. High employment vacancy and turnover rate due to intermittent staff shortage and permanent staff movement. Supply chain issues with availability, timely delivery and increased costs. Kino pool cost for repairs and chemicals for this NRPR operated facility.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Stadium District-Kino Sports Complex (KSC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	8,824,807	8,238,370	8,826,776	1,969	588,406
<b>Revenue</b>	3,499,140	3,185,484	3,822,158	323,018	636,674
<b>Net Transfers</b>	5,418,560	7,263,560	5,381,158	(37,402)	(1,882,402)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	3,016,837	2,936,253	3,019,440	2,603	83,187
<b>Other Benefits</b>	1,198,907	1,182,443	1,209,740	10,833	27,297
<b>Salaries &amp; Benefits:</b>	<b>4,215,744</b>	<b>4,118,696</b>	<b>4,229,180</b>	<b>13,436</b>	<b>110,484</b>
<b>FTE</b>	64.74		64.74	-	

**Significant Changes:**

Increase in security and janitorial services for additional events. Some security and janitorial costs are reimbursed through the contracted events, while costs not reimbursed are due to facility operational security needs. Reduced water costs after the installation of the reclaimed water line at the South Complex. Reduced electricity costs after upgrading lighting system to LED. Increase in anticipated events revenue at the Event Center, South Complex, and throughout the Stadium District post-COVID-19. Cost and delays in supplies, materials and outside services.

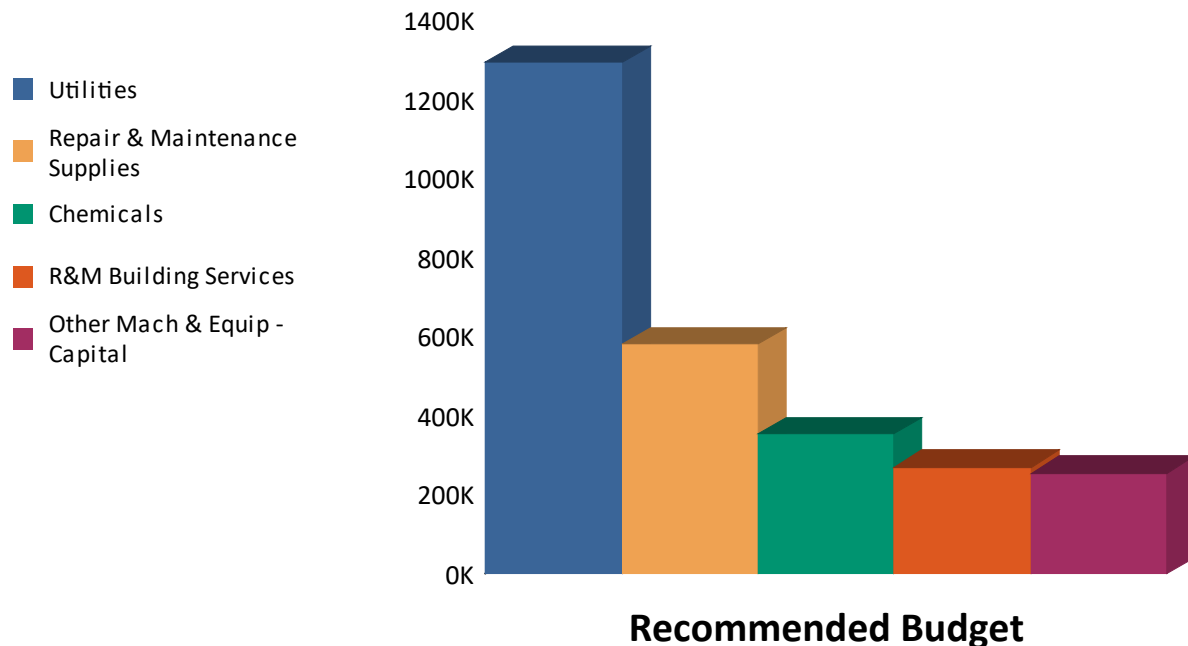


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Stadium District-Kino Sports Complex (KSC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Mach & Equip - Capital	175,000	360,983	255,000	80,000
Repair & Maintenance Supplies	499,763	515,000	579,000	79,237
Chemicals	304,600	280,000	354,700	50,100
Janitorial Services	175,000	215,000	206,600	31,600
Property Damage Insurance Premiums	31,255	31,255	61,533	30,278
Leases & Rental - Other (Mchnry, Equip, etc.)	100,000	100,000	91,200	(8,800)
Sports-Recreational Field Equipment - Capital	20,000	78,488	-	(20,000)
R&M Grounds and Landscaping	264,600	125,000	230,000	(34,600)
General Liability Insurance Premiums	86,163	86,163	35,857	(50,306)
Utilities	1,535,000	984,000	1,292,000	(243,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Stadium District-Kino Sports Complex (KSC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Stadium District Fund</b>					
<b>Expense</b>					
Personnel Services	3,214,215	3,669,349	4,215,744	4,118,696	4,229,180
Operating Expenses	3,696,652	3,379,294	4,279,063	3,545,489	4,192,596
Capital Equipment > \$5,000	194,977	383,947	330,000	574,185	405,000
<b>Total Expenditures</b>	<b>7,105,844</b>	<b>7,432,590</b>	<b>8,824,807</b>	<b>8,238,370</b>	<b>8,826,776</b>
<b>Revenue</b>					
Revenue	1,574,904	2,801,706	3,499,140	3,185,484	3,822,158
<b>Total Revenues</b>	<b>1,574,904</b>	<b>2,801,706</b>	<b>3,499,140</b>	<b>3,185,484</b>	<b>3,822,158</b>
<b>Net Transfers</b>	<b>4,822,979</b>	<b>5,590,823</b>	<b>5,418,560</b>	<b>7,263,560</b>	<b>5,381,158</b>
<b>Fund Impact</b>	<b>(707,961)</b>	<b>959,939</b>	<b>92,893</b>	<b>2,210,674</b>	<b>376,540</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Stadium District-Kino Sports Complex (KSC)**

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**Recommended Budget by Program**

**Program: Stadium District Operations**

**Function:** Provide venues for an array of community and revenue generating events to include: sports, entertainment, and cultural opportunities. Provide management and administrative oversight function at the Stadium District North, Main, and South Complexes. Maintain the buildings and facilities infrastructures of the Stadium District to the highest possible standard. Maintain natural grass athletic fields as well as landscaping of the Stadium District common areas. Provide landscape maintenance services and best management practices for the Kino Environmental Restoration Project (KERP) in conjunction with the Regional Flood Control District (RFCDD), and other state and federal agencies. Outside agency landscaping for Las Artes, Kino Veteran Center One-Stop, Sullivan Jackson and Gold Star Family Memorial Plaza. Financial Support for Kino Pool (NRPR) chemicals, repair and equipment.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Stadium District</b>				
Expense	7,105,844	7,432,590	8,824,807	8,826,776
Revenue	1,574,904	2,801,706	3,499,140	3,822,158
Net Transfers	4,822,979	5,590,823	5,418,560	5,381,158
FTE			64.74	64.74

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

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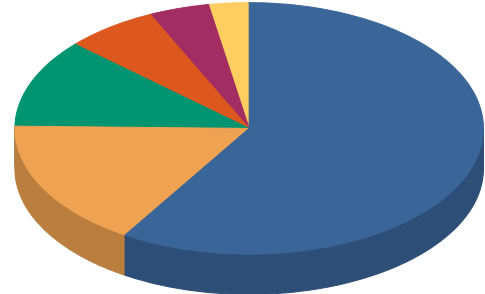
**Expenses**      33,348,638

**Revenues**      789,010

**FTEs**      31.86

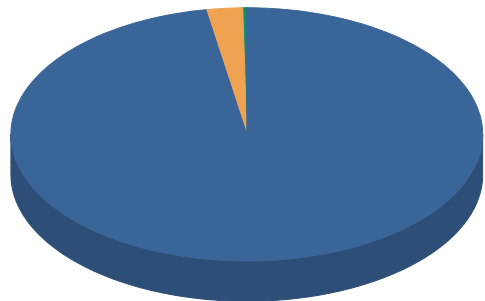
### Expenses By Program

■ Correctional Health	58.86%
■ Administration	16.31%
■ Utilization Management & Claims	11.54%
■ Invest BH	6.44%
■ Restoration to Competency	3.96%
■ Clinical Services	2.89%
■ Victim Services	0.00%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	97.35%
■ Department Revenue	2.35%
■ Operating Transfers In	0.30%
Total:	100.00%



#### Function Statement:

To ensure quality services are delivered in an efficient and effective manner to detainees of the Pima County Adult Detention Centers (PCADC) and Pima County Juvenile Detention Centers (PCJDC), individuals receiving involuntary court ordered evaluations, victims of sexual assault, victims of dangerous crimes against children, victims of domestic violence, and individuals receiving restoration to competency services.

#### Mandates:

Arizona Revised Statute (ARS) 11-297, Seriously mentally ill; County responsibility; definition: ARS 13-1414, Expenses of Investigation: ARS 13-4512, Treatment order; commitment: ARS 31-161, Inmate health care; costs: ARS 31-165, Inmate medical services; rate structure: ARS 36, Chapter 5, Mental Health Services: Periodic Session Law regarding contributions to State health programs

#### Major Departmental Issues:

The Inmate Navigation, Enrollment, Support and Treatment (INVEST) grant funding is anticipated to be exhausted by the first quarter of Fiscal Year 2024. This will impact salary and benefits for three staff members. Currently, two full time employees (FTE's) are funded 100% by the grant while a third has 50% of personnel expenses charged out to the grant. INVEST has budgeted these expenses under the grant until 9/30/2023. Effective 10/1/2023, these expenses will be captured under INVEST general fund and the operating expense activity will start inclining.

The department was awarded a new medication assisted treatment (MAT) grant for the expansion of MAT services in the jail. A portion of the grant funding will offset the charges from the medical vendor for MAT services.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	33,468,732	32,713,613	33,348,638	(120,094)	635,025
<b>Revenue</b>	1,033,802	656,046	789,010	(244,792)	132,964
<b>Net Transfers</b>	(30,000)	224,010	(37,331)	(7,331)	(261,341)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,369,304	1,897,715	2,676,781	307,477	779,066
<b>Other Benefits</b>	890,809	711,228	1,068,882	178,073	357,654
<b>Salaries &amp; Benefits:</b>	<b>3,260,113</b>	<b>2,608,943</b>	<b>3,745,663</b>	<b>485,550</b>	<b>1,136,720</b>
<b>FTE</b>	26.09		31.86	5.77	

**Significant Changes:**

Currently, Behavioral Health has approved full time employee (FTE) increases related to the creation of a new clinical services unit which will provide medical direction and support for the department that is general fund supported. There will be additional FTEs allocated to the domestic violence victims services, which will be supported by American Rescue Plan Act funding. An additional FTE will be assigned to medication assisted treatment within Pima County Adult Detention Center (PCADC), and will be funded by the Department of Justice grant.

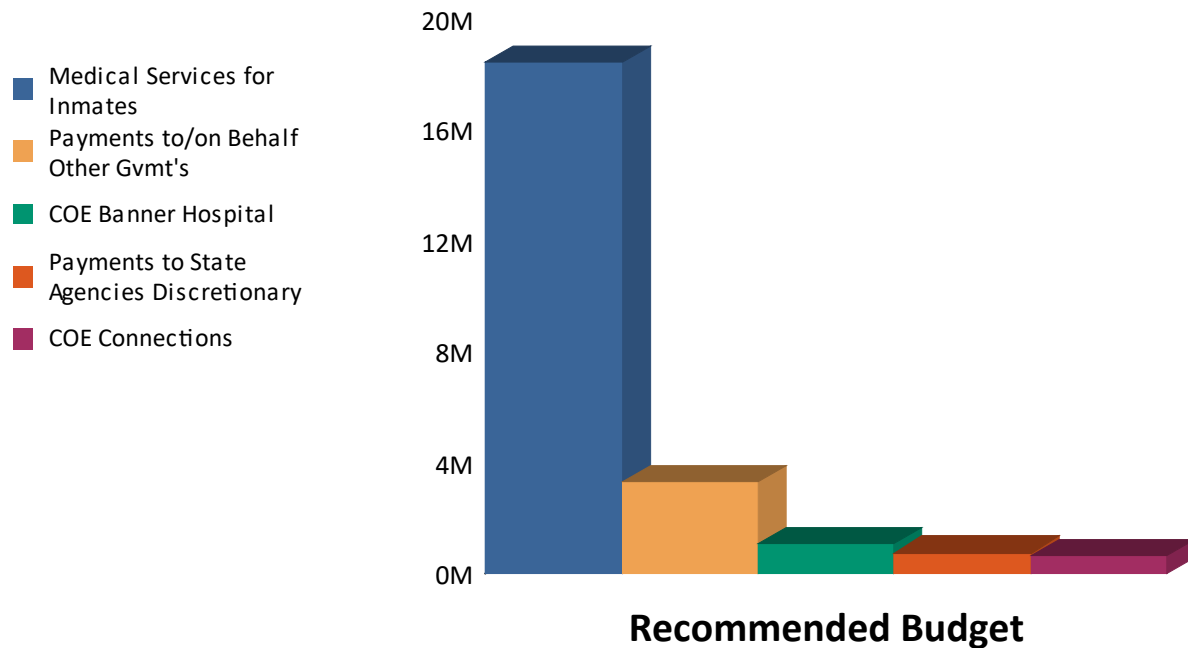
The Utilization and Claims Management program added a new provider, Connections, for court ordered evaluations (COE). Other COE provider budgets were reduced to partially offset the increase in costs. Contract increases for Victim Support Services & Discretionary is anticipated for Emerge Arizona Intimate Partner Risk Assessment Instrument System, Community Organization for Drug Abuse Control (CODAC), and Southern Arizona Childrens Advocacy Center. This is offset by decreasing the Transitional Housing and Job Training Support, which will be supported by the INVEST 2.0 plan. Software Maintenance and Support expenses increased due to hourly feature request costs for TechCare's electronic health record system, WLT software interface, and the Medication Assisted Treatment (MAT) Discharge plan that is utilized for County detainees and their medical claims. The INVEST Community Bridges Services general fund expenses was erroneously budgeted under Payments to Agencies in fiscal year 2022/23. This error was corrected for fiscal year 2023/24. The INVEST grant will be expiring in fiscal year 2023/24. A panoramic dental x-ray will be purchased for use at the adult detention center, with costs being homed in the Medical & Lab Equip-Capital. The decrease in Payments to State Agencies Discretionary is due to Arizona Health Care Cost Containment System (AHCCCS) adjusting the payment amount for fiscal year 2023/24 towards the Access to Professional Services Initiative. MAT Services budget decreased in fiscal year 2023/24 since these services are included in the NaphCare contract that became effective October 1st, 2022. The Medicated Assisted Treatment MAT Services amount budgeted will be for MAT expenses not covered under the contract.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
COE Connections	-	610,120	650,000	650,000
Victim Support Services - Discretionary	115,000	320,000	395,000	280,000
Software Maint & Support	326,261	125,385	497,061	170,800
Invest Community Bridges Services	351,920	531,181	446,481	94,561
Medical & Lab Equip - Capital	-	-	75,000	75,000
Payments to State Agencies Discretionary	1,000,000	1,746,168	750,820	(249,180)
Transitional Housing and Job Training Support	282,422	282,422	-	(282,422)
COE Palo Verde	508,177	237,013	215,688	(292,489)
Medicated Assisted Treatment MAT services	437,272	437,272	50,000	(387,272)
Payments To Agencies	446,481	2,000	-	(446,481)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,972,620	2,219,156	3,080,236	2,415,911	3,485,325
Operating Expenses	21,757,118	22,208,157	29,641,799	29,427,712	29,121,011
Capital Equipment > \$5,000	98,348	16,375	-	-	75,000
<b>Total Expenditures</b>	<b>23,828,086</b>	<b>24,443,688</b>	<b>32,722,035</b>	<b>31,843,623</b>	<b>32,681,336</b>
<b>Revenue</b>					
Revenue	216,529	141,294	359,000	110,066	85,843
<b>Total Revenues</b>	<b>216,529</b>	<b>141,294</b>	<b>359,000</b>	<b>110,066</b>	<b>85,843</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>
<b>Fund Impact</b>	<b>(23,611,557)</b>	<b>(24,302,394)</b>	<b>(32,463,035)</b>	<b>(31,833,557)</b>	<b>(32,695,493)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	91,055	129,538	179,877	193,032	260,338
Operating Expenses	40,449	232,541	566,820	676,958	406,964
<b>Total Expenditures</b>	<b>131,504</b>	<b>362,079</b>	<b>746,697</b>	<b>869,990</b>	<b>667,302</b>
<b>Revenue</b>					
Revenue	123,116	339,202	674,802	545,980	703,167
<b>Total Revenues</b>	<b>123,116</b>	<b>339,202</b>	<b>674,802</b>	<b>545,980</b>	<b>703,167</b>
<b>Net Transfers</b>	<b>(9,418)</b>	<b>(8,777)</b>	<b>70,000</b>	<b>324,010</b>	<b>62,669</b>
<b>Fund Impact</b>	<b>(17,806)</b>	<b>(31,654)</b>	<b>(1,895)</b>	<b>-</b>	<b>98,534</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Fund and administer the County's contributions to the state as well as other mandates. Contracts with community organizations for mandated forensic examination evidence collection and other crime victim support services. Administer the County's Intergovernmental Agreement (IGA) with Arizona Board of Regents (ABOR) for the lease and operation of Banner University Medical Center South Campus (BUMC South). Fund and administer the County's state match IGA with the Arizona Health Care Cost Containment System (AHCCCS) for the Access to Professional Services Initiative (APSI) which enhances graduate medical professional programs and expansion of access to necessary health care services in the community. Administer contracts to support justice involved population service and support initiatives.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	4,774,413	4,353,107	6,344,945	5,437,915
Revenue	635	31	-	-
FTE			6.00	6.00

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**Program: Clinical Services**

**Function:** Provide medical direction for the department, psychiatric treatment for RTC participants, and other clinical supports for the department clients.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	-	-	-	962,914

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

**Recommended Budget by Program**

**Program: Correctional Health**

**Function:** To fund and administer the contract for cost-effective, timely, and quality health, dental, and behavioral health care to detainees at PCADC and PCAJC, including the medication assisted treatment program.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	16,025,490	15,319,256	19,749,531	19,368,845
Revenue	27,603	51,939	40,000	5,000
FTE			2.63	2.63
<b>Grants</b>				
Expense	-	-	-	259,528
Revenue	-	-	-	289,075
Net Transfers	-	-	-	(29,547)
FTE			-	1.00

**Program: Invest BH**

**Function:** Reduce recidivism among previously incarcerated adults, with co-occurring substance use and mental health disorders, by assisting participants with a targeted set of screenings, interventions, and navigation to mainstream services that will sustain their recovery, wellness, and advancement over the long term.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	422,562	337,284	1,732,691	1,741,813
Net Transfers	-	-	(100,000)	(100,000)
FTE			2.46	4.23
<b>Grants</b>				
Expense	131,504	362,079	746,697	406,308
Revenue	123,116	339,202	674,802	414,092
Net Transfers	(9,418)	(8,777)	70,000	92,216
FTE			2.00	2.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Behavioral Health (BH)**

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**Recommended Budget by Program**

**Program: Restoration to Competency**

**Function:** To provide defendants comprehensive competency to stand trial restoration services who are court-ordered into the program in accordance with ARS 13-4512.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	738,152	858,432	1,325,175	1,319,856
Revenue	39,000	-	312,000	-
FTE			6.00	6.00

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**Program: Utilization Management & Claims**

**Function:** Fund and administer Pima County's responsibility related to payment for Arizona involuntary commitment statutes (ARS Title 36) and off-site healthcare services for Pima County Adult Detention Center (PCADC) detainees, Victims of Crime, and Restoration to Competency (RTC). Process Arizona Health Care Cost Containment System (AHCCCS) applications for hospitalized detainees.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,867,469	3,575,609	3,569,693	3,849,993
Revenue	149,291	89,324	7,000	80,843
FTE			7.00	7.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Behavioral Health (BH)

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Recommended Budget by Program

Program: Victim Services

**Function:** Pima County's Victim Services program connects domestic violence victims with community partners and licensed attorneys with specialized domestic violence experience to provide legal advice and/or representation, and navigation assistance with wrap-around services which can include food, shelter, job education, and medical aid.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	-	-	-	1,466
FTE			-	3.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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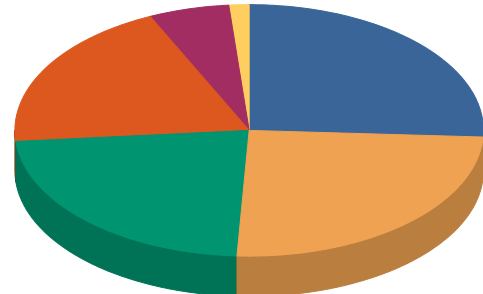
**Expenses**      53,088,471

**Revenues**    33,173,048

**FTEs**        423.69

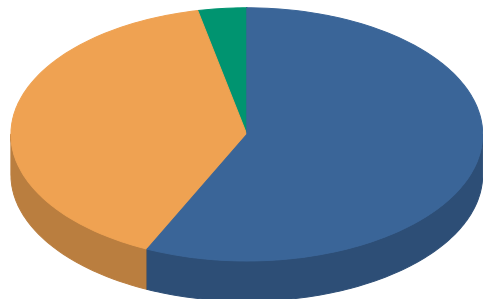
### Expenses By Program

■ Community Health Assurance & Assessment	25.93%
■ Foundational Services	24.95%
■ Community Outreach, Prevention, Education	22.73%
■ Clinical Services	19.47%
■ HD - Opioid Abatement	5.65%
■ Justice Reinvestment-Prop 207	1.27%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	56.97%
■ Operating Transfers In	39.67%
■ Fund Balance Support	3.36%
Total:	100.00%



#### Function Statement:

The role of the Health Department is to facilitate access to care for all Pima County residents; promote a safe, healthy, and prepared Pima County; stimulate collaboration across Pima County on issues of community health, safety, and well being; and grow and sustain a public health workforce that is prepared and knowledgeable.

#### Mandates:

Mandated services include sexually transmitted disease (STD) treatment, tuberculosis (TB) screening/ treatment (ARS 36-717), and immunizations (ARS 36-673); delegated services through the state of Arizona include Consumer Health & Food Safety (ADHS Delegation Agreement) and Vital Registration (ARS 36-324); COVID-19 related reporting requirements to the State for case reporting, testing and vaccination; Justice Reinvestment Fund driven activity (ARS 36-2850 et seq)

#### Major Departmental Issues:

The Health Department faces labor shortages while experiencing an increased demand for services. The department has resorted to using contracted staffing to provide services at times when it has been unable to hire. To compete in the labor market, the Health Department has begun to pay several Health professional classifications such as clinical staff and epidemiologists competitive wages after salary studies were conducted by HR. The cost of many goods and services procured by the department have also increased. While many services and personnel continue to be supported by grant funding, significant public health needs that contribute to significant mortality have not been addressed. In addition, there is a need to leverage lessons learned in emergency preparedness to ensure that Pima County is prepared for emerging public health threats. The department is looking to improve the capabilities of its workforce - with more than 60 percent of employees having worked at the department for less than two years - during fiscal year 2023/24 with the support of recent federal grant funding. The department is also looking to use space more efficiently through telework arrangements and alternative work schedules where appropriate to address existing space limitations.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	66,238,093	61,523,629	53,088,471	(13,149,622)	(8,435,158)
<b>Revenue</b>	50,314,234	53,572,217	33,173,048	(17,141,186)	(20,399,169)
<b>Net Transfers</b>	20,635,839	15,041,816	17,958,353	(2,677,486)	2,916,537

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	21,185,355	19,170,884	21,348,244	162,889	2,177,360
<b>Other Benefits</b>	7,804,747	6,618,056	7,857,613	52,866	1,239,557
<b>Salaries &amp; Benefits:</b>	<b>28,990,102</b>	<b>25,788,940</b>	<b>29,205,857</b>	<b>215,755</b>	<b>3,416,917</b>
<b>FTE</b>	436.71		423.69	(13.02)	

**Significant Changes:**

To meet the public health needs of Pima County residents, the department continues to seek external funding opportunities, particularly as many COVID-era grants end. The department has been awarded a 5-year \$11M grant to build workforce capacity to address community health needs. The department is also actively seeking grants so it can address unmet health needs.

The Health Department is modifying operations and services to respond to changing community needs. The department remains focused on providing testing, vaccinations, case investigations and contract tracing to address current and emerging health threats. Simultaneously, demand for other services is increasing as residents begin to address health needs neglected in recent years. The Health Department is placing increased emphasis on addressing health disparities to help ensure all residents have access to understandable information in addition to needed referrals and services to achieve optimal health. The Health Department is also identifying how it can more effectively engage residents in optimizing their health so they can better manage the next health crisis.

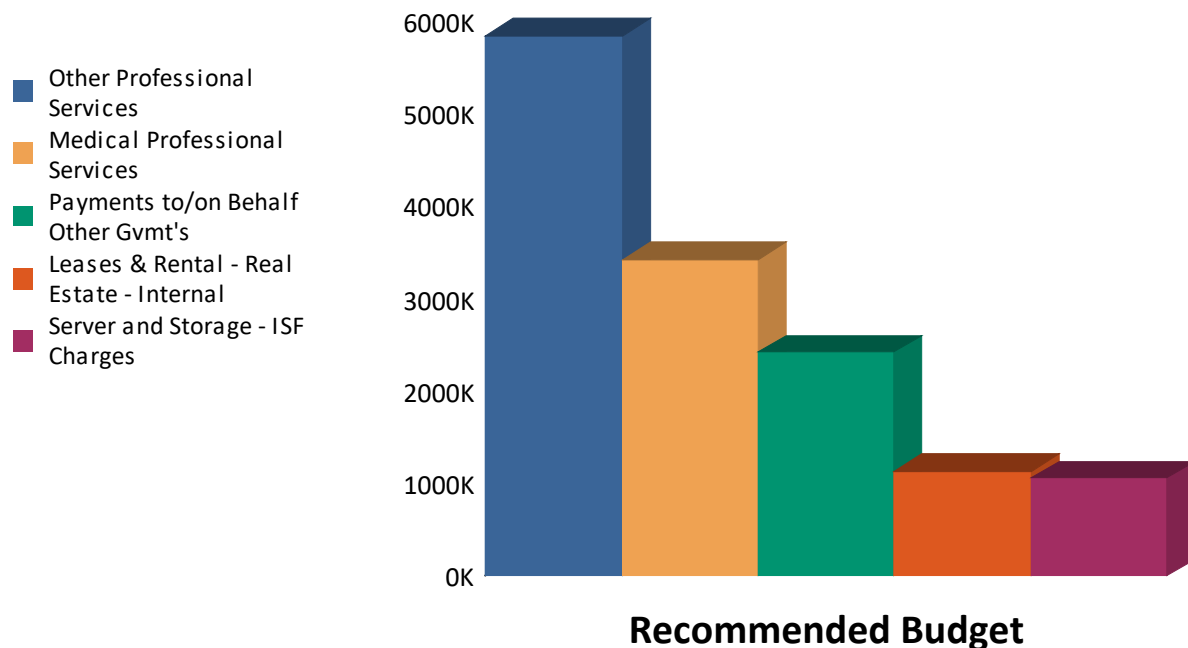
Despite increased prices for supplies and services, the department has limited related requests for additional funding. The largest requested increases are in the following categories: training, security, facility expenses, and liability/malpractice insurance.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Payments to/on Behalf Other Gvmt's	420,000	419,553	2,420,000	2,000,000
In State Training	180,205	210,526	588,112	407,907
Payments To Grant Sub Recipients	413,600	3,082,300	786,342	372,742
Out of State Training	66,585	53,156	397,408	330,823
General Liability Insurance Premiums	183,068	183,072	500,892	317,824
Motor Pool Charges	343,650	349,211	247,969	(95,681)
Postage & Freight	266,346	41,892	48,145	(218,201)
Medical Professional Services	7,352,632	8,788,844	3,429,964	(3,922,668)
Laboratory & X-ray Services	4,255,531	1,760,032	251,732	(4,003,799)
Other Professional Services	15,059,181	11,040,037	5,858,489	(9,200,692)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	6,945,796	9,848,820	14,221,655	13,095,346	13,929,863
Operating Expenses	29,816,300	13,118,843	30,280,951	26,989,756	13,484,498
Capital Equipment > \$5,000	89,436	-	23,000	-	-
<b>Total Expenditures</b>	<b>36,851,532</b>	<b>22,967,663</b>	<b>44,525,606</b>	<b>40,085,102</b>	<b>27,414,361</b>
<b>Revenue</b>					
Revenue	11,713,653	31,740,293	44,395,589	47,329,867	26,797,596
<b>Total Revenues</b>	<b>11,713,653</b>	<b>31,740,293</b>	<b>44,395,589</b>	<b>47,329,867</b>	<b>26,797,596</b>
<b>Net Transfers</b>	<b>137,579</b>	<b>(785,101)</b>	<b>5,327,522</b>	<b>(1,357,316)</b>	<b>572,518</b>
<b>Fund Impact</b>	<b>(25,000,300)</b>	<b>7,987,529</b>	<b>5,197,505</b>	<b>5,887,449</b>	<b>(44,247)</b>
<b>Public Health Fund</b>					
<b>Expense</b>					
Personnel Services	8,509,567	12,159,184	14,768,447	12,693,594	15,275,994
Operating Expenses	12,589,657	7,350,195	6,944,040	8,628,268	10,398,116
Capital Equipment > \$5,000	-	-	-	116,665	-
Bad Debt Expenses	606	965	-	-	-
<b>Total Expenditures</b>	<b>21,099,830</b>	<b>19,510,344</b>	<b>21,712,487</b>	<b>21,438,527</b>	<b>25,674,110</b>
<b>Revenue</b>					
Revenue	4,980,822	6,446,732	5,918,645	6,242,350	6,375,452
<b>Total Revenues</b>	<b>4,980,822</b>	<b>6,446,732</b>	<b>5,918,645</b>	<b>6,242,350</b>	<b>6,375,452</b>
<b>Net Transfers</b>	<b>6,745,068</b>	<b>11,083,237</b>	<b>15,308,317</b>	<b>16,399,132</b>	<b>17,385,835</b>
<b>Fund Impact</b>	<b>(9,373,940)</b>	<b>(1,980,375)</b>	<b>(485,525)</b>	<b>1,202,955</b>	<b>(1,912,823)</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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**Recommended Budget by Program**

**Program: Clinical Services**

**Function:** The primary goal of the Clinical Services Program is to prevent infectious and chronic diseases in Pima County. Disease prevention and education strategies, direct clinical services, disease investigation, referral services and community collaboration are all tools used to accomplish this goal. Specific clinical services provided to the community include vaccinations for children and adults, youth oral health screening and treatments, reproductive and sexual health services, and State-mandated tuberculosis diagnosis and treatment. Physicians, nurse practitioners, nurses, and medical assistants deliver direct clinical services at four permanent clinics, mobile units at schools, libraries, special events, and other remote locations. The Health Department uses specially designed and retrofitted recreational vehicles and vans to provide oral health screenings, fluoride, and sealant treatments at elementary schools, and medical screenings in high schools, as well as testing and treatment and education services at community outreach events throughout the year. Primary funding sources include direct service revenue, grants, and general fund support. Grant funding includes agency, state, and federally originated awards.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	2,394,005	8,261,115	11,300,734	3,863,509
Revenue	2,163,207	2,306,335	10,839,667	2,230,392
Net Transfers	333,699	383,150	362,452	1,472,362
FTE			23.45	20.48
<b>Public Health</b>				
Expense	3,411,676	5,459,284	5,742,971	6,471,824
Revenue	572,945	1,122,247	598,162	650,200
Net Transfers	(427,694)	(640,526)	(758,149)	(1,568,077)
FTE			70.35	67.60

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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**Recommended Budget by Program**

**Program: Community Health Assurance & Assessment**

**Function:** The Community Health Assurance & Assessment programs work to protect the public from the threat of illness or injury, prepare for and limit the impact of public health emergencies, and provide vital records services to the residents of Pima County. This includes the Consumer Health and Food Safety, Epidemiology, Public Health Emergency Preparedness, and Vital Records programs. Consumer Health and Food Safety is responsible for limiting the incidence and spread of food and vector-borne illness in food establishments, recreational water facilities, commercial lodging and other licensed facilities. Specific duties include educating establishments on necessary food safety rules, providing facility plan review, inspecting food preparation areas, and monitoring public recreational pools and splash pads all help minimize the risk of disease and keep Pima County safe. The staff of the Epidemiology program are responsible for investigating cases of infectious diseases in Pima County and working with those individuals impacted by these diseases to connect them to care, monitor progress, and limit the potential spread of the disease. This includes performing contact tracing, data analysis, field investigation, and case management. Public Health Emergency Preparedness is a primarily grant-funded program with the intent of increasing community readiness for public health emergencies. Such emergencies can be disease driven, such as the COVID-19 pandemic, or tied to natural or manmade disasters. This program provides coordination and training for community agencies, leadership in the event of actual emergencies, and collaborates regularly with local, state, and federal emergency agencies. Vital Records provides timely, accurate, certified birth and death certificates to members of the public as well as regional businesses, a necessary and mandated service for school registration, public identification such as licenses or passports, and necessary documentation for end of life needs. The Health Department delivers this service in a fashion that maintains security of essential documents and limits potential for fraud while providing fast service to county residents and mortuaries.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	15,025,810	2,839,598	10,055,831	8,117,007
Revenue	2,770,823	8,960,279	10,191,245	8,543,853
Net Transfers	(154,842)	(546,339)	5,670,321	(426,846)
FTE			40.00	47.00
<b>Public Health</b>				
Expense	12,150,896	6,178,966	5,486,658	5,647,900
Revenue	4,096,330	4,596,648	4,805,483	5,047,252
Net Transfers	(82,408)	(326,245)	(73,495)	(364,342)
FTE			101.00	104.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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**Recommended Budget by Program**

**Program: Community Outreach, Prevention, Education**

**Function:** The Community Outreach, Prevention, and Education (COPE) programs engage Pima County residents in public health services where they live, learn, work, play, and pray. Through primarily grant-funded programs, COPE staff engage and empower the community and focus on preventative programs and initiatives that create policy, systems, and environmental change. COPE programs promote and advance health equity by working to reduce disparities such as access to care, healthy food, safe neighborhoods and living conditions, and other social determinants of health. This division is the spearhead of the equity and health literacy efforts of the department, and the primary focus and guiding principle of this division and all activities conducted in these programs. Major areas of focus include child development and nutrition, tobacco and chronic disease prevention, mental health and substance abuse mitigation, and school based activity programs. Child development and nutrition programs include Women, Infants, and Children (WIC), a long standing initiative to provide healthy food to needy families, maternal-child health home visitation, multiple phases of the State-sponsored First Things First program, and child-care health consultants who work with regional child care centers to support healthy conditions, activities, and nutrition for pre-school aged community members. Tobacco and chronic disease programs work to prevent access and use of tobacco and related products by underage teens and children, provide cessation support for adults, and create healthier workplaces, schools, and multi-unit living communities. State-funded programs support inspection and compliance services for tobacco retailers and assist local businesses in maintaining adherence to State tobacco laws. Chronic disease programming aims to remove obstacles to healthy living, increase care access for individuals with chronic disease, and promote healthy behaviors. Mental health and substance abuse work to reduce overdose fatalities, decrease substance misuse, and minimize the impact of opioids through education and community based services to strengthen families and communities. This includes prescription drug overdose programming as well. School based activity programs include coordinated school health, a comprehensive initiative that provides schools with support in creating healthy menus, curricula that promote physical activity, and active recess programs. The bicycle-pedestrian safety program encourages youth and adults to safely bicycle and walk, promoting safety measures and advocacy that mitigate risk while decreasing the bicycle and pedestrian fatality rate in Pima County.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	6,653,930	7,182,395	12,134,695	10,792,179
Revenue	6,628,985	6,484,208	11,936,379	11,098,574
Net Transfers	(30,693)	(549,118)	(302,360)	(189,887)
FTE			100.21	94.91
<b>Public Health</b>				
Expense	747,441	1,040,500	1,774,094	1,273,683
Revenue	4,953	50,809	-	-
Net Transfers	(289,871)	82,982	(613,802)	(613,802)
FTE			15.70	10.70

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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**Recommended Budget by Program**

**Program: Foundational Services**

**Function:** The Foundational Services provides support and enhancement services for the rest of the Health Department. Through organizational development, strategic planning and accreditation, performance management and quality improvement, public health data services, and consolidated business operations, these programs support the outward facing Health divisions and prepare staff and programs alike to be better able to provide Pima County residents with professional, effective public health services. Organizational development develops, implements, and tracks employee and workforce development curricula, including trainings and professional development opportunities. This program also collaborates with local and national organizations to advance Pima County as an academic health department, coordinating internships, and maintaining the Health Department as the public health leader in Pima County. Strategic planning and accreditation focuses on identifying community health needs, prioritizing public health focus areas, and guiding development of the Pima County Health Department strategic plan. Using established tools such as the Community Health Needs Assessment, surveys and interviews, and nationally accepted public health guidance, this program helps direct the future of the department in a coherent and sustained fashion. Through directed review and reporting, this program also coordinates the Public Health Accreditation process, maintaining the standards necessary to be certified as a high-performing public health department. Performance management and quality improvement provides resources to review and assess the ability of Health Department programs to efficiently and effectively deliver quality public health services. A plan-do-check approach guides multiple quality improvement projects and fosters a collaborative environment to keep Health Department programs on a continuous cycle of improvement. Public Health Data Services provides professional health data expertise to the department, supporting epidemiologists, and business analysts to empower departmental leadership in making data-informed decisions. Consolidated business operations provides the budgetary, fiscal, and logistical support to maintain Health Department programs. In addition to processing accounts payable and receivable, collaborating with Finance to develop and monitor departmental budgets, and providing coordinated oversight of department contracts and grants, this program includes warehouse and supply distribution, motor pool and information technology coordinators, and Health contracts.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	12,777,787	4,684,555	11,034,346	4,641,666
Revenue	150,638	13,989,471	11,428,298	4,924,777
Net Transfers	(10,585)	(72,794)	(402,891)	(283,111)
FTE			28.00	23.00
<b>Public Health</b>				
Expense	4,789,817	6,831,594	8,708,764	8,605,703
Revenue	306,594	4,638	515,000	3,000
Net Transfers	7,545,041	11,967,026	16,753,763	16,932,056
FTE			58.00	56.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Health (HD)**

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**Recommended Budget by Program**

**Program: HD - Opioid Abatement**

**Function:** The primary goal of the Opioid Abatement Program is to prevent and mitigate the harms caused by opioid misuse in Pima County. Funding for this program is based on revenue received from legal settlements from pharmaceutical companies and distributors to mitigate harm caused by the opioid epidemic. The program provides an opportunity for the department to strengthen its current efforts to address substance misuse and effectively award and distribute settlement funding to the community to meet prioritized needs identified by the Board of Health and approved by the Board of Supervisors that are permissible within the guidelines set forth in the settlement agreement itself.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Public Health</b>				
Expense	-	-	-	3,000,000
Net Transfers	-	-	-	3,000,000

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**Program: Justice Reinvestment-Prop 207**

**Function:** The Pima County Health Department will address the specific behavioral health and substance misuse needs of youth. These programs and initiatives would build on existing programming by the County Health Department that have addressed the behavioral health needs of youth through partnerships with schools and the community, with special emphasis placed on addressing the needs of youth in communities with high rates of incarceration or arrest.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Public Health</b>				
Expense	-	-	-	675,000
Revenue	-	672,390	-	675,000

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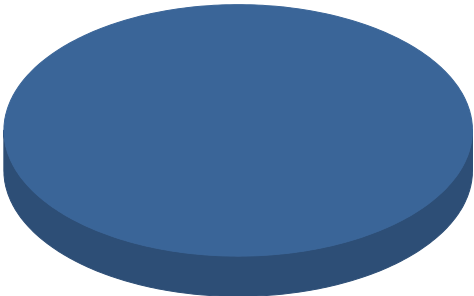
DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Medical Examiner (FSC)

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Expenses	<u>5,327,224</u>	Revenues	<u>1,485,000</u>	FTEs	<u>40.00</u>
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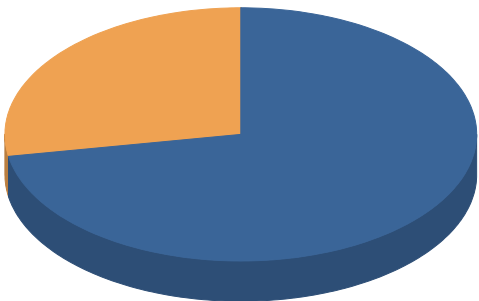
Expenses By Program

■ Medical Examiner	100.00%
Total:	100.00%



Sources of All Funding

■ General Fund Support	72.15%
■ Department Revenue	27.85%
Total:	100.00%



Function Statement:

Perform death investigations regarding individuals whose deaths fall under the jurisdiction of the Office of the Medical Examiner-Forensic Science Center as mandated by ARS 11-591, et seq.

