NON-DEPARTMENTAL

Non-Departmental accounts for all divisions which are not under the direct supervision of a department head or whose operations are contractual in nature. These include:

The mission of the **Council and Commission Division** of the City of Flagstaff is to enhance the quality of life of its citizens while supporting the values of its community.

The **Contributions to Other Agencies Division** accounts for contractual agreements with outside agencies that provide services to Flagstaff's citizens. The City is a major contributor to United Way, arts and cultural agencies whose activities benefit the citizens of Flagstaff, and other Alliance partnerships.

The **Non-Departmental Division** accounts for all expenditures that are not specifically allocable to individual divisions or programs, e.g. property and liability insurance, unemployment insurance, audit fees, and capital equipment that benefit various departments (mainframe computer). Costs of this division are allocated to the respective departments based on a cost-allocation formulation.

The **Firemen's Pension Division** accounts for the distribution of retirement benefits to beneficiaries covered under the Volunteer Firemen's Pension Trust Fund. Volunteer firefighters who are vested after 25 years and upon reaching retirement age or disabled receive a pension based on past volunteer service.

The **Economic Development Division** is responsible for the administration of economic development programs. The City contracts these services. Activities include development and implementation of strategies to recruit new basic sector employers to the community, retention and expansion of existing basic sector employers, and the promotion of the Flagstaff area as an excellent location for business relocation. Economic development is funded by the BBB tax.

The **Transit Division** collects the portion of the transportation tax that is earmarked for Transit activities. Coconino County administers the Transit program per the Intergovernmental Agreement (IGA) between the City and the County.

MISSION

The mission of the City of Flagstaff is to enhance the quality of life of its citizens while supporting the values of its community.

PROGRAM DESCRIPTION

This division is the legislative branch of the City of Flagstaff's Council-Manager form of Government. The

City Council enacts local legislation, assesses community needs; sets the tax rate; determines and develops policies for the City Manager to implement and adopts budgets. The Council appoints the City Manager, City Attorney, Court Magistrates and individuals to various boards, commissions, and committees.

EXPENDITURES BY CATEGORY:											
EXPENDITORES BY CATEGORY.	Actual Expenditures 2004-2005			Adopted Budget 005-2006	Ex	stimated penditures 005-2006		Proposed Budget 006-2007	Budget-Budget Variance		
PERSONAL SERVICES CONTRACTUAL COMMODITIES CAPITAL	\$	116,114 80,451 30,592	\$	117,034 82,852 33,905	\$	116,930 77,827 31,095	\$	171,592 94,915 37,330	\$	54,558 12,063 3,425	
TOTAL	\$	227,157	\$	233,791	\$	225,852	\$	303,837	\$	70,046	
EXPENDITURES BY PROGRAM:											
GENERAL ADMINISTRATION BOARDS AND COMMISSIONS TOTAL	\$	223,405 3,752 227,157	\$ - \$	229,881 3,910 233,791	\$ 	221,392 4,460 225,852	\$	299,277 4,560 303,837	\$	69,396 650 70,046	
TOTAL	—	221,131	Ψ	233,791	—	223,032	Ψ	303,637	9	70,040	
SOURCE OF FUNDING:	GENERAL FUND LIBRARY FUND HIGHWAY USER REVENUE FUND WATER AND WASTEWATER FUND STORMWATER FUND AIRPORT FUND ENVIRONMENTAL SERVICES FUND							173,289 12,119 38,622 41,071 2,022 7,695 29,019 303,837			

COMMENTARY:

The Council and Commissions operating budget has increased 30% are there are no capital expenditures. Personal Services increases are due to 3 council members receiving scheduled increases as designated for the 2006 election. Contractual increases reflect costs associated with travel (\$6,000) and registration (\$1,500) as well as membership costs (\$3,171). Commodities reflect a slight increase in gas and oil (\$528) as well as promotional materials (\$1,057).

This division accounts for contractual agreements with outside agencies that provide services to Flagstaff's citizens. The City is a major contributor to United Way, arts and cultural agencies whose activities benefit the citizens of Flagstaff, and other Alliance partnerships.

FY 07 NEW INITIATIVES

Maintained or increased funding to agencies through prolonged period of fiscal restraint.

