



MEMORANDUM

DEPARTMENT OF FINANCE & RISK MANAGEMENT

Date: March 17, 2015

To: Presiding Judge, Superior Court
Elected Officials
Department Directors

From: Tom Burke
Finance Director

Re: Two Percent reductions in FY 2015/16 Requested Expenditures

In his March 16, 2015 memo, *Budget Control Measures for the Remainder of Fiscal Year 2014/15*, the County Administrator directed that all County departments and agencies reduce their submitted Fiscal Year 2015/16 requested budgets by two percent as part of a plan to help offset costs transferred to Pima County by the State of Arizona.

Departmental requested FY 2015/16 budgets were completed in the Performance Budgeting System (PB) and submitted to the Budget Division in January of 2015. The current requested base package A budget amounts for departments are included in the attached spreadsheet. The spreadsheet also includes the amounts that the requested budget will need to be reduced by in order to meet the two percent budget reduction directive. These reductions are simply two percent of the individual submitted requested budget as of start of business on March 17, 2015.

As the requested budgets were completed prior to the instituting of the new budget control measures by the County Administrator, they do not reflect the two percent decrement. In order to capture these adjustments, it will be necessary to reopen the budget form (BD_SUPPL_PKG_F form) to all departmental budget contacts. This supplemental request form will allow the department to enter negative dollar adjustments to positions and objects. It also contains tabs to enter descriptions of the adjustments and the associated impacts to programs and services. Please note that the forms will not be pre-populated with object and position lines. Those necessary lines will need to be added by the department as the adjustments are entered. These forms will be available for use by Wednesday, March 18th. Your assigned budget analyst will be available to answer any questions you might have.

The following are some limitations regarding possible negative adjustments:

- Expenditures related to the new Information Technology related initiatives cannot be reduced as part of the two percent reductions.
- Any position-related adjustments are limited to full FTEs, not partial FTEs.
- Do not reduce County Overhead or other funding provided to other County departments. County Overhead is calculated to reimburse costs from FY 2013/14 and do not relate to costs to be incurred next fiscal year.
- Reductions cannot be offset by transferring costs to other funds administered by the department or to other County departments.
- Do not reduce mandated payments to other governments or agencies.

Presiding Judge, Superior Court, Elected Officials, and Department Directors
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All other types of budget reductions are possible including service reductions and potential layoffs.

The PB System will remain open for budgeting by your department for one week, until close of business on Tuesday, March 24th. Please make certain that your updated budgets are entered by that time. If a department does not submit its proposed adjustments and the associated impacts, the Finance department will make separate reduction recommendations to the County Administrator.

c: C.H. Huckelberry, County Administrator
Robert W. Johnson, Budget Manager, Finance and Risk Management Department

Pima County
Expenditure Summary by Fund Group, Fund Type, and Bureau
FY 2015 / 2016 Requested Budget-Two Percent Reduction

