

## CITY OVERVIEW

The City of Pomona derived its name as the result of a community-wide contest held in 1875 to select a name for the City. Solomon Gates submitted the winning name, Pomona, the Roman Goddess of Fruit. Reverend Charles F. Loop had a 5½ foot statue of the goddess made in Italy at a cost of \$9,800 and donated it to Pomona. In 1889 John C. Fremont, a famous U.S. soldier and explorer, unveiled the statue of the goddess amid great fanfare. Over the years, Pomona has nobly represented the meaning of its name. The Pomona Valley has been a fruitful valley in the past and is now fruitful from the strength and efforts of its people. Pomona has been a source of strength and inspiration to the surrounding communities for many years. As the Goddess appears to be looking to the future, we are reminded of the past – our successes and challenges, the present – a review of our talents and opportunities, and the future – the hopes and dreams of the citizens of this City. Many have passed this way and have given much. We would not have expected less. As those who have come before us gave so much, we pledge to give no less than our forefathers expected when they saw the vision of Pomona's destiny. We are Pomona...the City of opportunity and destiny.

## GOVERNMENT

Pomona was founded on January 6, 1888 and became a Charter City in 1911. The City operates under a Council-Manager form of municipal government. The Mayor is the presiding officer of the Council and is elected at-large. The Council on a rotating basis selects the Vice-Mayor. Councilmembers are elected for overlapping four-year terms. Each is elected by district electoral votes and represents the district where he or she resides.

The Mayor and City Council appoint the City Manager who serves as the City's Chief Administrative Officer. The Council also acts as the Board of the Redevelopment Agency and the Housing Authority. City Council / Agency meetings are typically held on the 1<sup>st</sup> and 3<sup>rd</sup> Monday's of each month. All meetings begin at 7:00 PM in the City Hall Council Chambers and are open to the public; however, should a matter need to be discussed separately, the Council may opt at the start of the meeting to hold a closed session. Upon completion of the closed session typically by 7:00 p.m., the meeting is open to the public.

## LOCATION

The City of Pomona is located at the southeast end of Los Angeles County and borders San Bernardino County's western boundary and is just five miles north of Orange County. Pomona covers an area of approximately 23 square miles and enjoys a dry sub-tropical climate with an average temperature of 64° Fahrenheit with an average annual rainfall of 16.96 inches.



## GREAT PLACE TO LIVE, WORK AND PLAY

Pomona is a full service city with fire services provided by contract with the County of Los Angeles. City Hall is located in the Civic Center complex in downtown Pomona. The County of Los Angeles Consolidated Fire District maintains eight fully staffed stations supported by fire prevention, community relations, state-of-the-art communications systems, and county command, control and administrative personnel.

The City provides parks, recreation and cultural activities, community development programs, parkways, medians, tree maintenance, water, sewer and refuse utilities, public safety, and general administrative services. The Community Services Department operates 26 parks, 12 community centers, 3 senior citizen centers, 2 public pools, a portable stage, 9 lighted tennis courts, 22 basketball courts and 27 ball fields (25 lighted). The City of Pomona Public Library maintains over 286,322 volumes and more than 10,987 in audiocassettes, compact discs, and other multi-media material.





Although the City of Pomona is best known as the site of the Los Angeles County Fair, where more than 1.3 million people visit each year, the 487 acre Los Angeles County Fairplex in Pomona has quickly become the venue of choice for national and international trade shows and conventions. The Sheraton Suites Fairplex Hotel has helped drive business even further with 247 rooms and meeting space for up to 600 people. Overall the City boasts a total of 1,469 hotel rooms. Pomona also offers two renowned medical facilities: the 453 bed Pomona Valley Hospital Medical Center, recognized as one of the top 100 hospitals nationwide with a staff of more than 650 physicians, 3,200 employees and 975 volunteers, and the nationally known Casa Colina Hospital for Rehabilitative Medicine.

Pomona is a City of hidden treasures. Not only is it the headquarters of the National Hot Rod Association (NHRA), but it also lays claim to owning the only grove of Redwoods in Southern California. It has nearly 3,000 historically significant buildings, a budding artists' colony, and renowned collectors fairs. Among the most precious of Pomona gems is the Ganesha Hills neighborhood. Tucked into rolling hills, Ganesha Hills' Spanish-style homes have won universal acclaim from developers and residents alike.

Pomona offers a workforce that is among the most diverse, well-trained, and skilled in the region. With a combined resource of more than 95,000 students at Cal Poly Pomona, DeVry Institute of Technology, Westech College, Western University of Health Sciences and other nearby colleges and universities, Pomona has an array of professional and skilled workers.

**GENERAL STATISTICS & DEMOGRAPHICS**

**General**

Date of Incorporation	January 1888
Charter Date	March 10, 1911
Charter Amendment Date	November 1964
	April 1999
Form of Government	Council - Manager
Officials	Mayor & six Councilmembers
Elections	First Tuesday in November
	Of odd number years

**Demographic Profile**

Area (square miles):	25.5
Median Age:	26.5
Median Household Income:	\$45,483
Median Housing:	\$377,500
Total Employment:	54,622
PUSD School Enrollment:	30,033

**Land Use Mix**

Residential:	44.0%
Office/Commercial:	7.4%
Industrial:	14.7%
Institutional:	14.6%
Specific Plan:	15.3%
Open Space:	4.0%

**Historic Sites**

- The Palomares Adobe
- La Casa Primera
- Phillips Mansion
- Lincoln Park Historic District
- Wilton Heights
- Hacienda Park
- Fox Theater

**Transportation**

Accessible Freeways:	I-210, I-10, 71, 57, & 60
Bus and rail service:	Trailways, Valley Connection, Get About, 2 Metrolink Stations, Southern Pacific, Santa Fe, Union Pacific, Amtrak
Ontario International Airport	7 miles
Brackett Field	3 miles
John Wayne International Airport	30 miles
Long Beach Airport	35 miles
Los Angeles International Airport	47 miles

**Recreation Facilities & Points of Interest**

- L.A. County Fairgrounds/Fairplex
- Mountain Meadow Golf Course
- Palm Lakes Golf Course
- Downtown Farmers Market
- Pomona's Antique Row
- Cal Poly Pomona University Theater
- 26 Parks/12 Community Centers



**Education Facilities**

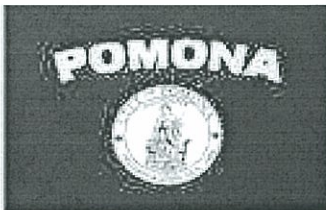
Elementary Schools	29 (K-6)
Middle Schools	6
High Schools	6
Private schools	5 (K-12)
* California State Polytechnic University, Pomona	
* Western University of Health Sciences	
* DeVry Institute of Technology	



**Major Employers**

	No of employees
Pomona Unified School District	3,424
Pomona Valley Hospital	3,300
Lanterman Developmental Center	1,460
City of Pomona	840
Casa Colina Rehabilitation Center	710
Verizon	596
Department of Social Services	367
California Acrylic Industries	350
First Transit	320
Lloyd's Material Supply	315
Pioneer Electronics	280
Inland Valley Care & Rehab	271
Hayward Industries Inc	258
Royal Cabinets	229
Walmart Stores	209

**City Flag**



**Service Providers**

Water / Refuse / Sewage	City of Pomona
Natural Gas	The Gas Company
Electricity	Southern California Edison Company
Telephone	Verizon California

**Population Trend**

1997	141,385
1998	143,152
1999	145,384
2000	147,656
2000 (census)	149,473
2001	149,473
2002	154,741
2003	156,503
2004	158,360
2005	160,815
2006	161,850
2007	162,140
2008	163,405
2009	163,408

**BOARDS & COMMISSIONS**

To provide a systematic process for citizen participation, as well as serving as advisory bodies to the City Council within the confines of their respective responsibilities, the City Council, by ordinance, may create boards and commissions within the City government. Each commission is composed of Pomona residents who serve on a volunteer basis. Anyone who has been a resident of Pomona for a minimum of six-months, is a registered voter, and is interested in serving on a commission may obtain an application from the City Clerk.

Currently, seven boards/commissions exist whereby each member serves in honorary trust to its commission/board and the City. Each board/commission is comprised of seven members. Each member of the Council nominates a person from such council member's respective district for a two-year term. The following are our current boards and commissions:

- Board of Parking Place Commission VPD
- Community Life Commission
- Cultural Arts Commission
- Historical Preservation Commission
- Library Board of Trustees
- Parks & Recreation Commission
- Planning Commission

If you are interested in serving on one of these boards/commissions or would like more information, please contact the City Clerk or your City Council representative.





## **B**BUDGET PROCESS

Pomona operates on an annual budget cycle. The one-year operating budget is adopted each June and becomes effective July 1. The City Council reviews and revises the Five-Year Capital Improvement Program annually. This approach to financial planning gives the City Council the opportunity to set policy and provide direction for operational and capital budgets in an efficient and productive manner.

