



NON-DEPARTMENTAL



**Robert L. Pickels,
County
Administrator**

Non-Departmental is a group of accounts not specifically related to a particular department or function. Therefore, there is no mission statement.

MAJOR FUNCTION

Non-Departmental is a grouping of accounts that are Countywide in nature, not conveniently assignable to any one department. There are certain insurance costs, utility costs and contract costs for organizations providing services compatible with the County's mission statement. Workforce Investment Act (WIA), reserves, and contingencies are also budgeted here.

AUTHORIZED FULL TIME EQUIVALENT

Authorized Positions by Classification				
	2012-13	2013-14	2014-15	2015-16
Budget Director/Deputy County Administrator	0.210	0.000	0.000	0.000
HR Director/Deputy County Administrator	0.143	0.000	0.000	0.000
Deputy County Administrator	0.647	0.000	0.000	0.000
Computer Support Specialist	0.000	0.000	1.000	0.000
Total	1.000	0.000	1.000	0.000

There was a decrease of 1 FTE for FY15/16.

OPERATIONAL SET-ASIDES

Operational Set-Asides:

Description	2015 Adopted	2016 Adopted	Change
Personnel			
Underfills, Position & Misc	\$162,761	\$70,000	-\$92,761
Loan Repayment Attorney Program*	\$75,000	\$0	-75,000
On-Call Duty Pay	\$5,000	\$5,000	0
Supplies and Services:			
Accounting & Auditing	\$0	\$4,500	4,500
Burials	\$15,000	\$0	-15,000
EDP System Support	\$0	\$5,900	5,900
Legal Services	\$185,978	\$225,000	39,022
Medical & Mental Health	\$333,100	\$224,000	-109,100
Miscellaneous Expenses	\$2,500	\$2,500	0
Moving Expenses	\$10,000	\$10,000	0
Postage	\$2,085	\$1,500	-585
Printing	\$6,301	\$10,000	3,699
Small Tools	\$10,603	\$0	-10,603
Training	\$15,000	\$10,000	-5,000
Travel	\$33,000	\$25,000	-8,000
Transcribing/Translating	\$105,000	\$105,000	0
Utilities	\$5,615	\$0	-5,615
Witness fees	\$120,000	\$166,895	46,895
Capital Outlay:			
Vehicles	\$105,000	\$0	-105,000
Total Operational Set-asides	\$1,086,943	\$865,295	-\$326,648

*The Loan Repayment Attorney Program budget is still included in the Non-Departmental budget. However, it is no longer treated as an operational set-aside.



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RESERVES AND CONTINGENCIES & NON-PROFIT ALLOCATIONS

Description	2015 Adopted	2016 Adopted	Change
Contingencies & Reserves			
Reserves	\$6,563,117	\$8,354,123	\$1,791,006
Contingencies	250,584	250,000	(584)
Total Reserves & Contingencies	\$6,813,701	\$8,604,123	\$1,790,422

Non-Profit Allocations:

Description	2015 Adopted	2016 Adopted	Change
Organizations or programs requesting support:			
Crossroads Mission	\$20,000	\$20,000	\$0
Greater Yuma Economic Development Corporation	118,450	118,450	0
University of Arizona Cooperative Extension	117,966	117,966	0
Greater Yuma County Port Authority	50,000	50,000	0
City Contract for 911 Administration	38,000	38,000	0
Grand Total	\$344,416	\$344,416	\$0

2016 ANNUAL BUDGET

Revenue: General Fund support is at the level needed for General Fund expenditures plus Reserves & Contingencies.

Personnel: The net personnel decrease is primarily due to eliminating a frozen position along with the Overtime and Life Insurance set-aside budgets.

Supplies and Services: The net increase is primarily the result of increases in the Legislative Impact, Legal Services and Witness Fees line items.

Capital Outlay: There is no Capital Outlay budgeted this fiscal year.

Non-Departmental	Actual 2012-13	Actual 2013-14	Budget 2014-15	Estimate 2014-15	Budget 2015-16	% Change
Sources						
General Revenue	\$ 1,299,652	\$ 1,883,140	\$ 9,017,007	\$ 1,483,180	\$ 11,325,427	25.60%
Special Revenue	-	-	-	-	-	N/A
Balance Forward	-	-	-	-	-	N/A
Total Sources	\$ 1,299,652	\$ 1,883,140	\$ 9,017,007	\$ 1,483,180	\$ 11,325,427	25.60%
Uses						
Personnel	226,798	33,338	242,761	78,300	150,000	-38.21%
Supplies & Services	1,072,854	1,798,915	1,851,160	1,404,880	2,571,304	38.90%
Capital Outlay	-	29,934	105,000	-	-	-100.00%
Debt Service	-	-	-	-	-	N/A
Reserves & Contingencies	-	-	6,818,086	-	8,604,123	26.20%
Total Uses	\$ 1,299,652	\$ 1,862,187	\$ 9,017,007	\$ 1,483,180	\$ 11,325,427	25.60%
Other Sources & Uses						
Transfers In	-	-	-	-	-	N/A
Transfers Out	-	(20,953)	-	-	-	N/A
Total Other Sources & Uses	\$ -	\$ (20,953)	\$ -	\$ -	\$ -	N/A
Other Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	N/A



NON-DEPARTMENTAL

2016 ANNUAL BUDGET-(Concluded)

All revenue for the **WORKFORCE INVESTMENT ACT** (WIA) budget is provided by federal and state grants. The County contracts with YPIC to provide all services under WIA.

Revenue: The Special Revenue budget reflects the current projected revenue for FY15/16.

Personnel: None. Due to the contractual relationship between the County and YPIC, the County recognizes payments to YPIC as “contractual”. Personnel costs associated with WIA are recorded as Personnel expenditures in YPIC financial statements.

Supplies and Services: The budget has been reduced to reflect projected revenue.

Capital Outlay: There is no Capital Outlay budget this fiscal year.

Workforce Investment Act (WIA)	Actual 2012-13	Actual 2013-14	Budget 2014-15	Estimate 2014-15	Budget 2015-16	% Change
Sources						
General Revenue	-	-	-	-	-	N/A
Special Revenue	\$ 5,387,976	\$ 4,198,836	\$ 10,728,086	\$ 4,363,765	\$ 5,968,207	-44.37%
Balance Forward	88,678	36,555	36,555	31,793	31,793	-13.03%
Total Sources	\$ 5,476,654	\$ 4,235,391	\$ 10,764,641	\$ 4,395,558	\$ 6,000,000	-44.26%
Uses						
Personnel	-	-	-	-	-	N/A
Supplies & Services	5,440,099	4,203,598	10,728,086	4,363,765	5,968,207	-44.37%
Capital Outlay	-	-	-	-	-	N/A
Debt Service	-	-	-	-	-	N/A
Reserves & Contingencies	-	-	36,555	-	31,793	-13.03%
Total Uses	\$ 5,440,099	\$ 4,203,598	\$ 10,764,641	\$ 4,363,765	\$ 6,000,000	-44.26%
Other Sources & Uses						
Transfers In	-	-	-	-	-	N/A
Transfers Out	-	-	-	-	-	N/A
Total Other Sources & Uses	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Other Restricted	\$ 36,555	\$ 31,793	\$ -	\$ 31,793	\$ -	N/A