Mandates:

Perform death investigations regarding individuals whose deaths fall under the jurisdiction of the Office of the Medical Examiner-Forensic Science Center as mandated by ARS 11-591, et seq.

Major Departmental Issues:

Recruitment and retention initiatives to remain competitive for forensic pathologists and staff for a Medical Examiner facility while faced with a well defined national shortage of qualified candidates may impact future budget considerations.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Medical Examiner (FSC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	5,387,873	5,144,569	5,327,224	(60,649)	182,655
<b>Revenue</b>	1,485,000	1,523,850	1,485,000	-	(38,850)
<b>Net Transfers</b>	-	-	-	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	3,356,744	3,194,341	3,239,074	(117,670)	44,733
<b>Other Benefits</b>	1,057,425	1,023,845	1,044,114	(13,311)	20,269
<b>Salaries &amp; Benefits:</b>	<b>4,414,169</b>	<b>4,218,186</b>	<b>4,283,188</b>	<b>(130,981)</b>	<b>65,002</b>
<b>FTE</b>	41.00		40.00	(1.00)	

**Significant Changes:**

The Office of the Medical Examiner is preparing to move into a new facility and will be budgeting for a new PCN for an Indigent Interment Program Manager.

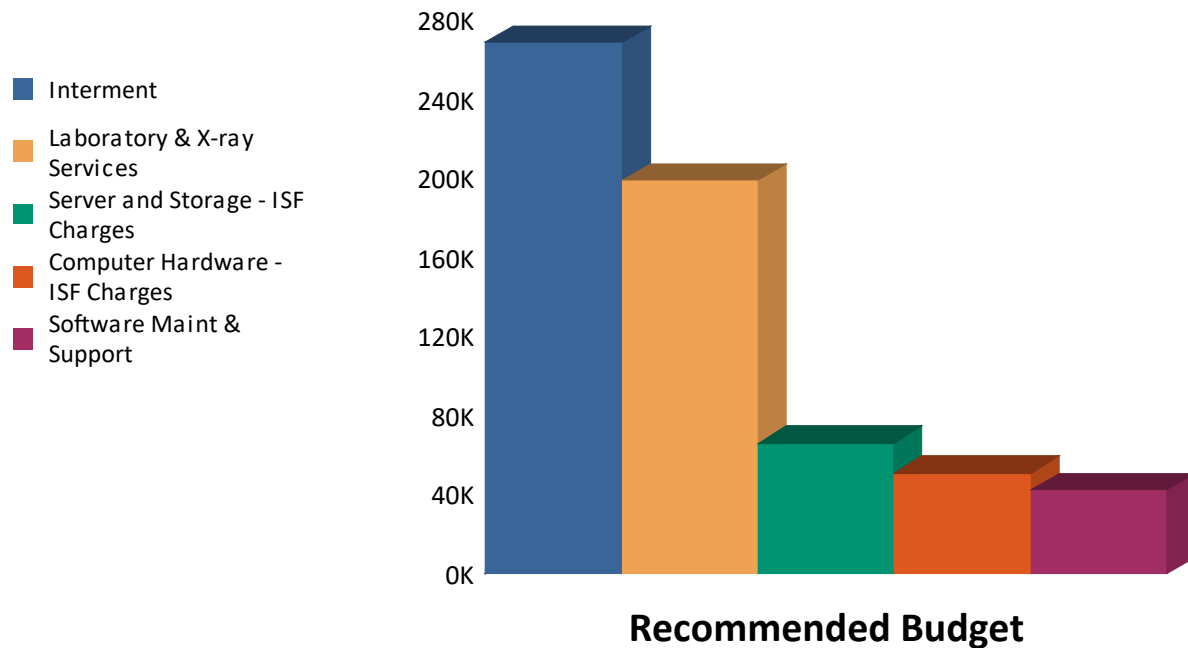


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Medical Examiner (FSC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Interment	153,433	213,735	268,892	115,459
R&M-Machinery & Equipment Services	19,180	25,000	37,180	18,000
Laboratory & X-ray Services	190,000	190,000	199,000	9,000
Janitorial Services	10,290	9,000	15,700	5,410
Dues and Memberships	24,080	20,118	29,380	5,300
Software Maint & Support	46,660	51,230	42,520	(4,140)
Motor Pool Charges	30,372	36,497	21,744	(8,628)
Clothing, Uniforms, & Safety Apparel	26,150	20,000	15,150	(11,000)
Medical & Lab Supplies	60,409	51,000	37,800	(22,609)
Fuel & Oil	41,100	-	5,000	(36,100)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Medical Examiner (FSC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	3,603,874	3,972,558	4,414,169	4,218,186	4,283,188
Operating Expenses	840,862	840,656	908,704	890,083	979,036
Capital Equipment > \$5,000	51,183	-	-	7,500	-
<b>Total Expenditures</b>	<b>4,495,919</b>	<b>4,813,214</b>	<b>5,322,873</b>	<b>5,115,769</b>	<b>5,262,224</b>
<b>Revenue</b>					
Revenue	1,659,963	1,708,165	1,414,500	1,469,600	1,414,500
<b>Total Revenues</b>	<b>1,659,963</b>	<b>1,708,165</b>	<b>1,414,500</b>	<b>1,469,600</b>	<b>1,414,500</b>
<b>Net Transfers</b>	<b>84</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(2,835,872)</b>	<b>(3,105,049)</b>	<b>(3,908,373)</b>	<b>(3,646,169)</b>	<b>(3,847,724)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	11,586	-	-	-	-
Operating Expenses	70,985	19,648	-	-	-
<b>Total Expenditures</b>	<b>82,571</b>	<b>19,648</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
Revenue	125,489	19,648	-	-	-
<b>Total Revenues</b>	<b>125,489</b>	<b>19,648</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>42,918</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Operating Expenses	4,800	19,121	65,000	28,800	65,000
<b>Total Expenditures</b>	<b>4,800</b>	<b>19,121</b>	<b>65,000</b>	<b>28,800</b>	<b>65,000</b>
<b>Revenue</b>					
Revenue	42,010	52,151	70,500	54,250	70,500
<b>Total Revenues</b>	<b>42,010</b>	<b>52,151</b>	<b>70,500</b>	<b>54,250</b>	<b>70,500</b>
<b>Fund Impact</b>	<b>37,210</b>	<b>33,030</b>	<b>5,500</b>	<b>25,450</b>	<b>5,500</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Medical Examiner (FSC)**

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**Recommended Budget by Program**

**Program: Medical Examiner**

**Function:** Perform investigations regarding individuals whose deaths are under the jurisdiction of the Office of the Medical Examiner as mandated by ARS Title 11, Chapter 3, Article 12: County Medical Examiner.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	4,495,919	4,813,214	5,322,873	5,262,224
Revenue	1,659,963	1,708,165	1,414,500	1,414,500
Net Transfers	84	-	-	-
FTE			41.00	40.00
<b>Grants</b>				
Expense	82,571	19,648	-	-
Revenue	125,489	19,648	-	-
<b>Other Special Revenue</b>				
Expense	4,800	19,121	65,000	65,000
Revenue	42,010	52,151	70,500	70,500

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Pima Animal Care (PAC)**

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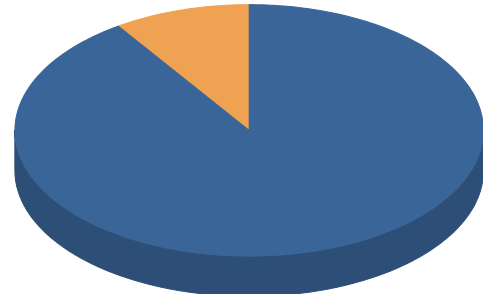
**Expenses**      13,768,676

**Revenues**      1,582,019

**FTEs**      134.20

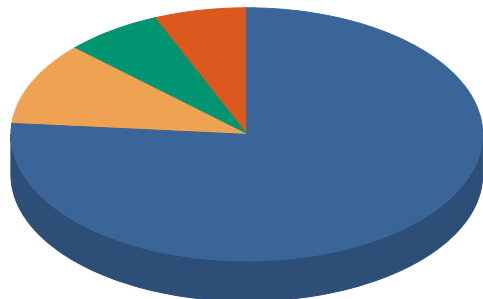
### Expenses By Program

■ Pima Animal Care Operations	90.44%
■ Pima Animal Care Pets & People Support	9.56%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	76.33%
■ Department Revenue	10.75%
■ Operating Transfers In	6.48%
■ Fund Balance Support	6.44%
Total:	100.00%



#### Function Statement:

The primary function of Pima Animal Care is to protect people and animals through enforcement of animal welfare and cruelty laws and ordinances, and to shelter animals in need. It is also to improve public health and safety through the promotion of pet adoption, education in the proper care and training of pets, and keeping pets with their families.

#### Mandates:

ARS Title 11, Chapter 7: Intergovernmental Operations,; Article 6: Animal Control; Pima County Code, Title 6: Animals, Title 8: Health and Safety

#### Major Departmental Issues:

Pima Animal Care (PAC) anticipates the continued impact of COVID, housing security, and economic inflation within the community to increase the number of pets being surrendered or abandoned. PAC also anticipates that there will continue to be consistently high census numbers at the shelter, even through the fall and winter months that normally see a drop in shelter population, resulting in increases in the costs of shelter cleaning services and veterinary services. Crowded conditions in the shelter routinely lead to disease outbreak causing increases in costs for testing supplies and services, medications, outside veterinary services and off-site boarding. PAC continues to experience staffing challenges with a significantly high employee turnover rate, causing the use of more resources for recruiting, hiring and training new employees.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Pima Animal Care (PAC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	14,058,229	12,931,528	13,768,676	(289,553)	837,148
<b>Revenue</b>	2,302,418	3,553,240	1,582,019	(720,399)	(1,971,221)
<b>Net Transfers</b>	-	1,423,282	-	-	(1,423,282)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	6,533,357	5,775,662	5,986,574	(546,783)	210,912
<b>Other Benefits</b>	2,504,453	2,307,324	2,200,122	(304,331)	(107,202)
<b>Salaries &amp; Benefits:</b>	<b>9,037,810</b>	<b>8,082,986</b>	<b>8,186,696</b>	<b>(851,114)</b>	<b>103,710</b>
<b>FTE</b>	137.50		134.20	(3.30)	

**Significant Changes:**

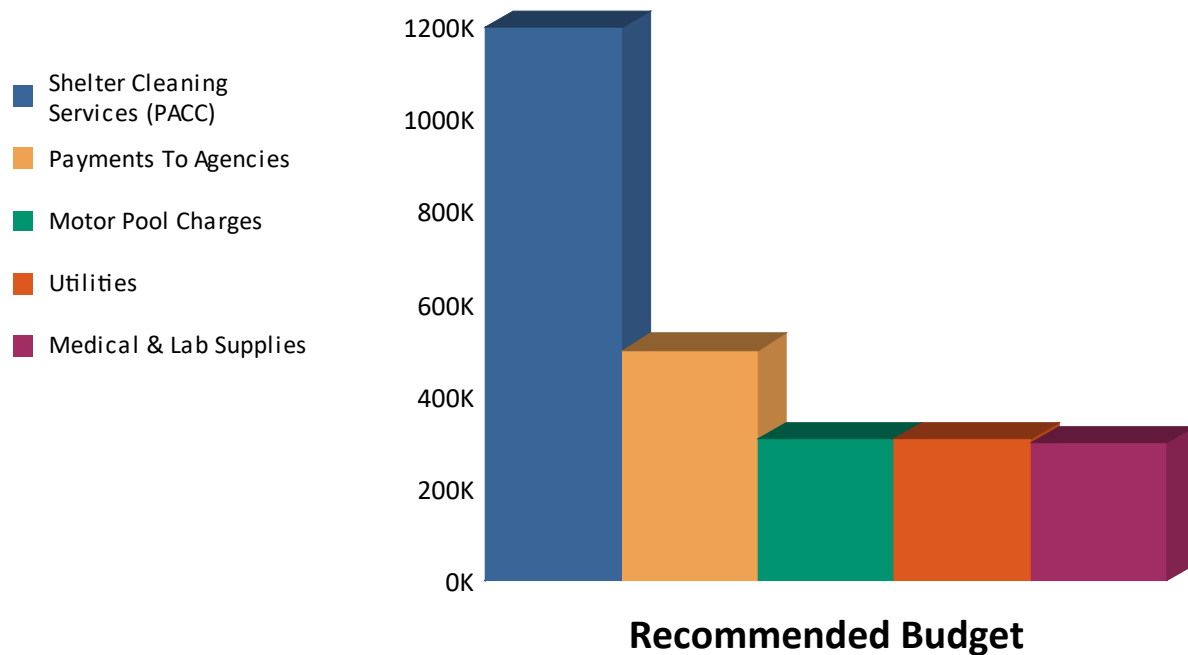
Shelter cleaning services are increased from fiscal year 2022/23 due to the cleaning contract expanding to cover the cleaning of additional kennels and the contract amount being increased. Veterinary testing supplies, medications and vaccinations are increased due to overall economic inflation and a consistently large animal population, especially in large dogs, that require more resources. Additionally, because of overcrowding, The department expects to see increases in contagious disease that require larger numbers of medications, veterinary supplies, testing supplies and outside veterinary services. Fleet maintenance costs are increased due to a new mobile unit for Outreach and Adoptions that was recently placed into operation and an expected new mobile unit for Veterinary Services that will be placed into operation during fiscal year 2023/24. While the dog census at Pima Animal Care remains very high, especially for large dogs, the pet food and cat litter budget categories are reduced due to a decreased cat population and cat food being more expensive than dog food. General janitorial services are also reduced because the rodent abatement during fiscal year 2022/23 has been successful. Advertising services are increased in an effort to attract qualified candidates and keep vacancy rates to a minimum.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Pima Animal Care (PAC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Shelter Cleaning Services (PACC)	964,220	1,200,000	1,200,000	235,780
R&M Building Services	10,000	2,500	185,000	175,000
Emergency Veterinary Services (PACC)	42,000	50,000	130,000	88,000
Motor Pool Charges	254,920	324,256	307,314	52,394
Veterinary Med Testing & Supply (PACC)	200,000	145,000	250,000	50,000
Animal Litter (PACC)	20,000	10,000	9,000	(11,000)
Shelter Cleaning Supplies (PACC)	283,023	212,000	267,297	(15,726)
Janitorial Services	67,500	50,000	50,000	(17,500)
Server and Storage - ISF Charges	281,973	281,976	261,203	(20,770)
Animal Food (PACC)	277,250	180,000	125,000	(152,250)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Pima Animal Care (PAC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	5,255,962	5,939,504	7,451,344	6,669,693	6,927,790
Operating Expenses	4,835,613	5,268,529	5,013,419	4,846,853	5,524,980
Bad Debt Expenses	872	127	1,000	-	-
<b>Total Expenditures</b>	<b>10,092,447</b>	<b>11,208,160</b>	<b>12,465,763</b>	<b>11,516,546</b>	<b>12,452,770</b>
<b>Revenue</b>					
Revenue	8,067,375	7,233,060	1,958,154	1,281,810	1,214,425
<b>Total Revenues</b>	<b>8,067,375</b>	<b>7,233,060</b>	<b>1,958,154</b>	<b>1,281,810</b>	<b>1,214,425</b>
<b>Net Transfers</b>	<b>18,623</b>	<b>-</b>	<b>476,573</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(2,006,449)</b>	<b>(3,975,100)</b>	<b>(10,031,036)</b>	<b>(10,234,736)</b>	<b>(11,238,345)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	745,532	695,556	1,586,466	1,413,293	1,258,906
Operating Expenses	89,138	68,367	6,000	1,689	57,000
<b>Total Expenditures</b>	<b>834,670</b>	<b>763,923</b>	<b>1,592,466</b>	<b>1,414,982</b>	<b>1,315,906</b>
<b>Revenue</b>					
Revenue	598,593	644,371	339,064	161,579	362,394
<b>Total Revenues</b>	<b>598,593</b>	<b>644,371</b>	<b>339,064</b>	<b>161,579</b>	<b>362,394</b>
<b>Net Transfers</b>	<b>241,531</b>	<b>308,478</b>	<b>1,606,275</b>	<b>1,606,275</b>	<b>953,512</b>
<b>Fund Impact</b>	<b>5,454</b>	<b>188,926</b>	<b>352,873</b>	<b>352,872</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
Revenue	486,310	1,335,596	5,200	2,109,851	5,200
<b>Total Revenues</b>	<b>486,310</b>	<b>1,335,596</b>	<b>5,200</b>	<b>2,109,851</b>	<b>5,200</b>
<b>Net Transfers</b>	<b>307,154</b>	<b>(308,478)</b>	<b>(2,082,848)</b>	<b>(182,993)</b>	<b>(953,512)</b>
<b>Fund Impact</b>	<b>793,464</b>	<b>1,027,118</b>	<b>(2,077,648)</b>	<b>1,926,858</b>	<b>(948,312)</b>



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Pima Animal Care (PAC)

	Recommended Budget by Fund				
	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
<b>Public Health Fund</b>					
<b>Expense</b>					
<b>Total Expenditures</b>	-	-	-	-	-
<b>Revenue</b>					
Revenue	4	-	-	-	-
<b>Total Revenues</b>	4	-	-	-	-
<b>Net Transfers</b>	(548,686)	-	-	-	-
<b>Fund Impact</b>	(548,682)	-	-	-	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Pima Animal Care (PAC)**

**Recommended Budget by Program**

**Program: Pima Animal Care Operations**

**Function:** Protect the health and safety of pets and people in Pima County through education, support, and the enforcement of local laws and ordinances. Provide sheltering and homing services for stray, surrendered, and community pets.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	10,092,447	11,208,160	12,465,763	12,452,770
Revenue	8,067,375	7,233,060	1,958,154	1,214,425
Net Transfers	18,623	-	476,573	-
FTE			111.00	110.00

**Program: Pima Animal Care Pets & People Support**

**Function:** Through partnerships with grantors, augment current programs to enhance customer service, animal enrichment, and live outcome options for pets.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	834,670	763,923	1,592,466	1,315,906
Revenue	598,593	644,371	339,064	362,394
Net Transfers	241,531	308,478	1,606,275	953,512
FTE			26.50	24.20
<b>Public Health</b>				
Revenue	4	-	-	-
Net Transfers	(548,686)	-	-	-

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Pima Animal Care (PAC)

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Recommended Budget by Program

Program: Pima Animal Care-Donations

**Function:** Utilize earned interest generated from gifts or bequests to Pima Animal Care (PAC) in a complimentary and non-supplant manner to existing PAC operations with a focus on the support of pets in Pima County, and outside of the shelter facility.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Special Revenue</b>				
Revenue	486,310	1,335,596	5,200	5,200
Net Transfers	307,154	(308,478)	(2,082,848)	(953,512)

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

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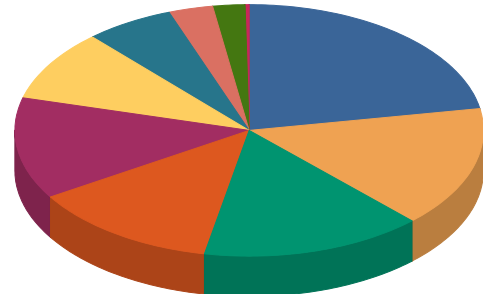
**Expenses**      14,108,268

**Revenues**      2,532,393

**FTEs**      184.00

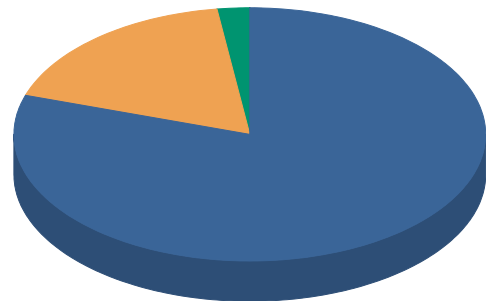
### Expenses By Program

■ Courtroom Services	22.12%
■ Records Retention	15.73%
■ Juvenile Services	15.19%
■ Administration	13.13%
■ Civil Services	13.05%
■ Financial Services	9.24%
■ Criminal Services	5.98%
■ Probate Services	3.11%
■ Information Technology	2.20%
■ Pima County Clerk of the Superior Court--Grants	0.25%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	79.91%
■ Department Revenue	17.95%
■ Fund Balance Support	2.14%
Total:	100.00%



#### Function Statement:

Maintain and hold accessible for the public and the court all Pima County division records of the Superior Court. Assist the public and all parties dealing with the court system. Establish, execute, and administer policies and procedures in compliance with the statutes of the state of Arizona and the Judicial Merit System. Coordinate the prompt and orderly disposition of the business of the court with the presiding judge and court administrator. Collect and disburse fees. Monitor the department's revenues and expenditures. Provide clerk services during trials and other proceedings. Receive, record, and disburse all court ordered payments of child support, spousal maintenance, and special paternity. Maintain permanent civil, probate, criminal, and child support case files.

#### Mandates:

ARS Title 12, Chapter 2, Article 8: Clerk of the Superior Court

#### Major Departmental Issues:

The consolidation of the Clerk of the Superior Court's (CC) Information Technology Unit by Pima County's Superior Court department, including all associated positions and funding. CC also continues to experience ongoing recruitment and retention issues, as well as dealing with physical infrastructure and building limitations.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	13,591,637	12,702,157	14,108,268	516,631	1,406,111
<b>Revenue</b>	2,474,670	3,141,566	2,532,393	57,723	(609,173)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	8,660,260	7,493,731	7,909,426	(750,834)	415,695
<b>Other Benefits</b>	3,525,603	2,974,325	3,392,968	(132,635)	418,643
<b>Salaries &amp; Benefits:</b>	<b>12,185,863</b>	<b>10,468,056</b>	<b>11,302,394</b>	<b>(883,469)</b>	<b>834,338</b>
<b>FTE</b>	191.88		184.00	(7.88)	

**Significant Changes:**

The increase in office machines and computers is due to planned technology projects and updating of equipment. In addition, antiquated office furnishings and obsolete printers/copiers that no longer can be repaired, or are no longer compatible with the network, will have to be replaced.

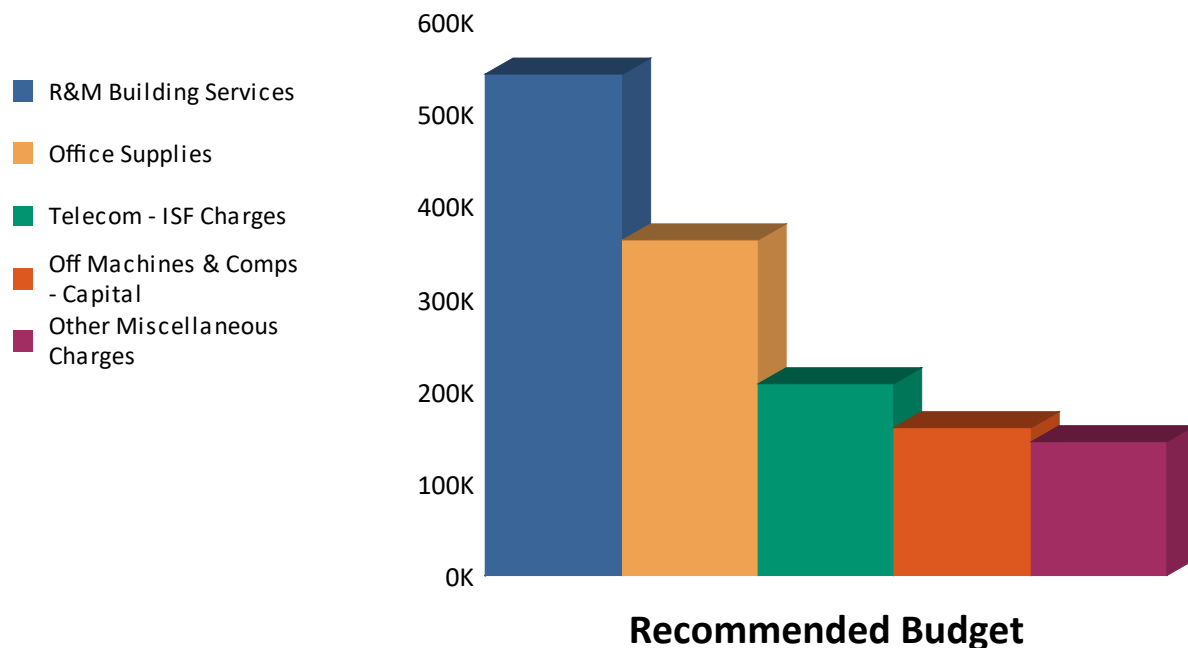
Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
R&M Building Services	50,000	453,879	544,100	494,100
Office Supplies	71,288	133,500	364,301	293,013
Server and Storage - ISF Charges	-	-	142,593	142,593
Repair & Maintenance Supplies	6,200	2,000	121,767	115,567
Other Operation Supplies	250	250	73,000	72,750
Capital Lease Interest Payment	4,000	-	-	(4,000)
Other Professional Services	115,800	130,000	100,749	(15,051)
Other Mach & Equip - Capital	50,000	-	20,000	(30,000)
Telecom - ISF Charges	258,960	220,956	207,200	(51,760)
Capital Lease Principal Payment	60,000	-	-	(60,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	9,942,811	10,367,811	11,824,263	10,431,473	11,297,394
Bad Debt Expenses	580	-	-	-	-
Operating Expenses	690,092	758,081	731,774	992,605	1,740,274
<b>Total Expenditures</b>	<b>10,633,483</b>	<b>11,125,892</b>	<b>12,556,037</b>	<b>11,424,078</b>	<b>13,037,668</b>
<b>Revenue</b>					
Revenue	1,730,284	1,922,064	1,763,453	2,412,586	1,763,453
<b>Total Revenues</b>	<b>1,730,284</b>	<b>1,922,064</b>	<b>1,763,453</b>	<b>2,412,586</b>	<b>1,763,453</b>
<b>Fund Impact</b>	<b>(8,903,199)</b>	<b>(9,203,828)</b>	<b>(10,792,584)</b>	<b>(9,011,492)</b>	<b>(11,274,215)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	995	442	-	-	5,000
Operating Expenses	18,813	23,820	-	-	30,000
<b>Total Expenditures</b>	<b>19,808</b>	<b>24,262</b>	<b>-</b>	<b>-</b>	<b>35,000</b>
<b>Revenue</b>					
Revenue	29,000	12,283	-	-	35,000
<b>Total Revenues</b>	<b>29,000</b>	<b>12,283</b>	<b>-</b>	<b>-</b>	<b>35,000</b>
<b>Fund Impact</b>	<b>9,192</b>	<b>(11,979)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	447,471	302,918	361,600	36,583	-
Operating Expenses	240,132	214,762	474,000	1,021,496	855,600
Capital Equipment > \$5,000	247,307	136,021	200,000	220,000	180,000
<b>Total Expenditures</b>	<b>934,910</b>	<b>653,701</b>	<b>1,035,600</b>	<b>1,278,079</b>	<b>1,035,600</b>
<b>Revenue</b>					
Revenue	830,644	772,845	711,217	728,980	733,940
<b>Total Revenues</b>	<b>830,644</b>	<b>772,845</b>	<b>711,217</b>	<b>728,980</b>	<b>733,940</b>
<b>Fund Impact</b>	<b>(104,266)</b>	<b>119,144</b>	<b>(324,383)</b>	<b>(549,099)</b>	<b>(301,660)</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Provide administrative, managerial, and human resources support for all operations of the department. Provide quality, accessible, and streamlined court related services to the Superior Court, legal community, and the public by operating in an environment of accountability. Develop strong, open, and trusting partnerships within all elements of the judicial system which facilitate and exemplify government service.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	786,215	850,577	887,754	1,852,152
Revenue	1,331,872	1,615,722	1,425,267	1,423,353
FTE			7.00	9.00

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**Program: Civil Services**

**Function:** Process all civil filings and payments mandated by Arizona Revised Statutes.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,283,371	1,445,874	1,687,149	1,841,123
Revenue	-	120	-	-
FTE			30.00	33.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

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**Recommended Budget by Program**

**Program: Courtroom Services**

**Function:** Provide court related services for civil, domestic relations, probate, criminal, juvenile, and child support cases in litigation.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,488,666	2,529,000	3,111,983	3,121,218
FTE			49.00	48.00

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**Program: Criminal Services**

**Function:** Initiate cases, process payments and all criminal filings mandated by Arizona Revised Statutes.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	736,746	682,817	805,301	840,679
FTE			13.00	14.00
<b>Other Special Revenue</b>				
Expense	-	-	2,500	2,500
Revenue	1,333	1,152	647	1,100

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

**Recommended Budget by Program**

**Program: Financial Services**

**Function:** Provide financial services to both internal and external customers of the court. Develop and monitor the annual budget. Prepare financial statements. Supervise all financial systems, accounts payable, payroll processing, and records maintenance. Provide collection services in order to collect past due court-ordered assessments. Provide child support services for federal Title IV-D and non IV-D cases. Maintain and update records as needed, and assist the court in distributing wage assignments.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	951,126	1,012,867	1,082,082	1,249,416
Revenue	398,376	306,084	338,186	340,100
FTE			15.00	16.00
<b>Other Special Revenue</b>				
Expense	175,859	32,920	69,309	53,000
Revenue	64,860	47,783	47,981	48,840
FTE			1.00	-

**Program: Information Technology**

**Function:** In August of 2022, Clerk of the Superior Court's Information Technology division was transferred to Pima County Superior Court. The transfer includes nine FTEs, and all fiscal year 2022/23 General Fund budget authority.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	929,505	1,059,744	1,024,055	-
FTE			9.00	-
<b>Other Special Revenue</b>				
Expense	257,152	227,823	246,537	311,000
Revenue	228,784	230,225	204,312	217,000
FTE			3.00	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

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**Recommended Budget by Program**

**Program: Juvenile Services**

**Function:** Provide court related services to the judicial system and public concerning all juvenile related issues.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,725,014	1,765,132	2,054,306	2,143,184
Revenue	36	-	-	-
FTE			33.88	33.00

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**Program: Pima County Clerk of the Superior Court--Grants**

**Function:** Actively pursue any grant funding that becomes available from federal, state, and/or private sources that can be used to enhance the operations of the court.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	19,808	24,262	-	35,000
Revenue	29,000	12,283	-	35,000

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Clerk of the Superior Court (CC)**

**Recommended Budget by Program**

**Program: Probate Services**

**Function:** Oversee all probate cases, and all minor, adult guardian, and conservator cases. Perform data entry and maintain case management information for the wards of the court, including information relating to fiduciaries appointed by the court (information is utilized not only by Superior Court but also by the Supreme Court governing certified fiduciaries). Conduct various customer service functions, such as providing certified copies of wills, and letters of administration.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	385,737	470,673	437,019	438,829
FTE			7.00	7.00

**Program: Records Retention**

**Function:** Records Retention provides for the imaging, maintenance, storage, retrieval, and preservation of all court-related documents and case files either in paper or electronic format as mandated by State of Arizona statutes, rules, and guidelines. Additionally, provide information or reproduction of such files and documents to the public, the legal community, and court personnel.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,347,103	1,309,208	1,466,388	1,551,067
Revenue	-	138	-	-
FTE			23.00	24.00
<b>Other Special Revenue</b>				
Expense	501,899	392,958	717,254	669,100
Revenue	535,667	493,685	458,277	467,000
FTE			1.00	-

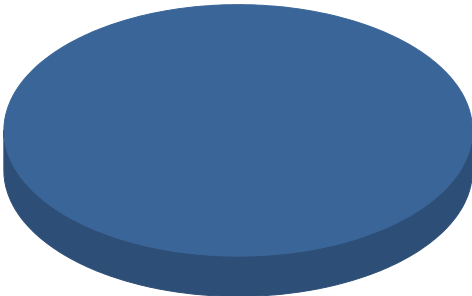
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Constables (CO)

Expenses      1,668,824      Revenues      283,000      FTEs      13.00

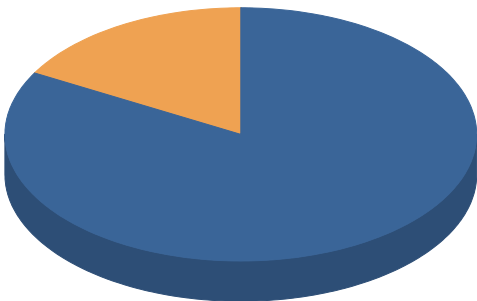
Expenses By Program

■ Constables 100.00%  
Total: 100.00%



Sources of All Funding

■ General Fund Support 83.04%  
■ Department Revenue 16.96%  
Total: 100.00%



Function Statement:

Act as Peace Officer for the Justice Courts. Serve criminal and civil summons. Evict tenants under writs of restitution. Collect debts on writs of execution. Serve restraining orders. Perform arrests and bring defendants to court on civil warrants.

Mandates:

Arizona Revised Statute (ARS) Title 22, Chapter 1, Article 1 Justice Precincts; ARS Title 22, Chapter 1, Article 3: Constables

Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Constables (CO)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	1,724,073	1,727,679	1,668,824	(55,249)	(58,855)
<b>Revenue</b>	318,000	319,984	283,000	(35,000)	(36,984)
<b>Net Transfers</b>	-	-	-	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	776,068	776,068	722,348	(53,720)	(53,720)
<b>Other Benefits</b>	581,184	581,484	599,367	18,183	17,883
<b>Salaries &amp; Benefits:</b>	<b>1,357,252</b>	<b>1,357,552</b>	<b>1,321,715</b>	<b>(35,537)</b>	<b>(35,837)</b>
<b>FTE</b>	14.00		13.00	(1.00)	

**Significant Changes:**

The substantial changes from fiscal year 2021/22 Adopted Budget to Recommended Budget fiscal year 2022/23 are largely Information Technology and fleet rates expenses. Budget adjustments have been made to incorporate the Judicial Precinct reorganization with new precinct boundaries and only nine Justice Precincts. With the elimination of Justice Precinct 05, the department has only budgeted for fifty percent (50%) in salary and benefits, as the other expenses have been spread across to absorbing precincts due to the realignment of the remaining nine Justice Precinct boundaries for the fiscal year 2022/23.