Sections 1102 through 1111 of the Pomona City Charter sets forth the legal requirements for the preparation and adoption of the City budget and Capital Improvement Program. The Charter requires that the City Manager submit to the City Council a proposed budget at least 45 days prior to the beginning of the fiscal year. It further requires that the Council set a time for a public hearing and that a notice of such hearing be published in a local newspaper no less than ten days prior to the hearing date. In the event the budget is not adopted prior to the first day of the fiscal year (July 1) the amounts appropriated for current operations for the prior fiscal year will be deemed adopted for the current fiscal year on a month-to-month basis, until such time as the new budget is adopted.

In addition, the City Manager is required to submit to the City Council the Five-Year Capital Improvement Program at the same time or prior to submission of the operating budget.

Pomona uses a combined program and line item budget format. This is designed to provide for a comprehensive management control and fiscal planning system and is aimed at achieving goals and objectives at operational levels which are consistent with the needs and wants of the community. The budgeting process is generally an incremental one, which starts with a historical base budget. Requests for more or fewer appropriations are made at the departmental level. Throughout the entire budget process, staff continues to remain cognizant of public safety and legal requirements, as well as, providing the most efficient and economical service levels possible.

Budget Calendar: Altogether, budget preparation takes approximately nine months. Work typically begins in November (in the year prior to the first fiscal year of the budget) when the City Council adopts the Budget Calendar and culminates in August with the publication of the adopted budget document. The following schedule outlines the major steps and dates involved in preparing and processing the annual budget and covers one complete budget cycle.

**November** – City Council adopts the Budget Calendar for the upcoming fiscal year.

**December** – The Budget Manual and related material are distributed and reviewed in a training session. The budget team establishes program goals and objectives.

**January** - Preliminary revenue estimates are projected and departments submit preliminary expenditure budget requests to the Finance Department.

**February & March** - Budget requests are analyzed by the Finance Department and preliminary revenue estimates are reviewed and adjusted as appropriate. Finance staff and the City Manager meet with budget coordinators to review budget estimates. Revenues are compared with expenditures to determine the budget planning direction. Under the direction of the City Manager, the Executive Budget Team and Finance staff prepares the proposed budget. Department directors are then briefed on the Proposed Budget. The Five-Year Capital Improvement Program Budget is also prepared during this same period.

**April / May**- Preliminary budget information is presented to the Mayor and City Council; the budget document is printed and distributed.

**May** - City Council study sessions are held and the City Council makes final recommendations to the City Manager. Revisions are made to the final budget document per City Council direction.

**June** - The public hearing notice for the proposed budget is posted in the newspaper. The final proposed budget documents are prepared and submitted to the Council. The public hearing of the budget is conducted and the budget is adopted. The GANN calculation is prepared and submitted to the City Council for adoption.

**August** - The final Adopted Budget is published and distributed.

**Amending the Adopted Budget** - Once the budget is adopted by the City Council, the responsibility of implementing each departmental budget lies with each department head, with ultimate responsibility



resting with the City Manager. Department directors are expected to operate their departments within the appropriations established in the budget. Budget transfers or budget amendments should be the exception rather than the rule and are discouraged. In certain cases, however, requests are considered where unforeseen events have occurred. In such cases, the department head and Finance Director may approve transfers within the same division and expenditure category. Transfers moving funds from one division or department to another or one category to another requires the approval of the department head, Finance Director, and City Manager. To amend or supplement the budget by the transfer of all or any part of unused and unencumbered balances appropriated for one purpose to another purpose, to appropriate available funds not included in the budget, or to cancel in whole or in part any appropriation not expended or encumbered requires an affirmative vote of the City Council.

Amending the Capital Improvement Program budget requires City Council action, which is usually sought at time of bid award for the new or revised capital project.

**Budget Documents** - The Adopted Budget sets forth approved programs, operations, and the estimated revenues to support these efforts for the fiscal year. Three documents serve as the key for planning the type and level of service the City provides its residents and businesses.

1. **The Budget Manual** is an internal document that provides the basic instructions and assistance necessary for each department to prepare their budget submissions.
2. **The Policy Budget and Summary** document contains summary tables and graphs, descriptive narratives, and reports on each department and fund. The document is organized into several sections. The first five sections serve as both an introduction and overview of the budget.

#### INTRODUCTORY SECTION

The City Manager's **BUDGET MESSAGE** summarizes revenues, expenditures, and sets forth the major projections and budgetary issues for the upcoming fiscal year.

**STRATEGIC GOALS** are set by the City Council carrying forth the City's mission. This section contains a list of those core strategies and related goals.

The reader will find a wide variety of general information including a City overview, fund descriptions, the budget structure, definition of

revenue sources, an explanation of the budget process, boards & commissions, among other information in **The USER'S GUIDE** section.

The **FINANCIAL SUMMARIES** section provides various charts and graphs including projected fund balances, revenue and appropriation summaries, and planned transfers in and out.

The **REVENUES** section contains a line-item detail of historical and estimated revenues for all funds.

A summary of the **CAPITAL IMPROVEMENT PROGRAM** budget is included within this section.

A comprehensive listing of full-time personnel and personnel funding sources are shown in the **AUTHORIZED STAFFING** section.

The DEPARTMENTAL BUDGET SECTION gives details on all departments within the City including special revenue funds, enterprise funds, internal service funds, and redevelopment agency funds.

3. **The Five-Year Capital Improvement Program (CIP)** provides a detailed description of the project detail, cost, status, and funding source for capital/construction improvement projects scheduled to take place over the next five years. CIP budget preparation deadlines and publication dates parallel those prescribed dates for the operating budget.

## **B**ASIS OF ACCOUNTING & BUDGETING

The City of Pomona's accounting records are maintained in full accordance with Generally Accepted Accounting Principles (GAAP), as established by the Government Accounting Standards Board (GASB). The basis for budgeting is also in accordance with GAAP virtually without exception. Since the implementation of GASB 34, governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Principal and interest on long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

A carefully designed system of internal accounting and budgetary controls is used to ensure that revenues and expenditures/expenses are tracked



and used as intended. These controls are designed to provide reasonable, but not necessarily absolute, assurance with respect to the reliability of financial and budgetary records for use in the preparation of financial statements as well as accountability for all City of Pomona assets. The concept of reasonable assurance recognizes that the cost of control should not exceed the benefits and that the evaluation of costs and benefits likely to be derived requires estimates and judgments by management.

## **BUDGET STRUCTURE & FUNDS**

The City's accounts are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into generic fund types and broad fund categories:

**General Fund** is the general operating fund of the City. It is used to account for all the general revenue of the City not specifically levied or collected for other City funds and for expenditures related to the rendering of general services by the City. This is the largest operating fund in the City.

**Special Revenue Funds** are used to account for revenues derived from specific sources, which are required by law or administrative regulation to be accounted for in separate funds.

**Debt Service Funds** are used to account for the accumulation of resources for, and the payment of, the City's general long-term debt obligations, including principal, interest, and related expenses.

**Capital Projects Funds** are used to account for financial resources used for the acquisition or construction of major capital facilities, which are not financed by proprietary (enterprise) funds.

**Enterprise Funds** are used to account for City operations that are financed and operated in a manner similar to private business enterprises. The costs of providing these services to the general public on a continuing basis are financed or recovered primarily through user charges. The City of Pomona has three Enterprise Funds.

Debt management is an important component of a city's financial management practices. Cities use

**Internal Service Funds** are used to account for financing of goods and services provided by one department to other departments within the City on a cost reimbursement basis. The City of Pomona has one Internal Service Fund.

**Trust & Agency Funds** are used to account for assets held by the City as an agent for individuals and other governmental units in a fiduciary capacity. Disbursements from these funds are made in accordance with fiscal agreements or the applicable legislative requirements for each fund.

The **General Fixed Assets Account Group** is used to account for and control all City general fixed assets, other than those in the proprietary funds. An item qualifies as a general fixed asset if it has a useful life greater than one year and a value in excess of \$5,000.

The **General Long Term Debt Account Group** is used to account for the City's outstanding long-term liabilities that are expected to be paid from future revenues of the governmental funds.

A listing and description of all funds may be found in the appendix section of this document.

## **ANNUAL AUDIT OF FINANCIAL RECORDS**

All cities are required to retain the services of an independent Certified Public Accounting (CPA) firm to conduct an annual audit of the year's financial transactions. Our auditors are selected on a competitive basis through a formal, public Request for Proposal (RFP) process every three years as set forth in section 1116 of the City Charter. The resulting report is a comprehensive annual financial report (CAFR) that includes an introductory section, the independent auditors report, Management's Discussion and Analysis (MD&A's), government wide financial statements, fund financial statements, notes to the financial statements, and a statistical section. The reports are prepared in conformity with generally accepted accounting principles (GAAP) for governments and are usually available in late January.

The City of Pomona has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada for the last fourteen years ended 93-06).