EXPENDITURES BY CATEGORY:										
EXI ENDITORES DI SATESSITI.	Actual Expenditures 2004-2005		Adopted Budget 2005-2006		Estimated Expenditures 2005-2006		Proposed Budget 2006-2007		Budget-Budget Variance	
PERSONAL SERVICES CONTRACTUAL COMMODITIES CAPITAL TOTAL	\$ \$	710,336 - - 710,336	\$ \$	787,053 - - 787,053	\$ \$	747,064 - - 747,064	\$ \$	966,190 - - 966,190	\$	- 179,137 - - 179,137
EXPENDITURES BY PROGRAM:				<u> </u>				,		,
HEALTH & SOC SERVICES OTHER CONTRIBUTIONS TOTAL	\$ \$	311,264 399,072 710,336	\$ \$	311,264 475,789 787,053	\$ \$	311,264 435,800 747,064	\$	342,390 623,800 966,190	\$	31,126 148,011 179,137
SOURCE OF FUNDING:	GEN	IERAL FUND	1				\$ \$	966,190 966,190		

COMMENTARY:

The Contributions to Others operating budget has increased 23% and there are no capital expenditures. Contributions are as follows: United Way \$342,390; Greater Flagstaff Forest Partnership \$20,000; High Altitude Sports Training \$30,000; FACTS \$354,000; Weed & Seed \$7,000; Youth Coalition \$25,000; Emergency Housing \$25,000; NACOG Rural Transportation \$4,300, Intake Triage \$100,000, Cardinals \$55,000, and File of Life \$3,500 (1X).

This division accounts for all expenditures that are not specifically allocable to individual divisions or programs, e.g. property and liability insurance, unemployment insurance, audit fees, and capital equipment that benefit

various departments (mainframe computer). Costs of this division are allocated to the respective departments based on a cost-allocation formulation.

EVENDENDE DV CATEGORY										
EXPENDITURES BY CATEGORY:	Actual Expenditures 2004-2005		2005-2006			Estimated Expenditures 2005-2006		Proposed Budget 2006-2007		dget-Budget Variance
PERSONAL SERVICES	\$	70,029	\$	79,020	\$	71,002	\$	75,828	\$	(3,192)
CONTRACTUAL		1,518,700		2,474,350		1,637,568		3,027,500		553,150
COMMODITIES		456,606		1,019,000		315,818		2,004,529		985,529
CAPITAL		265,674	_	2,105,053	_	10,720		3,281,053		1,176,000
TOTAL	\$	2,311,009	\$	5,677,423	\$	2,035,108	\$	8,388,910	\$	2,711,487
EXPENDITURES BY PROGRAM:										
GENERAL ADMINISTRATION	\$	900,922	\$	1,281,350	\$	593,930	\$	2,767,254	\$	1,485,904
EMPLOYEE BENEFITS		980,471		49,000		45,378		69,000		20,000
INSURANCE		-		915,500		915,500		915,500		-
CONSULTANTS		279,640		518,000		337,500		432,000		(86,000)
COPY CENTER		7,159		16,520		9,800		61,103		44,583
REDEVELOPMENT		123,636		798,000		133,000		4,144,053		3,346,053
GRANT PASS THRU'S		14,788		-		-		-		-
DOWNTOWN REDEVELOPMENT		4,038		2,099,053		-		-		(2,099,053)
APSES		355		-		-		-		-
APS TRAINING ROOM		-	_	-	_	-		-	_	-
TOTAL	\$	2,311,009	\$	5,677,423	\$	2,035,108	\$	8,388,910	\$	2,711,487
SOURCE OF FUNDING:	051	IEDAL ELIND					\$	7 455 500		
	GENERAL FUND							7,455,562		
	LIBRARY FUND HIGHWAY USER REVENUE FUND							71,577 211,854		
	WATER AND WASTEWATER FUND							346,049		
	STORMWATER FUND							26,012		
	AIRPORT FUND							89,021		
			AL SE	RVICES FUN	D			188,835		
	L14 V	CONVICTOR	'L OL		٥		\$	8,388,910		
							_	0,000,010		

COMMENTARY:

The Non-Departmental operating budget has increased 43% and capital expenditures total \$3,281,053 resulting in an overall net increase of 48%. Personal Services decreases are due to a slight decrease in the charge out rate. Contractual increases are due to funding events, telecom, housing commission and the BBB task force. Commodities increases are related to information services expenditures that have been carried over into FY2007, and new sales tax software (\$500,000). Major capital (>\$10,000) includes a network color copier (\$60,000) and redevelopment (\$3,221,053).