Fund Group / Fund Type / Bureau	FY14/15 Adopted	FY15/16 Requested	Two-Percent Reduction
General Fund			
B001 Ajo Justice Court	\$690,483	\$695,237	(\$13,905)
B002 Assessor	\$8,987,373	\$8,666,326	(\$173,327)
B003 Board of Supervisors	\$2,025,925	\$2,060,811	(\$41,216)
B004 Clerk of the Board	\$1,373,759	\$1,515,770	(\$30,315)
B005 Clerk of the Superior Court	\$10,829,185	\$10,984,010	(\$219,680)
B006 Community & Economic Development Administration	\$558,386	\$559,510	(\$11,190)
B007 Constables	\$1,185,591	\$1,223,740	(\$24,475)
B008 Community Development & Neighborhood Conservation	\$4,749,303	\$4,875,323	(\$97,506)
B009 Community Services Employment & Training	\$6,187,171	\$6,934,014	(\$138,680)
B012 County Administrator	\$1,451,517	\$1,557,128	(\$31,143)
B013 County Attorney	\$22,471,707	\$22,453,190	(\$449,064)
B015 Elections	\$4,531,785	\$5,323,233	(\$106,465)
B016 Facilities Management	\$18,438,213	\$20,367,296	(\$407,346)
B017 Finance	\$16,239,833	\$18,073,516	(\$361,470)
B030 General Government Revenues	\$708,000	\$708,000	\$0
B031 Forensic Science Center	\$3,603,267	\$3,717,817	(\$74,356)
B032 Communications Office	\$911,694	\$936,515	(\$18,730)
B033 Green Valley Justice Court	\$520,623	\$542,337	(\$10,847)
B034 Human Resources	\$3,107,414	\$3,395,651	(\$67,913)
B036 Information Technology	\$17,264,980	\$14,118,950	(\$282,379)
B038 Juvenile Court	\$23,286,101	\$23,066,169	(\$461,323)
B039 Kino Sports Complex	\$1,085,938	\$1,037,929	(\$20,759)
B040 Natural Resources Parks and Recreation	\$17,128,986	\$17,504,777	(\$350,096)
B041 Office of Court Appointed Counsel	\$2,925,820	\$3,103,173	(\$62,063)
B043 Procurement	\$2,393,445	\$2,434,935	(\$48,699)
B044 Public Fiduciary	\$2,566,658	\$2,644,382	(\$52,888)
B045 Public Works Administration	(\$154)	\$1,252,898	(\$25,058)
B046 Recorder	\$4,325,361	\$3,992,971	(\$79,859)
B047 School Superintendent	\$1,504,336	\$1,688,537	(\$33,771)
B048 Sheriff	\$136,815,541	\$145,322,095	(\$2,906,442)
B049 Superior Court	\$29,833,729	\$29,844,014	(\$596,880)
B050 Superior Court Mandated Services	\$1,823,525	\$1,823,525	(\$36,471)
B051 Treasurer	\$2,569,606	\$2,595,100	(\$51,902)
B052 Tucson Consolidated Justice Court	\$7,072,249	\$7,075,560	(\$141,511)
B057 Office of Emergency Management & Homeland Security	\$607,197	\$422,180	(\$8,444)
B217 Office of Sustainability and Conservation	\$309,661	\$1,427,710	(\$28,554)
B237 Contract Attorneys	\$6,875,338	\$8,675,338	(\$173,507)
B249 Finance - Non Dept	\$6,845,473	\$7,784,965	\$0
B250 Finance - Contingency	\$29,732,880	\$8,959,612	\$0
B251 Legal Defender	\$4,045,881	\$4,428,956	(\$88,579)
B252 Public Defender	\$13,086,104	\$13,865,295	(\$277,306)
B253 Behavioral Health - Research & Planning	\$16,200,000	\$0	\$0
B254 Office of Behavioral Health	\$12,236,198	\$12,097,631	(\$241,953)
B257 FN - Mandated Payments	\$57,218,864	\$57,641,034	\$0
B259 Behavioral Health - Health Mandates	\$13,710,923	\$13,827,948	\$0
B264 Solid Waste Management	\$1,365,904	\$1,460,062	(\$29,201)
B266 Real Property Services	\$154	\$1,457,470	(\$29,149)
B279 Project Management	\$0	\$206,097	(\$4,122)
Total General Fund	\$521,401,927	\$504,348,737	(\$8,308,544)
Special Revenue			
Transportation			
B054 Transportation	\$39,181,813	\$40,510,833	(\$810,217)
Total Transportation	\$39,181,813	\$40,510,833	(\$810,217)

Pima County
Expenditure Summary by Fund Group, Fund Type, and Bureau
FY 2015 / 2016 Requested Budget-Two Percent Reduction

