

ADMINISTRATION FACILITIES

Program Description

This cost center accounts for overhead costs in operating the fire department and administrative complex. The intention is to allow each cost center to budget for their directly controllable costs and have this cost center account for indirect overhead. Items include utilities, copier leases, janitorial services and building maintenance for the administrative complex, costs of District-wide forms and stationery, and the District data communications and voice network, among other areas.

Budget Summary

Expenditures	2002-03 Actual	2003-04 Actual	2004-05 Budget	2005-06 Adopted Budget
Materials and Services	357,120	356,085	440,608	375,544
Total	\$357,120	\$356,085	\$440,608	\$375,544

2005-06 Significant Changes

Within Materials and Services, account 5437 reflects charges for the District-wide data network running over the broadband cable system. Beginning in 2005-06 telephone expenses in 5430 have been transferred to the Communications and Technology budget and postage was moved from Office Supplies to a separate account, 5484.

Capital funding is provided in the Facilities Maintenance budget to allow for security and after hours access issues for the Administration, North Division and Training Center complexes.

Administration Facilities

	Actual Prior FY 2003	Actual Prior FY 2004	Budget Prior FY 2005	Budget Proposed FY 2006	Budget Approved FY 2006	Budget Adopted FY 2006
10155 General Fund						
5300 Office Supplies	20,333	21,304	26,520	17,520	17,520	17,520
5301 Special Department Supplies	6,522	4,355	5,100	5,100	5,100	5,100
5305 Fire Extinguisher	157		306	306	306	306
5320 EMS Supplies	4					
5330 Noncapital Furniture & Equip	4,756	5,011	3,020	3,020	3,020	3,020
5350 Apparatus Fuel/Lubricants	203	134	338	274	274	274
5361 M&R Bldg/Bldg Equip & Improv	40,083	43,505	47,400	47,400	47,400	47,400
5367 M&R Office Equip	14,441	10,567	26,388	26,388	26,388	26,388
5413 Consultant Fees	1,402					
5415 Printing	5,363	3,979	6,500	6,500	6,500	6,500
5416 Custodial & Bldg Services	17,102	19,740	29,500	29,500	29,500	29,500
5430 Telephone	60,565	59,044	65,000			
5432 Natural Gas	8,816	8,708	9,500	9,500	9,500	9,500
5433 Electricity	26,842	29,072	32,500	32,500	32,500	32,500
5434 Water/Sewer	2,187	10,339	13,500	13,500	13,500	13,500
5435 Sewer	7,316					
5436 Garbage	2,264	1,392	1,581	1,581	1,581	1,581
5437 Cable Access	135,470	137,723	170,340	170,340	170,340	170,340
5450 Rental of Equip	1,812	906	820	820	820	820
5484 Postage, UPS & Shipping				9,000	9,000	9,000
5570 Misc Business Exp			255	255	255	255
5572 Advertis/Public Notice	200	133	510	510	510	510
5575 Laundry Expense	1,282	173	1,530	1,530	1,530	1,530
Total Materials and Services	357,120	356,085	440,608	375,544	375,544	375,544
Total General Fund	357,120	356,085	440,608	375,544	375,544	375,544
22155 Capital Improvement Fund						
5630 Office Equip & Furn	24,717	4,293				
Total Capital Outlay	24,717	4,293				
Total Capital Improvement Fund	24,717	4,293				
51155 Property & Building Fund						
5610 Building & Bldg Improv		50,359	50,000			
Total Capital Outlay		50,359	50,000			
Total Property & Building Fund		50,359	50,000			
52155 Capital Projects Fund						
5610 Building & Bldg Improv	327,222					
Total Capital Outlay	327,222					
Total Capital Projects Fund	327,222					
Total Administration Facilities	709,059	410,737	490,608	375,544	375,544	375,544