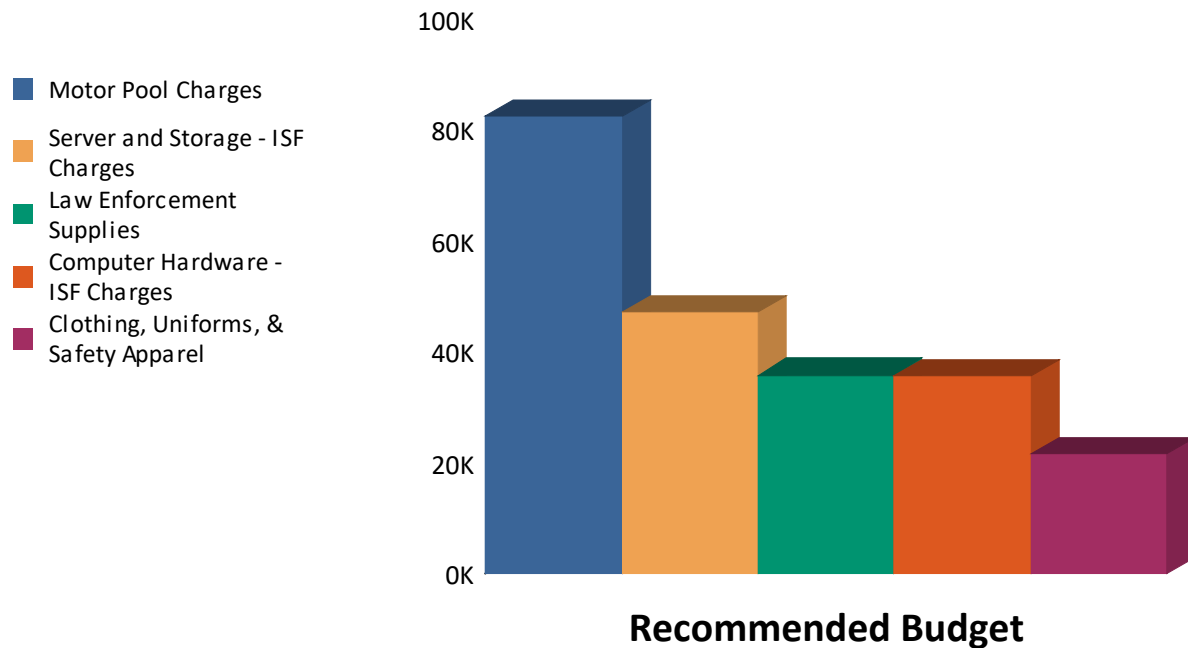


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Constables (CO)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Computer Hardware - ISF Charges	33,060	33,060	35,640	2,580
Telecom - ISF Charges	19,301	19,301	19,800	499
Motor Pool Charges	85,787	85,787	82,708	(3,079)
Out of State Travel	5,000	5,000	-	(5,000)
Law Enforcement Supplies	50,548	50,548	35,836	(14,712)
Server and Storage - ISF Charges	47,267	47,267	47,267	-
Clothing, Uniforms, & Safety Apparel	21,668	21,668	21,668	-
Software - ISF Charges	16,591	16,591	16,591	-
Radio	12,756	12,756	12,756	-
Postage & Freight	11,900	11,900	11,900	-

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Constables (CO)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,280,794	1,271,816	1,357,252	1,357,552	1,321,715
Operating Expenses	198,446	283,924	331,821	335,127	347,109
Bad Debt Expenses	282	334	-	-	-
<b>Total Expenditures</b>	<b>1,479,522</b>	<b>1,556,074</b>	<b>1,689,073</b>	<b>1,692,679</b>	<b>1,668,824</b>
<b>Revenue</b>					
Revenue	224,887	331,823	283,000	284,984	283,000
<b>Total Revenues</b>	<b>224,887</b>	<b>331,823</b>	<b>283,000</b>	<b>284,984</b>	<b>283,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>5,783</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(1,254,635)</b>	<b>(1,218,468)</b>	<b>(1,406,073)</b>	<b>(1,407,695)</b>	<b>(1,385,824)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	-	7,683	35,000	35,000	-
<b>Total Expenditures</b>	<b>-</b>	<b>7,683</b>	<b>35,000</b>	<b>35,000</b>	<b>-</b>
<b>Revenue</b>					
Revenue	-	12,397	35,000	35,000	-
<b>Total Revenues</b>	<b>-</b>	<b>12,397</b>	<b>35,000</b>	<b>35,000</b>	<b>-</b>
<b>Net Transfers</b>	<b>-</b>	<b>(5,782)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>-</b>	<b>(1,068)</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Constables (CO)**

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**Recommended Budget by Program**

**Program: Constables**

**Function:** Serve Justice Court papers as required by ARS 22-102 and 22-131. Act as peace officer for the Pima County Justice Courts.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,479,522	1,556,074	1,689,073	1,668,824
Revenue	224,887	331,823	283,000	283,000
Net Transfers	-	5,783	-	-
FTE			14.00	13.00
<b>Grants</b>				
Expense	-	7,683	35,000	-
Revenue	-	12,397	35,000	-
Net Transfers	-	(5,782)	-	-

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

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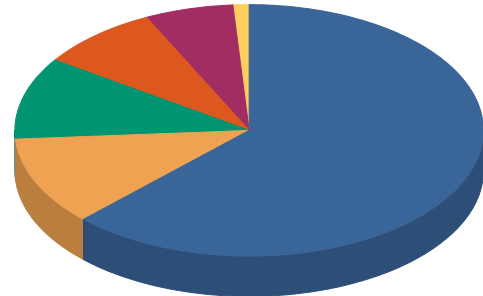
**Expenses**      41,108,810

**Revenues**    11,689,105

**FTEs**        407.00

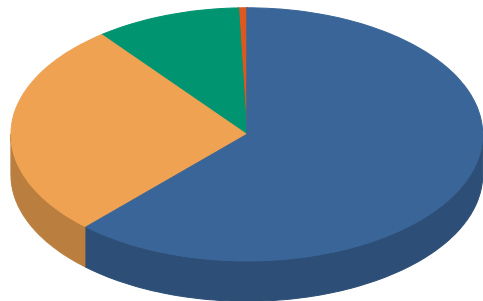
### Expenses By Program

■ Criminal Prosecution	62.58%
■ Law Enforcement Sub Agency ARF	11.39%
■ Administration	10.36%
■ Victim Services	8.36%
■ Civil Legal Services	6.21%
■ Community Support	1.10%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	61.99%
■ Department Revenue	27.38%
■ Fund Balance Support	9.95%
■ Operating Transfers In	0.68%
Total:	100.00%



#### Function Statement:

With a focus on diversion and restorative justice, represent the State of Arizona in all felony and juvenile matters occurring throughout Pima County, and all misdemeanor cases occurring in unincorporated areas of Pima County, including financial schemes that violate Arizona law. Provide legal advice and representation to the Pima County Board of Supervisors, County departments, and entities. Provide advocacy and crisis intervention for victims and witnesses via the Victim Services Division. Investigate and prosecute racketeering crime and administer resources for all Pima County law enforcement agencies via the Anti-Racketeering Program. Research, investigate, monitor, and pursue integrity in convictions and sentencings, with an emphasis on addressing racial disparity and mass incarceration. Assist Pima County residents in collecting bad check restitution via the Bad Check Program. Receive citizen tips twenty-four (24) hours a day that assist in solving crimes via the anonymous 88-Crime Program. Support and administer youth-related programs via working closely with non-profit agencies. Provide community protection by working with neighborhoods to reduce trends in youth violence, increase public safety, and reduce crime. Administer an adult diversion program as an alternative to prosecution.

#### Mandates:

ARS Title 11, Chapter 3, Article 6: County Attorney; ARS Title 13: Courts and Civil Proceedings; ARS Title 13: Criminal Code; ARS Title 21: Juries

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

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**Major Departmental Issues:**

Major budget issues facing the PCA include the following: (1) additional human and financial resources needed to review and process case related digital evidence, including redaction and disclosure, which is delaying the processing of criminal cases; (2) unacceptably high felony caseloads and the need for additional prosecutors and staff to implement expedited plea agreements; (3) additional staff to address the increasing need for victim services year round; (4) funding for Attorney compensation and other classifications to address employee turnover and increase the number of applicants for open PCA positions; (5) expansion of PCAs criminal justice reform measures, including funding for the DTAP (Drug Treatment Alternative to Prison) Program; and (6) expansion of PCAs fraud unit and conviction and sentencing integrity unit commensurate with revenue generated by the programs.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	43,259,884	38,973,178	41,108,810	(2,151,074)	2,135,632
<b>Revenue</b>	11,812,079	9,490,053	11,689,105	(122,974)	2,199,052
<b>Net Transfers</b>	(1,956,576)	(116,778)	(1,297,652)	658,924	(1,180,874)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	22,239,376	19,407,251	20,524,638	(1,714,738)	1,117,387
<b>Other Benefits</b>	8,982,728	8,086,419	9,004,859	22,131	918,440
<b>Salaries &amp; Benefits:</b>	<b>31,222,104</b>	<b>27,493,670</b>	<b>29,529,497</b>	<b>(1,692,607)</b>	<b>2,035,827</b>
<b>FTE</b>	407.00		407.00	-	

**Significant Changes:**

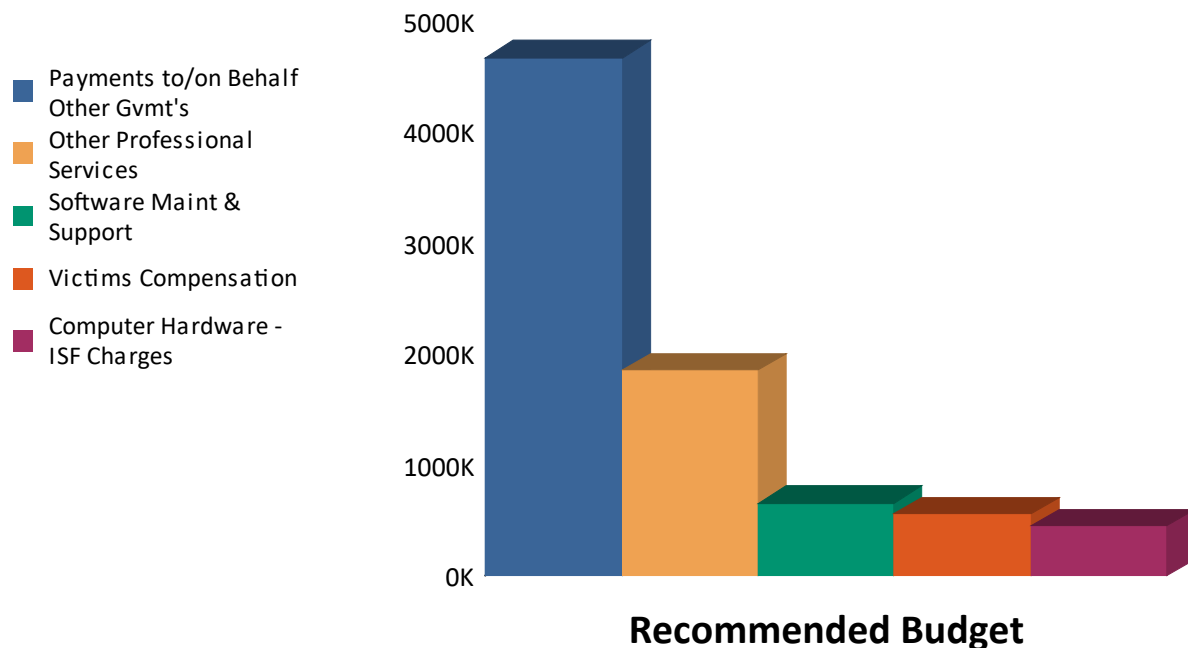
In fiscal year 2023/24, total revenue decreased due to a reduction in state funding. This was offset by an increase in federal funding. Total overall expenditures increased in fiscal year 2023/24. However, excluding personnel costs and adjustments in compensation and benefits for fiscal year 2023/24, operating expenditures decreased. The Pima County Attorney (PCA) purchased a case management system in fiscal year 2022/23, and one-time funding for the software purchase has shifted to ongoing maintenance and licensing costs. Payments Made to Grant Sub-Recipients decreased due to the anticipated reduction of a federal grant, while payments Made to/on Behalf Other Gvmt's decreased. Finally, PCA anticipates grant funding to resume in fiscal year 2023/24 for the Drug Treatment Alternative to Prison (DTAP) Program, leading to combined increased costs for Client Assistance-Other and In-State Training, which has been partially offset by a reduction in Other Operation Supplies and Medical Professional Services, as the program aligns its budget with overall needs.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	233,861	224,457	655,461	421,600
Client Assistance - Other	-	-	197,691	197,691
Other Professional Services	1,786,642	1,159,594	1,851,805	65,163
In State Training	29,148	28,648	65,520	36,372
Expert Witness & Interpreters	40,000	51,272	70,000	30,000
Other Operation Supplies	237,682	128,543	166,764	(70,918)
Payments To Grant Sub Recipients	104,866	104,840	-	(104,866)
Medical Professional Services	265,904	265,994	150,000	(115,904)
Payments to/on Behalf Other Gvmt's	4,812,747	4,812,747	4,681,680	(131,067)
Software Under \$5M	811,805	1,216,213	199,758	(612,047)

**Department-wide Top 5 Non-personnel Expense Groups**





**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	20,717,204	21,206,910	24,715,429	23,958,517	23,984,028
Operating Expenses	2,256,088	2,848,493	2,291,736	3,048,648	2,263,297
Capital Equipment > \$5,000	8,524	20,235	-	-	-
Bad Debt Expenses	-	8,609	-	-	-
<b>Total Expenditures</b>	<b>22,981,816</b>	<b>24,084,247</b>	<b>27,007,165</b>	<b>27,007,165</b>	<b>26,247,325</b>
<b>Revenue</b>					
Revenue	73,687	75,184	64,900	97,094	64,900
<b>Total Revenues</b>	<b>73,687</b>	<b>75,184</b>	<b>64,900</b>	<b>97,094</b>	<b>64,900</b>
<b>Net Transfers</b>	<b>(105,812)</b>	<b>(89,798)</b>	<b>(185,928)</b>	<b>-</b>	<b>(288,505)</b>
<b>Fund Impact</b>	<b>(23,013,941)</b>	<b>(24,098,861)</b>	<b>(27,128,193)</b>	<b>(26,910,071)</b>	<b>(26,470,930)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	2,190,069	2,131,369	3,169,678	2,561,164	3,574,113
Operating Expenses	1,326,870	1,807,420	2,638,208	2,107,731	2,254,247
Capital Equipment > \$5,000	8,524	-	8,877	8,877	8,877
<b>Total Expenditures</b>	<b>3,525,463</b>	<b>3,938,789</b>	<b>5,816,763</b>	<b>4,677,772</b>	<b>5,837,237</b>
<b>Revenue</b>					
Revenue	3,465,521	3,846,739	5,820,954	4,794,776	5,673,513
<b>Total Revenues</b>	<b>3,465,521</b>	<b>3,846,739</b>	<b>5,820,954</b>	<b>4,794,776</b>	<b>5,673,513</b>
<b>Net Transfers</b>	<b>11,947</b>	<b>(47,478)</b>	<b>(20,648)</b>	<b>(116,778)</b>	<b>140,853</b>
<b>Fund Impact</b>	<b>(47,995)</b>	<b>(139,528)</b>	<b>(16,457)</b>	<b>226</b>	<b>(22,871)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	1,076,723	428,077	3,336,997	973,989	1,971,356
Operating Expenses	3,002,515	4,087,164	7,048,959	6,289,252	7,002,892
Capital Equipment > \$5,000	10,703	-	50,000	25,000	50,000
<b>Total Expenditures</b>	<b>4,089,941</b>	<b>4,515,241</b>	<b>10,435,956</b>	<b>7,288,241</b>	<b>9,024,248</b>
<b>Revenue</b>					
Revenue	5,191,494	6,167,221	5,926,225	4,598,183	5,950,692
<b>Total Revenues</b>	<b>5,191,494</b>	<b>6,167,221</b>	<b>5,926,225</b>	<b>4,598,183</b>	<b>5,950,692</b>
<b>Net Transfers</b>	<b>3,281</b>	<b>(500)</b>	<b>(1,750,000)</b>	<b>-</b>	<b>(1,150,000)</b>
<b>Fund Impact</b>	<b>1,104,834</b>	<b>1,651,480</b>	<b>(6,259,731)</b>	<b>(2,690,058)</b>	<b>(4,223,556)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Implement programs, procedures, and information technology consistent with the direction and priorities established by the Pima County Attorney. Provide administrative and technical support services in promotion of departmental missions.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	3,621,402	3,751,599	4,519,032	4,258,488
Revenue	407	201	-	-
FTE			31.00	31.00

**Program: Civil Legal Services**

**Function:** Act as in-house legal counsel to Pima County Government by providing legal advice to, and legal representation on behalf of, the following entities collectively referred to hereinafter as Pima County: the Pima County Board of Supervisors and other Elected Officials (Assessor, County Attorney, Justices of the Peace, Constables, Recorder, School Superintendent, Sheriff, and Treasurer); the Pima County Administrator and Deputy Administrators; and all Pima County departments, boards, committees, commissions, hearing officers, and special taxing districts (including the Flood Control District, Stadium District, Library District, certain fire districts, etc.).

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,201,662	1,837,639	2,730,869	2,550,890
Revenue	346	9,273	-	-
FTE			47.00	47.00
<b>Other Special Revenue</b>				
Expense	-	-	136,661	-
Revenue	740	393	2,000	2,000
FTE			2.00	2.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

**Recommended Budget by Program**

**Program: Community Support**

**Function:** The Conviction and Sentencing Integrity Unit is responsible for: researching and formulating data-based best practice recommendations for the criminal division; receiving and responding to complaints from individuals and outside agencies; investigating and making findings concerning innocence, wrongful conviction, miscarriage of justice, and unjust sentences; administering the 88-Crime and Bad Check Programs; and pursuing remedial action with an emphasis on addressing racial disparity and mass incarceration. The 88-Crime Program is the Pima County Attorney's Office anonymous tip line for the community to assist in the fight against crime safely and confidentially by reporting information to help solve major crimes. The Bad Check Program assists Pima County residents and businesses by collecting payment for victims who have received bad checks, ensuring that defendants are held accountable, and providing a pre-charging diversion option from prosecution. The unit also supports and administers the Juvenile diversion program, providing an alternative to prosecution for youth ages 8-17, and by establishing Community Justice Boards (CJB) which hold Juvenile offenders accountable through early intervention strategy.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	229,661	270,789	433,686	434,185
FTE			5.00	5.00
<b>Other Special Revenue</b>				
Expense	15,106	8,856	62,042	14,945
Revenue	33,337	23,062	28,700	28,800
FTE			1.00	1.00

**Program: Criminal Prosecution**

**Function:** Represent the state in felony and juvenile matters occurring throughout Pima County, and in all misdemeanor cases occurring in unincorporated areas of Pima County. Promote public safety through crime prevention initiatives, holding those accountable for harms committed against their community, creating opportunities for restorative justice, and by providing rehabilitation for those with substance use disorder or mental illness.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	16,929,091	18,224,220	17,880,127	17,593,972
Revenue	72,934	65,710	40,000	40,000
Net Transfers	(105,812)	(89,798)	(185,928)	(288,505)
FTE			217.00	217.00
<b>Grants</b>				
Expense	3,525,463	3,938,789	4,563,517	4,565,865
Revenue	3,465,521	3,846,739	4,499,741	4,322,502
Net Transfers	11,947	(47,478)	56,446	220,492
FTE			24.00	24.00
<b>Other Special Revenue</b>				
Expense	1,464,070	815,593	4,694,189	3,570,629
Revenue	1,539,485	1,170,196	2,451,057	2,473,090
Net Transfers	510	(500)	-	-
FTE			43.00	43.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**County Attorney (PCA)**

**Recommended Budget by Program**

**Program: Law Enforcement Sub Agency ARF**

**Function:** Administer the Anti-Racketeering Revolving Fund (ARF) for the proper and intended use of supporting law enforcement purposes, and provide grant funding to community-based programs in Pima County whose missions are supportive of and consistent with a law enforcement effort, policy, or initiative.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Special Revenue</b>				
Expense	2,610,765	3,690,792	4,812,747	4,681,680
Revenue	3,617,932	4,968,135	2,970,694	2,970,694
Net Transfers	2,771	-	(1,750,000)	(1,150,000)

**Program: Victim Services**

**Function:** Provide advocacy and crisis intervention for victims and witnesses via the Victim Services Division.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	-	-	1,443,451	1,409,790
Revenue	-	-	24,900	24,900
FTE			21.00	21.00
<b>Grants</b>				
Expense	-	-	1,253,246	1,271,372
Revenue	-	-	1,321,213	1,351,011
Net Transfers	-	-	(77,094)	(79,639)
FTE			13.00	13.00
<b>Other Special Revenue</b>				
Expense	-	-	730,317	756,994
Revenue	-	5,435	473,774	476,108
FTE			3.00	3.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Ajo (JCA)**

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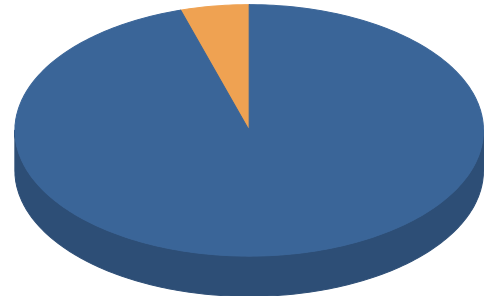
**Expenses**      933,417

**Revenues**      144,665

**FTEs**      8.00

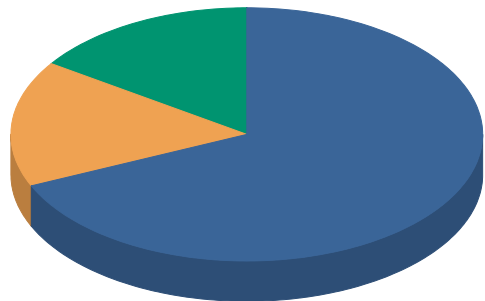
### Expenses By Program

Justice Court Ajo	95.29%
Justice Court Ajo Time Pay Fees	4.71%
Total:	100.00%



### Sources of All Funding

General Fund Support	68.26%
Fund Balance Support	16.24%
Department Revenue	15.50%
Total:	100.00%



#### Function Statement:

Provide prompt and consistent delivery of services to the public, litigants, and attorneys within the judicial precinct in compliance with court mandates. Provide prompt and orderly disposition of civil, criminal, and traffic cases. Maintain orderly, complete, and accurate records. Collect, record, and disburse fees and fines in accordance with statutes, County ordinances, court orders, and policies and guidelines established by the Administrative Office of the Courts. Issue marriage licenses. Prepare various reports recommended by law. Provide general information to the public regarding various County departments. Serve and protect society while offering selected offenders the opportunity to become law-abiding and productive citizens.

#### Mandates:

ARS Title 22: Justices of the Peace and Other Courts Not of Record; ARS Title 12: Courts and Civil Proceedings; ARS Title 13: Criminal Code; ARS Title 21: Juries; ARS Title 28, Chapter 3: Traffic and Vehicle Regulation, Chapter 4: Driving Under the Influence, Chapter 5: Penalties and Procedures for Vehicle Violations

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Ajo (JCA)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	784,467	790,967	933,417	148,950	142,450
<b>Revenue</b>	141,577	188,981	144,665	3,088	(44,316)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	404,508	410,248	394,174	(10,334)	(16,074)
<b>Other Benefits</b>	239,139	233,399	268,814	29,675	35,415
<b>Salaries &amp; Benefits:</b>	<b>643,647</b>	<b>643,647</b>	<b>662,988</b>	<b>19,341</b>	<b>19,341</b>
<b>FTE</b>	8.50		8.00	(0.50)	

**Significant Changes:**

Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

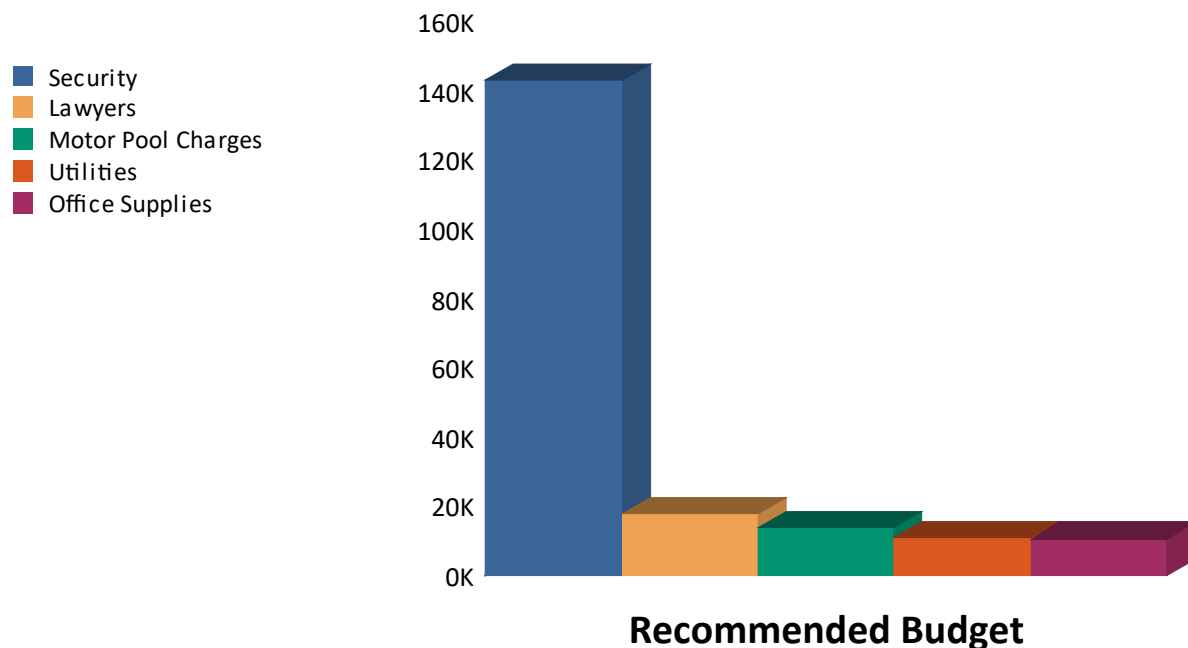


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Ajo (JCA)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Security	-	225	143,303	143,303
Telecom - ISF Charges	-	1,998	2,400	2,400
Server and Storage - ISF Charges	-	-	2,023	2,023
Software - ISF Charges	-	-	808	808
Dues and Memberships	500	1,000	1,000	500
Utilities	12,000	10,700	11,000	(1,000)
Books, Subscriptions & Videos	2,500	1,060	1,000	(1,500)
Leases & Rental - Other (Mchnry, Equip, etc.)	6,000	2,213	3,500	(2,500)
Motor Pool Charges	19,000	19,000	13,769	(5,231)
Office Supplies	17,657	24,157	10,657	(7,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Ajo (JCA)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	576,301	608,323	643,647	643,647	662,988
Bad Debt Expenses	18	-	-	9	-
Operating Expenses	86,937	108,230	115,513	115,504	107,819
<b>Total Expenditures</b>	<b>663,256</b>	<b>716,553</b>	<b>759,160</b>	<b>759,160</b>	<b>770,807</b>
<b>Revenue</b>					
Revenue	124,515	143,440	130,490	130,490	133,676
<b>Total Revenues</b>	<b>124,515</b>	<b>143,440</b>	<b>130,490</b>	<b>130,490</b>	<b>133,676</b>
<b>Fund Impact</b>	<b>(538,741)</b>	<b>(573,113)</b>	<b>(628,670)</b>	<b>(628,670)</b>	<b>(637,131)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	-	-	7,307	13,807	1,307
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>7,307</b>	<b>13,807</b>	<b>1,307</b>
<b>Revenue</b>					
Revenue	-	-	-	45,000	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>-</b>
<b>Fund Impact</b>	<b>-</b>	<b>-</b>	<b>(7,307)</b>	<b>31,193</b>	<b>(1,307)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Operating Expenses	4,720	9,756	18,000	18,000	161,303
<b>Total Expenditures</b>	<b>4,720</b>	<b>9,756</b>	<b>18,000</b>	<b>18,000</b>	<b>161,303</b>
<b>Revenue</b>					
Revenue	10,756	9,509	11,087	13,491	10,989
<b>Total Revenues</b>	<b>10,756</b>	<b>9,509</b>	<b>11,087</b>	<b>13,491</b>	<b>10,989</b>
<b>Fund Impact</b>	<b>6,036</b>	<b>(247)</b>	<b>(6,913)</b>	<b>(4,509)</b>	<b>(150,314)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Ajo (JCA)**

**Recommended Budget by Program**

**Program: Justice Court Ajo**

**Function:** Provide prompt and consistent delivery of services to the public, litigants, and attorneys within the judicial precinct in compliance with court mandates.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	663,256	716,553	759,160	770,807
Revenue	124,515	143,440	130,490	133,676
FTE			8.50	8.00
<b>Grants</b>				
Expense	-	-	7,307	1,307
<b>Other Special Revenue</b>				
Expense	-	4,918	11,000	117,315
Revenue	7,424	6,436	8,534	8,534

**Program: Justice Court Ajo Time Pay Fees**

**Function:** Collect and record time payment fees assessed on each person who pays (on a time payment basis) a court ordered penalty, fine, or sanction.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	4,720	4,838	7,000	43,988
Revenue	3,332	3,073	2,553	2,455

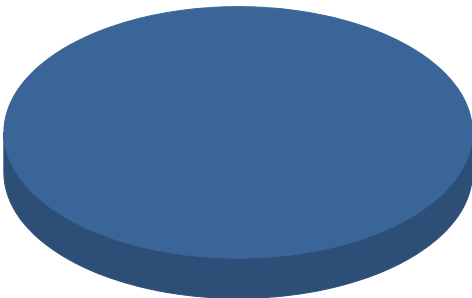
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Justice Court Green Valley (JCG)

Expenses	<u>1,170,004</u>	Revenues	<u>325,266</u>	FTEs	<u>10.00</u>
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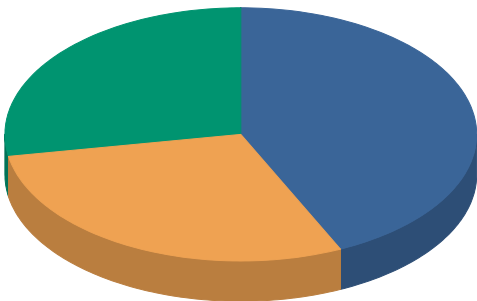
Expenses By Program

Justice Court Green Valley	100.00%
Total:	100.00%



Sources of All Funding

General Fund Support	43.11%
Fund Balance Support	29.09%
Department Revenue	27.80%
Total:	100.00%



Function Statement:

Serve the public, litigants, and attorneys by the prompt and orderly disposition of civil, criminal, and traffic cases. Maintain orderly, complete, and accurate records. Prepare statistical reports and other reports as prescribed by law. Collect, record, and disburse fees and fines in accordance with statutes, court orders, and policies. Follow court performance guidelines set by court rules, statutes, administrative orders, and guidelines established by the Administrative Office of the Arizona Supreme Court. Meet ethical standards for court staff and judges as written and enforced by the Commission on Judicial Conduct. Follow financial management practices that meet the minimum accounting standards set and enforced by the State Auditor General. Adhere to operational guidelines recommended by the Court Services Division of the Arizona Supreme Court and Pima County.

Mandates:

ARS Title 22: Justices of the Peace and Other Courts Not of Record; ARS Title 12: Courts and Civil Proceedings; ARS Title 13: Criminal Code; ARS Title 21: Juries; ARS Title 28, Chapter 3: Traffic and Vehicle Regulations, Chapter 4: Driving Under the Influence, Chapter 5: Penalties and Procedures for Vehicle Violations

Major Departmental Issues:

The Green Valley Justice Court has relied on voluntary security services from the local Arizona Rangers until recently. The court is in need to provide security of personnel, property, and constituents. Support is needed in the general fund operations to avoid the transfer of funding from the special revenues to cover these costs.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Green Valley (JCG)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	786,923	786,923	1,170,004	383,081	383,081
<b>Revenue</b>	325,266	325,266	325,266	-	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	411,093	411,093	505,371	94,278	94,278
<b>Other Benefits</b>	205,339	205,339	231,556	26,217	26,217
<b>Salaries &amp; Benefits:</b>	<b>616,432</b>	<b>616,432</b>	<b>736,927</b>	<b>120,495</b>	<b>120,495</b>
<b>FTE</b>	8.00		10.00	2.00	

**Significant Changes:**

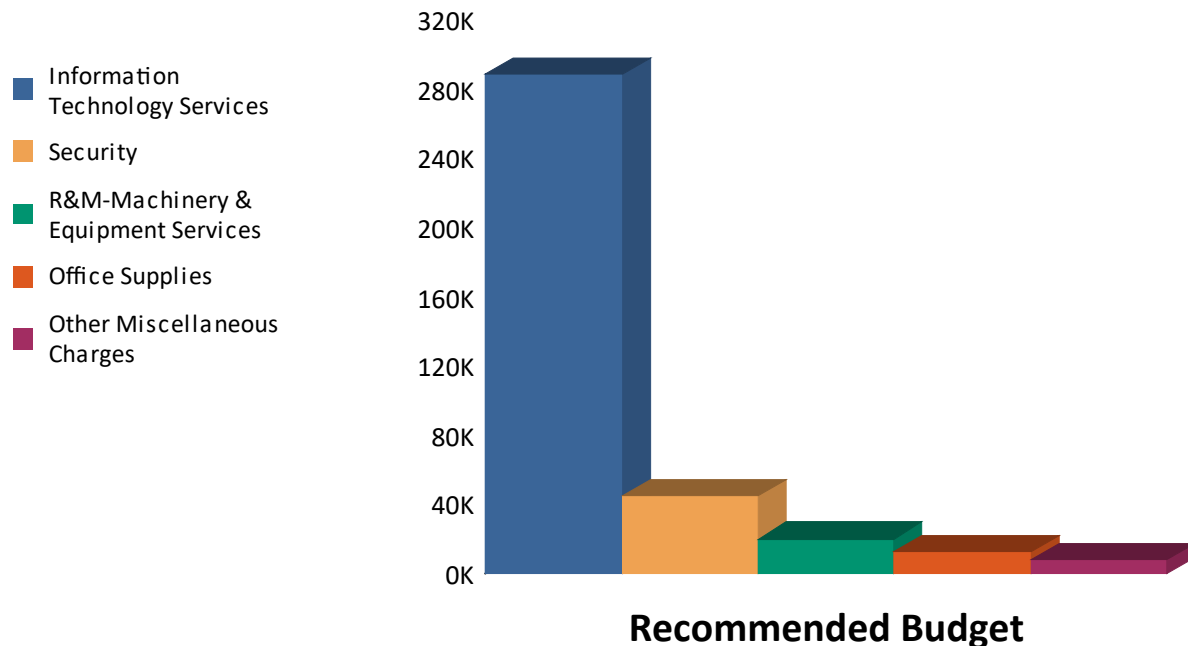
Due to State Bill 1551 courts no longer have the authority to suspend a person's driver's license for non-payment of a civil traffic sanction. Green Valley Justice Court will continue to pursue the collection of these fines through the courts collection agency, registration restrictions, income tax garnishments, and normal court collection process. Green Valley Justice Court will continue to offer payment plan options, and work with defendants based on their current financial status.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Green Valley (JCG)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Information Technology Services	-	-	288,915	288,915
Other Miscellaneous Charges	100	100	7,763	7,663
Clothing, Uniforms, & Safety Apparel	-	-	5,000	5,000
Office Supplies	9,200	9,200	12,896	3,696
Computer Hardware - ISF Charges	3,500	3,500	6,740	3,240
Laundry & Linen Services	-	-	200	200
Security	46,700	46,700	44,700	(2,000)
In State Training	2,758	2,758	-	(2,758)
Accounting and Auditing Services	5,000	5,000	-	(5,000)
Repair & Maintenance Supplies	62,350	62,350	-	(62,350)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Green Valley (JCG)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	556,344	549,208	616,432	616,432	736,927
Operating Expenses	10,721	31,924	84,791	84,791	58,462
<b>Total Expenditures</b>	<b>567,065</b>	<b>581,132</b>	<b>701,223</b>	<b>701,223</b>	<b>795,389</b>
<b>Revenue</b>					
Revenue	321,812	203,725	291,000	291,000	291,000
<b>Total Revenues</b>	<b>321,812</b>	<b>203,725</b>	<b>291,000</b>	<b>291,000</b>	<b>291,000</b>
<b>Fund Impact</b>	<b>(245,253)</b>	<b>(377,407)</b>	<b>(410,223)</b>	<b>(410,223)</b>	<b>(504,389)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	500	-	-	-	-
<b>Total Expenditures</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(500)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	65	-	-	-	-
Operating Expenses	20,989	22,816	85,700	85,700	374,615
<b>Total Expenditures</b>	<b>21,054</b>	<b>22,816</b>	<b>85,700</b>	<b>85,700</b>	<b>374,615</b>
<b>Revenue</b>					
Revenue	42,750	24,824	34,266	34,266	34,266
<b>Total Revenues</b>	<b>42,750</b>	<b>24,824</b>	<b>34,266</b>	<b>34,266</b>	<b>34,266</b>
<b>Fund Impact</b>	<b>21,696</b>	<b>2,008</b>	<b>(51,434)</b>	<b>(51,434)</b>	<b>(340,349)</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Green Valley (JCG)**

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**Recommended Budget by Program**

**Program: Justice Court Green Valley**

**Function:** Serve public, litigants, and attorneys by the prompt and orderly disposition of civil, criminal, and traffic cases. Maintain orderly, complete, and accurate records. Prepare statistical reports and other reports as prescribed by law. Collect, record, and disburse fees and fines in accordance with statutes, court orders and policies. Follow court performance guidelines set by court rules, statutes, administrative orders, and guidelines established by the Administrative Office of the Arizona Supreme Court. Meet ethical standards for court staff and judges as written and enforced by the Commission on Judicial Conduct. Follow financial management practices that meet the Minimum Accounting Standards (MAS) set and enforced by the State Auditor General. Adhere to operational guidelines prescribed by Court Services Division of the Arizona Supreme Court.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	567,065	581,132	701,223	795,389
Revenue	321,812	203,725	291,000	291,000
FTE			8.00	10.00
<b>Other Special Revenue</b>				
Expense	21,054	22,816	85,700	374,615
Revenue	42,750	24,824	34,266	34,266

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**Program: Justice Court Green Valley Grants**

**Function:** This program has been discontinued. This summary is provided for informational purposes only.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	500	-	-	-

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

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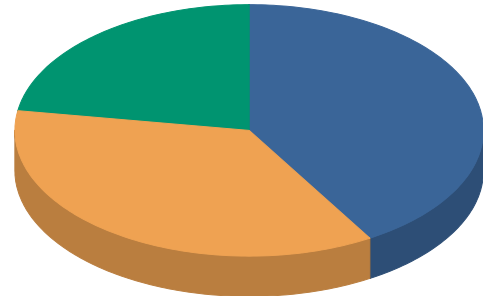
**Expenses**      9,342,022

**Revenues**      6,504,526

**FTEs**      102.50

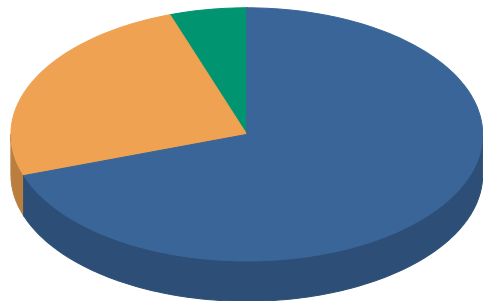
### Expenses By Program

■ Court Operations	41.47%
■ Administration	36.10%
■ Judicial Operations	22.43%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	69.62%
■ General Fund Support	25.09%
■ Fund Balance Support	5.29%
Total:	100.00%



#### Function Statement:

Serve the public, litigants, and attorneys by the prompt and orderly disposition of civil, criminal, and traffic cases. Maintain orderly, complete, and accurate records. Prepare statistical reports and other informational reports as prescribed by law. Collect, record, and disburse fees and fines in accordance with statutes, court orders, ordinances, and policies. Follow court performance guidelines set by court rules, statutes, administrative orders, and guidelines established by the Administrative Office of the Supreme Court. Meet ethical standards for court staff and judges, as written and enforced by the Commission on Judicial Conduct. Accomplish financial management, as guided and enforced by the Minimum Accounting Standards set by the Supreme Court and by the State Auditor General. Adhere to the established operational guidelines mandated by the Court Services Division of the Supreme Court. Provide a safe and secure environment for employees, elected officials, and the public.

