

# General Services

(Non departmental Expenses)

## - Department Function -

The General Services program accounts for municipal expenditure items not directly attributable to individual departmental operations and / or items benefiting all departments. As a general rule, these activities represent contractual obligations approved by the City Council for the benefit of the City. Included in this budget is the contract for animal control (Humane Society), lobbying services, and dues and subscriptions for various organizations. Also included in this budget is the contingency line item used for non-budgeted items based upon the recommendation of the City Manager.

## - Expenditure Summary -

Division / Program	2005-06 Actual	2006-07 Budget	2007-08 Adopted
General Service	2,281,261	3,928,812	1,612,547
Disaster Relief	61,014	-	-
Debt Svc Gen Svc	1,502,761	-	-
	3,845,036	3,928,812	1,612,547

<b>Department:</b>	General Services	<b>Division:</b>	General Services	<b>Fund:</b>	General
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<b>Department #:</b>	2500	<b>Division #:</b>	0101	<b>Fund #:</b>	101
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**Division Description:**  
 The General Services program accounts for municipal expenditure items not directly attributable to individual departmental operations and/or items benefiting all departments. As a general rule, these activities represent contractual obligations approved by the City Council for the benefit of the City. Included in this budget are the contracts for animal control (Humane Society), lobbying services, and dues and subscriptions for various organizations.

**2007-08 Adopted Budget Numbers**

Fund	Expense	Revenue	Exp less Rev	Allocated Staff
General	1,612,547	115,000	1,497,547	-
			-	
<b>Total</b>	<b>1,612,547</b>	<b>115,000</b>	<b>1,497,547</b>	<b>-</b>

**Supplemental Requests**

Item	Justification	Amount
CTY Connect Phone System	This system will allow City residents to be notified of emergencies, announcements, and other significant information via a recorded phone messaging system.	33,333

**Service level changes based on proposed spending level:**

Service	Change
Quarterly City Newsletter	The proposed budget for FY 2007-08 includes increased funding for printing and postage to produce additional issues of the "Pomona Pastimes" Citywide newsletter.

**Programs and Service Indicators**

Program	Indicator

**Department Goals**

Goal Year	Goal	Status
	None applicable.	

**City Council Strategic Goal**

Goal No:	Goal Description	Cost
2	Provide quality city services to all residents.	
6	Develop mutually beneficial relationships with external organizations.	
7	Develop a marketing strategy that enhances the image and perception of the City of Pomona.	

## Adopted Expenditures for Fiscal Year Ending 06/30/2008

## FUND 101 General Fund

	2005-2006 YEAR-END ACTUALS	2006-2007 ADOPTED BUDGET	2006-2007 YEAR-END ESTIMATE	% BUD VS EST	2007-2008 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 0100 All General Services						
101-0100-52970 Interest Expense	398,888.89	225,000	255,000	113%	225,000	0%
Total Debt Service	398,888.89	225,000	255,000	113%	225,000	0%
101-0100-52060 Office Supplies	0.00	0	20	N/A	0	N/A
101-0100-52063 Postage	19,170.00	21,000	35,000	167%	50,000	138%
101-0100-52064 Printing & Copying	49,513.75	31,000	48,000	155%	54,000	74%
101-0100-52080 Other Expense	6,401.70	10,000	10,000	100%	10,000	0%
101-0100-52130 Prof Development - Training	300.00	0	0	N/A	0	N/A
101-0100-52140 Dues & Subscriptions	44,427.00	75,000	65,000	87%	75,000	0%
101-0100-52190 Community Programs	2,242.45	12,500	7,000	56%	12,500	0%
101-0100-52191 Advertising	0.00	0	65	N/A	0	N/A
101-0100-52192 Youth Commission	20,008.89	22,000	22,000	100%	0	100-%
101-0100-52282 Special Programs	250.00	12,000	8,000	67%	12,000	0%
101-0100-52285 Controllable Contract Services	132,053.75	150,000	176,402	118%	114,000	24-%
101-0100-52402 Small Tools & Equipment	1,907.13	1,000	500	50%	1,000	0%
101-0100-52430 Other Supplies/Materials	648.68	500	400	80%	150,000	300%
101-0100-52580 General Maint & Repairs	2,550.00	0	0	N/A	0	N/A
101-0100-59900 Contingency-General	0.00	95,000	69,613	73%	150,000	58%
Total Controllable Exp	279,473.35	430,000	442,000	103%	628,500	46%
101-0100-52181 Department Review	8,750.00	31,000	25,000	81%	31,000	0%
101-0100-52200 Legal Expense	57,371.29	0	17,945	N/A	0	N/A
101-0100-52274 Required Contract Services	17,377.49	13,000	13,000	100%	13,000	0%
101-0100-52324 Humane Society Contract	356,949.00	371,226	371,226	100%	386,075	4%
101-0100-52771 Tri-City Mental Health	43,675.00	43,675	43,675	100%	43,675	0%
101-0100-52952 Bond/Note Issuance Exp	33,944.46	35,000	35,000	100%	0	100-%
101-0100-53915 Property Tax Admin Fee-AB2557	142,668.83	382,128	382,128	100%	420,340	10%
101-0100-58920 Uncollectible Accounts	8,454.76	0	0	N/A	0	N/A
Total Required Exp	669,190.83	876,029	887,974	101%	894,090	2%
101-0100-52185 Info Systems Allocation	0.00	6,000	6,000	100%	33,333	5%
101-0100-52235 Claims Exp - Liab	0.00	0	0	N/A	53,381	N/A
101-0100-52245 Ins - Liability	0.00	330,042	330,042	100%	0	100-%
Total Alloc Costs & Self Ins	0.00	336,042	336,042	100%	86,714	74-%
101-0100-59970 Recovered Costs-Admin Svc Chg	(105,277.64)	(109,455)	(107,166)	98%	(263,742)	141%
Total Recovered Cost	(105,277.64)	(109,455)	(107,166)	98%	(263,742)	141%
101-0100-89922 Transfer to Capital Outlay	100,000.00	2,168,696	1,948,696	90%	0	100-%
101-0100-89923 Transfer to Debt Service	1,502,760.85	0	0	N/A	41,985	N/A
101-0100-89930 Transfers To Other Funds	1,000,000.00	0	0	N/A	0	N/A
Total Transfer Out	2,602,760.85	2,168,696	1,948,696	90%	41,985	98-%
TOTAL All General Services	3,845,036.28	3,926,312	3,762,546	96%	1,612,547	59-%