## **DEBT ADMINISTRATION**

the option of debt financing to fund large projects at a time when paying for these projects out of current



revenues would be impractical. Long-term debt is never issued to fund current operations. Since the City does not have a formally adopted debt policy, State law pertaining to local government debt, Section 1110 of the City Charter, and past City debt transactions do serve as a de facto policy. As part of our on-going debt management program, the City periodically reviews all outstanding debt to evaluate the cost/benefit of restructuring or retiring any outstanding debt. All debt service payments are budgeted and are anticipated to be covered by current revenues each year. Additionally, the City is well below its annual debt limit as calculated below.

Under the City Charter, **General Obligation Debt** pledging City general revenues require voter approval by two-thirds majority. With this difficult electoral requirement, such debt obligations are rarely issued. Any attempted effort to issue general obligation debt would have to be for projects of special significance and of community-wide benefit. Debt limit for any general obligation debt is 15% of the City's assessed valuation. The City has not issued any general obligation bonds.

Total assessed value of all real and personal property at 6/30/2009	\$9,303,323
Debt limit percentage	15.00%
Total debt limit	1,395,498
Amount of debt applicable to debt limit	-
Legal debt margin	\$ 1,395,498

**Capital Leasing** can be used to acquire tangible assets where there is a pledge to pay the debt from current annual receipts and where the acquired assets can be placed under a lien until the debt obligation is paid off. The City of Pomona has used capital leasing to acquire equipment and currently has outstanding issues.

**Special Revenue Debt** can be used to finance capital projects where there is a pledge to pay the debt from a stream of revenue accruing to the City. This form of debt is used to finance facilities and improvements from enterprise fund activities, which generate ongoing revenues. The City of Pomona has used this type of debt for its water and sanitation enterprises.

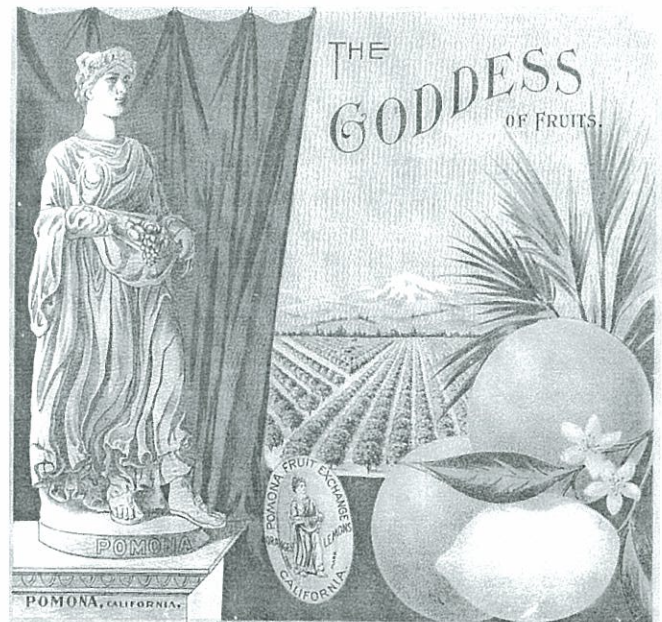
**Special Assessment Districts** can be used to finance infrastructure for a limited area of the City. With this kind of debt, special assessments, or special taxes are levied against the property owners in a defined district who directly benefit from the infrastructure improvement. The City of Pomona has used this type of debt to finance infrastructure for new development in the City.

Under redevelopment law, **Tax Increment Financing** can be used for redevelopment activities. Property tax receipts from a defined redevelopment project area (above a base level set when the area is created) are restricted to the payment of debt. This incremental revenue can then be pledged for redevelopment debt. Repayment of the debt is the sole obligation of the redevelopment agency. The City of Pomona, through its Community Redevelopment Agency, has used this mechanism numerous times.

The City of Pomona has also issued **Short Term Debt**, such as Tax Revenue Anticipation Notes, or TRANs. Such borrowing is used to supplement the cash balances in the General Fund during the low points between the peaks when property tax receipts are received. Because of the "spread" on interest rates between taxable and non-taxable debt, the City can earn net income on such short-term borrowing.

**Debt Service**

A major portion of the long-term obligations listed below is debt directly or indirectly related to activities of the Pomona Redevelopment Agency. This debt is serviced primarily from tax increment revenues. All principal and interest payments due during the current fiscal year have been budgeted in its proper funds.





## **D**EBT OBLIGATIONS

The following section summarizes the debt service obligations of the City as of July 1, 2009. These obligations represent the City's annual installment payments of principal and interest for previous capital improvement plan projects, acquisitions funded through debt financings, and redevelopment activity.

### **County Deferred Tax Loan:**

#### Los Angeles County

- July 1, 2008 Principal Outstanding: \$27,682,563
- Interest Rate: 7%
- Funding Source: Redevelopment Agency's future excess funds

### **Notes Payable:**

#### HUD Section 108 Loan

- Purpose: to provide communities with financial sources for economic development, housing rehabilitation, public facilities and large-scale physical development projects.
- Maturity Date: February 1, 2017
- Original Principal Amount: \$2,945,000
- July 1, 2009 Principal Outstanding: \$1,000,000
- Interest Rate: 5.8% - 7.08%
- Funding Source: future CDBG entitlements

#### ERAF Loan (1)

- Purpose: a Joint Exercise of Powers Act to finance Educational Revenue Augmentation Fund (ERAF) payment for 2005
- Maturity Date: August 1, 2015
- Original Principal Amount: \$1,455,000
- July 1, 2009 Principal Outstanding: \$960,000
- Interest Rate: 3.87% - 5.01%
- Funding Source: Redevelopment Agency

#### ERAF Loan (2)-Advance from City

- Purpose: for City to loan funds to RDA to finance Agency's 05/06 ERAF obligation to the State of California
- Maturity Date: 05/01/2017
- Original Principal Amount: \$1,380,243.94
- July 1, 2009 Principal Outstanding: 1,130,244
- Interest Rate: 10%
- Funding Source: Redevelopment Agency

### **Bonds:**

#### 1998 Tax Increment Revenue Bonds, **Series W**

#### Refunding of Series L, Series M

#### Partially refunded by 2006 Series AS/AT/AX

- Purpose: to make loan to RDA to refinance 1993 Series L
- Maturity Date: February 1, 2030

- Original Principal Amount: \$52,335,000
- July 1, 2009 Principal Outstanding: \$37,805,000
- Interest Rate: 3.8% - 5%
- Funding Source: tax revenue from Southwest Pomona Redevelopment Project Area

#### 1998 Revenue Bonds, **Series X**

#### Partially refunded by 2006 Series AT

- Purpose: to finance improvements in the Mountain Meadows Redevelopment Project Area
- Maturity Date: 12/01/2024
- Original Principal Amount: \$5,055,000
- July 1, 2009 Principal Outstanding: \$ 2,440,000
- Interest Rate: 3% - 5.4%
- Funding Source: tax revenue from Mountain Meadows Redevelopment Project Area

#### 1998 Tax Increment Revenue Bonds, **Series Y**

#### Partially refunded by 2006 series AT

- Purpose: to finance improvements in the West Holt Avenue Redevelopment Project Area
- Maturity Date: 05/01/2032
- Original Principal Amount: \$8,980,000
- July 1, 2009 Principal Outstanding: \$7,205,000
- Interest Rate: 3% - 5%
- Funding Source: tax revenue from West Holt Avenue Redevelopment Project Area

#### 2001 Tax Increment Revenue Bonds, **Series AD**

#### Refunding of Series L, S, T, U, V, Z

- Purpose: to make loans to RDA to refinance 1993 Series L, 1997 Series S, 1997 Series T, 1998 Series U, 1998 Series V, and 1998 Series Z
- Maturity Date: February 1, 2003
- Original Principal Amount: \$39,165,000
- July 1, 2009 Principal Outstanding: \$38,080,000
- Interest Rate: 3.5% - 5%
- Funding Source: subordinate tax revenue of Merged Redevelopment Project

#### 2002 Sewer Revenue Bond, **Series AF**

#### Refunding of 1996 Series Q

- Purpose: to refund 1996 Series Q and finance certain improvements to the sewer enterprise
- Maturity Date: 12/01/2042
- Original Principal Amount: \$15,205,000
- July 1, 2009 Principal Outstanding: \$13,755,000
- Interest Rate: 2% - 5%
- Funding Source: installment payment by City to PFA according to Installment Sale Agreement

#### 2002 Certificate of Participation, **Series AG**

- Purpose: to provide funds to the City to finance certain public improvements
- Maturity Date: 06/01/2034
- Original Principal Amount: \$13,985,000
- July 1, 2009 Principal Outstanding: \$12,500,000



- Interest Rate: 2.8% - 10%
- Funding Source: lease payment from City to PFA

#### 2003 Tax Increment Revenue Bonds, **Series AH**

##### Refunding of Series L

##### Partially refunded by 2007 Series Series AS/AT/AX

- Purpose: to make loan to RDA to defease 1993 Series L and finance certain improvements in the Merged Redevelopment Project Area
- Maturity Date: February 1, 2034
- Original Principal Amount: \$46,650,000
- July 1, 2009 Principal Outstanding: \$25,125,000
- Interest Rate: 3.7% - 5.25%
- Funding Source: pledged tax revenue from Merged RDA Project Area

