

GOVERNMENT EFFICIENCY, INNOVATION AND AUDITS COMMITTEE

Budget Instructions

April 21, 2025

**ITEM 6**

**CF 25-0374**

**Recommendation**

That the Council, subject to the approval of the Mayor:

1. Establish and appropriate a new appropriation account entitled Los Angeles Fire Department – Fire Reports Digitization and Electronic Payments in the amount of \$52,000 within the Innovation Fund No. 105/10 from the available cash balance of the Innovation Fund.
2. Transfer \$52,000 from the Innovation Fund No. 105/10, Los Angeles Fire Department – Fire Reports Digitization and Electronic Payments to Fund No. 100/38 as follows:

Fund/Dept.	Acct No.	Account Name	Amount
100/38	003040	Contractual Services	\$52,000

3. Instruct the Los Angeles Fire Department to:
  - a. Separately track all encumbrances and expenditures of Innovation Fund monies so that unspent funds can be returned to the Innovation Fund at the end of the fiscal year;
  - b. Report to the Innovation and Performance Commission with an accounting of the funds, the lessons learned, and any obstacles faced;
  - c. Report to the Innovation and Performance Commission if, after the receipt of funds, the scope of the funded item differs from the scope approved for funding by the Mayor and the City Council; and,
  - d. As appropriate, include acknowledgment of the Innovation and Performance Commission on public materials, such as press releases or websites that reference the Fire Reports Digitalization and Electronic Payments project.
4. Authorize the Los Angeles Fire Department to make technical corrections as necessary to those transactions included in this report to implement Mayor and Council intentions.