

## DEPARTMENT SUMMARY

### Non Departmental

The Non-Departmental division provides for appropriations not specifically assigned to various department budgets.

### About Non-Departmental

The Non-Departmental Department consists of the General City Division and the Fire Facility Administration Division.

The General City division accounts for costs not directly related to any specific department and provides budget for consultants, citywide memberships, publications, copy center service, financial software, telephone services, and equipment lease. The General City includes funding for debt service on General Fund long-term debt.

The Fire Facility Administration Division collects administration fees from fire facility impact fees.

#### FISCAL YEAR 2011-12 BUDGET HIGHLIGHTS

- ✓ Continue with lobbyist efforts in securing federal funding.
- ✓ Continue to increase the use of document center to generate cost savings.

## OPERATING AND PERFORMANCE MEASURES

	<u>Actual 2009-10</u>	<u>Budget 2010-11</u>	<u>Estimated 2010-11</u>	<u>Adopted 2011-12</u>
<b>Authorized Positions (FTE)</b>	-	-	-	-
<b>Expenditures</b>				
Personnel	-	-	-	-
Training and Meetings	8,289	5,000	5,000	5,000
Operating Expenditures	922,311	1,127,880	1,052,880	1,011,390
Capital	-	-	-	-
Debt	6,623,539	6,233,750	6,236,630	6,092,480
Contingency	-	55,000	20,000	50,000
<b>Total Department Expenditures</b>	7,554,139	7,421,630	7,314,510	7,158,870

The General City Department is budgeted in the F101 General Fund and F227 Fire Facilities Impact Fund.

## PROGRAMS AND SERVICES ~ GENERAL CITY (18001,2271500)

### Mission Statement

Provide for efficient allocation of resources to non-departmental programs.

### Program Activities

- Manage Citywide contracts.
- Fund required memberships to national, state wide, and regional organizations.
- Manage telephone communications budget.
- Manage and collect fire facility impact fees from developers.

### Key Goals & Objectives for Fiscal Year 2011-12

- Account for assessment fees and business attraction incentive programs.
- Review memberships and affirm value for continued participation.
- Review communication costs and effectiveness.
- Explore ways to maintain or enhance service levels.
- Coordinate with LA County Fire District on their Strategic plan.
- Continue to collect fire facility impact fees from developer.



*Photo by Kathleen McGrath*