#### 2005 Revenue Bonds, **Series AL**

##### Refunding of 2005 Series AM

- Purpose: to purchase 2005 Series AM Bonds and finance certain capital improvements
- Maturity Date: 09/02/2021
- Original Principal Amount: \$11,370,000
- July 1, 2009 Principal Outstanding: \$6,425,000
- Interest Rate: 2.5% - 5.1%
- Funding Source: District Bond Payment (Series AM)

#### 2005 Revenue Bonds, **Series AM**

##### Refunding of AD 294

- Purpose: to retire outstanding AD 294 Bonds
- Maturity Date: 09/02/2021
- Original Principal Amount: \$9,524,000
- July 1, 2009 Principal Outstanding: \$5,226,000
- Interest Rate: 7.22%
- Funding Source: unpaid reassessments from AD 294

#### 2005 Lease Revenue Bonds, **Series AN**

##### Refunding of 1995 Series P

- Purpose: to refund 1995 Series P and finance certain public improvements
- Maturity Date: 10/01/2035
- Original Principal Amount: \$19,910,000
- July 1, 2009 Principal Outstanding: \$19,765,000
- Interest Rate: 3% - 5%
- Funding Source: lease payment from City to PFA

#### 2005 Taxable Lease Revenue Bonds, **Series AP**

##### Refunding of 1995 Series P

- Purpose: to refund 1995 Series P and finance certain public improvements
- Maturity Date: 10/01/2015
- Original Principal Amount: \$4,385,000
- July 1, 2009 Principal Outstanding: \$ 3,245,000
- Interest Rate: 4.12% - 4.875%
- Funding Source: lease payment from City to PFA

#### 2005 Taxable Housing Tax Revenue Bonds, **Series AQ**

- Purpose: make loan to RDA to finance RDA activities to the Merged Redevelopment Project Area
- Maturity Date: 02/01/2031
- Original Principal Amount: \$10,065,000
- July 1, 2009 Principal Outstanding: \$9,545,000
- Interest Rate: 5.23% - 6.25%
- Funding Source: Housing Tax Revenue from the Merged Redevelopment Project Area

#### 2006 Pension Obligation Refunding Bonds, **Series AR**

##### Refunding of 2004 Series AJ/AK

- Purpose: to refinance 2004 Series AJ/AK Pension Obligation Refunding Bonds and convert prior obligations to a fixed interest rate
- Maturity Date: 07/01/2035
- Original Principal Amount: \$42,280,684.10
- July 1, 2009 Principal Outstanding: \$ 42,280,684.10
- Interest Rate: 5.24% - 5.832%
- Funding Source: City General Fund

#### 2006 Revenue Bonds, **Series AS**

##### Refunding of 1998 Series W & 2003 Series AH and AI

- Purpose: to make loan to RDA and refinance 1998 Series W and 2003 Series AH and Series AI
- Maturity Date: 02/01/2041
- Original Principal Amount: \$26,305,000
- July 1, 2009 Principal Outstanding: \$26,305,000
- Interest Rate: 3.5% - 5.0%
- Funding Source: Pledged Tax Revenue from the Merged Redevelopment Project Area

#### 2006 Revenue Bonds, **Series AT**

##### Refunding of 1998 Series W, Series X and Series Y, and 2003 Series AH

- Purpose: to make loan to RDA and refinance 1998 Series W, X, Y and 2003 Series AH
- Maturity Date: 02/01/2027
- Original Principal Amount: \$8,355,000
- July 1, 2009 Principal Outstanding: \$8,355,000
- Interest Rate: 5.289% - 5.718%
- Funding Source: Pledged Tax Revenue from the Merged Redevelopment Project Area

#### 2006 Lease Revenue Bonds, **Series AU**

##### Refunding of 2002 Series AE

- Purpose: to refund and defease 2002 Series AE and finance certain public improvements
- Maturity Date: 10/01/2045
- Original Principal Amount: \$2,540,000
- July 1, 2009 Principal Outstanding: \$2,485,000
- Interest Rate: 3.250% - 4.375%
- Funding Source: lease payment from City to PFA

#### 2006 Taxable Lease Revenue Bonds, **Series AV**

##### Refunding of 2002 Series AE

- Purpose: to refund and defease 2002 Series AE and finance certain public improvements



- Maturity Date: 06/01/2045
- Original Principal Amount: \$10,790,000
- July 1, 2009 Principal Outstanding: \$10,695,000
- Interest Rate: 5.0% - 5.7%
- Funding Source: lease payment from City to PFA

#### 2006 Subordinate Revenue Bonds, Series AW

- Purpose: to make loan to RDA to finance certain Improvements in the Agency's Merged Redevelopment Project
- Maturity Date: 02/01/2033
- Original Principal Amount: \$8,375,000
- July 1, 2009 Principal Outstanding: \$8,375,000
- Interest Rate: 4.250% - 5.125%
- Funding Source: Subordinate Tax Revenue from the Project area

#### 2006 Revenue Bonds, Series AX

##### Refunding of 1998 Series W, and 2003 Series AH and AI

- Purpose: to make loan to RDA and refinance 1998 Series W and 2003 Series AH and Series AI
- Maturity Date: 02/01/2041
- Original Principal Amount: \$25,865,000
- July 1, 2009 Principal Outstanding: \$25,865,000
- Interest Rate: 4.0% - 5.0%
- Funding Source: Subordinate Tax Revenue from the Merged Redevelopment Project Area

#### 2007 Revenue Bonds, Series AY

##### Refunding of 1999 Series AA & Series AC

- Purpose: to refund 1999 Series AA and Series AC Bonds and finance certain improvements
- Maturity Date: 05/01/2047
- Original Principal Amount: \$99,370,000
- July 1, 2009 Principal Outstanding: \$99,370,000
- Interest Rate: 4.0% - 5.0%
- Funding Source: Water Fund

#### 2007 Taxable Revenue Refunding Bonds, Series AZ

##### Refunding of 1999 Series AA & Series AC

- Purpose: to refund 1999 Series AA and Series AC Bonds and finance certain improvements
- Maturity Date: 05/01/2029
- Original Principal Amount: \$6,930,000
- July 1, 2009 Principal Outstanding: \$6,930,000
- Interest Rate: 5.267% - 5.650%
- Funding Source: Water Fund

#### 2007 Revenue Bond, Series BA

- Purpose: to finance certain improvements to the City's sewer enterprise
- Maturity Date: 12/01/2046
- Original Principal Amount: \$15,575,000
- July 1, 2009 Principal Outstanding: \$15,575,000
- Interest Rate: 3.625% - 4.50%
- Funding Source: Sewer Fund



## **P**OLICY GUIDELINES

The Program and Financial Plan (Budget) for the City of Pomona's is based upon certain financial policies and priorities as set forth formally or informally. These financial guidelines and policies lay out the framework for not only the development of the budget, but the ongoing operations of the City as a whole. It is important to continue developing these policies, as they are the financial foundation that supports the services to the community.

### **CITY COUNCIL CORE STRATEGIES**

- Maintain and improve city infrastructure
- Provide quality city services to all residents
- Create long term prosperity through economic growth
- Develop safe, clean, family oriented neighborhoods
- Ensure safe communities through increased, targeted, and planned Public Safety efforts
- Develop mutually beneficial relationships with external organizations
- Develop a marketing strategy that enhances the image and perception of the City of Pomona

### **GUIDELINES**

#### **Operating Budget Guidelines**

The City's annual budget is a plan of operation, complete with revenue estimates to ensure ability to finance that plan. The budget determines the quality and quantity of governmental services and the method of distributing costs to various segments of the community through collection of taxes and fees.

A budget should be regarded as a tool to aid management in operating an organization more effectively. The budget is the department's proposed spending plan and the primary responsibility for its development and accuracy rests at the department level.

Presentation of the budget provides the City Manager the opportunity to explain existing and proposed programs to the City Council and to focus attention on services and programs that may require City Council direction, legislative action and/or support for the City Council's creation, continuance, or problem resolution.

Adoption of the budget is one of the City Council's most important policy decisions and provides the legal basis for the expenditure of funds to accomplish those policies.

If a non-sworn position has been vacant for more than 2 years, the position will be eliminated unless specifically requested to retain and approved by the City Manager. To retain these type of positions, a Personnel Related Budget Request form, including a justification for retaining a position that has not been utilized in 2+ years must be submitted.

#### **Revenue Guidelines**

Historical trends are the basis for developing virtually all forward-looking City revenue estimates. A number of key line items are tracked, comparing the current pace of revenues received with prior years, adjusting for anomalies.

Changes in both national and local economics are factored in on top of the trends discussed above, such as forecasts for a slowing (or rising) or rising real estate market, which could have an eventual effect on related revenues, i. e. Documentary (Property) Transfer Tax.

