



---

# MEMORANDUM

---

Date: July 16, 2018

To: The Honorable Beth Ford  
Pima County Treasurer

From: C.H. Huckelberry  
County Administrator

A handwritten signature in black ink, appearing to be "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Your July 10, 2018 Memorandum Regarding Submittal of Decrement Budget Amounts in Accordance with Supervisor Ally Miller's Alternative Budget Proposal**

I appreciate your offer to reduce your budget by \$260,136.50. Such will not be necessary at this time. However, I will ask our Budget staff to evaluate the ability to make this transfer to pavement repair during the Period 10 fiscal review of the adopted County Fiscal Year 2018/19 Budget.

I urge you to hire the necessary positions outlined in your memorandum. I approve filling these positions. Please proceed to fill the IT positions as well as cashier staff to provide an adequate level of service.

We will reevaluate whether this transfer could be made during the Period 10 budget review and analysis of the overall County budget.

CHH/anc

Attachment

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



## PIMA COUNTY TREASURER'S OFFICE

*Beth Ford, CPA*  
*Pima County Treasurer*

240 North Stone Avenue  
Tucson, AZ 85701-1199  
(520) 724-8341

July 10, 2018

To: C.H. Huckelberry,  
County Administrator

From: Beth Ford   
Pima County Treasurer

Re: Submittal of Decrement Budget Amounts in Accordance with Supervisor Ally Miller's  
Alternative Budget Proposal

You requested me to provide you with an impact on the Treasurer's Office if we had to reduce our budget by \$260,136.50. I believe we can absorb a temporary budget cut of that size without serious reduction in the quality of our service. The cuts would come primarily from unfilled positions. Our response times to our taxpayers and departments will increase by not filling these positions, but not to an unacceptable level at this time.

However, I will need to hire four currently unfilled positions to be able to maintain our service level. We have started the process to fill three of these positions. Ally Miller proposed an immediate hiring freeze. Not filling these positions will have a serious negative impact on the office. As you are aware, Steve Ponzo will be retiring at the end of the month. I will need to hire two IT positions to replace his skills. In addition, we are short cashiering staff with the 2019 tax season approaching. If we are unable to fill these positions there will be much longer wait times for our taxpayers and a delay in processing tax payments.

The Treasurer's Office can absorb the budget cut for this year only as long as we can fill the four positions identified. If cuts are required for next year, we will evaluate our situation at that time.