Fund Group / Fund Type / Bureau	FY14/15 Adopted	FY15/16 Requested	Two-Percent Reduction
Public Health			
B055 Health - Pima Animal Care Center	\$8,452,217	\$8,681,010	(\$173,620)
B056 Health	\$13,471,141	\$14,524,068	(\$290,481)
Total Public Health	\$21,923,358	\$23,205,078	(\$464,101)
Regional Flood Control			
B059 Regional Flood Control District	\$15,920,766	\$16,325,605	(\$326,512)
B269 Canoa Ranch In-Lieu Fee	\$1,050,000	\$987,900	(\$19,758)
Total Regional Flood Control	\$16,970,766	\$17,313,505	(\$346,270)
Other Special Revenue			
B014 ED&T Special Revenue	\$499,532	\$549,241	(\$10,985)
B060 Clerk of the Superior Court - Time Pay Fees	\$195,144	\$364,208	(\$7,284)
B061 Clerk of the Superior Court - Spousal Maintenance Enforcem	\$75,469	\$35,739	(\$715)
B062 Clerk of Superior Court Victim Location Fund	\$4,400	\$4,400	(\$88)
B063 Clerk of the Superior Court - Document Storage & Retrieval	\$774,822	\$630,959	(\$12,619)
B064 Clerk of the Superior Court - Child Support Incentive	\$68,131	\$42,770	(\$855)
B065 Clerk of the Superior Court - Local Court Automation Fund	\$781,368	\$445,499	(\$8,910)
B068 County Attorney - Fill the Gap	\$924,302	\$924,943	(\$18,499)
B069 County Attorney - Victim Restitution	\$10,000	\$15,000	(\$300)
B070 County Attorney - Bad Check Program	\$202,649	\$204,227	(\$4,085)
B071 County Attorney - Employer Sanctions	\$194,202	\$374,751	(\$7,495)
B072 County Attorney - Law Enforcement Antiracketeer	\$9,994,660	\$10,465,764	(\$209,315)
B073 County Attorney - Consumer Protection	\$29,023	\$33,110	(\$662)
B074 County Attorney - Victim Witness Comp	\$209,657	\$260,905	(\$5,218)
B075 ED&T Leased Property	\$257,670	\$234,784	(\$4,696)
B076 ED&T Outside Agency	\$1,246,775	\$1,171,686	(\$23,434)
B078 Facilities Management - Facilities Renewal	\$620,000	\$520,000	(\$10,400)
B080 Improvement District Formation Fund	\$29,089	\$25,000	(\$500)
B086 JC Ajo Fare Special Revenue	\$6,000	\$6,000	(\$120)
B087 JC Ajo Time Pay Fees	\$2,250	\$0	\$0
B089 JC GV Court Automation Fund	\$12,380	\$24,830	(\$497)
B090 JC GV Fare Special Revenue	\$2,211	\$1,045	(\$21)
B091 JC GV Time Pay Fees	\$0	\$0	\$0
B092 JC GV Photo Traffic Enforcement	\$0	\$0	\$0
B094 JCT Court Automation Fund	\$801,100	\$992,700	(\$19,854)
B095 JCT Photo Traffic Enforcement	\$89,551	\$0	\$0
B096 JCT Fare Special Rev	\$100,000	\$100,000	(\$2,000)
B098 JCT Time Pay Fees	\$306,755	\$340,528	(\$6,811)
B100 Natural Resources Parks and Recreation Special Programs	\$935,700	\$1,041,862	(\$20,837)
B102 Superior Court Conciliation	\$904,202	\$811,718	(\$16,234)
B103 Community Development & Neighborhood Conservation-Hou	\$100,000	\$0	\$0
B105 Recorder Document Storage & Retrieval	\$1,366,553	\$1,015,665	(\$20,313)
B107 Sheriff Criminal Justice Enhancement	\$750,000	\$750,000	(\$15,000)
B108 Sheriff Commissary Operations	\$750,000	\$751,000	(\$15,020)
B109 Sheriff Inmate Welfare Fund	\$1,414,064	\$1,583,761	(\$31,675)
B110 Sheriff Federal RICO Fund	\$1,000,000	\$1,000,000	(\$20,000)
B111 Sheriff State Rico Fund	\$1,000,000	\$1,000,000	(\$20,000)
B112 Juvenile Probation Services	\$496,654	\$766,929	(\$15,339)
B114 Superior Court Probation Services	\$3,045,664	\$2,969,892	(\$59,398)
B115 Superior Court - Fill the Gap	\$1,334,600	\$1,389,490	(\$27,790)
B116 Superior Court Child Support Visitation	\$173,000	\$173,000	(\$3,460)
B117 Superior Court Probate	\$5,000	\$5,000	(\$100)
B118 Superior Court Local Court Automoaation Fund	\$670,000	\$1,144,490	(\$22,890)
B120 Superior Court County Law Library	\$409,100	\$68,723	(\$1,374)
B121 Juvenile Title IV-E	\$260,522	\$262,179	(\$5,244)
B122 Taxpayer Information Fund	\$471,700	\$289,117	(\$5,782)

Pima County
Expenditure Summary by Fund Group, Fund Type, and Bureau
FY 2015 / 2016 Requested Budget-Two Percent Reduction

