



MEMORANDUM

Date: July 30, 2018

To: The Honorable Mark Napier
Pima County Sheriff

From: C.H. Huckelberry
County Administrator *CHH*

Re: **Sheriff's Department Budget Analysis for Fiscal Year 2017/18**

I would like to thank you for effectively managing your budget during this past fiscal year. This management has allowed the County to provide increased compensation to law enforcement and correction personnel over the compensation provided to a typical County employee. In most cases, the average increase in compensation for law enforcement and corrections personnel was three times the amount of compensation provided to other County employees, including Court employees.

As indicated on the attached worksheet, at July 6, 2018 the Sheriff actual expenditures totaled \$146,597,669, \$5,351,043 under the Fiscal Year 2017/18 adopted budget of \$151,948,712. The actual expenditures are not yet final audited amounts for Fiscal Year 2017/18.

The largest contributing factor to the savings is \$6,187,683 in Personnel Services, which consists of \$5,084,143 Salaries and Wages, \$1,615,308 Labor Charges Out, \$1,049,600 Benefits and Payouts, and \$210,499 Other Special Pay, these savings are partially offset by an overage of \$1,771,867 in Overtime. Other major areas of savings are \$509,660 Food Supplies, \$440,504 Computer Hardware, \$376,155 Law Enforcement Supplies, \$180,000 Clothing, Uniforms and Safety Apparel, \$100,439 Office Supplies, and \$97,414 Janitorial Supplies. The savings in these areas are partially offset by overages of \$1,367,138 Repair and Maintenance of Machinery and Equipment, \$163,884 Water and Sewer, \$130,163 Electricity and \$129,625 Non-Capital Law Enforcement Equipment.

The total impact of the salary adjustments for the Sheriff in FY 2018/19 is \$4,724,139, which consists of \$2,562,559 in 2.5 percent increases, \$1,373,008 in Trainee Program salary range minimum increases, \$72,422 in 1 percent increases and \$716,150 in 5 percent retention increases. The annualized cost starting in FY 2019/20 and onward will be \$5,512,711.

The Honorable Mark Napier, Pima County Sheriff
Re: **Sheriff's Department Budget Analysis for Fiscal Year 2017/18**
July 30, 2018
Page 2

The major savings in the Sheriff's budget is attributed to personnel vacancy savings. The Sheriff's General Fund vacancy rate as of July 2, 2018 was 10.6 percent. You can only sustain these budget savings in FY 2018/19 by maintaining a 6 percent or higher vacancy rate which would require keeping some positions vacant throughout the year. This means you may increase hiring to close the vacancy rate from what it was the previous year, but not completely eliminate the rate so as to not cause a significant fiscal impact in your future budget.

I would like to thank you for your fiscal stewardship of your budget.

CHH/anc

Attachment

c: The Honorable Chairman and Members, Pima County Board of Supervisors
Tom Burke, Deputy County Administrator for Administration
Michelle Campagne, Director, Finance and Risk Management
Robert Johnson, Deputy Director, Finance and Risk Management
Patrick McGee, Budget Division Manager, Finance and Risk Management

Sheriff's FY2017/18 Budget to Actuals as of 7/6/2018

(Actual amounts are not final audited for FY2017/18)

	Expenses	Revenue	
FY2017/18 Adopted Budget	\$151,948,712	\$ 9,245,500	
Actuals as of 7/6/2018	<u>\$ 146,597,669</u>	<u>\$ 8,821,611</u>	
Amount under budget	<u>\$ 5,351,043</u>	<u>\$ 423,889</u>	
Net Impact			\$ 4,927,154

Current Significant Budget to Actual Variances

Budget Line Items		Actuals Under Budget
Salaries and Wages	\$ 5,084,143	
Net labor * benefits charged in/out	\$ 1,615,308	
Benefits and Payouts	\$ 1,049,600	
Other Special Pay	\$ 210,499	
Overtime	<u>\$ (1,771,867)</u>	
Total Personnel Services		\$ 6,187,683
Food Supplies		\$ 509,660
Computer Hardware		\$ 440,504
Law Enforcement Supplies		\$ 376,155
Clothing, Uniforms and Safety Apparel		\$ 180,000
Office Supplies		\$ 100,439
Janitorial Supplies		<u>\$ 97,414</u>
Total Actuals Under Budget		<u>\$ 7,891,855</u>

Budget Line Items		Actuals Over Budget
R&M Machinery & Equipment		\$ (1,367,138)
Water and Sewer		\$ (163,884)
Electricity		\$ (130,163)
Law Enforcement Equipment Non-capital		<u>\$ (129,625)</u>
Total Actuals Over Budget		<u>\$ (1,790,810)</u>

Salary Adjustments

Pay Increases	FY 2018/19	Annualized
2.5% Increase	\$ 2,562,559	\$ 2,562,559
Salary range minimum increase for Trainee Program	\$ 1,373,008	\$ 1,373,008
1% Increase	\$ 72,422	\$ 144,844
5% Retention increase	<u>\$ 716,150</u>	<u>\$ 1,432,300</u>
Total impact for pay increases	<u>\$ 4,724,139</u>	<u>\$ 5,512,711</u>