

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...Vibrant, Safe, and Beautiful.

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 selects the Vice-Mayor on a rotating basis. 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 Successor Agency to the former Redevelopment Agency and the Housing Authority. City Council / Agency meetings are typically held on the 1st and 3rd Monday’s of each month. All meetings begin at 7:00 p.m. in the City Hall Council Chambers and are open to the public. Closed session, if necessary, is typically held at 5:00 p.m. Study sessions are scheduled as deemed necessary and are appropriately noticed.

LOCATION

The City of Pomona is located at the southeast end of Los Angeles County, 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 63° Fahrenheit with an average annual rainfall of 17.3 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. Through the contract, the County of Los Angeles Consolidated Fire District staffs seven stations which are 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 Development and Neighborhood Services Department, Community Services Division operates 26 parks, 13 community centers, 3 senior citizen centers, 2 public pools, a portable stage, 9 lighted tennis courts, 22 basketball

courts and 31 ball fields (19 lighted). The City of Pomona Public Library maintains over 290,330 volumes and more than 9,640 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 543 acre Los Angeles County Fairplex in Pomona has quickly become the venue of choice for national and international consumer shows, 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 over 1,400 hotel rooms. New to Fairplex campus is a 50,000 square foot Conference Center, offering state of the art meeting, conference, and banquet facilities. Pomona also offers two renowned medical facilities: the Pomona Valley Hospital Medical Center, recognized as one of the top 100 hospitals nationwide, 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 collector's 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): 22.8

Land Use Mix

Residential: 35%
 Office/Commercial: 5%
 Industrial: 8%
 Public Lands: 24%
 Streets & Other Right of Way: 24%
 Open Space/Vacant Land: 4%

Historic Sites

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

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/13 Community Centers

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, Silver Streak, MTA
 Metro, Omnitrans
 Ontario International Airport 12 miles
 Brackett Field 3 miles
 John Wayne International Airport 30 miles
 Long Beach Airport 35 miles
 Los Angeles International Airport 45 miles

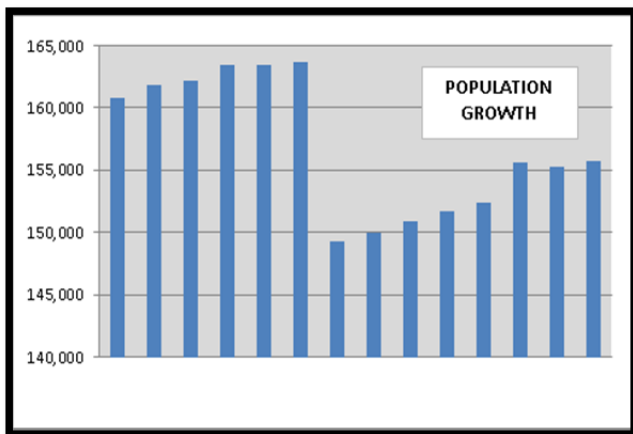
Service Providers

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

Telephone Frontier Communications

Population Trend (per Dept of Finance)

Year	Census	Original May Est
2005		160,815
2006		161,850
2007		162,140
2008		163,405
2009		163,408
2010	149,058	163,683
2011		149,243
2012		149,950
2013		150,942
2014		151,713
2015	153,266	152,419
2016		155,604
2017		155,604
2018		155,687



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.

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 annually reviews and revises the Five-Year Capital Improvement Program. 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.

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.

Sections 1002 through 1011 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 two weeks 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.

The City Manager is also 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 budget 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 December (in the year prior to the first fiscal year of the budget) when staff prepares the Budget Manual 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:

December – The Budget Manual and related materials are distributed and reviewed in a training session. Salary allocation distribution percentages are due to Finance by month end.

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

February - April – Budget requests are analyzed by the Finance Department and preliminary revenue estimates are reviewed and adjusted as appropriate. The City Manager and Finance staff meet with individual Department Directors to review

their budget estimates and requests. Revenues are compared with expenditures to determine the budget planning direction. The Executive Team is then briefed on the Proposed Budget and balancing efforts are developed as necessary. The Five-Year Capital Improvement Program Budget is also prepared during this same period.

May – The Proposed Budgets are printed and distributed. A City Council study session(s) is 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 published and the final proposed budget documents are prepared and submitted to the City Council. The public hearing of the budget is conducted and the budget is adopted. Additionally, the required 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 director 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. In certain cases, however, requests are considered where unforeseen events have occurred. In such cases, the department director 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 director, 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 its 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.