Fund Group / Fund Type / Bureau	FY14/15 Adopted	FY15/16 Requested	Two-Percent Reduction
B129 Pima Vocational High School	\$1,142,891	\$1,210,597	(\$24,212)
B224 Superior Court AOC Appropriated Funds	\$9,357,375	\$10,734,900	(\$214,698)
B225 Juvenile Court State Funds	\$7,826,699	\$8,053,889	(\$161,078)
B231 Sheriff AZ Traffic Violation Fund	\$100,000	\$100,000	(\$2,000)
B233 Forensic Science Center Special Revenue	\$31,575	\$30,775	(\$616)
B236 Justice Crt Green Valley Special Revenue	\$0	\$1,000	(\$20)
B241 JCT Address Confidentiality Fee	\$500	\$500	(\$10)
B243 JCT \$1 allocation SB1398	\$150,000	\$250,000	(\$5,000)
B244 COC Address Confidentiality Fee	\$2,040	\$0	\$0
B258 FN - PHS Transition	\$0	\$0	\$0
B260 Public Defender Fill the Gap	\$427,315	\$691,288	(\$13,826)
B261 Legal Defender Training Fund	\$23,682	\$32,100	(\$642)
B262 Public Defender Training Fund	\$81,710	\$80,700	(\$1,614)
B263 County Attorney Special Revenue	\$793,475	\$1,124,828	(\$22,497)
B270 PCA DTAP Contribution SR	\$0	\$300,000	(\$6,000)
B277 Sheriff - Law Enforcement Enhancement	\$0	\$200,000	(\$4,000)
Total Other Special Revenue	\$52,461,161	\$55,601,492	(\$1,112,032)
Grants			
B025 Finance Grants Management	\$25,000	\$6,025,000	\$0
B058 Regional Flood Control District Grants	\$125,962	\$368,370	\$0
B119 Superior Court Grants	\$923,059	\$1,220,839	\$0
B124 COC Judicial Collection Enhancement	\$35,000	\$0	\$0
B125 Community Development & Neighborhood Conservation - Gr	\$5,540,294	\$6,038,090	\$0
B127 County Attorney Grants	\$2,669,412	\$3,995,864	\$0
B128 Community Services Employment & Training - Grants	\$13,905,062	\$16,500,107	\$0
B129 Pima Vocational High School	\$173,992	\$172,565	\$0
B132 Elections Grants	\$61,250	\$35,500	\$0
B133 Environmental Quality Grants	\$811,952	\$863,287	\$0
B135 Forensic Science Center Grants	\$0	\$0	\$0
B136 Juvenile Court Grants	\$1,165,982	\$785,750	\$0
B137 Parks & Recreation Grants	\$90,827	\$381,600	\$0
B138 Office of Emergency Management & Homeland Security - Gr	\$1,690,389	\$2,739,577	\$0
B139 Health - Grants	\$9,885,587	\$11,440,820	\$0
B140 School Reserve Fund	\$2,369,000	\$1,836,000	\$0
B141 Sheriff Grants	\$8,697,676	\$8,637,821	\$0
B142 Transportation Grants	\$5,460,236	\$5,002,975	\$0
B143 Justice Courts Tucson Grants	\$146,195	\$0	\$0
B220 Recorder - Grants	\$89,500	\$37,500	\$0
B226 SUS - Grants	\$0	\$5,000	\$0
B256 OMS - OMS Grants	\$116,571	\$906,874	\$0
Total Grants	\$53,982,946	\$66,993,539	\$0
Environmental Quality			
B147 Environmental Quality	\$3,466,937	\$3,217,498	(\$64,350)
Total Environmental Quality	\$3,466,937	\$3,217,498	(\$64,350)
Solid Waste			
B149 Solid Waste Management	\$0	\$0	\$0
B150 Tire Fund	\$1,222,987	\$1,308,000	\$0
Total Solid Waste	\$1,222,987	\$1,308,000	\$0

Pima County
Expenditure Summary by Fund Group, Fund Type, and Bureau
FY 2015 / 2016 Requested Budget-Two Percent Reduction