Known or strongly anticipated external events are also considered, as new major local businesses (or closures of existing ones) will impact Sales Tax receipts, while rate changes and market factors can have a significant impact upon the amount of Utility Users' Tax collected, just to name two examples.

Forecasts from other governmental entities are actively sought, and overlaid upon our local models. Unfortunately, these forecasts – which encompass such variables as County estimates of Property Tax growth – are often not available within the required time frame for budget development, but are a valuable tool when received in a timely manner.

Legislative changes – especially in recent years – can have a very substantial impact on revenue estimates. The “triple flip” of nearly 25% of Sales Tax moneys and the shift of most VLF receipts to Property Taxes are both good examples of the need to stay abreast of coming changes.

### **POLICIES**

#### **Operating Budget Policy**

- The Charter requires that the City Manager submit to the City Council a proposed budget at least 45 days prior to the beginning of the fiscal year

#### **Debt Policy**

- Under the City Charter, General Obligation Debt pledging City general revenues require voter approval by two-thirds majority. With this difficult electoral requirement, such debt obligations are rarely issued. Any attempted effort to issue general obligation debt would have to be for projects of special significance



and of community-wide benefit. Debt limit for any general obligation debt is 15% of the City's assessed valuation.

- The City has not issued any general obligation bonds.

#### **Purchasing Policy**

- Centralized purchasing shall provide for efficient procedures for the purchase of supplies, materials, equipment and other property and services; to acquire supplies, materials, equipment and other property and services at the lowest possible cost commensurate with quality needed; to exercise positive financial control over purchases as provided by; and to ensure the quality of such purchases. Centralized purchasing shall operate as a division of the finance department.
- Purchasing of supplies, services and equipment of an estimated value in the amount of \$30,000 or less; the purchase of supplies, services, construction and equipment for public works improvements and repair projects of an estimated value in the amount of \$30,000 or less; and repairs to existing city equipment of an estimated value in the amount of \$30,000 or less may be made by the purchasing manager in the open market, with the city manager's approval of all procurements over \$20,000.
- The purchasing information listed above is consistent with the Purchasing procedures, definitions, and requirements in the City of Pomona's municipal code Section 2-961:977.

#### **Cash Management/Investment Policy**

- The Statement of Investment Policy is intended to provide guidelines for the prudent investment of the City's and Agency's temporary idle cash, and outline the policies for maximizing the effectiveness and efficiency of Pomona's treasury management system. The goal is twofold; one is to enhance the economic status of the City while preserving its capital resources, the second is to provide guidelines for authorized investments.
- All moneys entrusted to the City Treasurer is pooled in an actively managed portfolio. In accordance with Pomona City Code Sec. 704, the City Treasurer is authorized to invest City funds in accordance with California Government Code (CGC) Section 53600 et seq. This investment policy applies to all financial assets and investment activities of the City of Pomona and includes, but is not limited to, the following funds; General, Special Revenue, Debt Service,

Capital Project Funds, Enterprise Funds, Internal Service, Agency Funds, and any new fund, unless specifically exempted. This policy, however, specifically excludes the employees' retirement and deferred compensation funds. Additionally, moneys held by a trustee or fiscal agent pledged to the payment or security of bonds or other indebtedness, shall comply with CGC Section 53601 (L).

#### **Reserve Policies/Fund Balance Policy**

- The City General Fund minimum cash flow restricted balance shall be at least \$3.0 million dollars.
- The City will maintain a General Fund Reserve that will provide the necessary cash flow, a safety net for handling the unexpected, and flexibility in day-to-day operations.

#### **Accounting, Auditing and Financial Reporting Policy**

- An independent audit will be performed annually. An interim audit will be performed mid-way through the Fiscal Year to ensure correct accounting and internal control procedures are being followed.
- The City will produce a Comprehensive Annual Financial Report (CAFR) each year in accordance with Generally Accepted Accounting Principals (GAAP) as outlined by the Governmental Accounting Standards Board (GASB). This report is submitted annually to the Government Finance Officers Association of the United States and Canada for their Excellence in Financial Reporting Awards Program. (The City has received these awards for numerous consecutive years.)
- The City will maintain a strong internal audit capability.

#### **Capital Improvement Program Budget Policy**

- The City will construct all capital improvements in accordance with an adopted capital program.
- The City will develop a five-year plan for capital improvements to be updated annually. Future capital expenditures will be projected annually for a five-year period based on changes in the community population, real estate development, or replacement of the infrastructure.
- The City will coordinate preparation of the Capital Improvement Program Budget with preparation of the Operating Budget. Future



operating costs associated with new capital improvements will be projected and included in Operating Budget forecasts.

- The City will identify the estimated costs and potential funding sources for each proposed capital project before it is submitted to Council for approval.

## **A**ALLOCATED COSTS

The City of Pomona's Fiscal Year 2009-10 Budget includes allocated costs in a number of line items which are common to most of the City's departments. These line items include Information Systems-related costs, Workers' Compensation, Unemployment, Liability, and the maintenance and operation of the City's Fleet. In addition, costs are estimated by Finance and recovered for City Telephone Service, Administrative Support, Mailing Services and Printing Services that are provided to all funds. These costs, which include both the actual service expense(s) as well as related personnel expenditures, are recovered from those departments making use of the respective service in proportion to the extent the provided services are actually used.

### **INFORMATION SYSTEMS**

Departments are allocated a portion of the costs to support the services provided by the Information Technology Department. These costs are allocated using a formula that is based on each department's technology inventory. Each department's inventory is accounted for and then assigned a percentage based on the total amount of information system technology items factored into the total inventory citywide. Using this percentage departments are allocated a set cost each fiscal year to support the services that are provided by the Information Technology Department. Also taken into consideration and applied to the respective departments allocation are department specific software contracts and other technology services outside the standard level of service, an example of this type of service would be the City's Geographic Information System (GIS),

### **SELF-INSURANCE**

Three self-insurance internal service divisions are utilized to account and pay for these expenses. One respective division has been functioning for liability, workers compensation, and unemployment insurance. Departments are charged directly for all claims. This will allow the City to more accurately track the actual departmental costs.

In addition to the direct claims expense, the Risk Management administrative operating costs, special

insurance and insurance premiums are factored into a separate allocation. These costs are allocated to each operating department based on their division's total Full Time Equivalent (FTE) versus the City's overall FTE.

### **EQUIPMENT MAINTENANCE/FLEET**

All departments that have City vehicles in the City's Fleet are allocated costs for the maintenance of the vehicles. The methodology used to estimate the fiscal year expenses is based on several factors including; the number of labor hours spent working on the department specific vehicles in the prior year, the total quantity of vehicles in the department, the total mileage of the vehicle and the age of the vehicle. Also incorporated into the estimated costs are projected replacement parts, sublet costs, and fuel. All these components are combined to create a vehicle charge. This monthly charge is reimbursed to the Equipment Maintenance internal service fund.

### **TELEPHONE**

Although not a "true allocated cost" citywide telephone costs are distributed in an allocated cost basis. Departments are assigned an estimated budget for telephones that is based on historical costs and an applied overhead rate to support the staff time needed to maintain the City's telephone system citywide. Departments are then charged for the actual phone expense for the fiscal year, as well as the actual overhead cost.

### **ADMINISTRATIVE SUPPORT**

Administrative, Support and Legislative Departments receive a recovered cost for the services provided to other City Departments/Funds. The methodology that is used to determine the amount charged to the other departments refers to the personnel budgets of the non-general funds that are provided this service.

### **PRINTING AND MAILING SERVICES**

Printing and Mailing Services are recovered from participating departments for this internal service provided. Departments are responsible for budgeting the amount needed for postage and printing/copying costs that will be incurred during the fiscal year at the City's print shop and mail center. Actual charges are accounted for by the Finance Department, then billed to the appropriate department.



## GANN LIMITATION

In November 1979, the voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue, which can be spent by all entities of government from the "proceeds of taxes". Proposition 4 became effective for the 1980-81 fiscal year, but the formula for calculating the limits was based on the 1978-79 "base year" revenues.