#### Mandates:

ARS Title 22: Justices of the Peace and Other Courts Not of Record; ARS Title 12: Courts and Civil Proceedings; ARS Title 13: Criminal Code; ARS Title 21: Juries; ARS Title 28, Chapter 3: Traffic and Vehicle Regulation, Chapter 4: Driving Under the Influence, Chapter 5: Penalties and Procedures for Vehicle Violations

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	9,193,483	8,062,854	9,342,022	148,539	1,279,168
<b>Revenue</b>	7,157,280	5,695,468	6,504,526	(652,754)	809,058
<b>Net Transfers</b>	-	(15,473)	-	-	15,473

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	5,076,183	4,654,126	4,889,852	(186,331)	235,726
<b>Other Benefits</b>	2,427,229	2,229,991	2,539,478	112,249	309,487
<b>Salaries &amp; Benefits:</b>	<b>7,503,412</b>	<b>6,884,117</b>	<b>7,429,330</b>	<b>(74,082)</b>	<b>545,213</b>
<b>FTE</b>	104.50		102.50	(2.00)	

**Significant Changes:**

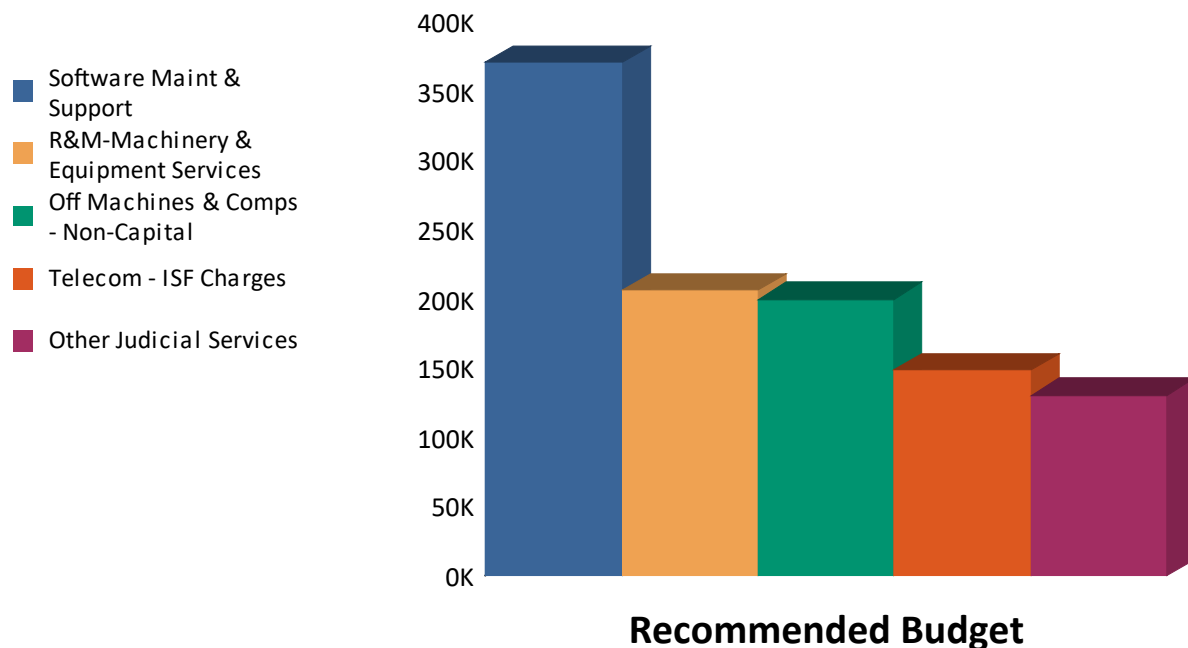
Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Server and Storage - ISF Charges	-	-	125,401	125,401
Software Under \$5M	-	15,006	70,000	70,000
R&M-Machinery & Equipment Services	145,183	16,974	206,500	61,317
Software - ISF Charges	-	-	50,122	50,122
Off Machines & Comps - Capital	80,000	-	104,000	24,000
Printing & Microfilming	23,900	7,939	11,920	(11,980)
Telecom - ISF Charges	166,982	178,997	148,800	(18,182)
Payments To Agencies	75,000	45,608	35,564	(39,436)
Other Miscellaneous Charges	52,400	41,683	12,400	(40,000)
Software Maint & Support	424,854	248,567	371,000	(53,854)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	7,075,951	6,497,609	7,193,474	6,832,967	7,064,398
Operating Expenses	463,910	840,595	608,534	608,534	706,857
<b>Total Expenditures</b>	<b>7,539,861</b>	<b>7,338,204</b>	<b>7,802,008</b>	<b>7,441,501</b>	<b>7,771,255</b>
<b>Revenue</b>					
Revenue	6,029,747	5,064,170	6,232,280	4,844,908	5,427,666
<b>Total Revenues</b>	<b>6,029,747</b>	<b>5,064,170</b>	<b>6,232,280</b>	<b>4,844,908</b>	<b>5,427,666</b>
<b>Net Transfers</b>	-	-	-	<b>14,427</b>	-
<b>Fund Impact</b>	<b>(1,510,114)</b>	<b>(2,274,034)</b>	<b>(1,569,728)</b>	<b>(2,582,166)</b>	<b>(2,343,589)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	-	15,883	-	26,772	51,501
Operating Expenses	-	78,960	-	-	110,359
Capital Equipment > \$5,000	-	-	-	39,827	-
<b>Total Expenditures</b>	-	<b>94,843</b>	-	<b>66,599</b>	<b>161,860</b>
<b>Revenue</b>					
Revenue	-	94,842	-	25,000	161,860
<b>Total Revenues</b>	-	<b>94,842</b>	-	<b>25,000</b>	<b>161,860</b>
<b>Fund Impact</b>	-	<b>(1)</b>	-	<b>(41,599)</b>	-
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	138,502	4	309,938	24,378	313,431
Operating Expenses	496,545	263,221	1,001,537	530,376	991,476
Capital Equipment > \$5,000	22,877	31,091	80,000	-	104,000
<b>Total Expenditures</b>	<b>657,924</b>	<b>294,316</b>	<b>1,391,475</b>	<b>554,754</b>	<b>1,408,907</b>
<b>Revenue</b>					
Revenue	852,569	749,919	925,000	825,560	915,000
<b>Total Revenues</b>	<b>852,569</b>	<b>749,919</b>	<b>925,000</b>	<b>825,560</b>	<b>915,000</b>
<b>Net Transfers</b>	-	-	-	<b>(29,900)</b>	-
<b>Fund Impact</b>	<b>194,645</b>	<b>455,603</b>	<b>(466,475)</b>	<b>240,906</b>	<b>(493,907)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

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**Recommended Budget by Program**

**Program: Administration**

**Function:** Coordinate all non-judicial court activities. Establish, administer, and execute state and local court policies and procedures. Maintain accurate financial records. Collect, deposit, and disburse monies. Prepare monthly statistical reports pertaining to case filings, domestic violence hearings and orders of protection, and monthly judicial productivity numbers. Identify and report monthly collection of revenues by account. Comply with employment law and accounting procedures. Provide and coordinate internal and external training to meet Administrative Office of the Courts and Council on Judicial Education and Training requirements. Maintain and enhance automated systems and website for court personnel and the general public.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,425,643	2,183,076	2,053,526	1,980,868
Revenue	4,628,330	3,795,463	4,482,600	3,967,066
FTE			22.00	21.00
<b>Other Special Revenue</b>				
Expense	-	-	-	1,391,907
Revenue	-	-	-	898,000
FTE			-	6.50

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**Program: Court Operations**

**Function:** Process cases in compliance with statutes and rules of court and provide services to the public in cases which the court has exclusive or concurrent jurisdiction as established by state constitution or statute.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	3,371,077	3,444,535	3,935,738	3,856,156
Revenue	557,997	380,941	580,000	400,600
FTE			65.00	65.00
<b>Other Special Revenue</b>				
Expense	408,244	149,555	744,938	17,000
Revenue	441,127	363,799	475,000	17,000
FTE			6.50	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Court Tucson (JCT)**

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**Recommended Budget by Program**

**Program: Judicial Operations**

**Function:** Adjudicate cases in which exclusive or concurrent jurisdiction has been established by state constitution or statute.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,743,141	1,710,593	1,812,744	1,934,231
Revenue	843,420	887,766	1,169,680	1,060,000
FTE			11.00	10.00
<b>Grants</b>				
Expense	-	94,843	-	161,860
Revenue	-	94,842	-	161,860
<b>Other Special Revenue</b>				
Expense	249,680	144,761	646,537	-
Revenue	411,442	386,120	450,000	-



## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Justice Services (JS)

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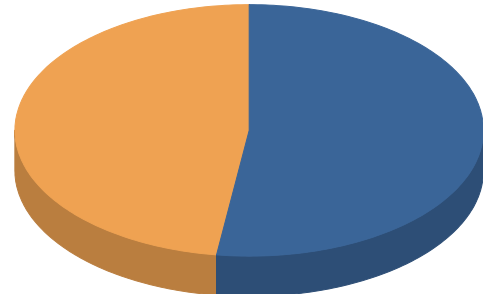
Expenses 1,691,905

Revenues 906,230

FTEs 7.00

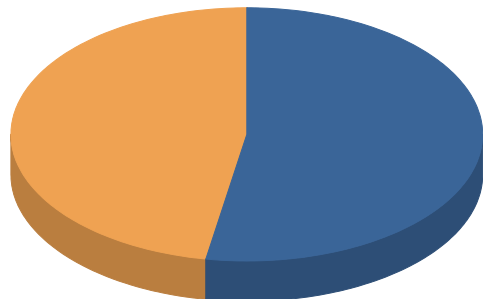
### Expenses By Program

■ Justice Services-Grants	52.15%
■ Justice Services	47.85%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	52.82%
■ General Fund Support	47.18%
Total:	100.00%



### Function Statement:

Provide insight into local and national justice systems to Pima County leadership to help inform local justice policy, practices, and financial decision-making; work to identify resources and implement programs/projects that support the County's justice policy agenda; serve as a central point of coordination between County operations and the local criminal justice system at large; provide data, research, and analysis on the local justice system to facilitate data-driven decision making among County leadership and justice-system partners; provide training to justice-system at large to facilitate systemic improvement; foster transparency for and education about the justice system for local community to help individuals navigate and identify potential resources; and serve as incubator among justice-system partners to encourage innovative new programs and practices.

### Mandates:

None

### Major Departmental Issues:

Recruitment and retention issues to become competitive with other employers in the community. Pima County Housing First program relies on multiple blended funding streams to operate; one or more of these funding streams (funding from City of Tucson to support transitional housing costs) is at risk of reduction or elimination. The MacArthur Foundation Safety and Justice Challenge grant is scheduled to end in December 2023, barring no-cost extensions or new funding application. It is uncertain how certain services, currently funded by this grant, will continue without additional funding.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024****Justice Services (JS)****Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	2,384,349	2,379,575	1,691,905	(692,444)	(687,670)
<b>Revenue</b>	1,092,831	1,234,534	906,230	(186,601)	(328,304)
<b>Net Transfers</b>	(59,345)	(63,159)	(23,857)	35,488	39,302

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	582,938	469,436	579,605	(3,333)	110,169
<b>Other Benefits</b>	211,285	170,215	187,407	(23,878)	17,192
<b>Salaries &amp; Benefits:</b>	<b>794,223</b>	<b>639,651</b>	<b>767,012</b>	<b>(27,211)</b>	<b>127,361</b>
<b>FTE</b>	7.00		7.00	-	

**Significant Changes:**

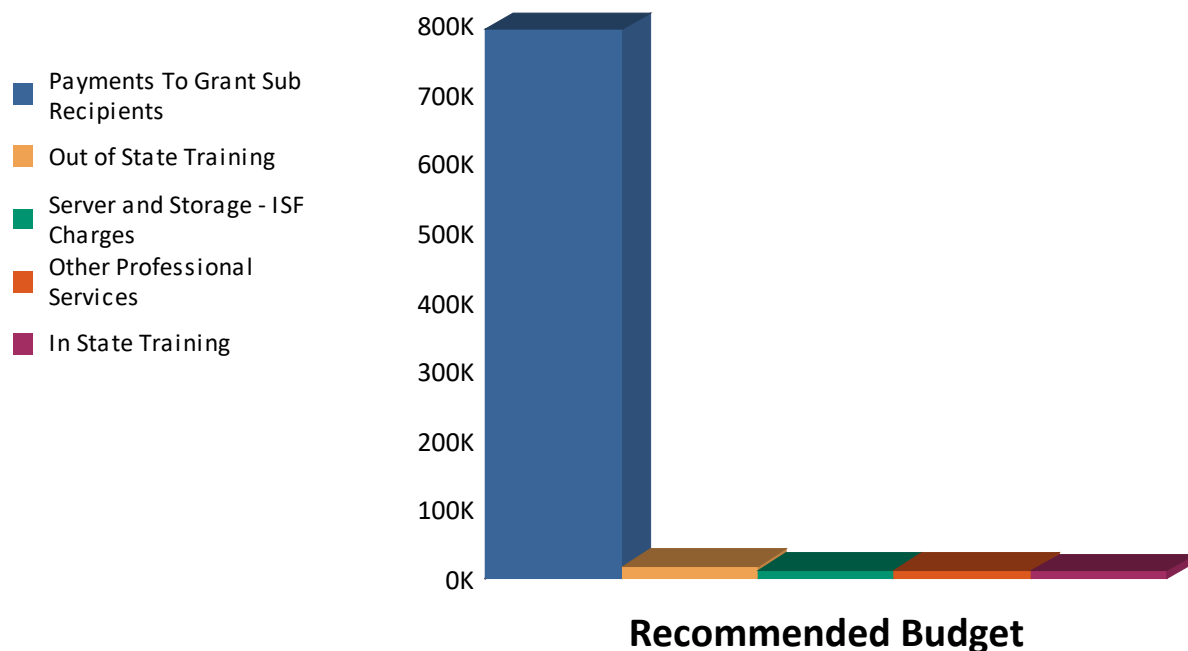
Justice Services (JS) completed its transition to a new county department in July 2022. Since becoming a new department, JS has received multiple grant awards including two grants from the Bureau of Justice Assistance (BJA) to support the Pima County Housing First (PCHF) program as well as the Crisis Intervention Team (CIT) training program. JS has also received two grants relating to COVID funding. JS launched several new programs, including strategies pertaining to the Race Equity Cohort project.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Services (JS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Out of State Training	-	2,762	18,508	18,508
Software Maint & Support	-	1,364	3,750	3,750
Security	-	-	3,500	3,500
Advertising	-	6,264	2,500	2,500
Furniture Under \$1,000	-	130	2,500	2,500
Out of State Travel	18,000	28,954	6,000	(12,000)
In State Training	29,931	33,181	12,000	(17,931)
Client Assistance - Other	180,000	285,713	-	(180,000)
Payments To Grant Sub Recipients	980,000	980,000	793,800	(186,200)
Other Professional Services	302,716	261,118	12,597	(290,119)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Justice Services (JS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	-	-	734,539	609,809	699,512
Operating Expenses	-	-	86,324	68,391	110,020
<b>Total Expenditures</b>	-	-	<b>820,863</b>	<b>678,200</b>	<b>809,532</b>
<b>Net Transfers</b>	-	-	<b>(530,000)</b>	<b>(530,000)</b>	-
<b>Fund Impact</b>	-	-	<b>(1,350,863)</b>	<b>(1,208,200)</b>	<b>(809,532)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	-	-	59,684	29,842	67,500
Operating Expenses	-	-	1,503,802	1,671,533	814,873
<b>Total Expenditures</b>	-	-	<b>1,563,486</b>	<b>1,701,375</b>	<b>882,373</b>
<b>Revenue</b>					
Revenue	-	-	1,092,831	1,234,534	906,230
<b>Total Revenues</b>	-	-	<b>1,092,831</b>	<b>1,234,534</b>	<b>906,230</b>
<b>Net Transfers</b>	-	-	<b>470,655</b>	<b>466,841</b>	<b>(23,857)</b>
<b>Fund Impact</b>	-	-	-	-	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024****Justice Services (JS)****Recommended Budget by Program****Program: Justice Services**

**Function:** Justice Services to support County leadership, justice service partners, and the community to implement best practices; reduce unnecessary spending; improve justice system outcomes; increase community engagement and knowledge of the criminal justice system and process. Supports interagency cooperation, coordination, planning, and implementation of effective and equitable strategies and programming to reduce the cycle of justice involvement; provide data-driven decision-making; and increase community capacity.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	-	-	820,863	809,532
Net Transfers	-	-	(530,000)	-
FTE			7.00	7.00

**Program: Justice Services-Grants**

**Function:** Support County leadership, justice service partners, and community as a national leader to justice system improvement, highlighting the community's advancement; implement and continue excellent programming to provide a meaningful impact to individuals in the community; and provide information and resources on the justice system to the community overall. Manage grant funding to support programming and new strategic partnerships and initiatives.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	-	-	1,563,486	882,373
Revenue	-	-	1,092,831	906,230
Net Transfers	-	-	470,655	(23,857)

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

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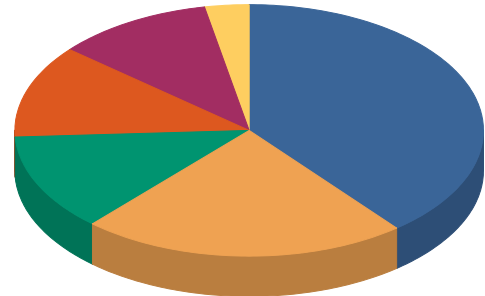
**Expenses**      29,126,125

**Revenues**      7,486,444

**FTEs**      332.25

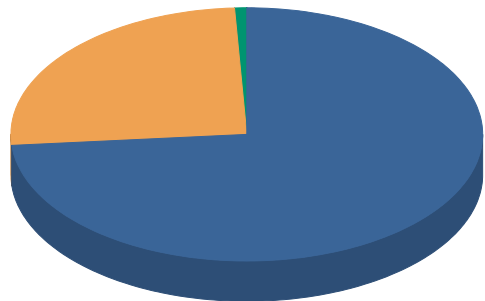
### Expenses By Program

■ Probation Services	39.11%
■ Detention Services	22.49%
■ Judicial Services	12.57%
■ Children & Family Services	11.97%
■ Administration	10.71%
■ Court Support Services	3.15%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	73.55%
■ Department Revenue	25.69%
■ Fund Balance Support	0.76%
Total:	100.00%



#### Function Statement:

Exercise jurisdiction, under federal and state constitutions, laws, and rules of the court, over all families involved in matters of dependency, severance, and adoption and over all children under the age of eighteen (18) years who are referred to the court for reasons of delinquency, mental health, or incorrigibility. Promote the interests and safety of the community, promote the rehabilitation of children and their families, facilitate the protection of children who are abused or neglected, and facilitate the provision of services to those children and families involved with the court in accordance with the due process of law. Work collaboratively with and provide leadership to, the community, the public, and private agencies to promote justice, education, and prevention of juvenile delinquency and abuse and neglect.

#### Mandates:

ARS Title 8 Children; Rule 6.3.3-310 Family Counseling; Rule 93 Court Administrator; Rule 93(a)1 Compile and maintain records and statistics of pending cases and other business of the court; Rule 93 (a)(2) Assign all motions, pre-trials and other matters for disposition, and maintain and publish all assignments and calendars; Rule 93 (a)(6) Prepare the budget of the court

#### Major Departmental Issues:

Juvenile Court continues to place an emphasis on access to justice. Creating a safe and secure facility for the public and staff is a particular focus. Recruitment and retention of all staff, especially Juvenile Detention Officers, continues to be a challenge.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	28,771,909	27,713,165	29,126,125	354,216	1,412,960
<b>Revenue</b>	7,780,775	6,466,486	7,486,444	(294,331)	1,019,958
<b>Net Transfers</b>	(11,900)	(11,893)	(10,970)	930	923

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	15,140,995	15,271,626	15,169,634	28,639	(101,992)
<b>Other Benefits</b>	8,574,763	8,232,147	8,548,615	(26,148)	316,468
<b>Salaries &amp; Benefits:</b>	<b>23,715,758</b>	<b>23,503,773</b>	<b>23,718,249</b>	<b>2,491</b>	<b>214,476</b>
<b>FTE</b>	332.00		332.25	0.25	

**Significant Changes:**

The significant change in personnel services reflects the Countywide five percent (5%) wage adjustment and benefits recalculation. Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

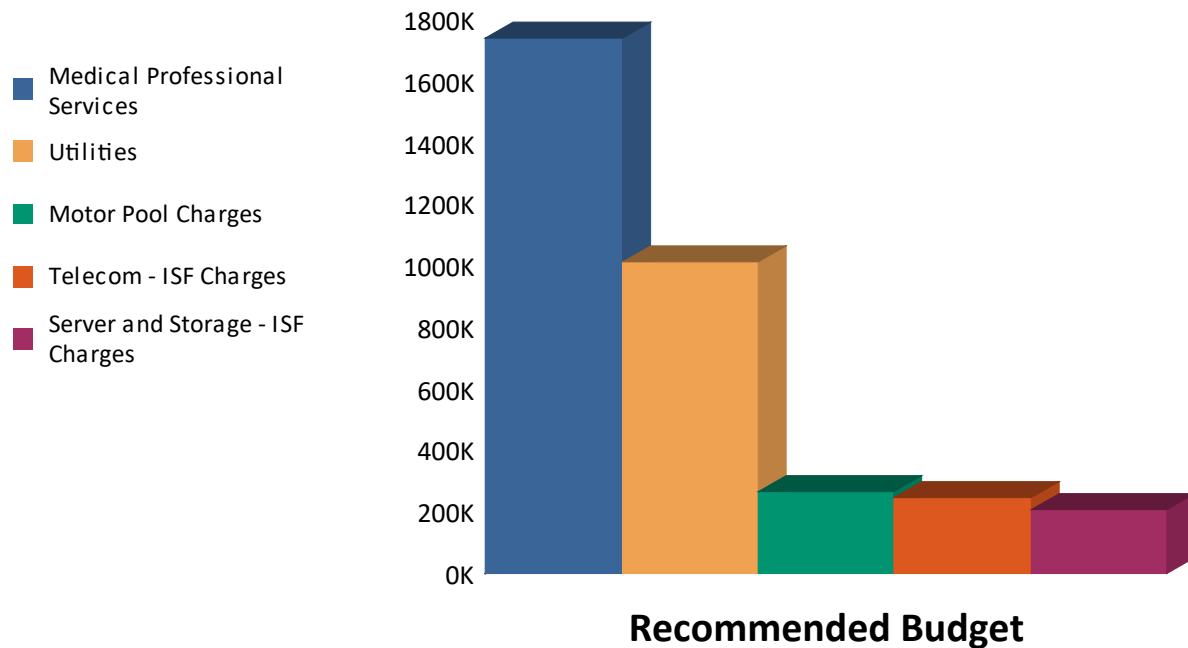


**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Server and Storage - ISF Charges	-	-	205,799	205,799
Software - ISF Charges	-	-	82,256	82,256
Utilities	967,942	1,083,962	1,010,940	42,998
Janitorial Services	150,523	169,948	189,973	39,450
Other Professional Services	165,477	96,418	204,259	38,782
Telecom - ISF Charges	270,875	270,875	244,200	(26,675)
Other Operation Supplies	111,152	102,833	76,800	(34,352)
Motor Pool Charges	302,919	291,214	265,212	(37,707)
Medical Professional Services	1,787,596	649,696	1,741,614	(45,982)
Advertising	109,069	78,275	51,558	(57,511)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	16,701,195	16,385,225	18,507,343	18,174,417	18,402,142
Operating Expenses	3,537,186	3,905,228	2,690,873	3,023,799	3,142,400
Capital Equipment > \$5,000	857,443	187,318	-	-	-
<b>Total Expenditures</b>	<b>21,095,824</b>	<b>20,477,771</b>	<b>21,198,216</b>	<b>21,198,216</b>	<b>21,544,542</b>
<b>Revenue</b>					
Revenue	111,485	83,051	122,100	74,100	114,900
<b>Total Revenues</b>	<b>111,485</b>	<b>83,051</b>	<b>122,100</b>	<b>74,100</b>	<b>114,900</b>
<b>Net Transfers</b>	<b>50,366</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(20,933,973)</b>	<b>(20,394,720)</b>	<b>(21,076,116)</b>	<b>(21,124,116)</b>	<b>(21,429,642)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	736,581	743,676	825,654	840,023	863,467
Operating Expenses	128,099	138,669	215,141	191,217	125,293
<b>Total Expenditures</b>	<b>864,680</b>	<b>882,345</b>	<b>1,040,795</b>	<b>1,031,240</b>	<b>988,760</b>
<b>Revenue</b>					
Revenue	893,182	835,717	1,017,750	1,017,668	974,147
<b>Total Revenues</b>	<b>893,182</b>	<b>835,717</b>	<b>1,017,750</b>	<b>1,017,668</b>	<b>974,147</b>
<b>Net Transfers</b>	<b>(3,397)</b>	<b>(7,081)</b>	<b>(11,900)</b>	<b>(11,893)</b>	<b>(10,970)</b>
<b>Fund Impact</b>	<b>25,105</b>	<b>(53,709)</b>	<b>(34,945)</b>	<b>(25,465)</b>	<b>(25,583)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	3,780,858	3,775,211	4,382,761	4,489,333	4,452,640
Operating Expenses	1,163,306	994,839	2,150,137	994,376	2,140,183
Capital Equipment > \$5,000	28,950	-	-	-	-
<b>Total Expenditures</b>	<b>4,973,114</b>	<b>4,770,050</b>	<b>6,532,898</b>	<b>5,483,709</b>	<b>6,592,823</b>
<b>Revenue</b>					
Revenue	4,898,722	4,787,188	6,640,925	5,374,718	6,397,397
<b>Total Revenues</b>	<b>4,898,722</b>	<b>4,787,188</b>	<b>6,640,925</b>	<b>5,374,718</b>	<b>6,397,397</b>
<b>Fund Impact</b>	<b>(74,392)</b>	<b>17,138</b>	<b>108,027</b>	<b>(108,991)</b>	<b>(195,426)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Provide administrative support to the presiding judge, the court, and its operational divisions and programs.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	4,011,062	3,514,239	2,470,030	2,750,177
Revenue	34,330	1,932	6,600	3,000
Net Transfers	50,366	-	-	-
FTE			24.25	26.25
<b>Grants</b>				
Expense	335,529	345,153	384,579	368,465
Revenue	340,952	313,533	390,900	380,174
Net Transfers	-	(3,206)	(7,900)	(10,970)
FTE			5.00	5.00

**Program: Children & Family Services**

**Function:** The Court, Children, and Family Services Division provides timely, fair, effective, and efficient access and administration of justice through the provision of services and programs that supports the mission, vision, and core values of Pima County Juvenile Court Center. Provides professional, innovative, and effective problem-solving court programs and alternative dispute resolution processes for Juvenile Court cases.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,628,968	1,486,397	1,659,274	1,843,535
Revenue	-	-	5,500	-
FTE			20.00	21.00
<b>Grants</b>				
Expense	475,350	495,271	601,311	576,395
Revenue	498,430	480,262	573,050	550,073
Net Transfers	(3,397)	(3,875)	(4,000)	-
FTE			8.25	8.25
<b>Other Special Revenue</b>				
Expense	808,150	815,290	957,396	1,066,272
Revenue	771,300	832,275	924,659	1,023,873
FTE			15.00	16.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

**Recommended Budget by Program**

**Program: Court Support Services**

**Function:** The Court and Calendaring Services Program of the Court, Children, and Family Services Division provides timely, fair, effective, and efficient access and administration of justice through the provision of court caseload and workflow management, quality assurance of data, development and oversight of reports and records, and customer service in a manner that supports the mission, vision, and core values of Pima County Juvenile Court Center.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,219,006	781,995	952,418	917,510
Revenue	363	1,175	-	-
FTE			14.00	14.00

**Program: Detention Services**

**Function:** Provide the community a secure detention facility for youth where helpful programs of education, remediation, and skill development are available.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	5,986,716	6,060,412	6,779,913	6,551,692
Revenue	74,344	79,436	110,000	110,000
FTE			103.25	101.50

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

**Recommended Budget by Program**

**Program: Information Technology**

**Function:** Effective fiscal year 2020/21, the program is no longer active. The program summary is provided for informational purposes.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Special Revenue</b>				
Expense	-	990	-	-
Revenue	9	1	-	-

**Program: Judicial Services**

**Function:** Provide for a timely, fair and efficient administration of justice under the law, in a manner that instills and sustains the public's confidence in the judicial system.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,705,292	3,000,059	3,168,135	3,660,084
Revenue	-	-	-	1,300
FTE			25.00	25.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Juvenile Court (JU)**

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**Recommended Budget by Program**

**Program: Probation Services**

**Function:** Ensure community safety by providing evidence-based supervision and diversion services to court referred juveniles in accordance with state mandates and statutes.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	5,544,780	5,634,669	6,168,446	5,821,544
Revenue	2,448	508	-	600
FTE			71.00	70.00
<b>Grants</b>				
Expense	53,801	41,921	54,905	43,900
Revenue	53,800	41,922	53,800	43,900
FTE			1.00	1.00
<b>Other Special Revenue</b>				
Expense	4,164,964	3,953,770	5,575,502	5,526,551
Revenue	4,127,413	3,954,912	5,716,266	5,373,524
FTE			45.25	44.25

## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Public Defense Services (PDS)

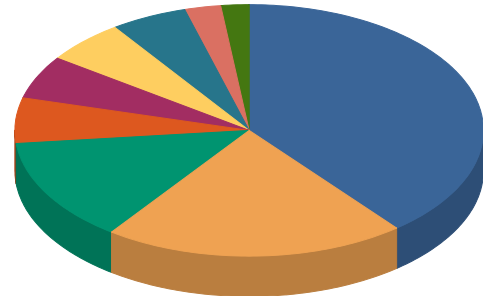
Expenses 40,115,556

Revenues 4,029,395

FTEs 304.30

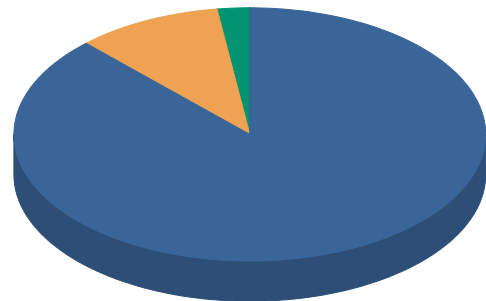
### Expenses By Program

Public Defender	39.08%
Office of Court Appointed Counsel	20.84%
Legal Defender	13.36%
Office of Children's Counsel	5.79%
Public Defense Services	5.67%
Public Fiduciary	5.55%
PDS-Grants	5.33%
Legal Advocate	2.43%
Mental Health Defense	1.95%
Total:	100.00%



### Sources of All Funding

General Fund Support	87.73%
Department Revenue	9.99%
Fund Balance Support	2.28%
Total:	100.00%



### Function Statement:

Pima County established and funded Public Defense Services (PDS) to ensure that every person appointed by the courts is represented by a well-trained, skilled attorney. In this way, Pima County protects the rights afforded to its citizens by the Constitutions of the United States and the State of Arizona. This includes representation in Juvenile Court, Justice Courts, Superior Court, Arizona Court of Appeals, Arizona Supreme Court and Federal Court, including the United States Supreme Court. PDS is comprised of seven divisions - Public Defender, Legal Defender, Legal Advocate, Office of Court Appointed Counsel (OCAC), Office of Children's Counsel (OCC), the Mental Health Defender, and the Public Fiduciary. OCAC contracts with attorneys to provide representation for people who are facing criminal offenses in the Superior and Justice Courts. OCAC also pays the invoices received from court-appointed private attorneys and related expenses. The payment process includes a review for contract compliance. OCC provides representation in court proceedings for children in foster care and other out-of-home placements. The Mental Health Defender provides legal services for adults who have mental illnesses and are unwilling or unable to voluntarily participate in treatment. To qualify, these adults must meet at least one of four requirements detailed under Title 36. The Public Fiduciary provides conservator, guardian, or personal representative services for appointed individuals.

### Mandates:

U.S. Constitution - 6th and 14th Amendments; Arizona Constitution - Article 2, Section 24; Arizona Revised Statutes - 8-114; 8-235; 8-451 through 471; 11-548(B)1 and 2; 11-581 through 588; 11; Title 12; Title 13; Title 14; 36-536; 36-545; and 36-3701; Arizona Rules of Criminal Procedure - Rules 6.1 through 6.7; Arizona Rules of Procedure for the Juvenile Court - Rules 10; 38; 40; 69; 70; ARS Title 14, Chapter 5, Article 6: Public Fiduciary

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

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**Major Departmental Issues:**

Continued increases in case filings from the Pima County Attorney's Office are leading towards unsustainable caseloads which are approaching levels where there will be a deficiency of counsel to provide required representation. The department continues to have issues retaining staff and finding quality employees when more competitive rates are available elsewhere, including other defense offices and attorneys moving to non-defense work.



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	41,034,277	38,354,066	40,115,556	(918,721)	1,761,490
<b>Revenue</b>	4,505,234	4,697,103	4,029,395	(475,839)	(667,708)
<b>Net Transfers</b>	(245,185)	(250,492)	(201,853)	43,332	48,639

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	20,899,714	18,991,568	19,847,174	(1,052,540)	855,606
<b>Other Benefits</b>	7,299,506	6,472,523	7,035,330	(264,176)	562,807
<b>Salaries &amp; Benefits:</b>	<b>28,199,220</b>	<b>25,464,091</b>	<b>26,882,504</b>	<b>(1,316,716)</b>	<b>1,418,413</b>
<b>FTE</b>	312.05		304.30	(7.75)	

**Significant Changes:**

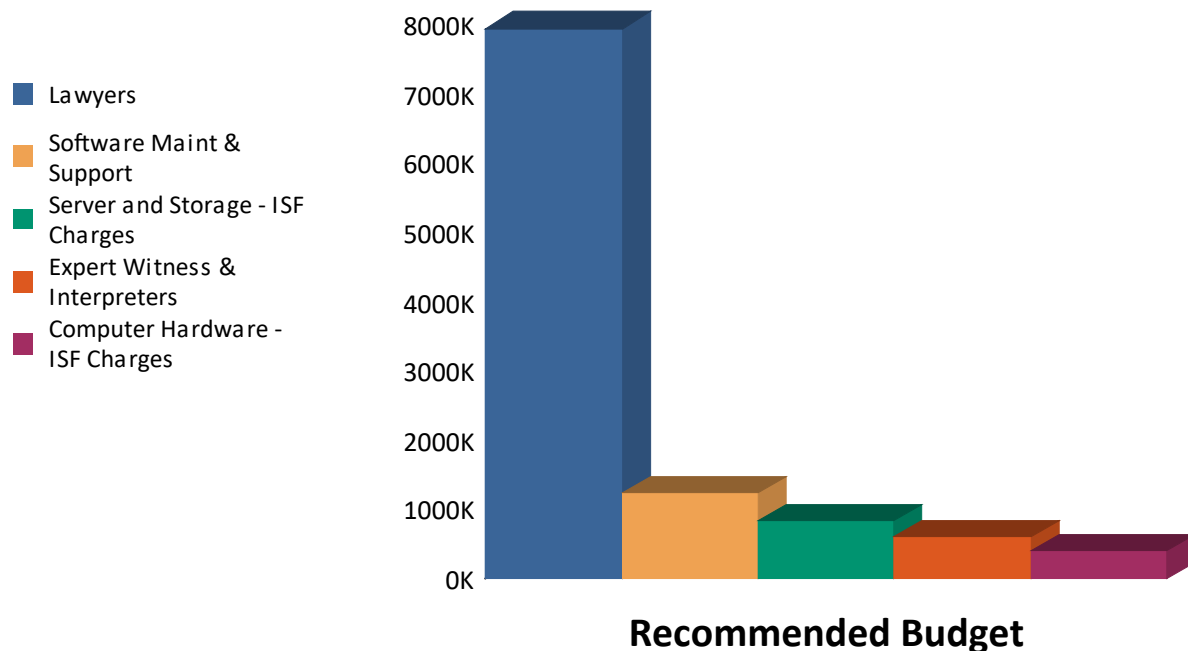
Public Defense Services (PDS) is committed to providing constitutionally required quality counsel in a cost-effective manner. In fiscal year 2023/24, budgeted revenue is reduced, reflecting the reduction in the federal Title IV-E grant, partially offset by a new Restorative Justice federal grant for victim restitution assistance. Overall budgeted expenditures decreased, notwithstanding an increase in operating expenses. Higher contract rates to attract needed defense representation, and a heavier reliance on contracted lawyers led to an increase in the Lawyers category. Other miscellaneous charges increased to capture grant funded restitution payments. PDS will continue implementing a new case and document management system in fiscal year 2023/24, and budgeted expenditures have therefore shifted to software maintenance support. Budgeted expenses for other professional services decreased due to the anticipated reduction in paralegal services in contract cases and a reduction in Title IV-E plans. Finally, countywide IT charges decreased.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	234,450	238,602	1,235,685	1,001,235
Lawyers	7,411,627	7,411,627	7,954,721	543,094
Other Miscellaneous Charges	-	-	82,160	82,160
Out of State Training	12,750	35,810	74,245	61,495
Payments To Grant Sub Recipients	-	81,080	40,000	40,000
Software - ISF Charges	196,230	196,230	177,206	(19,024)
Mileage Reimbursement	57,935	24,121	15,205	(42,730)
Server and Storage - ISF Charges	915,928	915,928	833,681	(82,247)
Other Professional Services	496,793	331,260	342,250	(154,543)
Software Under \$5M	1,003,500	1,000,552	4,500	(999,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	22,966,264	23,542,194	26,684,078	23,923,527	25,835,080
Operating Expenses	9,803,740	11,571,413	10,545,038	10,507,452	10,913,007
<b>Total Expenditures</b>	<b>32,770,004</b>	<b>35,113,607</b>	<b>37,229,116</b>	<b>34,430,979</b>	<b>36,748,087</b>
<b>Revenue</b>					
Revenue	1,632,481	1,453,524	1,379,190	1,384,174	1,379,190
<b>Total Revenues</b>	<b>1,632,481</b>	<b>1,453,524</b>	<b>1,379,190</b>	<b>1,384,174</b>	<b>1,379,190</b>
<b>Fund Impact</b>	<b>(31,137,523)</b>	<b>(33,660,083)</b>	<b>(35,849,926)</b>	<b>(33,046,805)</b>	<b>(35,368,897)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	148,105	353,431	1,513,917	1,540,564	1,047,424
Operating Expenses	9,757	945,003	1,063,739	1,156,243	1,092,540
<b>Total Expenditures</b>	<b>157,862</b>	<b>1,298,434</b>	<b>2,577,656</b>	<b>2,696,807</b>	<b>2,139,964</b>
<b>Revenue</b>					
Revenue	194,711	1,814,136	2,818,379	2,947,299	2,342,540
<b>Total Revenues</b>	<b>194,711</b>	<b>1,814,136</b>	<b>2,818,379</b>	<b>2,947,299</b>	<b>2,342,540</b>
<b>Net Transfers</b>	<b>(13,415)</b>	<b>(130,401)</b>	<b>(245,185)</b>	<b>(250,492)</b>	<b>(201,853)</b>
<b>Fund Impact</b>	<b>23,434</b>	<b>385,301</b>	<b>(4,462)</b>	<b>-</b>	<b>723</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	-	-	1,225	-	-
Operating Expenses	15,013	62,888	1,226,280	1,226,280	1,227,505
<b>Total Expenditures</b>	<b>15,013</b>	<b>62,888</b>	<b>1,227,505</b>	<b>1,226,280</b>	<b>1,227,505</b>
<b>Revenue</b>					
Revenue	320,509	410,262	307,665	365,630	307,665
<b>Total Revenues</b>	<b>320,509</b>	<b>410,262</b>	<b>307,665</b>	<b>365,630</b>	<b>307,665</b>
<b>Fund Impact</b>	<b>305,496</b>	<b>347,374</b>	<b>(919,840)</b>	<b>(860,650)</b>	<b>(919,840)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Recommended Budget by Program**

**Program: Legal Advocate**

**Function:** Provide quality legal representation to defendants entitled to court appointed counsel.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	923,621	1,010,101	1,032,376	968,836
Revenue	564	810	1,000	1,000
FTE			9.00	9.00
<b>Other Special Revenue</b>				
Expense	476	2,132	2,260	2,260
Revenue	2,126	2,159	2,015	2,015

**Program: Legal Defender**

**Function:** Provide quality legal representation to defendants entitled to court appointed counsel.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	4,611,907	4,758,803	5,410,430	5,343,361
Revenue	8,033	10,008	10,440	10,440
FTE			49.75	49.75
<b>Other Special Revenue</b>				
Expense	2,710	12,661	16,475	16,475
Revenue	16,008	14,664	12,200	12,200

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Recommended Budget by Program**

**Program: Mental Health Defense**

**Function:** Fulfill the duty of the Pima County Superior Court to promptly appoint counsel to individuals involuntarily hospitalized as a result of a court-ordered evaluation based on allegations that the person, as a result of a mental disorder, is either a danger to self (DTS), danger to others (DTO), persistently or acutely disabled (PAD) or gravely disabled (GD) as defined in Title 36, Chapter 5 of the Arizona Revised Statutes.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	540,057	621,936	774,131	783,415
FTE			7.00	7.00

**Program: Office of Children's Counsel**

**Function:** Represent children in dependency and severance cases before the Pima County Juvenile Court. Follow the cases of children that continue under court supervision, i.e. continuation cases. Represent child victims/witnesses at the request of the Pima County Attorney's Office and provide child-related representation to the Bench and Bar of the Domestic Relations Division of the Pima County Superior Court when the family qualifies pursuant to statute and rules relating to family law.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,057,374	2,139,331	2,537,418	2,323,333
Revenue	4,288	91	4,880	4,880
FTE			25.75	25.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Recommended Budget by Program**

**Program: Office of Court Appointed Counsel**

**Function:** Provide representation through contracted private attorneys and ancillary service providers for those who qualify for court appointed counsel including indigent and quasi-indigent individuals, and those otherwise ineligible for any public representation.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	7,649,724	9,241,424	7,874,050	8,360,051
Revenue	914,899	866,194	863,100	863,100
FTE			8.00	8.00

**Program: PDS-Grants**

**Function:** Ensure reasonable efforts are made to prevent removal of children from their families by the Department of Child Safety and finalize the permanency plan. Ensure parents and youth are engaged in and complying with dependency case plans.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	157,862	1,298,434	2,577,656	2,139,964
Revenue	194,711	1,814,136	2,818,379	2,342,540
Net Transfers	(13,415)	(130,401)	(245,185)	(201,853)
FTE			20.00	13.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Defense Services (PDS)**

**Recommended Budget by Program**

**Program: Public Defender**

**Function:** Provide quality legal representation to defendants entitled to court appointed counsel.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	13,896,862	14,277,184	16,153,963	15,620,908
Revenue	111,275	81,354	34,740	34,740
FTE			155.55	155.55
<b>Other Special Revenue</b>				
Expense	6,091	41,223	52,700	52,700
Revenue	60,066	57,204	45,450	45,450

**Program: Public Defense Services**

**Function:** Ensure quality legal representation for defendants entitled to court appointed counsel. Oversee budgets, planning, human resources and other administrative functions.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	981,279	975,485	1,106,356	1,120,647
Revenue	20,832	24,926	15,030	15,030
FTE			9.00	9.00
<b>Other Special Revenue</b>				
Expense	5,736	6,872	1,156,070	1,156,070
Revenue	242,309	336,235	248,000	248,000

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Public Defense Services (PDS)

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Recommended Budget by Program

Program: Public Fiduciary

**Function:** Accept Superior Court appointment to serve as conservator, guardian, and/or personal representative for decedent probates where there is no person or corporation qualified or willing to act.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,109,180	2,089,343	2,340,392	2,227,536
Revenue	572,590	470,141	450,000	450,000
FTE			28.00	28.00



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

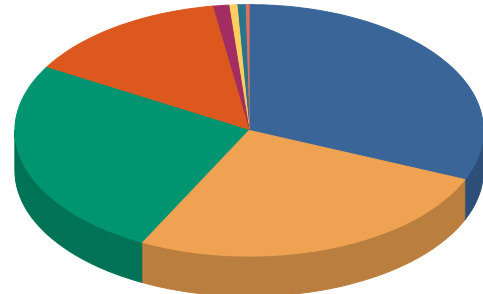
**Expenses**     173,830,456

**Revenues**     20,803,897

**FTEs**     1,477.50

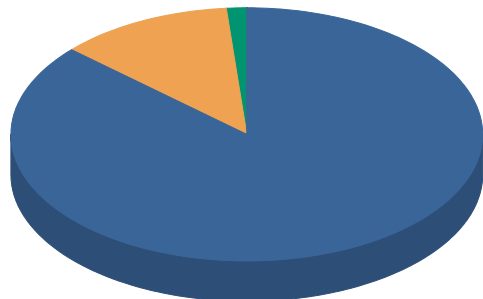
### Expenses By Program

Corrections	31.46%
Administrative	26.13%
Operations	25.64%
Investigations	14.19%
Smart & Safe AZ-Prop 207	1.12%
Forfeitures	0.72%
High Intensity Drug Trafficking Area - HIDTA	0.49%
Support Services Division	0.25%
Total:	100.00%



### Sources of All Funding

General Fund Support	86.78%
Department Revenue	11.86%
Operating Transfers In	1.23%
Fund Balance Support	0.13%
Total:	100.00%



#### Function Statement:

As a leader in public safety, the Sheriff's Department (SD) is committed to serving with honor, courage, and integrity in the fight against crime, and to work relentlessly toward making the community safe for the people of Pima County.