Fund Group / Fund Type / Bureau	FY14/15 Adopted	FY15/16 Requested	Two-Percent Reduction
Library District			
B151 Library	\$37,202,853	\$41,389,881	(\$827,798)
B152 County Free Library Grants	\$570,000	\$570,000	\$0
Total Library District	\$37,772,853	\$41,959,881	(\$827,798)
Stadium District			
B153 Stadium District	\$5,253,097	\$5,315,938	(\$106,319)
Total Stadium District	\$5,253,097	\$5,315,938	(\$106,319)
Radio Special Revenue			
B242 OEM Radio System SRF	\$1,589,814	\$2,173,073	(\$43,461)
B265 Radio System - Fixed Network Equip	\$847,206	\$887,303	(\$17,746)
Total Radio Special Revenue	\$2,437,020	\$3,060,376	(\$61,207)
Total Special Revenue	\$234,672,938	\$258,486,140	(\$3,792,294)
Debt Service			
B155 Debt Service	\$114,953,822	\$110,820,702	\$0
Total Debt Service	\$114,953,822	\$110,820,702	\$0
Capital Projects			
B159 CD Capital Projects	\$2,621,164	\$1,828,301	\$0
B160 Facilities Management Capital Projects	\$33,915,787	\$13,812,808	\$0
B161 Parks & Recreation Capital Projects	\$19,172,222	\$6,481,516	\$0
B162 Public Works Capital Projects	\$0	\$0	\$0
B163 Flood Control Capital Projects	\$15,138,247	\$11,994,819	\$0
B164 Sheriff Capital Projects	\$4,561,707	\$0	\$0
B165 Solid Waste Capital Projects	\$350,000	\$3,400,000	\$0
B167 Finance Capital Projects	\$1,000,000	\$11,065	\$0
B169 IT Capital Projects	\$5,345,240	\$651,968	\$0
B172 Transportation Capital Projects	\$62,056,308	\$44,892,895	\$0
B186 Transportation Interest	\$0	\$0	\$0
B187 Transportation Non-Bond Admin	\$0	\$0	\$0
B229 SUS Capital Projects	\$905,110	\$1,344,012	\$0
B255 EL - Elections Capital Projects	\$750,000	\$0	\$0
Total Capital Projects	\$145,815,785	\$84,417,384	\$0
Enterprise			
Development Services			
B131 Development Services	\$6,969,935	\$7,416,809	(\$148,336)
Total Development Services	\$6,969,935	\$7,416,809	(\$148,336)
Regional Wastewater Reclamation			
B197 Regional Wastewater Reclamation Capital Projects			\$0
B198 Regional Wastewater Reclamation Debt Service	\$30,864,693	\$22,942,455	\$0
B199 Regional Wastewater Reclamation	\$131,079,805	\$134,624,952	(\$2,692,499)
B267 WW Regional Wastewater Reclamation Grants	\$322,858	\$0	\$0
Total Regional Wastewater Reclamation	\$162,267,356	\$157,567,407	(\$2,692,499)

Pima County
Expenditure Summary by Fund Group, Fund Type, and Bureau
FY 2015 / 2016 Requested Budget-Two Percent Reduction

Fund Group / Fund Type / Bureau	FY14/15 Adopted	FY15/16 Requested	Two-Percent Reduction
Parking Garages			
B201 Parking Garages	\$2,382,489	\$3,179,845	(\$63,597)
B272 FM Parking Garages - CIP	\$0		
Total Parking Garages	\$2,382,489	\$3,179,845	(\$63,597)
Total Enterprise			
	\$171,619,780	\$168,164,061	(\$2,904,432)
Total Excluding Internal Service			
	\$1,188,464,252	\$1,126,237,024	(\$15,005,270)
Internal Service			
Other Internal Service			
B202 Communications Capital Projects			\$0
B203 IT Telecom	\$4,376,396	\$4,423,797	(\$88,476)
B204 Communications - Wireless Services	\$399,679	\$279,391	(\$5,588)
B206 Print Shop	\$857,879	\$816,827	(\$16,337)
B274 Server and Software Storage	\$0	\$6,340,141	(\$126,803)
B275 Enterprise Software Licensing	\$0	\$2,564,955	(\$51,299)
B276 Leased Hardware	\$0	\$7,193,286	(\$143,866)
Total Other Internal Service	\$5,633,954	\$21,618,397	(\$432,369)
Risk Management			
B208 Risk Management Tort Claims	\$9,006,174	\$8,156,539	(\$163,131)
B209 Risk Management Property & Environ	\$342,825	\$308,933	(\$6,179)
B210 Risk Management Loss Prevention	\$631,363	\$632,238	(\$12,645)
B211 Risk Management OCC Med Benefits	\$461,421	\$318,000	(\$6,360)
B212 Risk Management Administration	\$2,059,726	\$2,191,236	(\$43,825)
B213 Risk Management Workers Comp	\$4,814,996	\$5,248,409	(\$104,968)
Total Risk Management	\$17,316,505	\$16,855,355	(\$337,108)
Health Benefits			
B248 Health Benefits	\$58,621,280	\$64,378,135	\$0
Total Health Benefits	\$58,621,280	\$64,378,135	\$0
Fleet Services			
B205 Fleet Services	\$21,823,461	\$21,781,349	(\$435,627)
B218 Fleet Services - Capital Projects			
Total Fleet Services	\$21,823,461	\$21,781,349	(\$435,627)
Total Internal Service			
	\$103,395,200	\$124,633,236	(\$1,205,104)
Total Including Internal Service			
	\$1,291,859,452	\$1,250,870,260	(\$16,210,374)