

Sample Resource List

to be prepared by Committee Chair and distributed to Committee Members and others who may attend the meeting

Preparation for Meeting with a City Department and Help in Developing Talking Points

Website for the Department, e.g. <http://www.ladot.lacity.org>:

- Annual Report for the department, e.g.- http://ladot.lacity.org/sites/g/files/wph266/f/LADOT_Annual_Report_2015-2016.pdf
 - Pages 16 & 17 show important budget figures and lots of numbers.

Roster for the Department

- http://cityfone.lacity.org/verity/department_directory/t010TRF.pdf
- Go to lacity.org
 - Scroll down to Departments
 - Click on the Department
 - Click on Phone
- Reviewing the roster reveals a lot of what the Department actually does.

Department's Budget for the current fiscal year - on the CAO web site - <http://cao.lacity.org>:

- **the White Book, Supplement to the Adopted Budget FY 2017-18** - Open the section re the Department in Volume I or Volume II. e.g. DOT is in Volume II pages xxx – xxx.
- **Budget Summary – Look for the Department** e.g. DOT's share of the budget is 11.1 cents on the dollar.
 - Traffic Control is 4.5 cents, Street & Highway Transportation is 5.8 cents, Other .8 cents

Last year's Budget Advocate report on the meeting with the Department on the ncbala.com web site:

- On the right side – click on “Budget Advocate White Paper”
- Click on [2017 Annual White Paper](#)
- Go to last year's report for the Department
- Develop Talking Points and questions