This division accounts for the distribution of retirement benefits to beneficiaries covered under the Volunteer Firemen's Pension Trust Fund. Volunteer firefighters who are vested after 25 years and upon reaching

retirement age or disabled receive a pension based on past volunteer service.

EXPENDITURES BY CATEGORY:	Actual Expenditures		Adopted Budget E			Estimated Expenditures		Proposed Budget		get-Budget
	•	4-2005		2005-2006		2005-2006		06-2007	Variance	
PERSONAL SERVICES	\$	-	\$	-	\$	-	\$	-	\$	-
CONTRACTUAL		7,200		14,400		7,200		14,400		-
COMMODITIES		-		-		-		-		-
CAPITAL				-		-		-		-
TOTAL	\$	7,200	\$	14,400	\$	7,200	\$	14,400	\$	-
EXPENDITURES BY PROGRAM:										
GENERAL ADMINISTRATION	\$	7,200	\$	14,400	\$	7,200	\$	14,400	\$	_
TOTAL	\$	7,200	\$	14,400	\$	7,200	\$	14,400	\$	-
SOURCE OF FUNDING:										
	FIREMEN'S PENSION FUND							14,400		
								14,400		
COMMENTARY:			,							
The Firemen's Pension operating budg	get incre	ased by 0%	o.							

This division, responsible for the administration of Economic Development programs, is a contracted service. Activities include development and implementation of strategies to recruit new basic sector employers to the community, retention and expansion of

existing basic sector employers, and the promotion of the Flagstaff area as an excellent location for business relocation. Economic development is funded by the BBB tax.

EXPENDITURES BY CATEGORY:										
	Actual Expenditures 2004-2005		Adopted Budget 2005-2006		Estimated Expenditures 2005-2006		Proposed Budget 2006-2007		Budget-Budge Variance	
PERSONAL SERVICES CONTRACTUAL COMMODITIES CAPITAL TOTAL	\$ \$	405,624 - - - 405,624	\$ \$	474,400 - - - 474,400	\$ \$	414,400 - - - 414,400	\$ \$	621,400 - - - 621,400	\$	147,000 - - 147,000
EXPENDITURES BY PROGRAM:										
GENERAL ADMINISTRATION INCUBATOR PROGRAM CONTRIBUTIONS TELECOM PARTNERSHIP TRAINING TOTAL	\$ \$	380,008 - 4,400 21,216 - 405,624	\$ \$	398,000 - 4,400 50,000 22,000 474,400	\$ \$	398,000 - 4,400 12,000 - 414,400	\$ \$	403,000 214,000 4,400 - - 621,400	\$	5,000 214,000 - (50,000) 147,000
SOURCE OF FUNDING:	URCE OF FUNDING: ECONOMIC DEVELOPMENT FUND									

COMMENTARY:

The Economic Development operating budget has increased 31% and there are no capital expenditures. Contractual increases are due to additional funding to GFEC totalling (\$403,000) and the Incubator program (\$214,000).

This division collects the portion of the transportation tax that is earmarked for Transit activities. Coconino County

administers the Transit program per the Intergovernmental Agreement (IGA) between the City and the County.

EXPENDITURES BY CATEGORY:	Actual Expenditures 2004-2005		Adopted Budget 2005-2006		Estimated Expenditures 2005-2006		Proposed Budget 2006-2007		Budget-Budget Variance	
PERSONAL SERVICES CONTRACTUAL COMMODITIES CAPITAL TOTAL	\$ \$	1,864,004 - - - 1,864,004	\$ \$	2,630,156 - - 2,630,156	\$ \$	3,250,000 - - - 3,250,000	\$ \$	2,762,433 - - 2,762,433	\$	132,277 - - 132,277
EXPENDITURES BY PROGRAM: TRANSIT TOTAL	\$ \$	1,864,004 1,864,004	\$ \$	2,630,156 2,630,156	\$ \$	3,250,000 3,250,000	\$ \$	2,762,433 2,762,433	\$	132,277 132,277
SOURCE OF FUNDING:	TRA	ANSPORTATI	ON F	UND			\$ \$	2,762,433 2,762,433		

COMMENTARY:

The Transit budget has increased by 5% this fiscal year. This is due to increased costs including but not limited to liability insurance, rents and employee benefits. The City contracts with the County to run the Transit System. We contribute monthly based on the appropriated budget.