#### Mandates:

ARS Title 11 Chapter 3 Article 2; ARS Title 13 - Criminal Code; ARS Title 31 - Prisons and Prisoners

#### Major Departmental Issues:

The Pima County Sheriff's Department is facing three major budget issues in fiscal year 2023/24:

- 1) The ability to recruit and retain critical personnel in law enforcement, corrections, and support functions. It is likely that the department will have vacancy savings from unfilled positions due to recruitment and retention challenges. However, critical positions in law enforcement, corrections, and civilian sections must be staffed at all times to ensure the safety and security of employees, inmates and the public. Therefore, the cost for overtime and other special pay are expected to remain at fiscal year 2022/23 levels which will offset any vacancy savings.
- 2) To address the feasibility for a new adult detention facility and the ongoing cost to maintain and upkeep the existing facility.
- 3) The impact of inflation and need for additional funding to procure basic goods and services. The base budget for operating supplies and services is insufficient due to inflation growth, supply chain disruptions, and other economic factors. The department will experience significant budgetary challenges in these areas.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	162,475,107	171,099,241	173,830,456	11,355,349	2,731,215
<b>Revenue</b>	15,316,345	20,200,647	20,803,897	5,487,552	603,250
<b>Net Transfers</b>	335,500	48,734	523,000	187,500	474,266

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	89,229,556	97,262,623	93,183,770	3,954,214	(4,078,853)
<b>Other Benefits</b>	35,879,026	35,134,712	39,346,849	3,467,823	4,212,137
<b>Salaries &amp; Benefits:</b>	<b>125,108,582</b>	<b>132,397,335</b>	<b>132,530,619</b>	<b>7,422,037</b>	<b>133,284</b>
<b>FTE</b>	1,474.50		1,477.50	3.00	

**Significant Changes:**

Total general fund revenue decreased as the result of reclassifying Proposition 207 (marijuana tax) state funds to special revenue. In addition, federal funding from the State Alien Assistance Program is budgeted in anticipation of the program's continuance in fiscal year 2023/24. Total general fund expenditures increased by \$7.67 million over the current year. The largest increase is for employer's retirement contributions, which increased by \$3.32 million. An annual assessment of insurance premiums and the department's risk exposure (medical malpractice, property damage, etc.) led to an increase of \$2.05 million in budgeted expenditures, while other countywide charges (motor pool, IT, radio, etc.) also increased. An additional 300 body-worn cameras were leased for the Jail. Due to lack of funding, no budget was allocated to capital equipment.

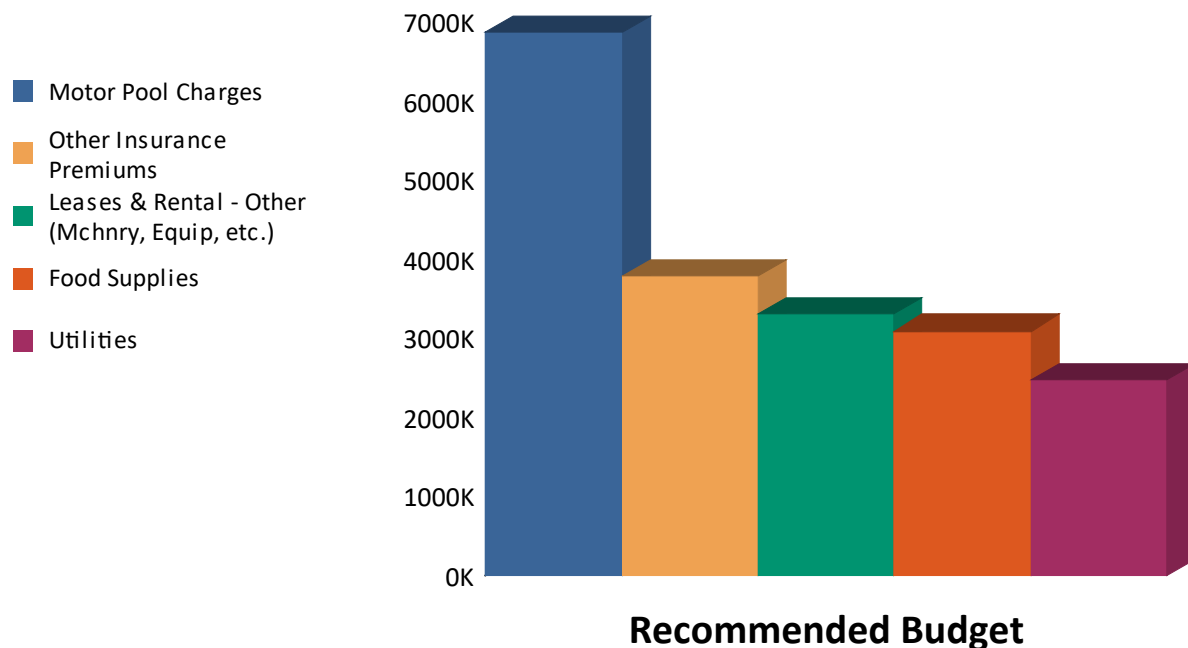
Total revenue from special revenue units in fiscal year 2023/24 increased \$4.32 million to \$8.03 million, driven primarily from \$3.3 million in state funding from the June 2022 passage of House Bill 2862 that provides incentive payments for the retention and hiring of line-level deputies and detention officers in Arizona. The Sheriff's Depart (SD) also anticipates receiving \$1.20 million in state funding from Prop 207 revenues, an increase of \$500,000 over fiscal year 2022/23. Total special revenue expenditures increased a net \$3.06 million due to the incentive payments and other compensation and benefit adjustments, and the obligated costs to be funded by Prop 207 revenue. In regard to budgeted grant revenue and expenditures, the most significant item was a Department of Justice grant to hire fourteen (14) new deputies that was approved by the Board of Supervisors during fiscal year 2022/23.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Other Insurance Premiums	1,726,119	1,726,119	3,780,942	2,054,823
Telecommunication Equipment - Capital	-	-	750,000	750,000
Law Enforcement Equipment - Capital	1,300,000	1,184,183	1,825,000	525,000
Other Mach & Equip - Capital	700,000	723,000	1,200,000	500,000
Leases & Rental - Other (Mchnry, Equip, etc.)	2,843,019	2,148,021	3,305,280	462,261
R&M-Machinery & Equipment Services	1,854,509	1,529,509	1,800,000	(54,509)
Transcription Services	160,000	90,000	100,000	(60,000)
Aircraft Equipment - Capital	100,000	92,047	-	(100,000)
Motor Pool Charges	7,210,256	7,525,000	6,875,548	(334,708)
Law Enforcement Supplies	1,845,500	1,890,128	1,484,500	(361,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	126,780,922	106,908,924	121,467,437	124,077,699	124,546,700
Operating Expenses	28,360,615	33,464,665	32,521,475	33,998,605	35,084,801
Capital Equipment > \$5,000	278,944	263,586	300,000	300,000	-
Bad Debt Expenses	28,619	17,480	-	25,000	-
<b>Total Expenditures</b>	<b>155,449,100</b>	<b>140,654,655</b>	<b>154,288,912</b>	<b>158,401,304</b>	<b>159,631,501</b>
<b>Revenue</b>					
Revenue	9,590,886	7,987,317	8,708,910	8,270,205	8,246,160
<b>Total Revenues</b>	<b>9,590,886</b>	<b>7,987,317</b>	<b>8,708,910</b>	<b>8,270,205</b>	<b>8,246,160</b>
<b>Net Transfers</b>	<b>(3,733)</b>	<b>(161,397)</b>	<b>(360,000)</b>	<b>(517,266)</b>	<b>(886,450)</b>
<b>Fund Impact</b>	<b>(145,861,947)</b>	<b>(132,828,735)</b>	<b>(145,940,002)</b>	<b>(150,648,365)</b>	<b>(152,271,791)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	2,469,154	2,223,135	2,919,651	2,903,120	4,127,553
Operating Expenses	549,757	438,276	288,550	167,348	203,300
Capital Equipment > \$5,000	164,873	190,431	200,000	154,453	75,000
<b>Total Expenditures</b>	<b>3,183,784</b>	<b>2,851,842</b>	<b>3,408,201</b>	<b>3,224,921</b>	<b>4,405,853</b>
<b>Revenue</b>					
Revenue	3,057,667	2,580,766	2,903,564	2,698,921	3,327,487
<b>Total Revenues</b>	<b>3,057,667</b>	<b>2,580,766</b>	<b>2,903,564</b>	<b>2,698,921</b>	<b>3,327,487</b>
<b>Net Transfers</b>	<b>73,313</b>	<b>213,677</b>	<b>405,500</b>	<b>526,000</b>	<b>929,450</b>
<b>Fund Impact</b>	<b>(52,804)</b>	<b>(57,399)</b>	<b>(99,137)</b>	<b>-</b>	<b>(148,916)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	307,652	606,863	721,494	5,416,516	3,856,366
Operating Expenses	1,548,747	2,311,151	2,456,500	2,456,500	2,236,736
Capital Equipment > \$5,000	473,886	163,313	1,600,000	1,600,000	3,700,000
<b>Total Expenditures</b>	<b>2,330,285</b>	<b>3,081,327</b>	<b>4,777,994</b>	<b>9,473,016</b>	<b>9,793,102</b>
<b>Revenue</b>					
Revenue	5,081,614	5,249,193	3,703,871	9,231,521	9,230,250
<b>Total Revenues</b>	<b>5,081,614</b>	<b>5,249,193</b>	<b>3,703,871</b>	<b>9,231,521</b>	<b>9,230,250</b>
<b>Net Transfers</b>	<b>(631,169)</b>	<b>(688,288)</b>	<b>290,000</b>	<b>40,000</b>	<b>480,000</b>
<b>Fund Impact</b>	<b>2,120,160</b>	<b>1,479,578</b>	<b>(784,123)</b>	<b>(201,495)</b>	<b>(82,852)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

**Recommended Budget by Program**

**Program: Administrative**

**Function:** Provide executive, administrative, and support services to uphold and maintain the Sheriff's Department mission.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	30,460,489	32,810,862	37,785,878	45,114,867
Revenue	390,646	390,697	366,910	384,160
Net Transfers	(75,064)	(220,347)	(420,000)	(946,450)
FTE			309.00	379.00
<b>Grants</b>				
Expense	91,804	133,862	204,731	308,100
Revenue	90,301	125,287	207,323	312,989
Net Transfers	-	-	(2,500)	(5,000)
FTE			1.00	1.00

**Program: Corrections**

**Function:** Provide custodial supervision of incarcerated persons for Pima County, the State of Arizona, and contracted municipalities under intergovernmental agreements. Provide inmate services and other administrative support for the Corrections Bureau.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	48,603,732	45,327,271	48,421,349	48,494,678
Revenue	8,397,850	7,320,609	7,198,000	7,448,000
FTE			547.00	493.25
<b>Grants</b>				
Expense	185,393	147,941	198,734	227,625
Revenue	189,921	155,655	207,386	235,840
Net Transfers	(1,751)	(6,670)	(12,000)	(12,000)
FTE			2.00	2.00
<b>Other Special Revenue</b>				
Expense	1,076,182	2,005,499	2,114,768	5,973,102
Revenue	3,392,682	2,359,132	2,414,000	5,710,250
Net Transfers	(148,983)	(147,996)	(1,060,000)	(160,000)
FTE			8.00	8.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

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**Recommended Budget by Program**

**Program: Forfeitures**

**Function:** Enhance law enforcement and public safety services through State and Federal forfeiture proceeds.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	93,510	90,901	1,850,000	1,250,000
Revenue	2,799	11,599	100,000	100,000
Net Transfers	-	-	1,750,000	1,150,000

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**Program: High Intensity Drug Trafficking Area - HIDTA**

**Function:** Request and receive High Intensity Drug Trafficking Area (HIDTA) grants awarded by the Federal Government.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	655,131	683,236	1,001,034	856,156
Revenue	652,977	636,317	975,517	843,337
FTE			10.00	10.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

**Recommended Budget by Program**

**Program: Investigations**

**Function:** Provide criminal investigations, narcotics and special investigations, and other technical support functions for the department.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	27,380,039	22,173,404	23,661,761	23,826,351
Revenue	326,952	381,971	271,000	241,000
Net Transfers	66,619	58,950	60,000	60,000
FTE			237.00	231.75
<b>Grants</b>				
Expense	1,055,577	642,925	980,268	829,487
Revenue	1,097,152	630,510	972,338	822,183
FTE			3.00	3.00

**Program: Operations**

**Function:** Provide emergency, non-emergency, and other public safety services to the unincorporated areas of Pima County.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	49,004,840	40,343,118	44,419,924	42,195,605
Revenue	336,391	(269,115)	703,000	3,000
Net Transfers	4,712	-	-	-
FTE			345.50	325.50
<b>Grants</b>				
Expense	1,195,879	1,243,878	1,023,434	2,184,485
Revenue	1,027,316	1,032,997	541,000	1,113,138
Net Transfers	75,064	220,347	420,000	946,450
FTE			10.00	24.00
<b>Other Special Revenue</b>				
Expense	743,832	539,327	383,226	190,000
Revenue	774,160	490,472	359,871	190,000
FTE			2.00	-



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Sheriff (SD)**

**Recommended Budget by Program**

**Program: Smart & Safe AZ-Prop 207**

**Function:** Support law enforcement efforts and initiatives that increase public safety through state funds allocated by the 2020 passage of the Safe and Smart Arizona Act (Proposition 207).

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Other Special Revenue</b>				
Expense	-	-	-	1,950,000
Revenue	-	1,402,262	-	2,400,000

**Program: Support Services Division**

**Function:** Account and process the receipts and expenditures to impound in accordance with Arizona State Laws.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Revenue	139,047	163,155	170,000	170,000
<b>Other Special Revenue</b>				
Expense	416,761	445,600	430,000	430,000
Revenue	911,973	985,728	830,000	830,000
Net Transfers	(482,186)	(540,292)	(400,000)	(510,000)

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

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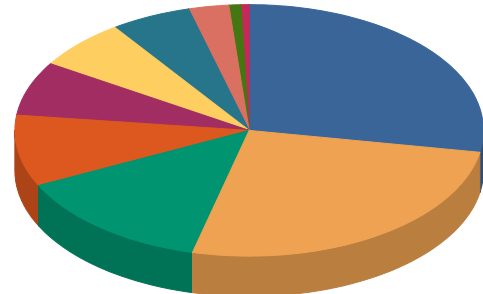
**Expenses**      66,823,639

**Revenues**    18,671,594

**FTEs**        696.95

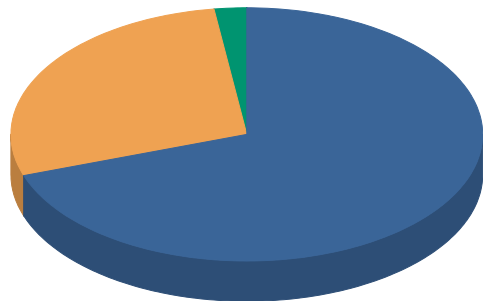
### Expenses By Program

■ Adjudication	27.72%
■ Adult Probation Field & Operations	26.22%
■ Information Services	13.76%
■ Administration	9.30%
■ Adult Probation Court Services	6.97%
■ Pretrial Services	6.40%
■ Trial Services	5.60%
■ Conciliation Court	2.59%
■ Law Library	1.01%
■ Fill The Gap - Other Courts	0.43%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	69.82%
■ Department Revenue	27.94%
■ Fund Balance Support	2.24%
Total:	100.00%



#### Function Statement:

Adjudicate cases in which exclusive jurisdiction is not vested in another court. Provide administrative services and automated information systems to the court. Provide interpreting services to non-English speaking and hearing impaired defendants, witnesses, and victims. Provide mediation, marriage/divorce counseling, and custody/visitation evaluations. Provide library facilities and assist in the retrieval of information. Provide jurors for Superior Court, Justice Courts, and Tucson Municipal Court. Publish the daily calendar, collect, and analyze statistics, and manage the daily calendars for Superior Court divisions. Conduct investigations of defendants and provide supervision of probationers. Provide information about arrestees and detainees to the judicial divisions and monitor compliance with conditions of release.

#### Mandates:

ARS Title 8 Children; Title 12 Courts and Civil Proceedings; Title 13 Criminal Code; Title 14 Trusts, Estates, and Protective Proceedings; Title 21 Juries; Title 25 Marital and Domestic Relations; Title 31 Prisons and Prisoners; Title 41 State Government

## **DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**

### **Superior Court (SC)**

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#### **Major Departmental Issues:**

Superior Court continues to have staffing challenges in recruitment, and retention in the current job market. In fiscal year 2022/23, eight additional security officer positions will be added to the court's budget as it is the court's obligation to protect judicial officers, staff, and the public. Court security and the Sheriff's department play a vital role to provide courtroom security.

In fiscal year 2018/19, the courts began the process of consolidating the Juvenile Court and Superior Court Information Technology divisions. In fiscal year 2020/21, the court furthered its consolidation goals by combining the Juvenile Court interpretation services, research, and security divisions. In fiscal year 2021/22, the Court began leveraging technology services by consolidating the Justice Court Information Technology division with the Superior Court. The results of these efforts are the standardization of automated systems and network security, resource sharing, and cost efficiencies in hardware upgrades and software maintenance contracts. The Court continued its focus on the consolidation of the court administrative functions. The remaining Justice Court administration divisions, (Finance, Security, and Human Resources) have been combined with the Superior Court. These consolidations allow for greater resource sharing and improved efficiencies similar to technology services.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	62,320,180	64,288,352	66,823,639	4,503,459	2,535,287
<b>Revenue</b>	18,591,589	18,193,648	18,671,594	80,005	477,946
<b>Net Transfers</b>	(25,913)	(25,913)	(7,100)	18,813	18,813

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	36,904,463	37,711,118	38,454,676	1,550,213	743,558
<b>Other Benefits</b>	18,605,054	17,512,364	19,642,664	1,037,610	2,130,300
<b>Salaries &amp; Benefits:</b>	<b>55,509,517</b>	<b>55,223,482</b>	<b>58,097,340</b>	<b>2,587,823</b>	<b>2,873,858</b>
<b>FTE</b>	676.99		696.95	19.96	

**Significant Changes:**

In fiscal year 2021/22, the Justice Court's Information Technology division was consolidated with the Superior Court's Information Technology Services division. As part of this change, the Justice Court Information Technology budget was moved to the Superior Court budget. In fiscal year 2022/23, eight additional security officer positions will be added to the court budget. These positions will enhance the court's ability to provide adequate security coverage in all court buildings, including the courthouse for judicial officers, the staff and public. An additional nine technology customer service positions have been allocated to the Superior Court's budget. These positions will ensure that courtroom audiovisual systems and digital evidence systems are operating properly to avoid disruption to hearings and trials.

The court received \$3 million of American Rescue Plan Act grant funds through Pima County. These funds will allow the Court to continue to improve the technological capabilities in the courtroom, jury services, Adult Probation, Pretrial Services and mental health services. Throughout the pandemic, the Court has continued to focus on access to justice. Through the implementation of enhanced technologies in the courtrooms, the court will allow greater access to justice using remote participation capabilities. Jury deliberation rooms will be reconfigured to leverage technology that will provide safe viewing of digital evidence during deliberations. In addition, Adult Probation is expanding its use of laptops for field officers. This tool will increase the ability of the probation officer to meet with probationers while they are in their natural environment and reduce the foot traffic in County buildings. Additionally, a Pretrial platform is required to digitize all pretrial processes from initial appearance assessments through case management and data reporting/business intelligence. This platform will increase remote supervision of pretrial diversion participants. Finally, development of an automated mental health case tracking system that will support the management of mental health evaluations for competency to stand trial and restoration to competency services. The system will improve compliance monitoring of mental health court participants and improve case processing.

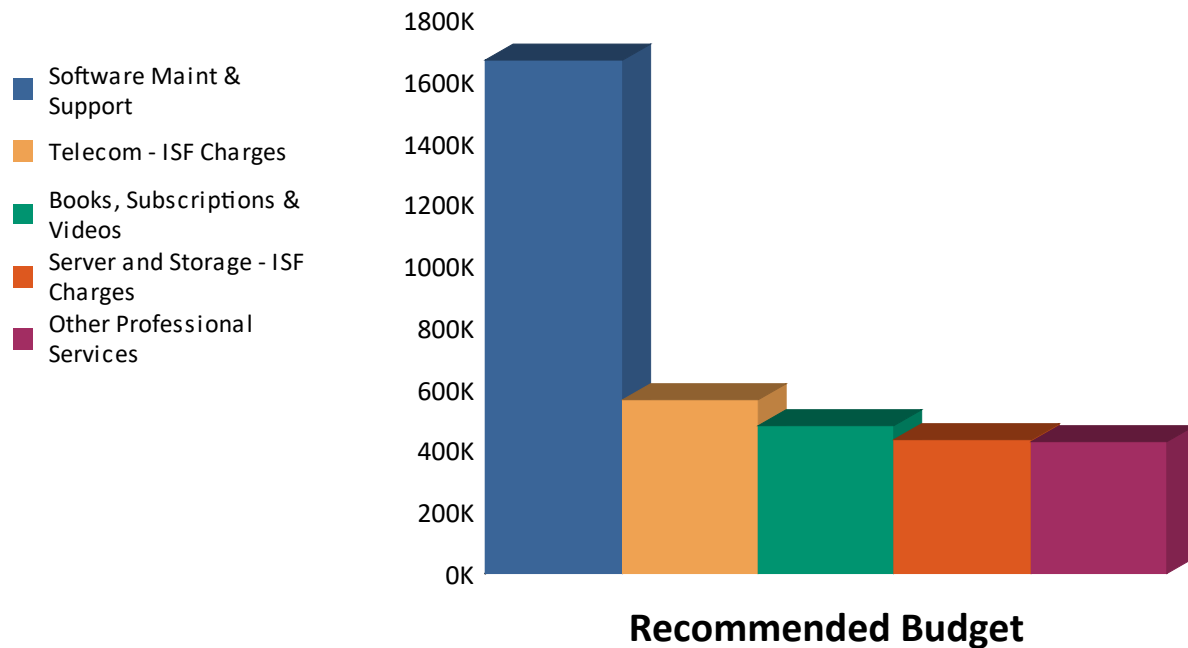
Object codes Server and Storage - ISF Charges, and Software - ISF Charges were previously budgeted as Operating Transfers, but beginning with fiscal year 2023/24, Elected departments were given budget adjustments to cover the expected costs at the object code level.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Software Maint & Support	548,500	1,151,086	1,668,500	1,120,000
Server and Storage - ISF Charges	-	-	435,364	435,364
Off Machines & Comps - Non-Capital	1,000	349,033	400,200	399,200
Software - ISF Charges	-	-	174,012	174,012
Laboratory & X-ray Services	151,000	112,000	251,000	100,000
Out of State Travel	52,788	47,788	14,550	(38,238)
Other Support Care	393,327	387,327	353,117	(40,210)
Other Operation Supplies	88,426	25,565	43,625	(44,801)
Other Professional Services	490,341	536,740	425,695	(64,646)
Security	225,822	219,455	155,822	(70,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	30,788,834	34,838,305	38,737,562	39,294,155	41,735,333
Operating Expenses	4,489,672	5,789,586	4,660,355	6,243,659	5,548,812
Capital Equipment > \$5,000	102,978	231,727	-	408,251	-
<b>Total Expenditures</b>	<b>35,381,484</b>	<b>40,859,618</b>	<b>43,397,917</b>	<b>45,946,065</b>	<b>47,284,145</b>
<b>Revenue</b>					
Revenue	575,123	602,208	602,500	602,500	622,228
<b>Total Revenues</b>	<b>575,123</b>	<b>602,208</b>	<b>602,500</b>	<b>602,500</b>	<b>622,228</b>
<b>Net Transfers</b>	<b>(1,254)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Impact</b>	<b>(34,807,615)</b>	<b>(40,257,410)</b>	<b>(42,795,417)</b>	<b>(45,343,565)</b>	<b>(46,661,917)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	893,281	968,992	1,240,850	886,452	908,200
Operating Expenses	339,780	391,578	392,487	303,186	360,782
Capital Equipment > \$5,000	4,800	-	-	-	-
<b>Total Expenditures</b>	<b>1,237,861</b>	<b>1,360,570</b>	<b>1,633,337</b>	<b>1,189,638</b>	<b>1,268,982</b>
<b>Revenue</b>					
Revenue	1,191,971	1,623,111	1,649,353	1,215,551	1,272,630
<b>Total Revenues</b>	<b>1,191,971</b>	<b>1,623,111</b>	<b>1,649,353</b>	<b>1,215,551</b>	<b>1,272,630</b>
<b>Net Transfers</b>	<b>(10,075)</b>	<b>(16,749)</b>	<b>(25,913)</b>	<b>(25,913)</b>	<b>(7,100)</b>
<b>Fund Impact</b>	<b>(55,965)</b>	<b>245,792</b>	<b>(9,897)</b>	<b>-</b>	<b>(3,452)</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	13,336,082	13,998,375	15,531,105	15,042,875	15,453,807
Operating Expenses	1,298,585	1,426,411	1,757,821	1,909,774	2,816,705
Capital Equipment > \$5,000	74,985	38,527	-	200,000	-
<b>Total Expenditures</b>	<b>14,709,652</b>	<b>15,463,313</b>	<b>17,288,926</b>	<b>17,152,649</b>	<b>18,270,512</b>
<b>Revenue</b>					
Revenue	14,795,224	15,502,578	16,339,736	16,375,597	16,776,736
<b>Total Revenues</b>	<b>14,795,224</b>	<b>15,502,578</b>	<b>16,339,736</b>	<b>16,375,597</b>	<b>16,776,736</b>
<b>Fund Impact</b>	<b>85,572</b>	<b>39,265</b>	<b>(949,190)</b>	<b>(777,052)</b>	<b>(1,493,776)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Recommended Budget by Program**

**Program: Adjudication**

**Function:** Adjudicate all cases filed in the Superior Court.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	14,434,941	15,527,929	16,540,327	17,726,813
Revenue	567,197	591,415	595,000	612,728
Net Transfers	(1,254)	-	-	-
FTE			151.00	151.00
<b>Grants</b>				
Expense	136,939	132,197	150,961	169,900
Revenue	146,028	132,198	150,961	169,900
<b>Other Special Revenue</b>				
Expense	502,581	571,987	569,738	623,737
Revenue	910,115	910,259	1,037,348	922,881
FTE			5.05	7.00

**Program: Administration**

**Function:** To provide administrative support to the presiding judge, the court, and its administrative and judicial divisions.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	4,492,156	5,108,183	5,675,672	6,200,914
Revenue	1,853	3,706	2,000	2,000
FTE			67.00	68.00
<b>Grants</b>				
Expense	109,707	58,566	50,000	15,000
Revenue	93,055	67,952	50,000	15,000
<b>Other Special Revenue</b>				
Expense	-	-	-	2,000
Revenue	-	3,931	-	10,060



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Recommended Budget by Program**

**Program: Adult Probation Court Services**

**Function:** Probation officers assigned to the Court Services Division (CSD) conduct investigations and write presentence reports on defendants. These reports include a description of the offense, its impact on the victim(s), an assessment of the defendant's risk factors and criminogenic needs, potential sentencing options and other information relevant to the sentencing process. Typically, ninety-four percent (94%) of all criminal defendants enter guilty pleas in lieu of going to trial. As such, the presentence report provides objective information to support the sentence ultimately imposed.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,305,666	2,551,165	2,819,922	2,870,812
Revenue	-	10	-	-
FTE			32.00	32.00
<b>Other Special Revenue</b>				
Expense	1,631,039	1,559,216	1,651,044	1,782,797
Revenue	1,673,616	1,516,820	1,538,500	1,525,000
FTE			21.00	21.00

**Program: Adult Probation Field & Operations**

**Function:** Serve the court to actively promote community safety, facilitate positive behavioral change in probationers, and respect victim rights.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	3,601,225	3,503,922	3,880,994	3,590,301
Revenue	5,970	7,077	5,500	7,500
FTE			39.00	39.00
<b>Grants</b>				
Expense	812,008	903,481	1,101,890	916,870
Revenue	766,213	1,123,980	1,111,621	918,618
Net Transfers	(7,622)	(10,953)	(18,000)	(5,200)
FTE			15.20	10.95
<b>Other Special Revenue</b>				
Expense	10,667,783	11,516,226	13,095,539	13,020,532
Revenue	10,903,251	11,753,497	12,537,888	12,493,595
FTE			156.00	163.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Recommended Budget by Program**

**Program: Conciliation Court**

**Function:** Provide a continuum of alternative dispute resolution services in a safe, neutral setting that can help mitigate the financial and emotional costs imposed by ongoing litigation to families involved in pre-decree, post-decree, or paternity family law cases. Provide accurate and timely services and information to the family law bench to assist the court in making custody/parenting time decisions which are in the best interests of children, and which can substantially reduce time and expenses to the Superior Court.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	704,308	737,480	890,053	908,473
Revenue	103	-	-	-
FTE			9.00	9.00
<b>Grants</b>				
Expense	31,383	32,562	33,430	28,924
Revenue	27,737	33,920	33,430	28,924
<b>Other Special Revenue</b>				
Expense	603,763	645,194	792,466	793,239
Revenue	669,558	654,506	617,500	618,200
FTE			9.00	9.00

**Program: Fill The Gap - Other Courts**

**Function:** Provide criminal case processing assistance to participating courts in Pima County. (Note: This program contains Fill the Gap budgets for all courts except Superior Court. The Superior Court Fill the Gap budget is included in the Adjudication program.)

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue</b>				
Expense	443,592	438,284	501,043	288,539
FTE			4.00	4.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Recommended Budget by Program**

**Program: Information Services**

**Function:** The Information Technology Services Division provides day-to-day maintenance support as well as coordinated strategic information technology system planning, analysis, development, and partner integration services in support of all court programs, infrastructure, and courtroom technology. The division's objective is to provide reliable, effective, and consistently high-quality systems and services to the court and the public.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	4,502,135	6,190,729	5,664,554	7,760,627
FTE			55.00	64.00
<b>Grants</b>				
Expense	25,001	24,999	25,000	-
Revenue	25,000	25,000	25,000	-
<b>Other Special Revenue</b>				
Expense	548,740	422,972	353,182	1,433,500
Revenue	391,914	380,246	365,000	927,000

**Program: Law Library**

**Function:** Serve as a gateway for access to justice by providing a variety of constituents with an up-to-date collection of Arizona's core legal materials, and assistance in the retrieval of information. Answer reference questions for patrons in person, on the telephone, or by e-mail, using best available resources, print or electronic. Assist in the selection and use of best electronic resources. Provide training to court staff and public on best use of Internet information resources, and databases such as Westlaw. Acquire and maintain judicial collections, and process judicial invoices for payment. Provide comprehensive services to patrons using the Resource Center. Offer alternative ways to access forms as well as alternative resources for forms not offered through the Resource Center. Offer referrals to appropriate legal advice agencies. Provide daily Domestic Relations and Minor Guardianship Legal Clinics in collaboration with Pima County Bar Foundation, Southern Arizona Legal Aid, and Step Up to Justice.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	222,559	260,769	281,952	345,605
FTE			4.00	4.00
<b>Other Special Revenue</b>				
Expense	312,154	309,434	325,914	326,168
Revenue	246,770	283,319	243,500	280,000
FTE			1.00	1.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Superior Court (SC)**

**Recommended Budget by Program**

**Program: Pretrial Services**

**Function:** Ensure the initial appearance court has accurate and timely information regarding release suitability for each felony, justice precinct misdemeanor, and domestic violence arrestees from Oro Valley, Marana, Sahuarita, Tucson, and South Tucson. Ensure the justice precinct misdemeanor arrestees are screened for release eligibility, and when appropriate, affect their immediate release. Eliminate any unnecessary pretrial detention for defendants receiving behavioral health treatment through Cenpatico. Reduce the issuance of bench warrants from the arraignment court to fifty percent (50%) of the level prior to the inception of this program. Arrange the self-surrender to the Court for Superior Court defendants who fail to appear at post arraignment hearings. Ensure that court-ordered conditions of release are being adhered to and violations are brought to the Court's attention in a timely manner for defendants the Court releases under the supervision of Pretrial Services.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,491,283	3,500,530	3,907,839	4,136,496
FTE			56.99	60.00
<b>Grants</b>				
Expense	122,823	208,765	272,056	138,288
Revenue	133,938	240,061	278,341	140,188
Net Transfers	(2,453)	(5,796)	(7,913)	(1,900)
FTE			1.00	1.00

**Program: Trial Services**

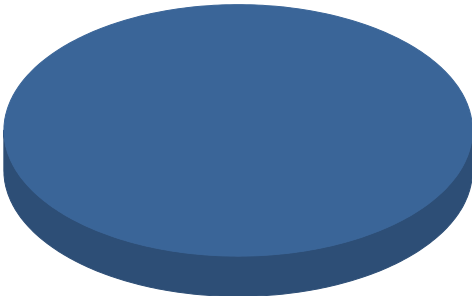
**Function:** Manage and provide qualified jurors to serve as petit and grand jurors.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	2,627,211	3,478,911	3,736,604	3,744,104
FTE			50.75	53.00

Expenses	<u>2,818,993</u>	Revenues	<u>-</u>	FTEs	<u>41.00</u>
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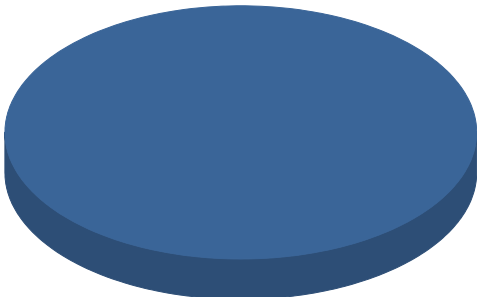
Expenses By Program

■ Capital Program Office	100.00%
Total:	100.00%



Sources of All Funding

■ General Fund Support	100.00%
Total:	100.00%



Function Statement:

Provide expertise related to the Capital Improvement Projects (CIP) program, including project delivery, process management, and infrastructure planning for all departments with capital projects. This includes project management team delivery, project and program oversight, long term planning, utility coordination, economic development support, development of program management best practices and metrics relating to the project management manual and gate process.

