

## Overview of Pima County Governmental Organization

The governmental and administrative affairs of Pima County are directed by a five-member Board of Supervisors with each member elected from a designated district to serve a four-year term. The chairperson, vice-chair and acting chair are selected by the Board from among its members. The other Pima County elected officials, often referred to as *constitutional or row officers*, are the Assessor, Clerk of the Superior Court, the Constables, County Attorney, Justices of the Peace, Recorder, Superintendent of Schools, Sheriff, and Treasurer. Presiding judges are appointed from appointed members of the judicial bench.

### Reporting Relationships

Because of Arizona's constitutional provisions and the requirements promulgated by Arizona Revised Statutes, the government of Pima County is organized to have a direct and indirect relationship with the Board of Supervisors. The Board of Supervisors has direct control over the County's general government functions; community services; indigent defense; medical, health, and welfare services; and public works functions. These broad functions include the County's internal governmental administrative/management activities; maintenance and construction of the County's sewerage and sanitation infrastructures; County streets, roads, and bridges which comprise the County's transportation infrastructure; natural resources, parks, community centers, recreational facilities, and libraries; and numerous clinics. Indirect relationships are maintained with the elected officials.

### Board of Supervisors

The Pima County Board of Supervisors is responsible for establishing the policies of the County that provide direction for the various departments and for appointing a County Administrator. The Board has the legal authority and responsibility to establish spending limits and approve the budgets of all County departments, including those of the elected officials. The Board also sets the amount of taxes to be levied in the County.

The members of the Board of Supervisors sit as the Air Quality Control District Board, Board of Deposit, Flood Control District Board, Library District Board, Stadium District Board, Zoning Enforcement Board of Appeals and various Improvement District Boards. The Chair of the Board of Supervisors, or his/her designee, is a member of the Corrections Officer Retirement Board, County Attorney Investigators Local Retirement Board and the Public Safety Retirement Board. Members of the Board of Supervisors serve as appointees to the Board of Health and the Metropolitan Education Commission, and the incorporators of the Pima County, Arizona Municipal Property Corporation. The Board of Supervisors is represented on the Metropolitan Tucson Convention and Visitors Bureau (Visit Tucson), the Pima Association of Governments/Regional Transportation Authority and Sun Corridor.

### County Administrator

Pima County's chief appointed official is the County Administrator who serves at the pleasure of the Board of Supervisors and reports directly to the Board. With the exception of certain duties of elected officials' departments, the County Administrator has direct responsibility for the oversight and operation of all County government functions in the areas of County Administration, Community & Economic Development, Justice & Law Enforcement, Health Services, and Public Works.

The County Administrator implements Board policy and has the responsibility for developing the annual County Budget and submitting a recommended budget to the Board of Supervisors for their consideration. Subsequent to public hearings and Board approval, the County Administrator also compiles and publishes the Adopted Budget.

## **Services**

Pima County governmental services are organized into the following five functional areas:

### **Administrative/Central Services**

County Administration primarily provides internal administrative and support services to County departments directly serving the public. The departments comprising this function include the Assessor, Board of Supervisors, Clerk of the Board, Communications Office, County Administrator, Elections, Finance & Risk Management, Facilities Management, Fleet Services, Forensic Science Center, Human Resources, Information Technology, Non Departmental, Office of Emergency Management and Homeland Security, Wireless Integrated Network, Procurement, Recorder, and the Treasurer.

### **Community & Economic Development**

Community & Economic Development provides educational, cultural, social, economic development, and recreational programs to the public. The departments in this functional area are Community & Economic Development Administration; Community Development & Neighborhood Conservation; Community Services, Employment & Training; County Free Library; Economic Development, Attractions and Tourism; Kino Sports Complex; Superintendent of Schools; and the Stadium District.

### **Justice & Law Enforcement**

Justice & Law Enforcement provides public safety, felony and misdemeanor investigations, and prosecution services for victims, witnesses, and those needing fiduciary assistance. Services are also provided in the areas of indigent defense, civil representation, correctional housing, and juvenile detention. Judicial services include jury selection, adjudication of trials, sentencing, and probation supervision. The child support services include Title IV-D and non-Title IV-D administration functions such as maintaining child support, spousal maintenance, and special paternity case information; processing court orders; preparing and serving wage assignments; and receiving and processing court ordered payments. The departments within this area are the Clerk of the Superior Court; Constables; County Attorney; Justice Court Ajo; Justice Court Green Valley; Justice Courts Tucson; Juvenile Court; Office of Court Appointed Counsel; Public Defense Services; Sheriff; and Superior Court.

### **Health Services**

Health Services provides various public health and animal control services, as well as medical assistance to indigents. The component departments are Behavioral Health and the Health Department/Animal Care Center.

### **Public Works**

Public Works provides construction, operations, and maintenance services related to the County infrastructure and related planning and environmental issues. The departments within this area are Capital Projects; Development Services; Environmental Quality; Natural Resources, Parks & Recreation; Office of Sustainability & Conservation; PublicWorks Administration; Regional Flood Control; Regional Wastewater Reclamation; Solid Waste Management and Transportation.