In 1980, the State Legislature added Section 9710 to the Government Code, providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriation limit for any fiscal year, is equal to the previous year's limit adjusted for population changes and changes in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary

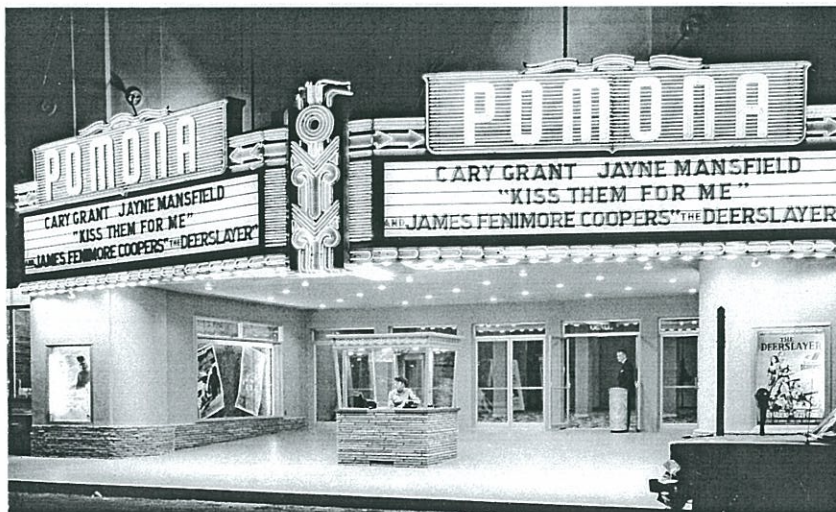
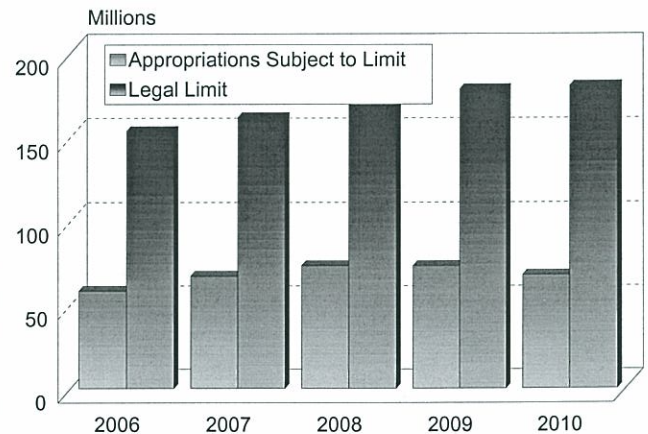
statistical information is provided by the California Department of Finance.

The original Article XIII-B (Proposition 4) and its implementing legislation were modified by Proposition 111 and SB 88 by the voters in June 1980. Beginning with the FY 1990-91 Appropriations Limit, a city may choose annual adjustment factors. The adjustment factors include the growth in the California Per Capita Income, or the growth in the non-residential assessed valuation due to construction within the City and the population growth within the county or the city.

The following compares the difference between Pomona's Appropriations Limit and the estimated proceeds of taxes in the budget. It reflects a significant gap, which indicates the City remains well below its Appropriations Limit.

### Historical Appropriations (GANN) Limit

Fiscal Year	Approp Limit	Subject to Limit	Difference
1997-98	99,495,309	42,463,620	(57,031,689)
1998-99	105,126,743	43,259,976	(61,866,767)
1999-00	111,844,342	44,364,479	(67,479,863)
2000-01	119,751,737	46,767,098	(72,984,639)
2001-02	131,367,655	50,049,050	(81,318,605)
2002-03	131,998,220	52,194,217	(79,804,002)
2003-04	137,436,547	54,223,445	(83,213,102)
2004-05	143,827,346	55,140,683	(88,686,663)
2005-06	153,722,667	58,464,664	(95,258,003)
2006-07	161,839,224	67,292,504	(94,546,720)
2007-08	170,173,944	73,637,612	(96,536,332)
2008-09	178,541,909	73,505,452	(105,036,457)
2009-10	180,488,016	68,059,250	(103,193,203)





# RESOLUTIONS

**RESOLUTION NO. 2009-96**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2009-2010**

WHEREAS, the City Manager has prepared and presented to the City Council of the City of Pomona a proposed operating budget in the amount of \$176,740,402 for Fiscal Year 2009-2010;

WHEREAS, the City Council held a public study session on May 26, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, the City Council continued a discussion of the Fiscal Year 2009-2010 Proposed Operating Budget on June 1, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, a public hearing was conducted on June 15, 2009, for which a notice inviting the public to express its views and objections to said budget was published in the Inland Valley Daily Bulletin on May 30, 2009 and June 1, 2009; and,

WHEREAS, the original of said proposed budget will be revised to reflect all amendments, changes and modifications which, up to the time of the adoption of this resolution, the City Council believes should be made in said proposed budget as so submitted, including corrections to any non-substantive errors discovered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pomona, California, as follows:

**SECTION 1.** The proposed operating budget of the City of Pomona, as amended and modified, for the Fiscal Year beginning July 1, 2009, through June 30, 2010, is hereby approved and adopted in the amount of \$176,740,402. All appropriations for departments or major organizational units within the General Fund are approved. For all other funds, the fund total appropriations are approved. The approved appropriations for the General Fund and all other funds are contained in Exhibit A and are incorporated herein by this reference. The adoption of the budget supersedes all non-CIP appropriations previously adopted for Fiscal Year 2009-2010.

**SECTION 2.** The Planning and Housing Department title will be changed to the Community Development Department.

**SECTION 3.** The City Council authorizes the elimination of the following positions from the authorized staffing list: One Administrative Assistant (Administration), one Assistant to the City Manager (Administration), one Redevelopment Manager (Redevelopment), one Business Development Manager (Redevelopment), one Administrative Assistant (Redevelopment), one Payroll Supervisor (Finance), one Reprographics Technician I/II (Finance), one Senior Accountant (Finance), one Senior Administrative Assistant (Finance), two

Resolution No. 2009-96  
Page 1 of 3

Community Service Officers (Police), one Management Analyst (Police), five Report Takers (Police), one Administrative Assistant (Public Works), one Community Services Manager (Public Works), one Engineering Assistant (Public Works), one Engineering Associate (Public Works), one Graffiti Removal Worker (Public Works), one Signal & Lighting Crew Chief (Public Works), one Management Analyst (Public Works), one Senior Administrative Assistant (Public Works), one Utility Services Director (Public Works), one Water Utility Worker I/II (Public Works), one Heavy Equipment Mechanic (Public Works), one Lead Equipment Mechanic (Public Works), one Senior Storekeeper (Public Works), one Assistant Planner (Community Development), one Senior Planner (Community Development), one Administrative Assistant I/II (Community Development), one Building & Safety Manager (Community Development), one Combination Building Inspector (Community Development), two Administrative Assistants I/II (Community Services), one Community Services Director (Community Services), two Facilities Custodian (Community Services), two Recreation Coordinators (Community Services), two Recreation Supervisors (Community Services), one Senior Administrative Assistant (Community Services), one Librarian I/II (Library), three Library Assistant I/II/III (Library), one Library Specialist (Library).

**SECTION 4.** That the City Council hereby amends the Personnel Rules and Regulations for Executive Management Group A and B Employees Roster of Positions by creating and adding a Transportation Manager classification/position in Unit/Group B, Scale EB-082, at a salary range of \$7,374 - \$8,963.

**SECTION 5.** The City Council hereby amends the authorized staffing by approving the reclassification/restructure/title change of: one Water Quality Control Technician I/II/III to one Environmental Services Technician I/II/III (Public Works), one Paint & Sign Crew Chief to one Public Works Operations Crew Chief (Public Works), one Senior Equipment Operator to one Water Utility Crew Leader (Public Works), one Senior Civil Engineer (Public Works) to one Transportation Manager (Public Works), and one Senior Administrative Assistant to one Administrative Assistant (Police).

**SECTION 5.** The City Council hereby authorizes a loan in the amount of \$5,000,000 from the Water Fund to the Self Insurance Fund for initial funding. The Water Utility Fund will receive interest on the loan amount through pooled cash interest as if the loan had not occurred.

**SECTION 6.** The Director of Finance is hereby authorized to transfer \$300,000 from the Water Fund to the Maintenance Assessment District fund to fund the cost of past water usage at the parks within Phillips Ranch Zones A& B of the Citywide Lighting and Landscape Assessment District.

**SECTION 7.** The Director of Finance, with the approval of the City Manager, is hereby authorized to transfer appropriations as needed from savings available in any object account in the budget to other accounts within the same fund to meet overall budget requirements.

**SECTION 8.** The City Clerk shall certify to the passage and adoption of this resolution, and it shall thereupon be in full force and effect.

Resolution No. 2009-96  
Page 2 of 3

APPROVED AND ADOPTED this 24<sup>th</sup> day of June, 2009.