Mandates:

None

Major Departmental Issues:

Fiscal year 2023/24 will be the third full year that the Capital Program Office (CPO) has been a standalone department recognizing that the program extends beyond Public Works departments. CPO relied on project charge outs (bond fund support) historically. With the conversion to a pay as you go CIP program, the department has continued to transition to general fund support.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Capital Program Office (CPO)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	996,975	676,310	2,818,993	1,822,018	2,142,683
<b>Revenue</b>	100	-	-	(100)	-

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	534,917	423,350	1,722,084	1,187,167	1,298,734
<b>Other Benefits</b>	252,505	193,667	654,632	402,127	460,965
<b>Salaries &amp; Benefits:</b>	<b>787,422</b>	<b>617,017</b>	<b>2,376,716</b>	<b>1,589,294</b>	<b>1,759,699</b>
<b>FTE</b>	10.00		41.00	31.00	

**Significant Changes:**

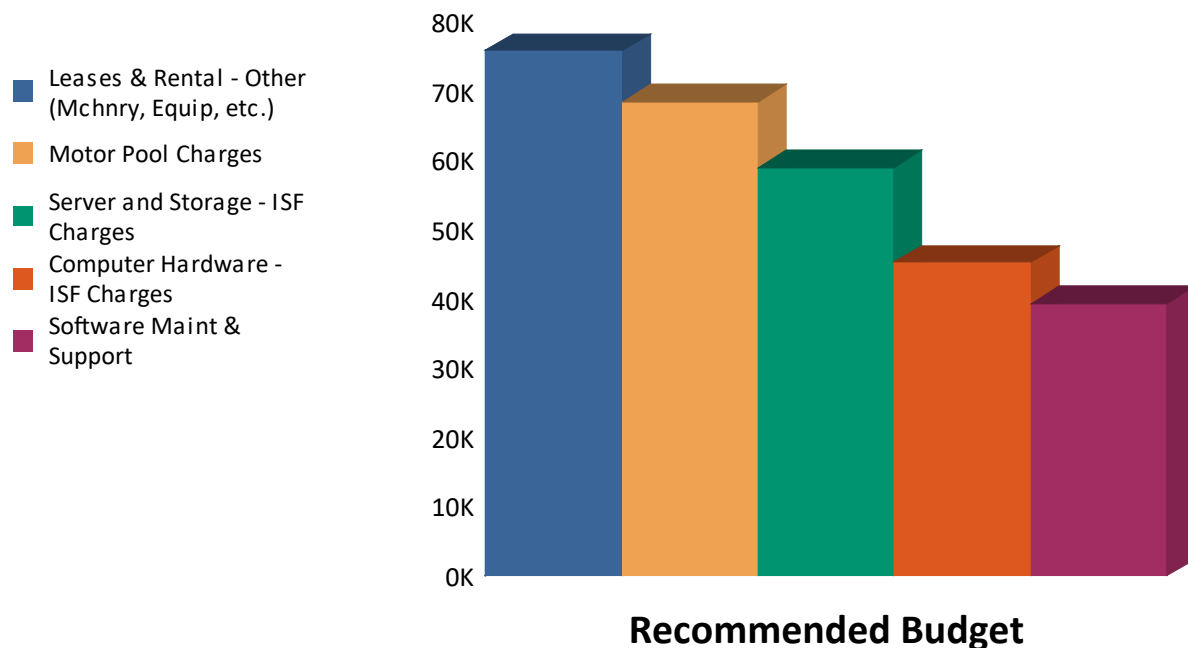
As part of a departmental restructuring, moved \$2.2 million of budget authority for thirty-two (32) full time equivalent positions (FTEs) and associated operating costs to the Capital Program Office (CPO) from the Facilities Management Department. Prior to the restructuring, CPO reduced one FTE project manager position. Additionally, the Arts Foundation contract management budget authority of \$125,000 yearly was shifted to Workforce Development for oversight at the foundations request.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Capital Program Office (CPO)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

<b>Group</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Adopted to Recommended Variance</b>
Leases & Rental - Other (Mchnry, Equip, etc.)	4,600	2,050	76,020	71,420
Motor Pool Charges	7,476	8,200	68,572	61,096
Server and Storage - ISF Charges	14,347	13,050	58,982	44,635
Software Maint & Support	2,000	2,261	39,402	37,402
Computer Hardware - ISF Charges	11,520	9,150	45,360	33,840
Tools & Equipment Under \$1,000	600	-	450	(150)
Out of State Training	1,200	600	-	(1,200)
In State Training	9,000	1,250	6,150	(2,850)
Interdept Supplies & Services	100	50	(20,700)	(20,800)
Other Professional Services	123,407	-	9,400	(114,007)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Capital Program Office (CPO)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	-	662,733	787,422	617,017	2,376,716
Operating Expenses	-	181,420	209,553	59,293	442,277
<b>Total Expenditures</b>	-	<b>844,153</b>	<b>996,975</b>	<b>676,310</b>	<b>2,818,993</b>
<b>Revenue</b>					
Revenue	-	-	100	-	-
<b>Total Revenues</b>	-	-	<b>100</b>	-	-
<b>Fund Impact</b>	-	<b>(844,153)</b>	<b>(996,875)</b>	<b>(676,310)</b>	<b>(2,818,993)</b>



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Capital Program Office (CPO)

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Recommended Budget by Program

Program: Capital Program Office

**Function:** Provide direct capital project management delivery, capital program oversight, project controls, assistance with infrastructure planning and implementation, assistance with economic development planning and projects, and other duties as needed to support development and infrastructure installation. Delivery of building design project coordination for outsourced services and in-house staff services including architecture, interior design, and construction management for both new construction and remodel projects. Provide project planning and analysis for proposed building construction requests, both new and remodel, from various user groups. Provide space planning and relocation services.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	-	844,153	996,975	2,818,993
Revenue	-	-	100	-
FTE			10.00	41.00

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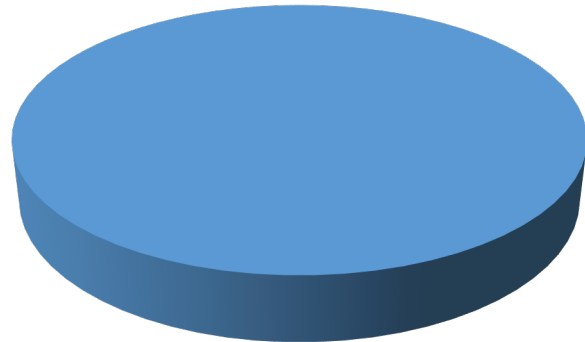
## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Capital Projects (CP)

Expenses	<u>171,687,795</u>	Revenues	<u>8,762,008</u>	FTEs	<u>-</u>
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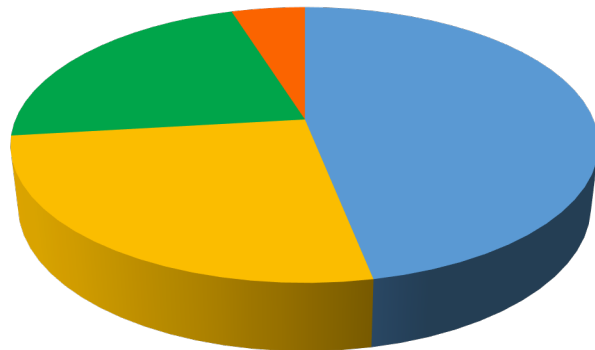
### Expenses by Program

■ PW Capital Projects 100%



### Sources of All Funding

■ Operating Transfers In 46.90%  
■ Fund Balance Support 26.22%  
■ Other Fin Sources/Bond/COPS Proceeds 22.05%  
■ Department Revenue 4.83%



#### Function Statement:

The Capital Projects budget reflects anticipated funding for the construction of Pima County capital improvement projects (excluding Wastewater Reclamation enterprise fund projects, internal service fund projects for Information Technology, and Fleet Services), as detailed in the proposed fiscal year 2023/24 of the Summary of Capital Improvement Programs.

#### Mandates:

Pima County Code Title 3: Revenue and Finance, Chapter 3.06: Bonding Disclosure, Accountability, and Implementation

#### Major Departmental Issues:

As many throughout the region, the fiscal year 2023/24 Capital Projects will be facing mounting pressures with increased prices in commodities, services, and fuel. As a result, the budget was constructed by accounting for the ongoing pricing volatility.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Capital Projects (CP)**

<b>Department-wide Budget</b>					
	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	177,183,899	156,298,405	171,687,795	(5,496,104)	15,389,390
<b>Revenue</b>	19,124,525	12,027,534	8,762,008	(10,362,517)	(3,265,526)
<b>Other Financing Sources</b>	90,000,000	90,000,000	40,000,000	(50,000,000)	(50,000,000)
<b>Net Transfers</b>	38,544,483	21,642,941	75,368,493	36,824,010	53,725,552

**Significant Changes:**

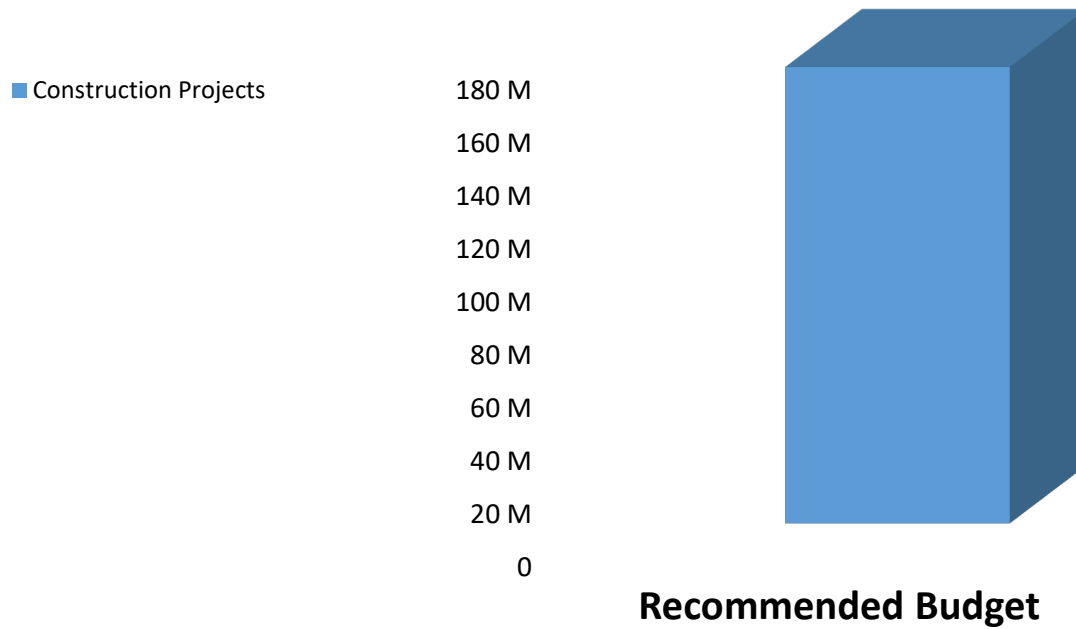
For a detailed summary of the fiscal year 2023/24 Capital Projects budget, please see Section VI, D of the Transmittal of the Recommended Fiscal Year 2023/24 Budget memo.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Capital Projects (CP)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Construction Projects	177,183,899	156,298,405	171,687,795	(5,496,104)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**

**Capital Projects (CP)**

**Recommended Budget by Fund**

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Capital Projects Fund</b>					
<b>Expense</b>					
Personnel Services	1,719,733	1,463,039	-	-	-
Operating Expenses	40,679,750	54,909,729	-	6,639	-
Capital Equip > \$5,000	51,603,430	51,989,007	177,183,899	156,291,766	171,687,795
<b>Total Expenses</b>	<b>94,002,913</b>	<b>108,361,775</b>	<b>177,183,899</b>	<b>156,298,405</b>	<b>171,687,795</b>
<b>Revenue</b>					
Revenue	22,288,276	44,580,627	19,124,525	12,027,534	8,762,008
Other Financing Sources	87,110,000	50,000,000	90,000,000	90,000,000	40,000,000
<b>Total Revenues</b>	<b>109,398,276</b>	<b>94,580,627</b>	<b>109,124,525</b>	<b>102,027,534</b>	<b>48,762,008</b>
<b>Net Transfers</b>	<b>(48,456,408)</b>	<b>18,223,857</b>	<b>38,544,483</b>	<b>21,642,941</b>	<b>75,368,493</b>
<b>Fund Impact</b>	<b>(33,061,045)</b>	<b>4,442,709</b>	<b>(29,514,891)</b>	<b>(32,627,930)</b>	<b>(47,557,294)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024****Capital Projects (CP)****Recommended Budget by Program****Program: Impact Fees**

Function: Account for the collection of development impact fees, these fees are collected in compliance with state statute and county ordinances for the construction of capacity improvements on specifically named roadways.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Capital Projects</b>				
Revenue	6,527,420	12,154,906	9,769,532	5,850,006
Net Transfers	(192,115)	(647,100)	(1,505,427)	(2,721,356)

**Program: PW Capital Projects**

Function: Account for financial resources to be used for the acquisition and/or construction of major capital assets including land, buildings, roads and streets, drainage ways, libraries, and parks (including those financed by Proprietary Funds), as detailed in the five-year Capital Improvement Plan and the one-year Capital Improvement Budget. Activities are performed by the Project Management Office and the Finance Management Division.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Capital Projects</b>				
Expense	94,002,913	108,361,775	177,183,899	171,687,795
Revenue	15,760,856	32,425,721	9,354,993	2,912,002
Other Financing Sources	87,110,000	50,000,000	90,000,000	40,000,000
Net Transfers	(48,264,293)	18,870,957	40,049,910	78,089,849

## SUMMARY OF ACTIVE CAPITAL IMPROVEMENT PROJECTS

Fiscal Year 2023/24

For a comprehensive list of the active and future projects comprising the Pima County Capital Improvement Plan refer to the Capital Improvement Program section - Summary of Active Capital Improvement Projects, Fiscal Years 2023/2024 - 2028/2029 and Beyond.

Project	FY 2023/24
<b><u>Analytics and Data Governance</u></b>	
ERP Replacement	12,421,500
<b><u>Analytics and Data Governance Total</u></b>	<b>12,421,500</b>
<b><u>Environmental Quality</u></b>	
Tire Yard Improvements	1,500,000
<b><u>Environmental Quality Total</u></b>	<b>1,500,000</b>
<b><u>Regional Flood Control District</u></b>	
Arroyo Chico Detention Basin USACOE	50,000
Big Horn Fire Flood Hazard Mitigation	2,114,598
City of Tucson Downtown Links Project	3,000,000
Continental Ranch Regional Force Main Loop Restoration	2,500,000
El Vado Storm Sewer	100,000
Finger Rock Wash Infrastructure Protection	980,000
Floodprone Land Acq Program	3,000,000
Green Stormwater Infrastructure	10,000
Green Stormwater Infrastructure FY 23/24	490,000
Green Valley Drainageway Program	10,000
Green Valley Drainageway Program FY 23/24	490,000
Landscape Enhancement and Restoration	10,000
Landscape Enhancement and Restoration FY 23/24	290,000
Loop Ongoing Improvements and Maintenance	10,000
Loop Ongoing Improvements and Maintenance FY 23/24	290,000
Major Watercourse Infrastructure Management	10,000
Major Watercourse Infrastructure Management FY 23/24	1,990,000
Pantano Grade Control Structures	500,000
Riparian Mitigation Project Acquisition Fund	500,000
Ruthrauff, Gardner lane UPRR Culvert	1,000,000
Santa Cruz Cortaro Narrows Training Structures	500,000
Santa Cruz River Wildlife Ramp	450,000
Urban Drainage	2,700,000
<b><u>Regional Flood Control District Total</u></b>	<b>20,994,598</b>
<b><u>Facilities Management</u></b>	
130 W Congress Facade Improvements	4,682,534
Adult Detention Security Replacement	5,020,596
Curley Gym Renovation Project	1,600,000
Energy Efficient HVAC Replacements - FY2024	400,000
EV Charging Stations - FY2024	600,000
Himmel Library Expansion and Renovation	810,000
Kino Campus Building Infrastructure	1,711,754
Kino Service Center - Replace 2 Chillers	525,000
Main Jail Facility Assessment and Master Plan Study	490,000
Martha Cooper Library Expansion	6,508,135
Northwest County Service Center - Construction Phase	15,830,000
Northwest County Service Center - Design Phase	200,000
Office of the Medical Examiner - Construction Phase	27,113,000
Old Tucson Warehouse	1,970,000
Recorder's Office Space Evaluation & Renovation	1,400,000
Richard Elias - Mission Library Expansion	4,870,000
Solar Projects - FY2024	434,692
Superior Court Tenant Improvements	1,360,000
Teatro Carmen Restoration	953,000
<b><u>Facilities Management Total</u></b>	<b>76,478,711</b>
<b><u>Fleet Services</u></b>	
Ajo Arizona Fuel Island	1,074,717
<b><u>Fleet Services Total</u></b>	<b>1,074,717</b>



**SUMMARY OF ACTIVE CAPITAL IMPROVEMENT PROJECTS**  
**Fiscal Year 2023/24**

For a comprehensive list of the active and future projects comprising the Pima County Capital Improvement Plan refer to the Capital Improvement Program section - Summary of Active Capital Improvement Projects, Fiscal Years 2023/2024 - 2028/2029 and Beyond.

<b>Project</b>	<b>FY 2023/24</b>
<b><u>Information Technology</u></b>	
Cabling Lifecycle Management Plan FY 23/24 - Fund 6000	500,000
Hyper Converge Server/Storage FY 23/24 - Fund 6013	3,300,000
Library Internet Access & ISP Services	400,000
Library Internet Hotspot Expansion	1,500,000
Library Network Equipment Refresh Phase II	264,000
Network Refresh 23/24 - Fund 6000	1,152,000
PCSD Data Center Refresh - Fund 6013	300,000
<b><u>Information Technology Total</u></b>	<b>7,416,000</b>
<b><u>Kino Sports Complex</u></b>	
Kino South District Partnership	10,500,000
Kino Veterans Field Scoreboard Sound System Improvement	750,000
Kino North Complex Stadium Concession Stand	100,000
<b><u>Kino Sports Complex Total</u></b>	<b>11,350,000</b>
<b><u>Natural Resources, Parks &amp; Recreation</u></b>	
Ajo Community Pool Filter Replacement	375,000
Ann Day Park Lighting	810,000
Arthur Pack Park Reclaimed Water Conversion	1,250,000
Bar V Ranch Hay Barn & Shop	97,000
Brandi Fenton Lighting Field 1	375,000
Conservation Land Acquisition	2,000,000
Ebonee Marie Moody Park Playground	150,000
Gilbert Ray Campground Improvements - FY22	782,533
LED Sports Conversion McDonald Park	295,720
LED Sports Conversion Thomas Jay	301,440
Manzanita Park Multi-use Field	2,045,480
Manzanita Park Pool Filter Replacement	375,000
Open Space projects to be defined	1,400,000
Picture Rocks Park Playground	150,000
Rillito Park Lighting - Field 9	375,000
Robles Ranch Thrift Store and Foodbank	875,000
Southeast Regional Park North Shooting Range Expansion	10,000
Sunset Pointe Park Playground	150,000
<b><u>Natural Resources, Parks &amp; Recreation Total</u></b>	<b>11,817,173</b>
<b><u>Sheriff</u></b>	
Aircraft Hangar - Aero Park Blvd	50,000
Mobile Command Center	500,000
Sheriff's San Xavier District Substation	6,673,654
<b><u>Sheriff Total</u></b>	<b>7,223,654</b>
<b><u>Office of Sustainability and Conservation</u></b>	
Archaeological Mitigation for COT Silverbell Widening	680,000
City of Tucson Fort Lowell Phase 1	1,350,000
Juan Santa Cruz Picnic Area Rehabilitation	190,000
Mission Garden Grant 2022	208,000
<b><u>Office of Sustainability and Conservation Total</u></b>	<b>2,428,000</b>
<b><u>Transportation</u></b>	
22nd St I-10 to Tucson Blvd Improvements	9,211,750
Ajo Airport Airfield Lighting Design	5,000
Ajo Airport Runway and Taxi Asphalt Overlay	280,000
Ajo Wash Telera Street Bridge	388,544
Bus Stop Improvement 2 Program	250,000
Houghton Rd at Ft. Lowell Rd Intersection Improvements	135,144
Kolb Road: Sabino Road to Sunrise Drive	51,714
Mission Rd Overpass @ ASARCO Mine Haul	77,130

**SUMMARY OF ACTIVE CAPITAL IMPROVEMENT PROJECTS**  
**Fiscal Year 2023/24**

For a comprehensive list of the active and future projects comprising the Pima County Capital Improvement Plan refer to the Capital Improvement Program section - Summary of Active Capital Improvement Projects, Fiscal Years 2023/2024 - 2028/2029 and Beyond.

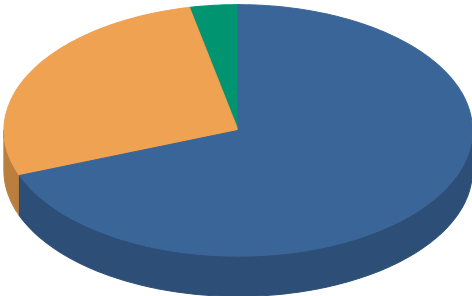
<b>Project</b>	<b>FY 2023/24</b>
Palo Verde Road Sidewalks	300,000
Romero Rd and Ruthrauff Rd Flashing Yellow Arrows	175,925
Sabino Canyon Park Road	10,500
Sahuarita Rd & Wilmot Rd Intersection Improvements	46,293
Santa Cruz Impact Fee Benefit Area Project	455,000
Sierrita Mountain Rd TWLTL: Hilltop Rd to Viking Street	771,700
Sign Inventory and Panel Replacement Phase II	455,000
Silverbell Rd Blanco Wash Bridge	3,341,327
South Houghton Road Widening	100,000
Sunset Rd: I-10 to River Rd	661,711
Valencia Road: Kolb to Houghton	4,000,000
Valencia Road: Mission Road to Camino De La Tierra	2,975,000
<b><u>Transportation Total</u></b>	<b><u>23,691,738</u></b>
<b><u>Regional Wastewater Reclamation</u></b>	
Canoa Ranch Sewer Extension	5,227,909
Continental Ranch Pump Station - Second Force Main	8,922,465
Conveyance Odor Control Projects FY22/23	1,000
Conveyance Odor Control Projects FY23/24	499,000
Conveyance Pump Station Projects FY22/23	1,000
Conveyance Pump Station Projects FY23/24	999,000
Minor Pipe Rehabilitation Projects FY22/23	1,000
Minor Pipe Rehabilitation Projects FY23/24	7,717,854
Sewer Manhole Rehabilitation Projects FY22/23	1,000
Sewer Manhole Rehabilitation Projects FY23/24	1,499,000
Sewer Utility Minor Mod Projects FY22/23	1,000
Sewer Utility Minor Mod Projects FY23/24	99,000
Sidestream Anitamox Process	6,019,340
TRCAB Class A Biosolids	13,024,023
Treatment Rehabilitation Program FY22/23	1,000
Treatment Rehabilitation Program FY23/24	7,999,000
Tres Rios Digester Electrical Infrastructure Upgrade	2,200,000
Tres Rios Headworks Biofilter Odor Control	274,927
Tres Rios WRF Emergency Backup Power	50,000
<b><u>Regional Wastewater Reclamation Total</u></b>	<b><u>54,537,518</u></b>
<b><u>Capital Project Office</u></b>	
Eric Marcus Airport Water System	62,887
Kay Stupy Park Playground Revitalization	10,000
Public Art Water Education	74,999
SERP / PMP Well Replacement	1,470,535
<b><u>Capital Project Office Total</u></b>	<b><u>1,618,421</u></b>
<b>Total Capital Improvement Projects</b>	<b>232,552,030</b>
<b>Less: Fleet Services</b>	<b>(1,074,717)</b>
<b>Less: Information Technology</b>	<b>(5,252,000)</b>
<b>Less: Regional Wastewater Reclamation</b>	<b>(54,537,518)</b>
<b>Total FY 2023/24 Recommended Capital Projects Fund</b>	<b><u>171,687,795</u></b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Development Services (DSD)

Expenses	<u>8,131,694</u>	Revenues	<u>10,882,015</u>	FTEs	<u>54.98</u>
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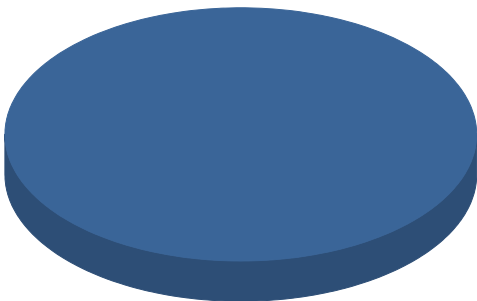
Expenses By Program

■ Permitting	69.13%
■ Planning	27.60%
■ Support	3.27%
Total:	100.00%



Sources of All Funding

■ Department Revenue	100.00%
Total:	100.00%



Function Statement:

Provide planning and permitting services, and administer related codes. Assign addresses, review plans, issue permits, perform inspections, and enforce building codes. Provide long range regional planning and policy development efforts.

Mandates:

ARS Title 11: Chapter 2: Board of Supervisors; Article 9: Building Permits; Chapter 6: County Planning and Zoning; Chapter 8: Development Fees; and Chapter 9: Protected Development Rights. Pima County Code Title 15: Buildings and Construction and Title 18: Zoning

Major Departmental Issues:

Development Services has faced continued challenges filling key positions impacting several budget categories of contracting services, overtime charges, and training/education. The workload overall is decreasing as the building industry adjusts to higher interest rates and inflation. Efforts continue to automate processes through software improvements. Funds have also been allocated for consulting contractors if key positions are not filled.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Development Services (DSD)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	7,712,322	7,414,980	8,131,694	419,372	716,714
<b>Revenue</b>	10,820,055	10,351,758	10,882,015	61,960	530,257
<b>Net Transfers</b>	-	5,000	(22,699)	(22,699)	(27,699)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	4,248,585	3,964,228	4,365,381	116,796	401,153
<b>Other Benefits</b>	1,487,041	1,377,837	1,470,080	(16,961)	92,243
<b>Salaries &amp; Benefits:</b>	<b>5,735,626</b>	<b>5,342,065</b>	<b>5,835,461</b>	<b>99,835</b>	<b>493,396</b>
<b>FTE</b>	55.95		54.98	(0.97)	

**Significant Changes:**

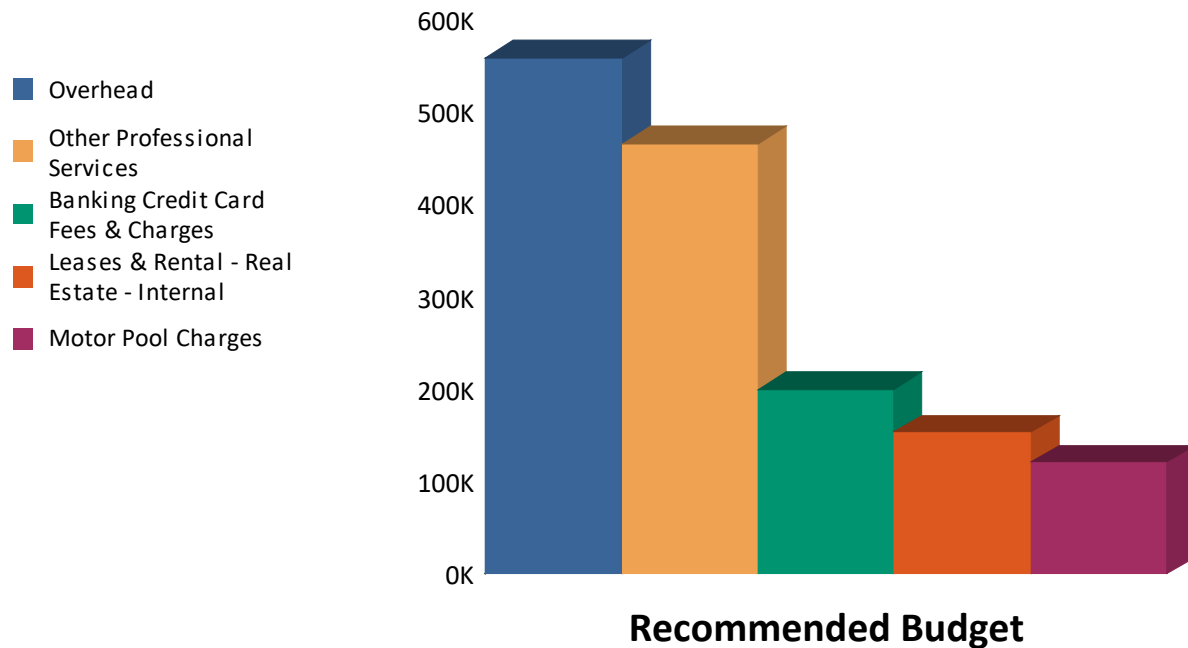
Development Services will begin the process of updating the comprehensive plan. This will require supplemental funding to hire consultants to assist with mapping, policy development, and outreach strategies and methods. Previous software improvement expenses are not anticipated to carry over to the new fiscal year as these expenses transition to software support and maintenance. Credit card fees are trending down towards historical norms after two years of higher-than-expected fee expenses.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Development Services (DSD)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Other Professional Services	116,200	253,000	466,200	350,000
Software Maint & Support	45,000	81,773	116,363	71,363
In State Training	10,300	8,878	24,000	13,700
General Liability Insurance Premiums	42,612	42,612	55,591	12,979
In State Travel	-	1,158	12,000	12,000
Computer Hardware - ISF Charges	76,380	76,380	69,120	(7,260)
Interdept Supplies & Services	80,148	80,148	69,576	(10,572)
Server and Storage - ISF Charges	144,058	144,058	118,634	(25,424)
Overhead	589,275	589,275	559,994	(29,281)
Banking Credit Card Fees & Charges	255,000	155,000	200,000	(55,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Development Services (DSD)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Development Services Fund</b>					
<b>Expense</b>					
Personnel Services	4,474,440	4,284,779	5,735,626	5,342,065	5,835,461
Operating Expenses	1,881,976	2,148,888	1,963,532	2,059,751	2,283,055
Bad Debt Expenses	11,548	7,810	11,640	11,640	11,640
Depreciation	1,522	1,526	1,524	1,524	1,538
<b>Total Expenditures</b>	<b>6,369,486</b>	<b>6,443,003</b>	<b>7,712,322</b>	<b>7,414,980</b>	<b>8,131,694</b>
<b>Revenue</b>					
Revenue	14,022,100	14,000,245	10,820,055	10,351,758	10,882,015
<b>Total Revenues</b>	<b>14,022,100</b>	<b>14,000,245</b>	<b>10,820,055</b>	<b>10,351,758</b>	<b>10,882,015</b>
<b>Net Transfers</b>	<b>(2,280,903)</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>(22,699)</b>
<b>Fund Impact</b>	<b>5,371,711</b>	<b>7,557,242</b>	<b>3,107,733</b>	<b>2,941,778</b>	<b>2,727,622</b>

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Development Services (DSD)

Recommended Budget by Program

Program: Permitting

**Function:** Ensure building safety, efficiency, and compliance through consolidated construction plan review and inspections. Ensure conformity of subdivision plats, commercial development concept plans, and site construction plans with Pima County codes and standards.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Development Services</b>				
Expense	4,182,150	4,585,891	5,557,442	5,621,082
Revenue	13,513,859	13,586,566	10,068,276	9,618,818
FTE			45.48	44.50

Program: Permitting APA & Cash Bonds

**Function:** This program has been discontinued. This summary is provided for informational purposes only.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Development Services</b>				
Revenue	-	155	-	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Development Services (DSD)**

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**Recommended Budget by Program**

**Program: Planning**

**Function:** Provide land use planning services related to the comprehensive plan, rezoning, land use actions, Board of Adjustment and Design Review Committee requests, hearing administrator cases, and zoning code text amendments. Provide code enforcement action oversight.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Development Services</b>				
Expense	1,697,378	1,654,129	1,772,862	2,244,717
Revenue	462,105	356,032	724,729	688,492
FTE			8.48	9.48

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**Program: Support**

**Function:** Provide strategic vision and leadership to the department. Ensure compliance with mandates and Pima County administrative and fiscal policy and procedures. Establish performance goals. Advance the automation and deployment of technology throughout the department and its processes.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Development Services</b>				
Expense	489,958	202,983	382,018	265,895
Revenue	46,136	57,492	27,050	574,705
Net Transfers	(2,280,903)	-	-	(22,699)
FTE			2.00	1.00



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

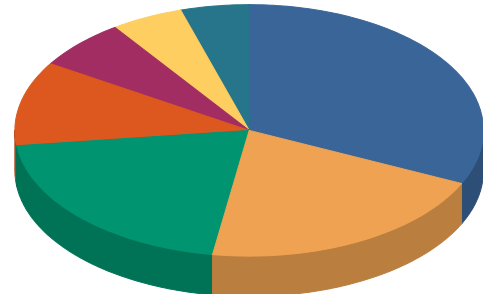
**Expenses**      7,007,279

**Revenues**      5,017,013

**FTEs**      42.00

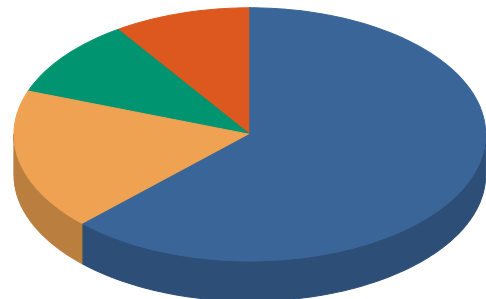
### Expenses By Program

■ Air	32.04%
■ Solid Waste Management	20.55%
■ Tire Program Management	20.52%
■ Water & Waste	10.81%
■ Administration	6.31%
■ Code Compliance	5.05%
■ Communications & Outreach	4.72%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	62.53%
■ General Fund Support	17.95%
■ Operating Transfers In	10.20%
■ Fund Balance Support	9.32%
Total:	100.00%



#### Function Statement:

Implement federal, state, and local regulations regarding water, wastewater, onsite disposal systems, and solid waste within Pima County. Implement storm water management programs and conduct storm water sampling pursuant to Pima County's Municipal Separate Storm Sewer System (NPDES) permit. Plan, manage, and perform solid waste compliance, closure, and temporary closure and remediation activities. Comply with all environmental monitoring requirements for various permits. Remediation includes investigation, design, and construction for remedial activities associated with waste sites. Compliance with ARS Title 44, Article 8, Waste Tire Disposal to oversee contract for the planning, management, and compliance of the Tire Recycling program.

#### Mandates:

EQ-ARS Title 11, Chapter 2: Board of Supervisors, Article 4: Powers and Duties, 11-269: Recycling and Waste Reduction; Title 49, Chapter 3: Air Quality, Article 1: General Provisions, 49-402: State and County Control; Article 3: County Air Pollution Control; and Pima County Code Title 7: Environmental Quality; Title 13: Public Services; Title 17: Air Quality Control; and ARS 49-107: Local Delegation of State Authority. Federal Regulations in Clean Air Act: ARS 49-701-49-881, administrative rules R18-13-201 through R18-13-2703, 40 CFR 258.1 through 258.75, Appendix I, Appendix II to Part 258 and ARS 49 Chapter 3: ARS 49-701-49-881, ARS 44-1301 through 1307, administrative rules R18-13-201 through R18-13-2703, 40 CFR 258.1 through 258.75, Appendix I and Appendix II to Part 258

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	6,857,433	6,469,820	7,007,279	149,846	537,459
<b>Revenue</b>	4,764,362	4,903,101	5,017,013	252,651	113,912
<b>Net Transfers</b>	97,263	107,310	(197,700)	(294,963)	(305,010)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	2,343,453	2,074,652	2,288,106	(55,347)	213,454
<b>Other Benefits</b>	834,076	721,768	839,941	5,865	118,173
<b>Salaries &amp; Benefits:</b>	<b>3,177,529</b>	<b>2,796,420</b>	<b>3,128,047</b>	<b>(49,482)</b>	<b>331,627</b>
<b>FTE</b>	42.00		42.00	-	

**Significant Changes:**

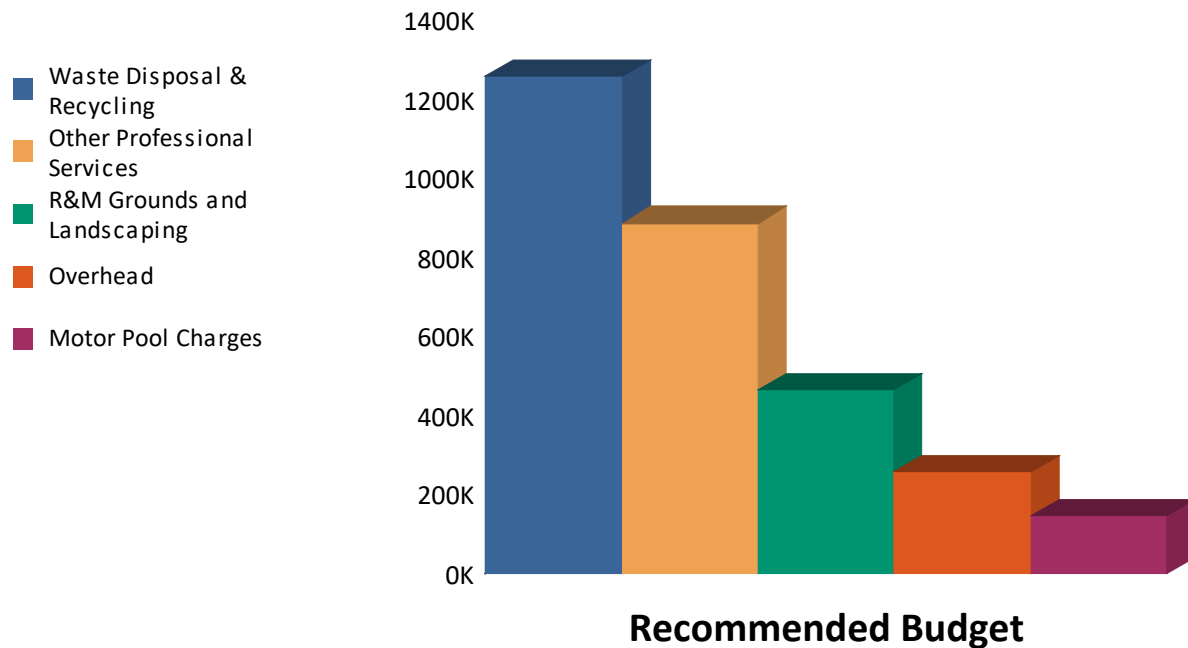
During fiscal year 2022/23, Pima County landfills and transfer stations had new operators take over services.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Waste Disposal & Recycling	1,104,202	1,265,169	1,259,117	154,915
R&M Grounds and Landscaping	372,053	220,653	465,100	93,047
Office Supplies	11,121	10,278	50,072	38,951
Regulatory Permitting Fees	17,125	20,192	48,667	31,542
Payments To Grant Sub Recipients	-	45,210	30,057	30,057
Server and Storage - ISF Charges	81,495	81,495	70,216	(11,279)
Overhead	280,974	280,974	257,276	(23,698)
Motor Pool Charges	173,372	164,919	146,448	(26,924)
Voucher and Rebate Programs	100,000	100,000	62,500	(37,500)
Medical & Lab Equip - Capital	87,801	61,182	28,000	(59,801)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Environmental Quality Fund</b>					
<b>Expense</b>					
Personnel Services	2,032,315	1,966,221	2,340,624	2,116,363	2,276,905
Operating Expenses	933,312	949,814	914,707	914,707	905,946
Bad Debt Expenses	4,698	150	-	-	-
<b>Total Expenditures</b>	<b>2,970,325</b>	<b>2,916,185</b>	<b>3,255,331</b>	<b>3,031,070</b>	<b>3,182,851</b>
<b>Revenue</b>					
Revenue	2,765,996	2,766,014	2,406,020	2,538,981	2,603,201
<b>Total Revenues</b>	<b>2,765,996</b>	<b>2,766,014</b>	<b>2,406,020</b>	<b>2,538,981</b>	<b>2,603,201</b>
<b>Net Transfers</b>	<b>844,895</b>	<b>827,209</b>	<b>810,936</b>	<b>810,936</b>	<b>784,828</b>
<b>Fund Impact</b>	<b>640,566</b>	<b>677,038</b>	<b>(38,375)</b>	<b>318,847</b>	<b>205,178</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	184,041	230,329	286,834	186,627	194,183
Operating Expenses	883,202	1,043,449	1,067,827	1,067,827	1,246,151
<b>Total Expenditures</b>	<b>1,067,243</b>	<b>1,273,778</b>	<b>1,354,661</b>	<b>1,254,454</b>	<b>1,440,334</b>
<b>Revenue</b>					
Revenue	1,892	-	-	51,695	-
<b>Total Revenues</b>	<b>1,892</b>	<b>-</b>	<b>-</b>	<b>51,695</b>	<b>-</b>
<b>Fund Impact</b>	<b>(1,065,351)</b>	<b>(1,273,778)</b>	<b>(1,354,661)</b>	<b>(1,202,759)</b>	<b>(1,440,334)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	547,604	474,709	543,426	491,668	650,064
Operating Expenses	214,221	376,380	317,475	318,590	268,063
Capital Equipment > \$5,000	224,909	116,578	90,540	63,921	28,000
<b>Total Expenditures</b>	<b>986,734</b>	<b>967,667</b>	<b>951,441</b>	<b>874,179</b>	<b>946,127</b>
<b>Revenue</b>					
Revenue	972,865	740,173	1,062,342	977,805	1,028,655
<b>Total Revenues</b>	<b>972,865</b>	<b>740,173</b>	<b>1,062,342</b>	<b>977,805</b>	<b>1,028,655</b>
<b>Net Transfers</b>	<b>(111,182)</b>	<b>(94,680)</b>	<b>(113,673)</b>	<b>(103,626)</b>	<b>(82,528)</b>
<b>Fund Impact</b>	<b>(125,051)</b>	<b>(322,174)</b>	<b>(2,772)</b>	<b>-</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Waste Tire Fund</b>					
<b>Expense</b>					
Personnel Services	8,975	5,763	6,645	1,762	6,895
Operating Expenses	1,163,521	1,133,994	1,289,355	1,308,355	1,431,072
<b>Total Expenditures</b>	<b>1,172,496</b>	<b>1,139,757</b>	<b>1,296,000</b>	<b>1,310,117</b>	<b>1,437,967</b>
<b>Revenue</b>					
Revenue	1,270,403	1,448,588	1,296,000	1,334,620	1,385,157
<b>Total Revenues</b>	<b>1,270,403</b>	<b>1,448,588</b>	<b>1,296,000</b>	<b>1,334,620</b>	<b>1,385,157</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>(600,000)</b>	<b>(600,000)</b>	<b>(900,000)</b>
<b>Fund Impact</b>	<b>97,907</b>	<b>308,831</b>	<b>(600,000)</b>	<b>(575,497)</b>	<b>(952,810)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Plan, organize, and direct activities of the department.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Environmental Quality</b>				
Expense	499,418	469,623	91,006	442,148
Revenue	40,071	60,219	27,500	138,601
Net Transfers	116,275	94,681	113,673	49,190
FTE			4.00	4.00