ATTEST:

CITY OF POMONA:

*Marie Michel Macias*  
for Marie Michel Macias, City Clerk

*Elliott Rothman*  
Elliott Rothman, Mayor

APPROVED AS TO FORM:

*Arnold Alvarez-Glasman*  
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF POMONA

I, MARIE MICHEL MACIAS, CITY CLERK of the City of Pomona do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Pomona held on the 24<sup>th</sup> day of June, 2009 by the following vote:

AYES: COUNCILMEMBERS: Soto, Rodriguez, Carrizosa, Lantz, Saunders, Atchley, Rothman

NOES: COUNCILMEMBERS: None  
ABSENT: COUNCILMEMBERS: None  
ABSTAIN: COUNCILMEMBERS: None

*Marie Michel Macias*  
for Marie Michel Macias, City Clerk

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Page 3 of 3

Community Service Officers (Police), one Management Analyst (Police), five Report Takers (Police), one Administrative Assistant (Public Works), one Community Services Manager (Public Works), one Engineering Assistant (Public Works), one Engineering Associate (Public Works), one Graffiti Removal Worker (Public Works), one Signal & Lighting Crew Chief (Public Works), one Management Analyst (Public Works), one Senior Administrative Assistant (Public Works), one Utility Services Director (Public Works), one Water Utility Worker I/II (Public Works), one Heavy Equipment Mechanic (Public Works), one Lead Equipment Mechanic (Public Works), one Senior Storekeeper (Public Works), one Assistant Planner (Community Development), one Senior Planner (Community Development), one Administrative Assistant I/II (Community Development), one Building & Safety Manager (Community Development), one Combination Building Inspector (Community Development), two Administrative Assistants I/II (Community Services), one Community Services Director (Community Services), two Facilities Custodian (Community Services), two Recreation Coordinators (Community Services), two Recreation Supervisors (Community Services), one Senior Administrative Assistant (Community Services), one Librarian I/II (Library), three Library Assistant I/II/III (Library), one Library Specialist (Library).

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**SECTION 7.** The Director of Finance, with the approval of the City Manager, is hereby authorized to transfer appropriations as needed from savings available in any object account in the budget to other accounts within the same fund to meet overall budget requirements.

**SECTION 8.** The City Clerk shall certify to the passage and adoption of this resolution, and it shall thereupon be in full force and effect.

Resolution No. 2009-96  
Page 2 of 3

City of Pomona 2009-10 Adopted Budget		Exhibit A
Fund Department		
GENERAL FUND		
City Council	183,912	
Administration	213,275	
City Clerk	174,199	
City Attorney	718,609	
Human Resources	319,865	
Finance	575,430	
Information Technology	-	
General Services	2,365,454	
Police	45,020,385	
Fire	23,184,423	
Community Development	2,400,993	
Public Works	10,919,213	
Community Services	3,736,184	
Library	2,204,597	
<b>Total - General Fund</b>	<b>92,016,539</b>	
INTEGRATED HOUSING OUTREACH	482,018	
COMMUNITY ENGAGEMENT/CAP BLDG	280,305	
NEIGHBORHOOD STABILIZATION	1,176,842	
STATE GAS TAX	2,582,100	
EMERGENCY SHELTER GRANT	124,867	
COMM DEV BLOCK GRANT	2,438,436	
HOME GRANT	2,562,266	
PROPOSITION A	3,364,205	
PROPOSITION C	2,227,832	
TRAFFIC OFFENDER FUND	417,677	
SUPPORTIVE TRANS HOUSING	162,154	
LEAD BASED PAINT GRANT	1,448,879	
VEHICLE PARKING DISTRICT	526,928	
WEED & SEED GRANT	74,999	
AIR QUALITY MGMT DISTRICT	322,613	
MAINT ASSESSMENT DISTRICTS	1,143,912	
CAL HOME REUSE FUND	5,685	
ASSET FORTFEITURE	1,894,443	
CAL HOME GRANT FUND	900,000	
MISCELLANEOUS GRANTS	1,645,778	
DEBT SERVICE	6,119,216	
CAPITAL OUTLAY FUND	361,382	
SER AG CAPITAL PROJECTS	75,000	
SER AN CAPITAL PROJECTS	486,810	
WATER OPERATIONS	31,439,984	
CAPITAL WATER BONDS	322,130	
SEWER OPERATIONS	4,678,621	
CAPITAL SEWER BONDS	273,825	
REFUSE OPERATIONS	9,112,196	
SELF FUNDED INSURANCE SVCS	3,940,002	
EQUIPMENT MAINTENANCE (Fleet)	4,132,658	
<b>TOTAL - OPERATING BUDGET</b>	<b>176,740,402</b>	



RESOLUTION NO. 2009 - 92

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, APPROVING THE 2009-2013 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM AND ADOPTING A CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2009-2010

WHEREAS, the City Manager has prepared and presented to the City Council of the City of Pomona the proposed 2009-2013 Capital Improvement Program and a proposed capital improvement program budget in the amount of \$12,235,204 for the Fiscal Year 2009-2010 as contained in Exhibit B and are incorporated herein;

WHEREAS, the City Council held a public study session on May 26, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, the City Council continued a discussion of the Fiscal Year 2009-2010 Proposed Operating Budget on June 1, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, a public hearing had been conducted on June 15, 2009, for which a notice inviting the public to express its views and objections to said budget was published in the Inland Valley Daily Bulletin on May 30, 2009 and June 1, 2009; and,

WHEREAS, the original of said proposed capital improvement program will be revised to reflect all amendments, changes and modifications which, up to the time of the adoption of this resolution, the City Council believes should be made in said proposed capital improvement program as so submitted, including corrections to any non-substantive errors discovered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pomona, as follows:

**SECTION 1.** The proposed 2009-2013 Five-year Capital Improvement Program is hereby approved and the capital improvement program budget for Fiscal Year 2009-2010 funding is hereby adopted in the amount of \$12,235,204, a copy of which is on file and available for public inspection in the Office of the City Clerk.

**SECTION 2.** The City Council hereby approves a total CIP Budget consisting of 244 projects for a total of \$232,195,619 including the amount of \$12,235,204 in new funding stated in Section 1 above.

**SECTION 3.** The City Council hereby amends the CIP Budget by unappropriating \$3,018 in Series AD Bond proceeds and closing the existing CIP project "General Plan and Zoning Code Update Project", Project No. 418-70828, and creating a new CIP project "General Plan Update, Corridors Specific Plan and Transportation Plan," Project No. 418-70893.

Resolution No. 2009-92

Exhibit B

City of Pomona  
SCHEDULE OF NEW APPROPRIATION BY CATEGORY

Description	CIP Page #	Proposed	Funding Source
<b>Street Projects</b>			
Pavement Management Program	Pg 3	65,000	Prop C
Street Improvements - Mission Blvd/SR 71	Pg 49	2,500,000	STPL/Prop C
Street Rehabilitation - District 2 and 5 (Phase II)	Pg 56	13,700	Series AL&AM
Street Rehabilitation - Overlay Citywide (FY 09/10)	Pg 59	1,709,766	Prop 42/Series AU&AV/AN
Street Rehabilitation - Slurry Seal Various Locations - Citywide	Pg 63	6,265	Series AG
<b>Total New Street</b>		<b>4,294,731</b>	
<b>Traffic Projects</b>			
Traffic Operations Center - Communications Upgrade and Facility Improvements	Pg 32	100,000	SCAQMD
<b>Total New Traffic</b>		<b>100,000</b>	
<b>Parks and Facilities Projects</b>			
City Hall Elevator Rehabilitation	Pg 18	233,130	CDBG
Park Improvements & Upgrades (CDBG)	Pg 23	306,103	CDBG
<b>Total New Park &amp; Facilities</b>		<b>539,233</b>	
<b>Water Projects</b>			
Water Mains - Aliso Street	Pg 30	37,722	Series AY
Water Mains - Dudley Street	Pg 32	401,028	Series AY
Water Mains - Eleanor Street	Pg 33	64,398	Series AY
Water Mains - Fourth Street	Pg 34	1,188,096	Series AA/AC/AN/AY
Water Mains - Gordon Street	Pg 36	437,410	Series AY
Water Mains - Holt Avenue	Pg 37	146,521	Series AY
Water Mains - Jefferson Avenue	Pg 38	298,589	Series AY
Water Mains - Mission Boulevard	Pg 39	172,749	Series AY
Water Mains - Second Street	Pg 40	925,880	Series AY
Water Mains - District 6 Replacement	Pg 65	553,928	Series AY
<b>Total</b>		<b>4,226,321</b>	
<b>Sewer Projects</b>			
Sewer Conveyance System - Ganesha Hills (Phase II)	Pg 8	1,105,000	Series Q/AF/AN/BA
Sewer Force Main Replacement - Ficus Street	Pg 9	909,175	Series BA
<b>Total</b>		<b>2,014,175</b>	
<b>Storm Drains</b>			
None			
<b>Miscellaneous Projects</b>			
General Plan Update, Corridors Specific Plan and Public Transportation Plan	new	1,060,744	Capital Outlay, Series AW, Low/Mod Funds, CDBG, Water Funds, Sewer Funds
<b>Total - Appropriations</b>		<b>12,235,204</b>	
* Indicates New Project for FY 2009-10			

APPROVED AND ADOPTED this 24<sup>th</sup> day of June, 2009.