**Program: Air**

**Function:** Implement federal, state, and local air quality regulations within Pima County.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Environmental Quality</b>				
Expense	1,409,605	1,433,247	1,998,789	1,629,284
Revenue	1,482,713	1,458,540	1,405,000	1,404,000
Net Transfers	446,514	450,384	406,283	451,257
FTE			8.00	8.00
<b>Grants</b>				
Expense	717,263	713,808	599,433	615,047
Revenue	613,115	451,499	638,947	622,655
Net Transfers	(47,174)	(15,028)	(42,286)	(7,608)
FTE			10.00	10.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

**Recommended Budget by Program**

**Program: Code Compliance**

**Function:** Ensure compliance with Pima County Codes for illegal dumping, zoning, and building codes.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Environmental Quality</b>				
Expense	256,167	239,129	400,115	354,085
Revenue	-	100	-	-
Net Transfers	281,978	282,144	290,980	284,381
FTE			9.00	9.00

**Program: Communications & Outreach**

**Function:** Implement the Voluntary No-Drive Day program, mandated by Pima County Code Title 17.44.020, in order to increase the community's awareness and knowledge of air quality issues and reduce air pollution emissions from motor vehicles. Implement the Voluntary Lawn and Garden Equipment Emissions Reduction Program, mandated by Arizona Revised Statutes 49-474.02, to reduce air pollution emissions from gas-powered lawn and garden equipment.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	269,471	253,859	352,008	331,080
Revenue	359,750	288,674	423,395	406,000
Net Transfers	(64,008)	(79,652)	(71,387)	(74,920)

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

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**Recommended Budget by Program**

**Program: Solid Waste Management**

**Function:** Plan, manage, and perform solid waste compliance, closure, temporary closure, and remediation activities. Comply with all environmental monitoring requirements for various permits. Remediation includes investigation, design, and construction for remedial activities associated with waste sites.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	1,067,243	1,273,778	1,354,661	1,440,334
Revenue	1,892	-	-	-
FTE			3.00	3.00

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**Program: Tire Program Management**

**Function:** Compliance with ARS Title 44, Article 8, Waste Tire Disposal.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Waste Tire</b>				
Expense	1,172,496	1,139,757	1,296,000	1,437,967
Revenue	1,270,403	1,448,588	1,296,000	1,385,157
Net Transfers	-	-	(600,000)	(900,000)



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Environmental Quality (DE)**

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**Recommended Budget by Program**

**Program: Water & Waste**

**Function:** Implement federal, state, and local regulations regarding drinking water, wastewater, onsite disposal systems, public and semi-public aquatic facilities, hazardous waste generators and solid waste within Pima County. Implement storm water management programs and conduct storm water sampling pursuant to Pima County's Municipal Separate Storm Sewer System (NPDES) permit.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Environmental Quality</b>				
Expense	805,135	774,186	765,421	757,334
Revenue	1,243,212	1,247,155	973,520	1,060,600
Net Transfers	128	-	-	-
FTE			8.00	8.00

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

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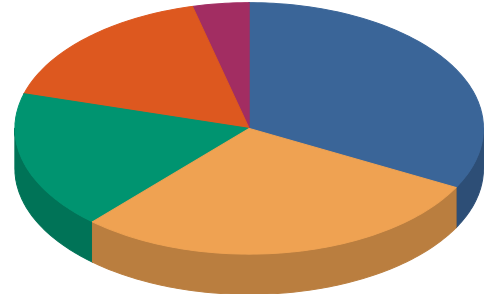
**Expenses**      30,214,287

**Revenues**      2,593,633

**FTEs**      283.28

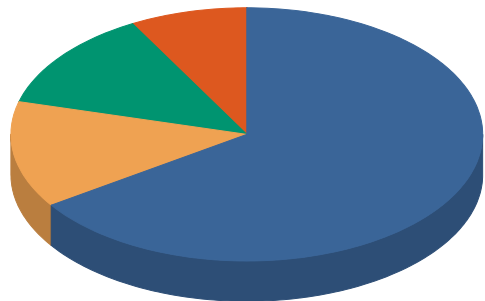
### Expenses By Program

■ Natural Resource Parks	32.91%
■ Operations	28.86%
■ Recreation	17.72%
■ Departmental Services	16.66%
■ Planning	3.85%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	65.61%
■ Operating Transfers In	13.49%
■ Fund Balance Support	12.96%
■ Department Revenue	7.94%
Total:	100.00%



#### Function Statement:

Manage Pima County's natural resources, urban parks, and recreational programs; lead community efforts to conserve the Sonoran Desert and enhance the urban environment and quality of life; provide quality recreation experiences, open space conservation, community education programs, and leisure activities while supporting Pima County's Sustainability Programs such as water conservation, green building, and recycling.

#### Mandates:

1948 - the Pima County Board of Supervisors (Board) enacted a resolution to create a department of Parks and Recreation to conduct after-school programs. Every year for the past 72 years, money was approved in the budget to provide parks & recreation programming for the citizens of Pima County; ARS 11-932- Allows the Board to acquire lands for Park purpose and authority to designate a Park; ARS 11-934 - Allows the County to establish a Parks Commission or allows the Board to retain the authority; ARS 11-935 - Outlines Powers and Duties of Parks Commission

#### Major Departmental Issues:

Natural Resources, Parks & Recreation (PR) has submitted four supplemental budget packages which includes funding for a comprehensive parks and recreation master plan, operating and maintenance costs for new open space acquisitions, and Section 10 MSCP requirements. If supplemental funding is not awarded the department will have to reduce other program services to address the newly acquired open space responsibilities. The department is also asking for a twenty-five percent (25%) increase to its parks renewal fund to combat inflation and allow the department to continue to address Pima County's aging infrastructure needs. Lastly, the department continues to be challenged in finding qualified staff for its urban/natural resource parks divisions which oversees operating and maintenance functions including the Chuck H Huckelberry Loop.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	28,894,564	24,045,161	30,214,287	1,319,723	6,169,126
<b>Revenue</b>	2,673,275	3,031,789	2,593,633	(79,642)	(438,156)
<b>Net Transfers</b>	2,053,490	285,643	1,964,850	(88,640)	1,679,207

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	10,927,845	9,745,842	10,954,234	26,389	1,208,392
<b>Other Benefits</b>	4,188,411	3,708,088	4,080,607	(107,804)	372,519
<b>Salaries &amp; Benefits:</b>	<b>15,116,256</b>	<b>13,453,930</b>	<b>15,034,841</b>	<b>(81,415)</b>	<b>1,580,911</b>
<b>FTE</b>	282.38		283.28	0.90	

**Significant Changes:**

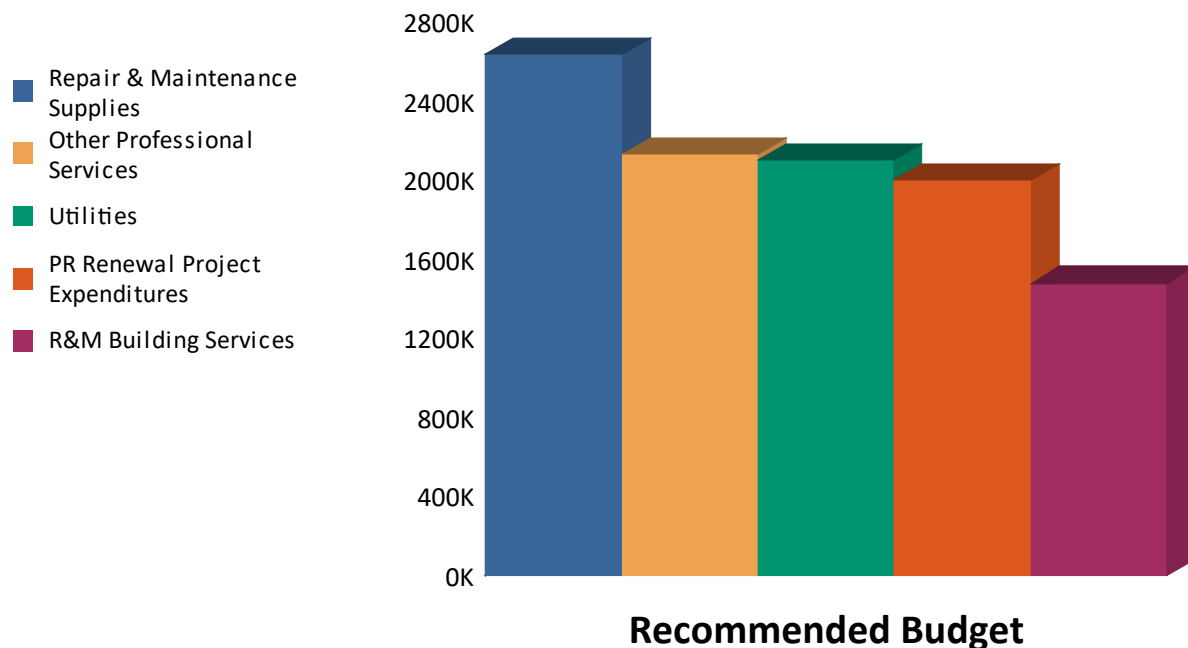
The fiscal year 2023/24 budget includes planned repairs, maintenance and services that will face pressures in regard to delivery times and increased prices in commodities and services. As a result, the budget was constructed to account for this ongoing price volatility.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
R&M Building Services	324,035	324,035	1,478,222	1,154,187
Other Professional Services	1,828,120	297,473	2,131,225	303,105
R&M Grounds and Landscaping	880,000	800,627	970,292	90,292
Utilities	2,019,280	2,023,080	2,097,786	78,506
Other Mach & Equip - Capital	125,000	220,867	200,000	75,000
Server and Storage - ISF Charges	288,492	288,492	262,607	(25,885)
Tools & Equipment Under \$1,000	141,700	103,862	95,200	(46,500)
Motor Pool Charges	934,485	934,485	851,080	(83,405)
R&M-Machinery & Equipment Services	223,799	224,902	117,728	(106,071)
Leases & Rental - Other (Mchnry, Equip, etc.)	182,546	82,610	74,846	(107,700)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	10,688,935	12,344,866	14,391,057	13,020,890	14,534,227
Operating Expenses	6,303,529	6,635,838	7,072,776	7,180,635	6,702,379
Capital Equipment > \$5,000	309,837	121,203	125,000	125,000	135,000
Bad Debt Expenses	65	90	-	-	-
<b>Total Expenditures</b>	<b>17,302,366</b>	<b>19,101,997</b>	<b>21,588,833</b>	<b>20,326,525</b>	<b>21,371,606</b>
<b>Revenue</b>					
Revenue	1,116,978	1,364,743	1,150,475	1,293,777	-
Gain/Loss Disp of Assets	-	713	-	-	-
<b>Total Revenues</b>	<b>1,116,978</b>	<b>1,365,456</b>	<b>1,150,475</b>	<b>1,293,777</b>	<b>-</b>
<b>Net Transfers</b>	<b>(168,194)</b>	<b>(346,204)</b>	<b>(53,235)</b>	<b>(394,540)</b>	<b>(53,462)</b>
<b>Fund Impact</b>	<b>(16,353,582)</b>	<b>(18,082,745)</b>	<b>(20,491,593)</b>	<b>(19,427,288)</b>	<b>(21,425,068)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	6,240	3,125	112,050	41,776	32,462
Operating Expenses	18,062	234,009	394,825	209,961	362,708
Capital Equipment > \$5,000	171,502	-	-	-	-
<b>Total Expenditures</b>	<b>195,804</b>	<b>237,134</b>	<b>506,875</b>	<b>251,737</b>	<b>395,170</b>
<b>Revenue</b>					
Revenue	164,856	1,136	441,600	377,504	361,858
<b>Total Revenues</b>	<b>164,856</b>	<b>1,136</b>	<b>441,600</b>	<b>377,504</b>	<b>361,858</b>
<b>Net Transfers</b>	<b>72,405</b>	<b>69,780</b>	<b>65,275</b>	<b>(125,767)</b>	<b>33,312</b>
<b>Fund Impact</b>	<b>41,457</b>	<b>(166,218)</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Other Special Revenue Fund</b>					
<b>Expense</b>					
Personnel Services	270,451	317,879	613,149	391,264	468,152
Operating Expenses	4,372,082	2,282,252	6,035,707	2,911,385	7,739,359
Capital Equipment > \$5,000	129,431	224,420	150,000	164,250	240,000
<b>Total Expenditures</b>	<b>4,771,964</b>	<b>2,824,551</b>	<b>6,798,856</b>	<b>3,466,899</b>	<b>8,447,511</b>
<b>Revenue</b>					
Revenue	920,133	1,918,529	1,081,200	1,360,508	2,231,775
Gain/Loss Disp of Assets	-	289,767	-	-	-
<b>Total Revenues</b>	<b>920,133</b>	<b>2,208,296</b>	<b>1,081,200</b>	<b>1,360,508</b>	<b>2,231,775</b>
<b>Net Transfers</b>	<b>128,888</b>	<b>1,759,850</b>	<b>2,041,450</b>	<b>805,950</b>	<b>1,985,000</b>
<b>Fund Impact</b>	<b>(3,722,943)</b>	<b>1,143,595</b>	<b>(3,676,206)</b>	<b>(1,300,441)</b>	<b>(4,230,736)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

**Recommended Budget by Program**

**Program: Departmental Services**

**Function:** Provide management, leadership, and strategic master planning for Pima County's system of parks and natural resources.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	2,019,347	2,141,846	4,082,246	3,602,133
Revenue	7,087	8,001	-	-
Net Transfers	(168,264)	(286,547)	(53,235)	9,000
FTE			20.06	19.00
<b>Other Special Revenue</b>				
Expense	158,337	135,423	237,696	1,433,371
Revenue	1,826	50,271	600	1,149,275
Net Transfers	194,161	101,539	61,450	115,000

**Program: Natural Resource Parks**

**Function:** The Natural Resources (NR) Division is responsible for planning, land management, conservation, and public education activities on nearly 200 properties totaling over 250,000 acres. This diverse land portfolio includes open space lands, mountain and regional parks, and working cattle ranches that together help meet the goals and objectives of the Sonoran Desert Conservation Plan. In addition, the NR Division administers all aspects of the Pima Regional Trails System Master Plan including participation in the acquisitions of lands for trailheads, trail corridors or future trail systems, securing public access to trail heads and trail systems, and reviewing and commenting on connecting trails plans for other jurisdictions. Plan, design, and and construct recreational trails consistent with the Pima Regional Trails System Master Plan. Maintain all components of trailheads and trail systems utilizing staff and volunteers.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	3,095,145	3,409,421	3,867,493	3,694,168
Revenue	472,775	498,015	355,000	-
Net Transfers	-	(59,657)	-	(62,462)
FTE			41.65	43.15
<b>Grants</b>				
Expense	195,804	237,134	506,875	395,170
Revenue	164,856	1,136	441,600	361,858
Net Transfers	72,405	69,780	65,275	33,312
<b>Other Special Revenue</b>				
Expense	4,513,632	2,592,138	5,472,457	5,851,279
Revenue	840,076	1,956,121	1,068,400	1,072,700
Net Transfers	357,099	1,658,311	1,980,000	1,870,000
FTE			3.67	4.00



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

**Recommended Budget by Program**

**Program: Operations**

**Function:** Manage, operate, and maintain Pima County's Urban Park System that provides vital green space and vegetative buffers to developments and subdivisions while allowing for the public to be physically and socially active. Provide lighted ball courts/fields, picnic areas/ramada's, and playgrounds for recreational, social and sports activities. Manage Special Projects/Trades to provide skilled technical services (electrical, plumbing, construction) to maintain existing Natural Resources, Parks and Recreation (NRPR) properties, Pima County attractions, and related utility infrastructures. Build new parks, trailheads, and utility infrastructures. Restore and repair existing parks. Perform activities related to the routine maintenance, enhancement, and repair of NRPR historic structures, utility infrastructures, and Natural Resources properties.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	7,200,123	6,787,798	8,113,203	8,720,802
Revenue	217,673	290,350	214,475	-
Net Transfers	2,760	-	-	-
FTE			135.00	136.00
<b>Other Special Revenue</b>				
Expense	-	-	25,000	-
Revenue	-	26,400	-	-

**Program: Planning**

**Function:** Prepare and execute plans for parks, open space preserves, river parks, trails, and green spaces in both urban and rural settings. Review rezoning requests, specific plans, subdivision plats, development plans, and abandonment proposals to protect and secure trails and park space. Secure access to public lands. Identify, analyze, and assist with the acquisition of park land, open space, and trail corridors. Manage and administer the park in-lieu fees program. Plan, design, and construct recreational trails consistent with the Pima Regional Trails System Master Plan.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	181,983	436,844	134,485	-
Revenue	178	467	-	-
FTE			1.00	-
<b>Other Special Revenue</b>				
Expense	67,431	77,164	1,063,703	1,162,861
Revenue	75,767	174,377	12,200	9,800
Net Transfers	(422,372)	-	-	-
FTE			1.50	1.48

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Natural Resources, Parks & Recreation (PR)**

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**Recommended Budget by Program**

**Program: Recreation**

**Function:** Operate and maintain recreation and community centers, swimming pools, art and leisure classes, Mike Jacob Sports Park, and shooting ranges. Operate and maintain all parks and recreation elements in Ajo, AZ. Provide permitting for special uses and field uses on NRPR properties.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	3,847,644	5,086,632	5,391,406	5,354,503
Revenue	413,966	568,332	581,000	-
Net Transfers	(2,690)	-	-	-
FTE			79.50	79.65

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**Program: Special Projects/Trades Division**

**Function:** Effective fiscal year 2022/23, this program has consolidated into the Operations group. This summary is provided for informational purposes only.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	958,124	1,239,456	-	-
Revenue	5,299	291	-	-
<b>Other Special Revenue</b>				
Expense	32,564	19,826	-	-
Revenue	2,464	1,127	-	-

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

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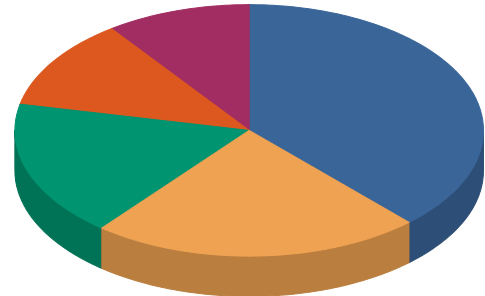
**Expenses**      2,289,450

**Revenues**      504,000

**FTEs**      15.00

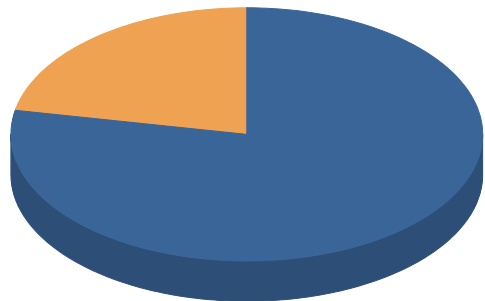
### Expenses By Program

■ Office of Sustainability & Conservation	37.99%
■ Cultural Resources & Historic Preservation	22.76%
■ Conservation Science	17.71%
■ Sustainability Programs	11.43%
■ Multi-Species Conservation Plan Section 10	10.11%
Total:	100.00%



### Sources of All Funding

■ General Fund Support	77.99%
■ Department Revenue	22.01%
Total:	100.00%



#### Function Statement:

Provide leadership, technical expertise, and guidance in the implementation and advancement of Board-adopted policies and other state, federal, and local regulations that promote the regions environmental, social, and economic well-being by focusing on the preservation of the Countys cultural and natural heritage and sustainability of County operations.

#### Mandates:

Endangered Species Act 16 USC 1539(a)(1)(B) Permit No. TE84356A-0; National Historic Preservation Act of 1966, PL89-665; Arizona Revised Statute (ARS) 41-841 - Arizona Antiquities Act; ARS 41-844 - Arizona Burial Protection Law; Pima County Code 18.63 Historic Zone; Pima County Code 18.81 Grading Ordinance; Pima County Code 18.91 Rezoning Procedures; BOS Policy C. 3.17 Protection of Cultural Resources; BOS Policy C. 3.20 Protection & Management of County Conservation Lands; BOS 1998-250 Sonoran Desert Conservation Plan; BOS 2001-263 State Historic Preservation Office Intergovernmental Agreement; BOS 2018-2025 Sustainable Action Plan for County Operations

#### Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	1,910,872	1,826,114	2,289,450	378,578	463,336
<b>Revenue</b>	24,000	20,920	504,000	480,000	483,080
<b>Net Transfers</b>	(1,800)	(11,800)	-	1,800	11,800

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	1,138,495	1,086,799	1,030,441	(108,054)	(56,358)
<b>Other Benefits</b>	406,727	366,399	395,348	(11,379)	28,949
<b>Salaries &amp; Benefits:</b>	<b>1,545,222</b>	<b>1,453,198</b>	<b>1,425,789</b>	<b>(119,433)</b>	<b>(27,409)</b>
<b>FTE</b>	17.00		15.00	(2.00)	

**Significant Changes:**

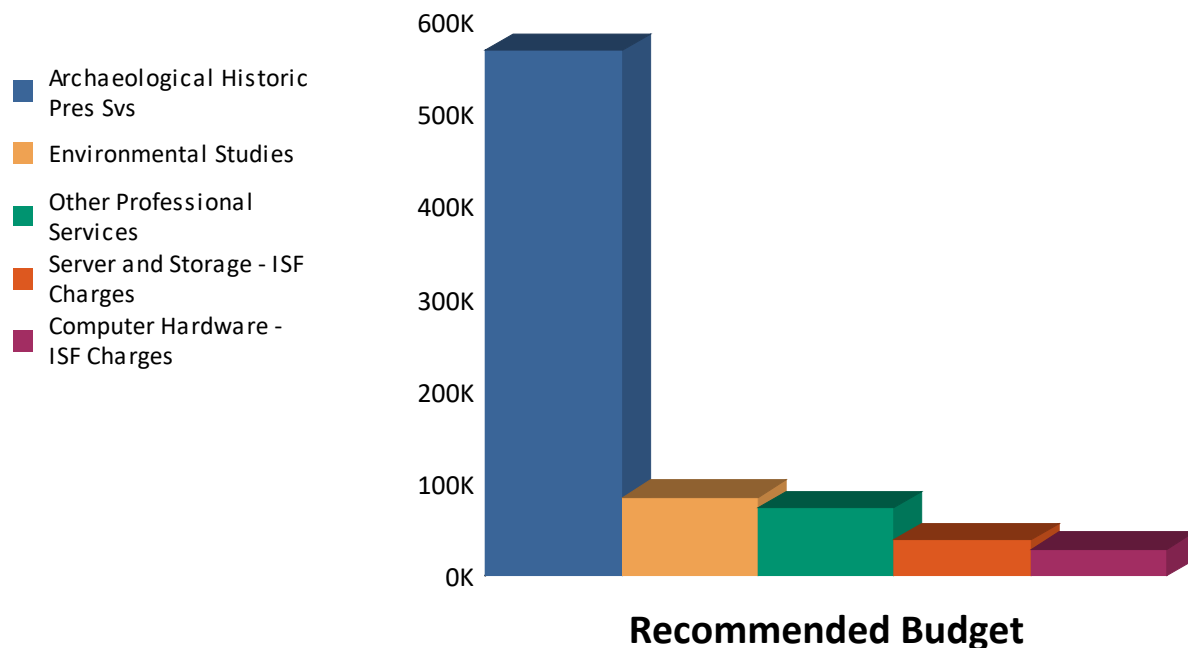
Office of Sustainability & Conservation received a new grant from the Federal Government (Historic Preservation Fund Grant), in the amount of \$500,000, for the purpose of effecting repairs at Mission Garden, in order to prepare and submit a nomination for Mission Garden to the National Register of Historic Places. This caused the increase in the Archaeological Historic Preservation Services object code.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Archaeological Historic Pres Svs	73,714	60,200	569,793	496,079
Software Maint & Support	-	2,294	11,012	11,012
Other Professional Services	70,355	70,000	73,650	3,295
In State Training	4,175	4,175	6,125	1,950
Interdept Supplies & Services	100	50	1,300	1,200
Printing & Microfilming	1,275	1,275	785	(490)
Software - ISF Charges	14,303	14,303	13,217	(1,086)
Motor Pool Charges	9,807	10,407	7,308	(2,499)
Server and Storage - ISF Charges	40,748	40,748	37,917	(2,831)
Environmental Studies	93,500	105,896	85,219	(8,281)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,339,209	1,347,610	1,545,222	1,453,198	1,425,789
Operating Expenses	300,442	291,315	347,450	354,716	363,661
<b>Total Expenditures</b>	<b>1,639,651</b>	<b>1,638,925</b>	<b>1,892,672</b>	<b>1,807,914</b>	<b>1,789,450</b>
<b>Revenue</b>					
Revenue	2,272	3,757	4,000	920	4,000
<b>Total Revenues</b>	<b>2,272</b>	<b>3,757</b>	<b>4,000</b>	<b>920</b>	<b>4,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(10,000)</b>	<b>-</b>
<b>Fund Impact</b>	<b>(1,637,379)</b>	<b>(1,635,168)</b>	<b>(1,888,672)</b>	<b>(1,816,994)</b>	<b>(1,785,450)</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	34,077	20,000	18,200	18,200	500,000
<b>Total Expenditures</b>	<b>34,077</b>	<b>20,000</b>	<b>18,200</b>	<b>18,200</b>	<b>500,000</b>
<b>Revenue</b>					
Revenue	20,000	14,078	20,000	20,000	500,000
<b>Total Revenues</b>	<b>20,000</b>	<b>14,078</b>	<b>20,000</b>	<b>20,000</b>	<b>500,000</b>
<b>Net Transfers</b>	<b>-</b>	<b>-</b>	<b>(1,800)</b>	<b>(1,800)</b>	<b>-</b>
<b>Fund Impact</b>	<b>(14,077)</b>	<b>(5,922)</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

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**Recommended Budget by Program**

**Program: Conservation Science**

**Function:** Provide leadership, technical expertise, and guidance in the conservation, protection, and management of the Countys natural resource heritage. Advance the use of best available science and facilitate implementation of the Countys policies for the natural environment including the Sonoran Desert Conservation Plan (SDCP) and its biological goal to maintain the continued existence of native plants and animals in healthy ecosystems. Oversee implementation of the Countys Ecological Monitoring Program and ensure it conforms to requirements of the Countys federal Multi-Species Conservation Plan (MSCP) Section 10 Permit No. TE84356A-0.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	389,471	421,191	478,190	405,506
FTE			4.00	4.00

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**Program: Cultural Resources & Historic Preservation**

**Function:** Provide leadership, technical expertise, and guidance in the conservation, protection, and preservation of the Countys cultural and historic heritage. Advance and facilitate implementation of cultural and historic resource related Board-adopted policies including the Sonoran Desert Conservation Plan (SDCP) and Policy C 3.17-Protection of Cultural Resources. Ensure County projects achieve regulatory compliance with County, federal, and state cultural and historic preservation laws and policies and provide technical assistance to private sector development.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	303,597	298,212	375,275	521,068
Revenue	112	157	200	200
FTE			3.00	4.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

**Recommended Budget by Program**

**Program: Multi-Species Conservation Plan Section 10**

**Function:** Provide leadership, technical expertise, and guidance on the implementation of and compliance with the County's federal Multi-Species Conservation Plan (MSCP) Section 10 Permit No. TE84356A-0.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	210,447	216,997	229,478	231,515
Revenue	2,160	3,600	3,800	3,800
FTE			2.00	2.00

**Program: Office of Sustainability & Conservation**

**Function:** Oversee Office of Sustainability and Conservation staffs implementation and advancement of Board-adopted policies including the Sonoran Desert Conservation Plan (SDCP) that promote the regions environmental, social, and economic well-being. Oversee staffs implementation and facilitation of measures necessary to maintain County's compliance with its federal Multi-Species Conservation Plan (MSCP) Section 10 Permit No. TE84356A-0 and to achieve compliance with federal, state, and local cultural resource regulations. Oversee and manage departmental budget and staff. Provide comprehensive administrative support to all Office of Sustainability and Conservation divisions.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	482,330	498,968	523,750	369,790
FTE			4.00	2.00
<b>Grants</b>				
Expense	34,077	20,000	18,200	500,000
Revenue	20,000	14,078	20,000	500,000
Net Transfers	-	-	(1,800)	-



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Office of Sustainability & Conservation (SUS)**

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**Recommended Budget by Program**

**Program: Sustainability Programs**

**Function:** Provide leadership, technical expertise, and guidance in advancing Board-adopted sustainability and climate resilience policies including the Sonoran Desert Conservation Plan and Resolutions 2007-84, 2017-39, and 2017-51. Advance and facilitate implementation of the Sustainable Action Plan for County Operations (SAPCO) and development of future plans. Innovate and advocate strategies that promote social, economic, and environmental well-being.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	187,377	129,761	190,991	261,571
FTE			2.00	3.00

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**Program: Water Policy Office**

**Function:** The Water Policy Office program activity has been absorbed by other components within the Office of Sustainability & Conservation and the Flood Control Department. This summary is provided for informational purposes only.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>				
Expense	66,429	73,796	94,988	-
FTE			2.00	-

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**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Public Works Administration (PW)**

**Function Statement:**

Public Works Administration was consolidated into County Administration for fiscal year 2022/23. This summary is provided for informational purposes only.

**Recommended Budget by Fund**

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	1,751,887	508,658	-	-	-
Operating Expenses	217,384	18,207	-	-	-
<b>Total Expenditures</b>	<b>1,969,271</b>	<b>526,865</b>	-	-	-
<b>Revenue</b>					
Revenue	8,000	-	-	-	-
<b>Total Revenues</b>	<b>8,000</b>	-	-	-	-
<b>Fund Impact</b>	<b>(1,961,271)</b>	<b>(526,865)</b>	-	-	-
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	4,179	-	-	-	-
Capital Equipment > \$5,000	5,866,691	-	-	-	-
<b>Total Expenditures</b>	<b>5,870,870</b>	-	-	-	-
<b>Revenue</b>					
Revenue	5,893,788	10,929	-	-	-
<b>Total Revenues</b>	<b>5,893,788</b>	<b>10,929</b>	-	-	-
<b>Net Transfers</b>	-	<b>3,857</b>	-	-	-
<b>Fund Impact</b>	<b>22,918</b>	<b>14,786</b>	-	-	-

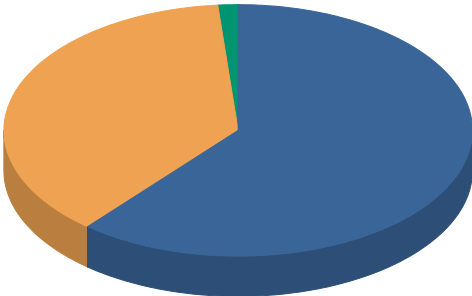
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Real Property Services (RPS)

Expenses      2,859,509                      Revenues      3,268,665                      FTEs      11.00

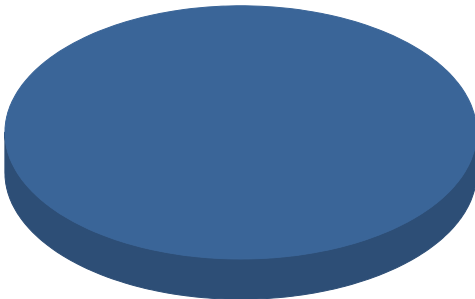
Expenses By Program

Real Property Services-Grants	61.20%
Real Property Services Administration	37.48%
Real Property Services Tax Sales	1.32%
Total:	100.00%



Sources of All Funding

Department Revenue	100.00%
Total:	100.00%



Function Statement:

Administer and direct the Real Property Services functions for Pima County departments, including leasing, property management, real property acquisition, appraisal and disposition, and budget planning for various projects.

Mandates:

None

Major Departmental Issues:

None Noted

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Real Property Services (RPS)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	1,855,673	1,837,678	2,859,509	1,003,836	1,021,831
<b>Revenue</b>	756,500	2,381,242	3,268,665	2,512,165	887,423

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	586,925	634,354	630,222	43,297	(4,132)
<b>Other Benefits</b>	225,796	244,584	230,936	5,140	(13,648)
<b>Salaries &amp; Benefits:</b>	<b>812,721</b>	<b>878,938</b>	<b>861,158</b>	<b>48,437</b>	<b>(17,780)</b>
<b>FTE</b>	11.00		11.00	-	

**Significant Changes:**

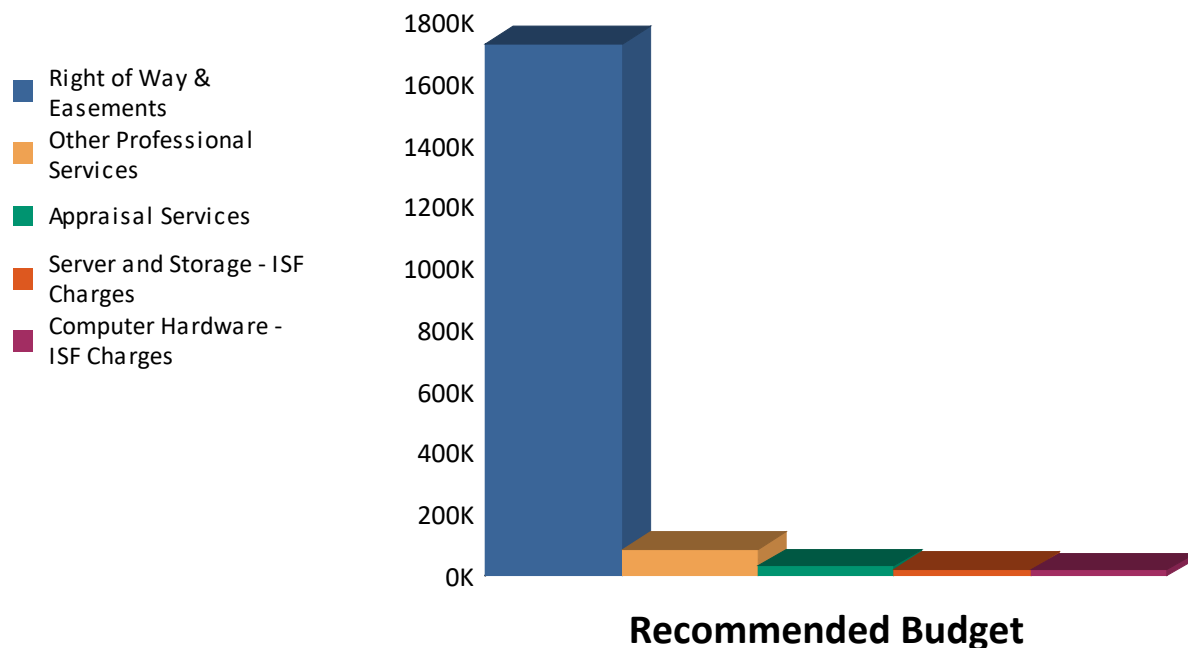
Fiscal year 2023/24 will be the third full year that Real Property Services has been separated as a stand-alone department, recognizing that the program extends beyond Public Works departments. The department previously expended grant funding in the amount of \$5,150,000. Department has been authorized to use additional grant funding in the amount of \$750,000 and does anticipate additional land acquisitions for the Davis Monthan Air Force Base area in fiscal year 2023/24. In addition, two new units were added to the department, with the specific job of recording the rental revenues from American Battery Factory and World View, as well as potential sale proceeds if options are exercised.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Real Property Services (RPS)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Right of Way & Easements	-	-	1,730,000	1,730,000
Out of State Training	3,500	3,500	8,500	5,000
Furniture Under \$1,000	-	-	3,200	3,200
R&M Building Services	8,000	-	11,000	3,000
Interdept Supplies & Services	500	50	1,300	800
Advertising	3,500	1,500	2,200	(1,300)
Server and Storage - ISF Charges	22,819	22,824	21,065	(1,754)
Other Professional Services	97,653	57,653	86,362	(11,291)
Title Fees and Services	45,839	15,839	15,948	(29,891)
Appraisal Services	770,796	770,796	33,304	(737,492)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Real Property Services (RPS)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>General Fund</b>					
<b>Expense</b>					
Personnel Services	-	740,820	812,721	878,938	861,158
Operating Expenses	-	126,155	292,952	208,740	248,351
<b>Total Expenditures</b>	-	<b>866,975</b>	<b>1,105,673</b>	<b>1,087,678</b>	<b>1,109,509</b>
<b>Revenue</b>					
Revenue	-	8,000	6,500	1,631,242	1,518,665
<b>Total Revenues</b>	-	<b>8,000</b>	<b>6,500</b>	<b>1,631,242</b>	<b>1,518,665</b>
<b>Fund Impact</b>	-	<b>(858,975)</b>	<b>(1,099,173)</b>	<b>543,564</b>	<b>409,156</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	-	14,250	750,000	750,000	20,000
Capital Equipment > \$5,000	-	-	-	-	1,730,000
<b>Total Expenditures</b>	-	<b>14,250</b>	<b>750,000</b>	<b>750,000</b>	<b>1,750,000</b>
<b>Revenue</b>					
Revenue	-	8,500	750,000	750,000	1,750,000
<b>Total Revenues</b>	-	<b>8,500</b>	<b>750,000</b>	<b>750,000</b>	<b>1,750,000</b>
<b>Fund Impact</b>	-	<b>(5,750)</b>	-	-	-



DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Real Property Services (RPS)

Recommended Budget by Program

Program: Real Property Services Administration

Function: Administer and direct the real property and real estate functions for Pima County.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	-	861,638	1,012,162	1,071,811
FTE			11.00	11.00

Program: Real Property Services American Battery Factory

Function: Administer and collect revenue from lease payments and option payment, and potential sale proceeds per approved Ground Lease Agreement CTN 23\*081.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Revenue	-	-	-	460,705

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Real Property Services (RPS)

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**Recommended Budget by Program**

**Program: Real Property Services Tax Sales**

**Function:** Administer and direct the real property tax sales functions for Pima County Treasurer.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Expense	-	5,337	93,511	37,698
Revenue	-	8,000	6,500	10,000

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**Program: Real Property Services World View**

**Function:** Administer and collect revenue from monthly lease payments, a one-time option payment, a one-time right of first refusal payment and potential sale proceeds per approved Lease-Purchase Agreement CTN 23\*098. Monitor Space Port Tucson Management Agreement CTN 23\*0111

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>General Fund</b>				
Revenue	-	-	-	1,047,960

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Real Property Services (RPS)

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**Recommended Budget by Program**

**Program: Real Property Services-Grants**

**Function:** Function: Davis-Monthan Air Force Base (DMAFB) was awarded \$1.5M in 2017 under the Federal Readiness and Environmental Protection Integration (REPI) program for encroachment prevention. In keeping with the Pima County Economic Development Plan and long-standing support of DMAFB, the County entered into an Encroachment Management Agreement with the Air Force to benefit and support DMAFB. Through this partnership, the County acquires property interests (restrictive easements) on behalf of DMAFB and conveys the easements to the Air Force. The funds used for the acquisitions are granted from the REPI Program by DMAFB. In fiscal year 2021/22, Public Works Administration Grants was moved to Real Property Services. For fiscal year 2023/2024 DMAFB was awarded \$1.7M to continue the acquisition program until the funds are expended or the REPI Program is discontinued. This partnership works towards protecting and supporting the Base's mission and viability in the community.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	-	14,250	750,000	1,750,000
Revenue	-	8,500	750,000	1,750,000

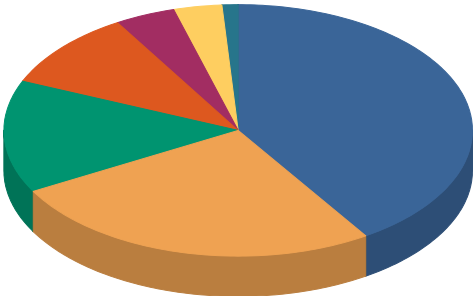
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DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Regional Flood Control District (FC)

Expenses      17,612,053      Revenues      35,102,970      FTEs      60.60

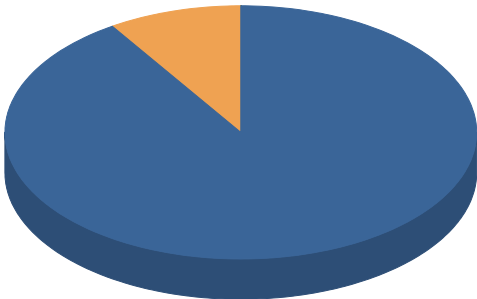
Expenses By Program

■ Infrastructure Maintenance	40.77%
■ Flood Control Support	26.12%
■ Hazard Mitigation	14.63%
■ Regulatory	9.94%
■ Design and Construction	4.15%
■ Flood Warning	3.34%
■ Canoa Ranch In-Lieu Fee	1.05%
Total:	100.00%



Sources of All Funding

■ Department Revenue	90.82%
■ Fund Balance Support	9.17%
■ Operating Transfers In	0.01%
Total:	100.00%



Function Statement:

Protect public health, safety, and welfare by implementing structural flood control solutions and providing comprehensive non-structural flood prevention services, and oversight of floodplain management requirements of the Federal Flood Insurance Program. Enhance natural floodplain characteristics and community environmental quality by preserving and protecting riparian habitat resources. Support Pima County's Section 10(a) permit application to the U.S. Fish and Wildlife Service and fulfill the mission pertaining to riparian elements set forth by the Board of Supervisors in the Sonoran Desert Conservation Plan. Coordinate for the protection and management of water resources within Pima County.