ATTEST:

*Marie Michel Macias*  
Marie Michel Macias, City Clerk

CITY OF POMONA:

*Elliott Rothman*  
Elliott Rothman, Mayor

APPROVED AS TO FORM:

*Arnold Alvarez-Glasman*  
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF POMONA

I, MARIE MICHEL MACIAS, CITY CLERK of the City of Pomona do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Pomona held on the 24<sup>th</sup> day of June, 2009 by the following vote:

AYES: COUNCILMEMBERS: Soto, Rodriguez, Carrizosa, Lantz, Saunders, Atchley, Rothman

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

ABSTAIN: COUNCILMEMBERS: None

*Marie Michel Macias*  
Marie Michel Macias, City Clerk



RESOLUTION NO. 2009 - 94

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, SITTING AS THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY OF POMONA, ADOPTING THE HOUSING AUTHORITY OPERATING BUDGET FOR FISCAL YEAR 2009-2010

WHEREAS, City Council Resolution No. 93-114 established the Housing Authority of the City of Pomona, declared the City Council to be the Commission of the Housing Authority and adopted By-Laws for the Housing Authority;

WHEREAS, the City Manager has prepared and presented to the City Council, sitting as the Commission of the Housing Authority of the City of Pomona, a proposed operating budget in the amount of \$11,220,953 for Fiscal Year 2009-2010;

WHEREAS, the City Council held a public study session on May 26, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, the City Council continued a discussion of the Fiscal Year 2009-2010 Proposed Operating Budget on June 1, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, a public hearing was conducted on June 15, 2009, for which a notice inviting the public to express its views and objections to said budget was published in the Inland Valley Daily Bulletin on May 30, 2009 and June 1, 2009; and,

WHEREAS, the original of said proposed budget document will be revised to reflect all amendments, changes and modifications, which up to the time of the adoption of this resolution, the Housing Authority believes should be made in said proposed budget as so submitted, including the correction of any non-substantive errors discovered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pomona, sitting as the Commission of the Housing Authority of the City of Pomona, as follows:

**SECTION 1.** The proposed operating budget of the Housing Authority, as amended and modified, for the fiscal year July 1, 2009 through June 30, 2010 funding is hereby adopted and approved in the amount of \$11,220,953, a copy of which is on file and available for public inspection in the Office of the City Clerk.

**SECTION 2.** The Director of Finance, with approval by the City Manager/Executive Director, is hereby authorized to transfer appropriations as needed from savings available in any object account in the budget to other accounts within the same fund to meet overall Housing Authority budget requirements.

**SECTION 3.** The City Clerk/Authority Secretary shall certify to the passage and adoption of this resolution and it shall thereupon be in full force and effect.

Resolution No. 2009-94  
Page 1 of 2

RESOLUTION NO. 2009-95

A RESOLUTION OF THE COUNCIL OF THE CITY OF POMONA AMENDING THE CITY OF POMONA MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF POMONA AND THE POMONA CITY EMPLOYEES' CHAPTER OF THE SAN BERNARDINO PUBLIC EMPLOYEES' ASSOCIATION (PCEA) BY THE ACTIONS LISTED BELOW

WHEREAS, the City Council has the authority to create, classify and assign salary scales to Pomona City Employees' Association (PCEA) General Service positions for the City of Pomona;

WHEREAS, on September 12, 2005, the City Council adopted Resolution No. 2005-81 approving and ratifying the 2004-2009 Memorandum of Understanding Between the City of Pomona and the Pomona City Employees' Chapter of the San Bernardino Public Employees' Association (PCEA) which also established a Roster of PCEA General Service Positions;

WHEREAS, the City Council has subsequently amended the PCEA MOU, including the Roster of Positions by Resolutions Nos. 2006-12, 2006-14C, 2006-45, 2006-62B, 2006-69, 2006-101, 2007-10, 2007-66, 2007-82, 2008-01, 2008-31, 2008-56, 2008-85, 2008-123; 2009-21, and 2009-52; and

WHEREAS, the City Council wishes to further amend the aforementioned Memorandum of Understanding by the actions stated herein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Pomona as follows:

**SECTION 1.** That the City's Roster of PCEA Positions is hereby amended by adding the following classifications/positions:

Classification	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Environmental Services	GS-060	4281	4497	4722	4956	5206
Technician I/II/III	GS-064	4727	4961	5213	5471	5744
	GS-070	5481	5756	6042	6346	6663
Water Utility Crew Leader	GS-059	4178	4387	4605	4834	5077

**SECTION 2.** That any portion of previously adopted resolutions concerning salaries inconsistent with this Resolution shall be deemed repealed.

**SECTION 3.** The City Clerk shall attest and certify to the passage and adoption of this resolution and it shall become effective immediately upon its adoption.

APPROVED AND PASSED THIS 15<sup>th</sup> DAY OF JUNE, 2009.

Resolution No. 2009-95  
Page 1 of 2

APPROVED AND ADOPTED THIS 15<sup>TH</sup> DAY OF JUNE, 2009.

ATTEST:

CITY OF POMONA

  
Marie Michel Macias, City Clerk

  
Elliott Rothman, Mayor

APPROVED AS TO FORM:

  
Arnold Alvarez-Glasman, Authority Counsel

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF POMONA

I, MARIE MICHEL MACIAS, CITY CLERK of the City of Pomona do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council. Sitting as the Commission of the Housing Authority of the City of Pomona held on the 15<sup>th</sup> day of June, 2009 by the following vote:

AYES: COUNCILMEMBERS: Soto, Rodriguez, Carrizosa, Lantz, Saunders, Atchley, Rothman  
NOES: COUNCILMEMBERS: None  
ABSENT: COUNCILMEMBERS: None  
ABSTAIN: COUNCILMEMBERS: None

  
Marie Michel Macias, City Clerk

Resolution No. 2009-94  
Page 2 of 2

ATTEST:

THE CITY OF POMONA

  
Marie Michel Macias, City Clerk

  
Elliott Rothman, Mayor

APPROVED AS TO FORM:

  
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF POMONA

I, MARIE MICHEL MACIAS, CITY CLERK of the City of Pomona do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Pomona held on the 15<sup>th</sup> day of June, 2009 by the following vote:

AYES: COUNCILMEMBERS: Soto, Rodriguez, Carrizosa, Lantz, Saunders, Atchley, Rothman  
NOES: COUNCILMEMBERS: None  
ABSENT: COUNCILMEMBERS: None  
ABSTAIN: COUNCILMEMBERS: None

  
Marie Michel Macias, City Clerk

Resolution No. 2009-95  
Page 2 of 2



RESOLUTION NO. 2009 - 93

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, SITTING AS THE GOVERNING BOARD OF THE REDEVELOPMENT AGENCY OF THE CITY OF POMONA, ADOPTING THE AGENCY OPERATING BUDGET FOR FISCAL YEAR 2009-2010

WHEREAS, the Executive Director of the Redevelopment Agency of the City of Pomona has prepared and presented to the City Council of the City of Pomona, sitting as the Governing Board of the Agency, a proposed operating budget in the amount of \$48,666,264 for Fiscal Year 2009-2010;

WHEREAS, the Redevelopment Agency held a public study session before the Agency Board on May 26, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered; and,

WHEREAS, the City Council continued a discussion of the Fiscal Year 2009-2010 Proposed Operating Budget on June 1, 2009, in the Pomona City Council Chambers, at which time the proposed budget was considered;

WHEREAS, a public hearing was conducted on June 15, 2009, for which a notice inviting the public to express its views and objections to said budget was published in the Inland Valley Daily Bulletin on May 30, 2009 and June 1, 2009; and,

WHEREAS, the original of said proposed budget will be revised to reflect all amendments, changes and modifications, which up to the time of the adoption of this resolution, the Redevelopment Agency Board believes should be made in said proposed budget as so submitted, including the correction of any non-substantive errors discovered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pomona, sitting as the Governing Board of the Redevelopment Agency of the City of Pomona, as follows:

SECTION 1. The proposed operating budget of the Redevelopment Agency of the City of Pomona, as amended and modified, for the fiscal year July 1, 2009 through June 30, 2010 funding is hereby adopted and approved in the amount of \$48,666,264, a copy of which is on file and available for public inspection in the Office of the City Clerk.

SECTION 2. The Director of Finance, with the approval of the Executive Director, is authorized to transfer appropriations as needed from savings available in any object account in the budget to other accounts within the same fund to meet overall budget requirements.

SECTION 3. The Agency Secretary shall certify to the passage and adoption of this resolution and it shall thereupon be in full force and effect.

APPROVED AND ADOPTED THIS 15<sup>TH</sup> DAY OF JUNE, 2009.

ATTEST:

*Marie Michel Macias*  
Marie Michel Macias, City Clerk

CITY OF POMONA  
*Elliott Rothman*  
Elliott Rothman, Mayor

APPROVED AS TO FORM:

*Arnold Alvarez-Glasman*  
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF POMONA

I, MARIE MICHEL MACIAS, CITY CLERK of the City of Pomona do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Pomona held on the 15<sup>th</sup> day of June, 2009 by the following vote:

- AYES: COUNCILMEMBERS: Soto, Rodriguez, Carrizosa, Lantz, Saunders, Atchley, Rothman
- NOES: COUNCILMEMBERS: None
- ABSENT: COUNCILMEMBERS: None
- ABSTAIN: COUNCILMEMBERS: None

*Marie Michel Macias*  
Marie Michel Macias, City Clerk