Mandates:

Code of Federal Registry 44, Section 59-78; Arizona Revised Statute, Title 48, Chapter 21, Article 1, Sections 48-3601 through 48-3628 and 48-3641 through 48-3650; 48-3603; and Section 404

Major Departmental Issues:

The Regional Flood Control District anticipates receipt of federal grants to mitigate the increased flood risk in the Finger Rock Wash and Canada Del Oro Wash due to the Bighorn Fire. These anticipated grants will be shown in the District Capital Improvement Projects program. The District anticipates increased drainage maintenance expenses associated with homeless encampment and other debris removal, and an increase in maintenance responsibility in the incorporated areas. Additional operating expenditures are anticipated to implement technical studies to address elements identified in the Floodplain Management Plan, including consideration of climate change in floodplain management, evaluating the availability of water resources in Pima County and providing policy guidance in response to the drought, implementing new projects to increase urban resiliency, including constructing neighborhood scale Green Stormwater Infrastructure, and strengthening the first flush retention standard for new development.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	18,475,401	17,660,635	17,612,053	(863,348)	(48,582)
<b>Revenue</b>	34,043,375	32,848,463	35,102,970	1,059,595	2,254,507
<b>Net Transfers</b>	(17,759,645)	(16,621,985)	(21,033,604)	(3,273,959)	(4,411,619)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	6,891,903	6,464,324	7,103,702	211,799	639,378
<b>Other Benefits</b>	2,483,577	2,400,946	2,580,340	96,763	179,394
<b>Salaries &amp; Benefits:</b>	<b>9,375,480</b>	<b>8,865,270</b>	<b>9,684,042</b>	<b>308,562</b>	<b>818,772</b>
<b>FTE</b>	57.50		60.60	3.10	

**Significant Changes:**

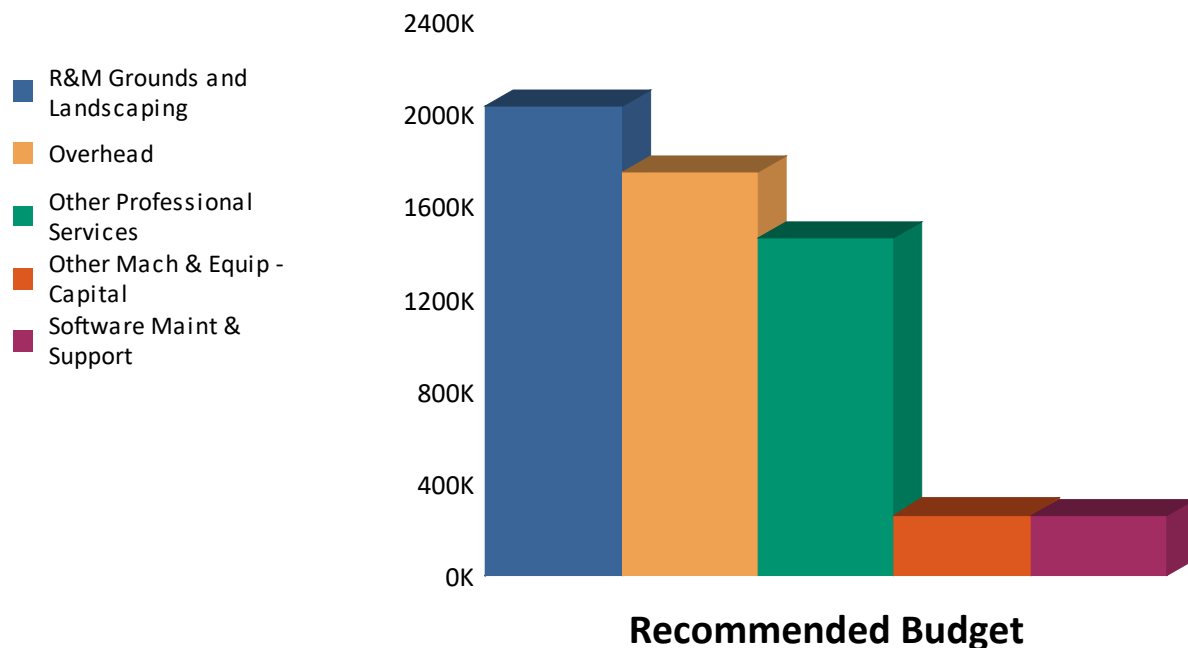
The most significant changes include an increase in the Operating budget due to Regional Flood Control's new Water Resource management responsibilities. Certain projects within the Capital Improvement Program have been delayed to accommodate the increased cost of construction due to inflation.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Software Maint & Support	124,000	156,236	256,264	132,264
Leases & Rental - Other (Mchnry, Equip, etc.)	20,500	20,500	87,500	67,000
Supervisory and Staff Fee - Charged In-Debit	-	-	55,480	55,480
In State Travel	1,000	2,000	20,000	19,000
In State Training	3,000	20,000	20,000	17,000
R&M Building Services	75,000	265,000	40,000	(35,000)
Other Mach & Equip - Non-Capital	130,662	189,327	72,000	(58,662)
Interdept Supplies & Services	187,419	100,160	119,985	(67,434)
Overhead	1,947,433	1,952,433	1,748,831	(198,602)
Other Professional Services	2,476,727	2,503,969	1,460,252	(1,016,475)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Personnel Services	46,212	44,330	189,082	39,467	-
Operating Expenses	667,890	743,493	924,889	983,702	328,450
<b>Total Expenditures</b>	<b>714,102</b>	<b>787,823</b>	<b>1,113,971</b>	<b>1,023,169</b>	<b>328,450</b>
<b>Revenue</b>					
Revenue	304,045	584,999	3,591,244	2,222,082	2,978,450
<b>Total Revenues</b>	<b>304,045</b>	<b>584,999</b>	<b>3,591,244</b>	<b>2,222,082</b>	<b>2,978,450</b>
<b>Net Transfers</b>	<b>97,771</b>	<b>144,997</b>	<b>(2,477,273)</b>	<b>(1,198,913)</b>	<b>(2,650,000)</b>
<b>Fund Impact</b>	<b>(312,286)</b>	<b>(57,827)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Regional Flood Control Fund</b>					
<b>Expense</b>					
Personnel Services	7,648,987	7,828,757	9,186,398	8,825,803	9,684,042
Operating Expenses	6,357,854	6,827,646	7,917,977	7,617,663	7,336,561
Capital Equipment > \$5,000	48,481	320,349	257,055	194,000	263,000
Bad Debt Expenses	-	3,000	-	-	-
<b>Total Expenditures</b>	<b>14,055,322</b>	<b>14,979,752</b>	<b>17,361,430</b>	<b>16,637,466</b>	<b>17,283,603</b>
<b>Revenue</b>					
Revenue	30,723,859	29,580,446	30,452,131	30,626,381	32,090,718
Gain/Loss Disp of Assets	-	33,802	-	-	33,802
<b>Total Revenues</b>	<b>30,723,859</b>	<b>29,614,248</b>	<b>30,452,131</b>	<b>30,626,381</b>	<b>32,124,520</b>
<b>Net Transfers</b>	<b>(10,135,792)</b>	<b>(15,053,969)</b>	<b>(15,282,372)</b>	<b>(15,423,072)</b>	<b>(18,383,604)</b>
<b>Fund Impact</b>	<b>6,532,745</b>	<b>(419,473)</b>	<b>(2,191,671)</b>	<b>(1,434,157)</b>	<b>(3,542,687)</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

**Recommended Budget by Program**

**Program: Canoa Ranch In-Lieu Fee**

**Function:** Enhance floodplain characteristics and ecosystem functions by preserving, protecting, and restoring the natural resources within the Canoa Ranch In-Lieu Fee (ILF) project site as described in the project development plan, which has been approved by the United States Army Corps of Engineers (USACOE) and the Pima County Regional Flood Control District Board of Directors. Restore riparian habitat and help improve water resources along the Santa Cruz River.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Flood Control</b>				
Expense	38,265	120,450	220,000	185,000
Revenue	2,586,676	3,955	505,000	500,000
Net Transfers	676,689	(666,384)	-	-

**Program: Design and Construction**

**Function:** Manage the development and construction of Capital Improvement Program (CIP) projects for the Regional Flood Control District (RFCD). This includes scoping, planning, monitoring, delivering, and closing out CIP projects utilizing Pima County methodology. The methodology would include not just traditional Design-Bid-Build (DBB), but also alternative delivery methods such as Design-Build (DB) and Construction Manager at Risk (CMAR). Deliver smaller projects utilizing the Job Order Contractor (JOC) program. Coordinate the District's participation in the river park multi-use pathway and flood control infrastructure. Manage the planning, development, and verification of the District Property Rights Program to ensure ownership, land use rights, and maintenance responsibilities. Assist other RFCD divisions with technical, project management, and delivery services. Coordinate with other jurisdictions on projects which impact RFCD infrastructure and property.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Flood Control</b>				
Expense	465,294	452,780	858,454	731,444
Revenue	28,870	38,986	20,000	40,000
FTE			7.00	6.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

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**Recommended Budget by Program**

**Program: Flood Control Support**

**Function:** Direct, lead, and support the Regional Flood Control District (RFCD) floodplain management and flood control activities in the incorporated and unincorporated areas of Pima County by maintaining a fiscally responsible, environmentally conscientious, and multi-objective approach to managing regional watercourses, floodplains, water resources, and riparian habitats.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Flood Control</b>				
Expense	4,703,543	4,857,867	4,522,061	4,600,128
Revenue	27,969,969	29,349,622	29,644,631	31,296,520
Net Transfers	(10,214,795)	(14,217,610)	(14,241,259)	(17,883,604)
FTE			10.50	11.60

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**Program: Flood Warning**

**Function:** Coordinate with Emergency Operation Center, first responders, and local jurisdictions to plan for and respond to flood events.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants</b>				
Expense	714,102	787,823	1,113,971	328,450
Revenue	304,045	584,999	3,591,244	2,978,450
Net Transfers	97,771	144,997	(2,477,273)	(2,650,000)
<b>Regional Flood Control</b>				
Expense	264,788	263,762	261,000	260,000
Revenue	121,140	207,321	250,000	250,000
Net Transfers	(493,297)	(56,362)	(465,363)	(500,000)

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Flood Control District (FC)**

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**Recommended Budget by Program**

**Program: Hazard Mitigation**

**Function:** Provide flood hazard mapping information to Pima County residents upon request. Conduct long-range planning services to promote wise and environmentally sound developments in and adjacent to flood hazard areas. Provide data and advice to communities and the general public relevant to Federal Emergency Management Agency (FEMA) mapped floodplains. Coordinate for the protection and management of water resources within Pima County including the County's surface water and groundwater assets.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Flood Control</b>				
Expense	1,759,540	2,076,218	2,413,145	2,577,182
Revenue	5,962	8,964	20,000	20,000
FTE			11.00	15.00

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**Program: Infrastructure Maintenance**

**Function:** Inspect and maintain Regional Flood Control District (RFCD) assets and flood control infrastructure in order to ensure reliability and effectiveness during times of flooding and to protect, enhance, and restore natural resources and ecosystem function. Manage RFCD assets and information in a geo-spatial environment in order to provide for easy retrieval of relevant flood hazards, mitigation, and previous dialogue and decisions.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Flood Control</b>				
Expense	5,472,093	5,630,298	7,363,486	7,178,424
Revenue	11,242	5,400	12,500	18,000
Net Transfers	(104,389)	(113,613)	(575,750)	-
FTE			12.00	11.00

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024  
Regional Flood Control District (FC)

Recommended Budget by Program

Program: Regulatory

**Function:** Protect the health, safety, and welfare of Pima County residents by providing comprehensive compliance and customer service programs through a balanced, fiscally responsible, and multi-objective approach to managing local and regional watercourses, floodplains, and riparian resources. Ensure compliance with federal, state, and local regulations for development projects impacting Pima County regulatory watercourses, floodplains, and riparian areas. Fulfill the mission set forth by the Pima County Regional Flood Control District Board of Directors in the Sonoran Desert Conservation Plan as it pertains to riparian and water resource protection.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Regional Flood Control</b>				
Expense	1,351,799	1,578,377	1,723,284	1,751,425
FTE			17.00	17.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

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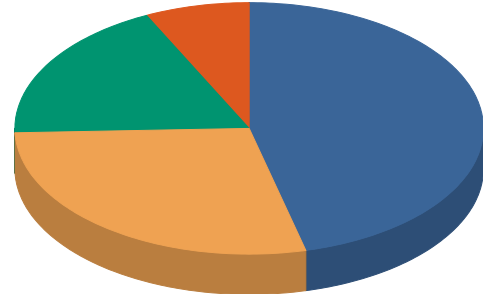
**Expenses**     176,028,931

**Revenues**   186,126,386

**FTEs**        399.00

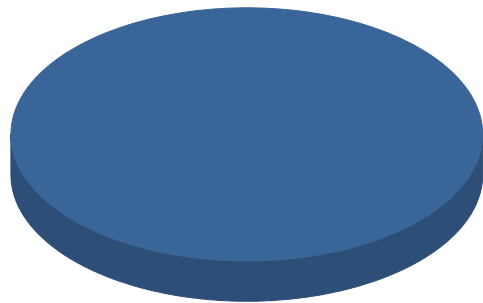
### Expenses By Program

■ Treatment Operations	46.20%
■ Administration	28.31%
■ Conveyance System	18.35%
■ Technical Services & Engineering	7.14%
Total:	100.00%



### Sources of All Funding

■ Department Revenue	100.00%
Total:	100.00%



#### Function Statement:

Protect the public health, safety, and the environment by providing quality service, environmental stewardship, and renewable resources through proven conveyance, treatment, and reclamation processes, and short and long-term planning.

#### Mandates:

Arizona Revised Statute (ARS) Title 11, Chapter 2: Board of Supervisors, 11-264: Authority to operate a sewage system, liens, sewage system fees; Title 14, Chapter 14: Sanitary Districts; Pima County Code Title 7: Environmental Quality, 7.21: Liquid Waste

#### Major Departmental Issues:

Regional Wastewater Reclamation (WW) is continuing to experience upward pressure on the budget due to rising costs that are either mandated for the Department (regulatory compliance, contracts with vendors for services essential for operations), or for necessary supplies and utilities (chemicals and electricity) expenses. The fiscal year 2022/23 budget request accommodated the unavoidable price increases from outside vendors/agencies for supplies and services, covered necessary repairs and maintenance costs, and brought back services that the Department scaled back on in fiscal year 2021/22. The fiscal year 2023/24 budget request continues providing full scale services to the Pima County community, while maintaining equipment and infrastructure required to carry out the Department's mission. The budget request also covers projected inflationary cost increases for most supplies, with some chemicals used in the treatment process projecting a twenty-five percent (25%) or higher price rate increase.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	170,958,918	171,677,508	176,028,931	5,070,013	4,351,423
<b>Revenue</b>	182,635,603	184,598,455	186,126,386	3,490,783	1,527,931
<b>Net Transfers</b>	(3,197,900)	(3,697,900)	(3,459,187)	(261,287)	238,713

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	23,727,849	22,469,657	24,387,937	660,088	1,918,280
<b>Other Benefits</b>	9,078,545	8,972,318	9,302,368	223,823	330,050
<b>Salaries &amp; Benefits:</b>	<b>32,806,394</b>	<b>31,441,975</b>	<b>33,690,305</b>	<b>883,911</b>	<b>2,248,330</b>
<b>FTE</b>	402.00		399.00	(3.00)	

**Significant Changes:**

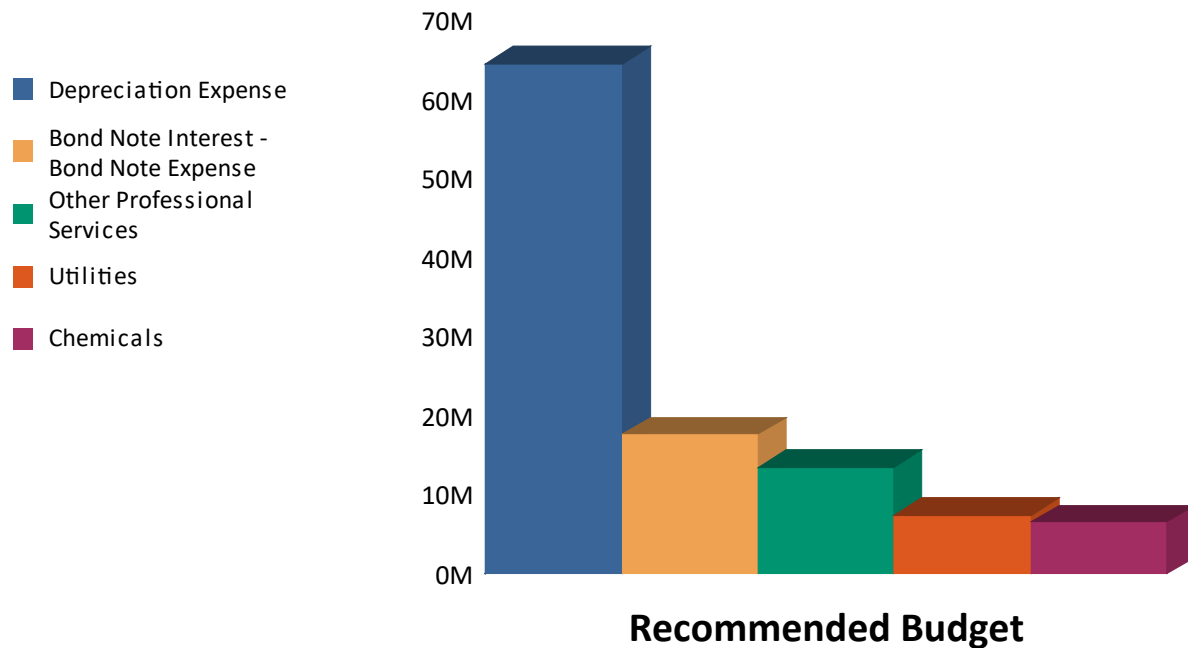
Regional Wastewater Reclamation (WW) is committed to seeking efficiencies in all its processes and structures to provide the residents of Pima County full services of outstanding quality while entering its seventh year without increasing sewer fees. The Department continuously reviews any vacant positions to ensure personnel resources are placed where needed most in the Department. By applying the six pillars of the organization, Customer, Employee, Safety, Sustainability, Compliance, and Financial, WW accomplishes work resourcefully and efficiently. The Department strives to hire committed individuals that bring experience and positive contributions to the job responsibilities. Hiring and maintaining a full staff has proven difficult the past two fiscal years, with a vacancy rate that has been around 9%. This has made it necessary to increase staff overtime and increase the use of On-call contractors to maintain the current level of operations, maintenance and repair activities. The Department remains committed to employing new technologies and delivering exceptional service to customers, protecting the public health and environmental stewardship. The Department supports growth and economic development by anticipating capacity demand and employing innovative construction technologies to bring in projects at the lowest possible cost. The Department will continue pay-as-we-go, issuing new debt to finance capital needs and using restricted cash to prepay debt as appropriate.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Chemicals	4,914,526	5,939,699	6,467,539	1,553,013
R&M Building Services	4,406,184	4,406,184	5,591,596	1,185,412
Motor Vehicles - Capital	841,000	168,887	1,831,000	990,000
Depreciation Expense	63,629,744	63,629,744	64,500,673	870,929
R&M-Machinery & Equipment Services	2,805,463	4,171,183	3,405,463	600,000
Property Damage Insurance Premiums	742,175	742,175	652,239	(89,936)
Security	165,000	165,000	70,200	(94,800)
Server and Storage - ISF Charges	1,695,669	1,695,669	1,427,852	(267,817)
Motor Pool Charges	2,017,493	2,072,689	1,720,442	(297,051)
Overhead	5,756,103	5,756,103	5,217,992	(538,111)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Wastewater Reclamation Fund</b>					
<b>Expense</b>					
Personnel Services	27,968,977	27,383,703	32,806,394	31,441,975	33,690,305
Operating Expenses	50,229,476	54,896,345	56,002,882	58,107,093	59,088,408
Capital Equipment > \$5,000	2,352,821	2,287,657	2,033,550	1,283,210	3,374,777
Bad Debt Expenses	592,497	614,818	590,000	590,000	590,000
Debt Service	22,621,601	20,042,680	17,929,898	17,908,696	18,159,545
Contra Expense	(1,481,541)	(1,412,488)	(2,033,550)	(1,283,210)	(3,374,777)
Depreciation	59,144,775	57,896,807	63,629,744	63,629,744	64,500,673
<b>Total Expenditures</b>	<b>161,428,606</b>	<b>161,709,522</b>	<b>170,958,918</b>	<b>171,677,508</b>	<b>176,028,931</b>
<b>Revenue</b>					
Revenue	181,262,116	181,753,125	182,635,603	184,609,707	186,126,386
Gain/Loss Disp of Assets	(8,009)	(32,960)	-	(11,252)	-
<b>Total Revenues</b>	<b>181,254,107</b>	<b>181,720,165</b>	<b>182,635,603</b>	<b>184,598,455</b>	<b>186,126,386</b>
<b>Net Transfers</b>	<b>(16,510,567)</b>	<b>(818,438)</b>	<b>(3,197,900)</b>	<b>(3,697,900)</b>	<b>(3,459,187)</b>
<b>Fund Impact</b>	<b>3,314,934</b>	<b>19,192,205</b>	<b>8,478,785</b>	<b>9,223,047</b>	<b>6,638,268</b>



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

**Recommended Budget by Program**

**Program: Administration**

**Function:** Direct department operations and planning. Coordinate administrative, planning, and program support services, as well as community relations and employee development services for the department.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Regional Wastewater Reclamation</b>				
Expense	57,313,174	54,490,483	50,598,807	49,825,392
Revenue	180,963,874	180,113,854	180,635,603	183,126,386
Net Transfers	(16,513,738)	(780,576)	(3,197,900)	(3,459,187)
FTE			17.00	13.00

**Program: Conveyance System**

**Function:** Provide the community with an environmentally sound, effective, and efficient sanitary sewage conveyance system.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Regional Wastewater Reclamation</b>				
Expense	22,722,405	26,787,722	27,913,656	32,304,413
Revenue	4,430	31,929	-	-
Net Transfers	114	(37,862)	-	-
FTE			101.00	101.00

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Regional Wastewater Reclamation (WW)**

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**Recommended Budget by Program**

**Program: Technical Services & Engineering**

**Function:** Provide technical services and engineering support to the department and community stakeholders.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Wastewater Reclamation</b>				
Expense	10,124,034	10,290,881	12,238,539	12,568,052
Revenue	255,166	143,126	-	-
FTE			115.00	116.00

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**Program: Treatment Operations**

**Function:** Protect public health and the environment through the operation and maintenance of water reclamation facilities that comply with federal and state laws.

	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2023/2024 Recommended Budget</b>
<b>Regional Wastewater Reclamation</b>				
Expense	71,268,993	70,140,436	80,207,916	81,331,074
Revenue	30,637	1,431,256	2,000,000	3,000,000
Net Transfers	3,057	-	-	-
FTE			169.00	169.00

## DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024

### Transportation (TR)

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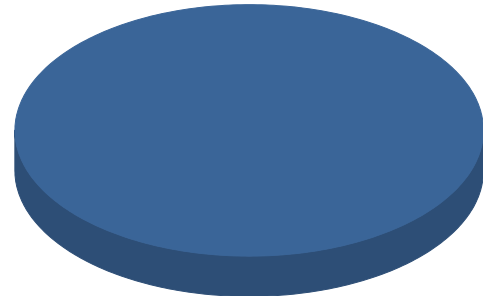
Expenses 65,802,394

Revenues 81,941,094

FTEs 192.03

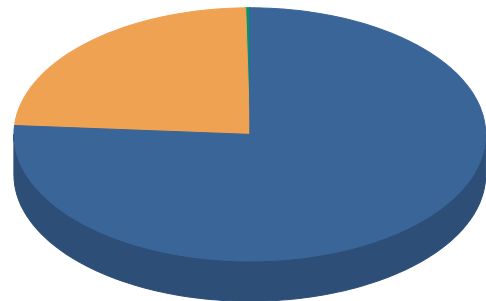
### Expenses By Program

■ Transportation 100.00%  
Total: 100.00%



### Sources of All Funding

■ Department Revenue 76.24%  
■ Operating Transfers In 23.41%  
■ Fund Balance Support 0.35%  
Total: 100.00%



### Function Statement:

Provide and maintain an effective transportation network through timely, cost-effective and helpful service delivery through strategic organizational, technological, process, and policy changes resulting in enhanced functionality. Department goals address: centralizing and developing an analytics model reflecting planning to better the performance of network; recasting standards and shifting towards performance options and substantive policy Standard Operating Procedures; and consolidating customer interface/community relations for improved response to requests.

### Mandates:

ARS 9-582 Fees for telecommunications facilities; ARS 11-1102 County development fees; ARS 11-201, 251, 256, 932, 32-3603, 3635 Appraisal required for sale, purchase or lease of property; licensed appraisers within the County. Powers of County to purchase, hold, use and dispose of land; ARS 11-251 Board of Supervisors Mandate. Lay out, maintain, control and establish right-of-way; ARS 11-252(4) County is authorized to lay out, maintain, control and manage public roads within the County; ARS 11-352 General Administration and Management, Merit System Rules, Pima County ordinance 2000-81; ARS 11-561-62 County Engineer, under direction of the Board, has charge of all highways, other engineering construction and improvements. Alterations and repairs to County Property. County Engineer shall be the custodian of the records and the property of the County relating to survey, engineering and road construction. All other applicable federal laws and County Board of Supervisors' ordinances for transportation

**Transportation (TR)**

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**Major Departmental Issues:**

The Transportation Department (TR) budget priority is road pavement repair, and funding resources are prioritized to repair the pavement. Transportation has a ten-year plan to improve the pavement network in unincorporated Pima County. Due to the prioritization of road pavement repair and the significant investment therein, other department needs will need to be deferred. Maintenance that will be deferred are bridges, signals, signs, striping, shoulder repair, cattle guard and guardrail maintenance, etc. Recruitment and retention is an ongoing challenge, disproportionately affecting the entry level maintenance positions and the highly technical positions. Currently the Transportation department has over a twenty-five percent (25%) vacancy rate in Planning and Engineering, and over a seventeen percent (17%) vacancy rate in Maintenance Operations. Vacancy rates at this level have decreased response times, resulting in an increase in higher cost contracted work that cannot be performed with existing staff and resource levels.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Transportation (TR)**

**Department-wide Budget**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Expense</b>	111,647,882	127,026,740	65,802,394	(45,845,488)	(61,224,346)
<b>Revenue</b>	90,440,241	83,180,398	81,941,094	(8,499,147)	(1,239,304)
<b>Net Transfers</b>	20,059,882	27,450,407	(16,519,364)	(36,579,246)	(43,969,771)

**Department-wide Salaries & Benefits**

	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>	<b>Recommended to Adopted Variance</b>	<b>Recommended to Forecast Variance</b>
<b>Salaries</b>	10,810,486	10,476,372	10,986,231	175,745	509,859
<b>Other Benefits</b>	4,436,367	4,330,094	4,483,245	46,878	153,151
<b>Salaries &amp; Benefits:</b>	<b>15,246,853</b>	<b>14,806,466</b>	<b>15,469,476</b>	<b>222,623</b>	<b>663,010</b>
<b>FTE</b>	195.50		192.03	(3.47)	

**Significant Changes:**

The Transportation Department continues to improve operational efficiencies and implement smart infrastructure maintenance solutions. In fiscal year 2023/24 the department will continue with its goal to establish initiatives of non-infrastructure solutions to enhance regional traveler mobility primarily within existing infrastructure through management of traffic data analytics, modeling, traffic signal optimization, and active demand management. Fiscal year 2023/24 will be the fifth year of the Road Pavement Repair and Preservation Program. Fiscal year 2023/24 has the least funding/spending planned of the program thus far, as there is no General Fund Pay As You Go (PAYGO) support of the program planned. The previous three fiscal years has each had \$50 million of General Fund PAYGO support. The department has included \$16.8 million for the program in the base budget and a request of \$3.2 million in a supplemental request; this \$20 million is funded by the Transportation Department.

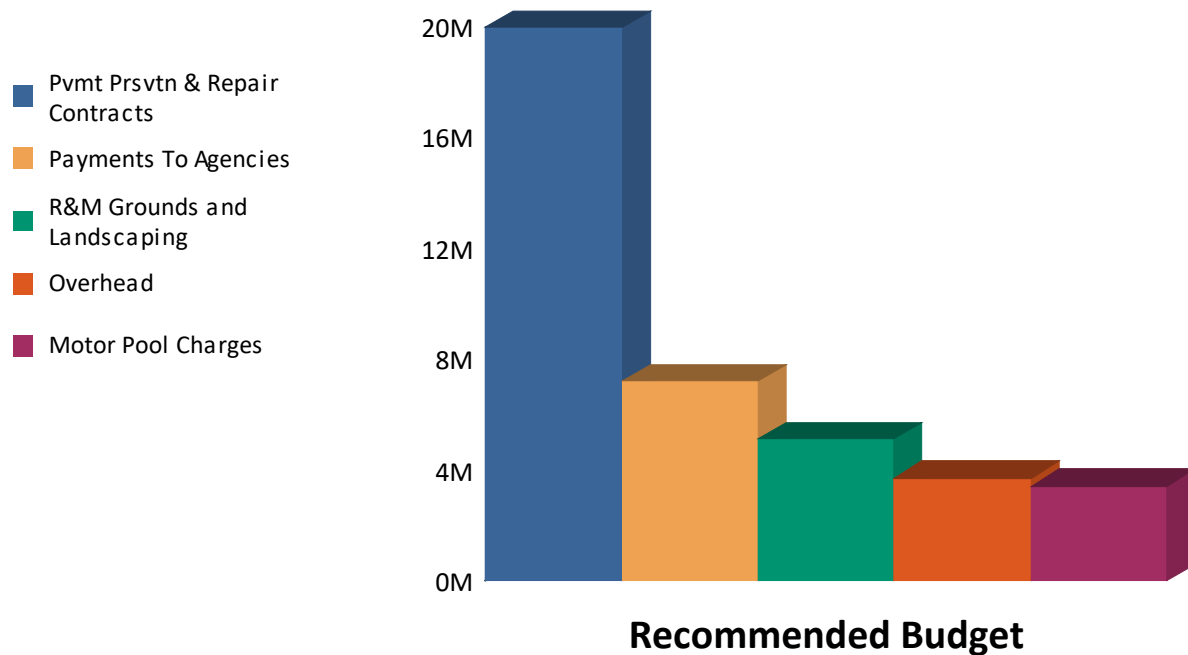
The variance for General Liability Insurance Premiums will decrease in fiscal year 2023/24, as the rates in fiscal year 2022/23 were increased due to a large claim in the previous fiscal year.

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Transportation (TR)**

**Department-wide Top 10 Non-personnel Expense Groups by Variance**

Group	2022/2023 Adopted Budget	2022/2023 Forecast	2023/2024 Recommended Budget	Adopted to Recommended Variance
Pvmt Prsvtn & Repair Contracts	16,800,000	31,452,639	20,000,000	3,200,000
R&M Grounds and Landscaping	4,122,000	4,192,325	5,111,070	989,070
Payments To Agencies	6,641,654	7,015,347	7,224,285	582,631
Overhead	3,444,771	3,444,771	3,712,328	267,557
Software Maint & Support	749,290	749,290	985,318	236,028
Construction Management Svs	60,000	-	-	(60,000)
Utilities	811,866	731,866	695,595	(116,271)
Software Under \$5M	1,257,310	100,000	1,095,442	(161,868)
General Liability Insurance Premiums	1,483,644	1,483,644	475,799	(1,007,845)
Pvmt Prsvtn & Repair Cntrcts - funded by debt	50,000,000	52,663,218	-	(50,000,000)

**Department-wide Top 5 Non-personnel Expense Groups**



**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Transportation (TR)**

<b>Recommended Budget by Fund</b>					
	<b>2020/2021 Actuals</b>	<b>2021/2022 Actuals</b>	<b>2022/2023 Adopted Budget</b>	<b>2022/2023 Forecast</b>	<b>2023/2024 Recommended Budget</b>
<b>Grants Fund</b>					
<b>Expense</b>					
Operating Expenses	17,377	-	-	-	-
<b>Total Expenditures</b>	<b>17,377</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenue</b>					
Revenue	8,642,034	6,943,732	12,123,563	6,878,071	1,948,130
<b>Total Revenues</b>	<b>8,642,034</b>	<b>6,943,732</b>	<b>12,123,563</b>	<b>6,878,071</b>	<b>1,948,130</b>
<b>Net Transfers</b>	<b>(8,597,656)</b>	<b>(5,412,238)</b>	<b>(12,123,563)</b>	<b>(6,878,071)</b>	<b>(1,948,130)</b>
<b>Fund Impact</b>	<b>27,001</b>	<b>1,531,494</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transportation Fund</b>					
<b>Expense</b>					
Personnel Services	12,672,111	13,340,589	15,246,853	14,806,466	15,469,476
Operating Expenses	76,973,420	116,948,313	96,401,029	112,101,909	50,300,918
Capital Equipment > \$5,000	1,167	9,213	-	118,365	32,000
Bad Debt Expenses	26,776	351	-	-	-
<b>Total Expenditures</b>	<b>89,673,474</b>	<b>130,298,466</b>	<b>111,647,882</b>	<b>127,026,740</b>	<b>65,802,394</b>
<b>Revenue</b>					
Revenue	73,411,763	75,814,732	78,316,678	76,252,614	79,992,964
Gain/Loss Disp of Assets	-	144,450	-	49,713	-
<b>Total Revenues</b>	<b>73,411,763</b>	<b>75,959,182</b>	<b>78,316,678</b>	<b>76,302,327</b>	<b>79,992,964</b>
<b>Net Transfers</b>	<b>36,466,538</b>	<b>30,888,873</b>	<b>32,183,445</b>	<b>34,328,478</b>	<b>(14,571,234)</b>
<b>Fund Impact</b>	<b>20,204,827</b>	<b>(23,450,411)</b>	<b>(1,147,759)</b>	<b>(16,395,935)</b>	<b>(380,664)</b>

**DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2023/2024**  
**Transportation (TR)**

**Recommended Budget by Program**

**Program: Transportation**

**Function:** Provide and maintain an effective multi-modal transportation network through timely, cost-effective, and helpful service delivery.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Transportation</b>				
Expense	89,673,474	130,298,466	111,647,882	65,802,394
Revenue	73,411,763	75,959,182	78,316,678	79,992,964
Net Transfers	36,466,538	30,888,873	32,183,445	(14,571,234)
FTE			195.50	192.03

**Program: Transportation Grants**

**Function:** Protect the interests of the Transportation Department by affording centralized coordination of all federal grant financial activity.

	2020/2021 Actuals	2021/2022 Actuals	2022/2023 Adopted Budget	2023/2024 Recommended Budget
<b>Grants</b>				
Expense	17,377	-	-	-
Revenue	8,642,034	6,943,732	12,123,563	1,948,130
Net Transfers	(8,597,656)	(5,412,238)	(12,123,563)	(1,948,130)