The reader will find a wide variety of general information including a City overview, fund descriptions, the budget structure, definition of revenue sources, and an explanation of the budget process, among other information in The **USER'S GUIDE** section.

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

The **REVENUES** section contains information on major General Fund revenue sources along

with a line-item detail of historical and estimated revenues for all funds.

The **AUTHORIZED STAFFING** section includes a comprehensive listing of full-time personnel with historical staffing trends.

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

The FUNDS/DEPARTMENTAL BUDGET SECTION gives details on all departments within the City. This section is divided by Fund or Fund type and includes special revenue funds, debt service, capital projects, enterprise funds, and internal service 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.

BASIS 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 the cost of control should not exceed the benefits and 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 it is 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 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 – Water, Sewer and Refuse.

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 four Internal Service Funds – Equipment Maintenance, Self-Insurance, Information Technology, and Printing/Mail Services.

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.

Following is a list of currently or recently used funds within the City of Pomona –

Fund 101 – General Fund

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.

- **SPECIAL REVENUE FUNDS**

Fund 124 – Neighborhood Stabilization Program

The Neighborhood Stabilization Program (NSP) was established by HUD for the purpose of stabilizing communities that have suffered from foreclosures and abandonment of housing. NSP provides emergency assistance to local governments to purchase foreclosed or abandoned homes and to rehabilitate, resell, or redevelop these homes in

order to stabilize neighborhoods and stem the decline of house values of neighboring homes. The program is authorized under Title III of the Housing and Economic Recovery Act of 2008.

Fund 128 – Measure R

Measure R Local Return was approved by the voters of Los Angeles County in November 2008 to help meet transportation improvement needs. The specific areas targeted for the improvements include streets and roads, traffic control measures, bikeway and pedestrian upgrades, public transit services, transportation marketing, and congestion management programs.

Fund 130 – Neighborhood Stabilization Program (NSP 3)

Funded by HUD, the Neighborhood Stabilization Program (NSP3) is a one-time appropriation authorized by the Dodd-Frank Wall Street Reform and Consumer Protection Act of 2010 to continue to address and mitigate the negative impacts of the nation's foreclosure crisis and housing market collapse and to stabilize and revitalize communities with the greatest needs. Properties may only be acquired in HUD approved target areas of the City.

Fund 131 – Low and Moderate Income Housing

This fund is used to account for the financial activities of the former Redevelopment Agency Low and Moderate Housing Fund. Funding is primarily from rentals and payoff of loans.

Fund 132 – Fee Analysis Rate Review

This fund accounts for revenues collected per each Building Permit issued and is to be used for future reviews of the fee rate structure as approved by the City of Pomona City Council on July 7, 2008.

Fund 133 – Public Art Fee

This fund accounts for revenues received per the Public Art Policy as approved by the City of Pomona City Council on November 11, 2011.

Fund 134 – Transit Oriented Development Grant

The Transit Oriented Development(TOD) Grant is a program implemented by Metro to improve and spur the adoption of local land use regulations that create a regulatory environment supportive of TOD around transit station areas and adjacent transit

corridors. TODs increase accessibility and utilization of public transportation. This Metro program encourages local agencies through financial assistance in the preparation of new or amended specific plans, ordinances, overlay zones or general plans, transit village development districts, and environmental studies required for new or amended regulatory documents.

Fund 136 – Operation Porchlight Rapid Re-Housing Grant

The Operation Porchlight Rapid Rehousing Grant is a Homelessness Prevention and Rapid Re-Housing Program, funded through HUD's Continuum of Care, that will provide financial assistance and services to prevent individuals and families from becoming homeless and help those who are experiencing homelessness to be quickly re-housed and stabilized. Operated in collaboration with Volunteers of America, the program also provides housing relocation and stabilization services, including such activities as mediation, credit counseling, security or utility deposits, moving cost assistance, and case management. This is new program starting in 2016-17.

Fund 137 - Veterans Affairs Supportive Housing Project

This is a based Vouchers program commonly referred to as VASH Vouchers. They provide homeless veterans housing with rental assistance and supportive services through the Veterans Affairs administration.

Fund 138 - Measure M

Los Angeles County Traffic Improvement Plan, Voter approved on the election ballot on November 8, 2016 that imposes a retail transaction and use tax at the rate of one-half on one percent (.5%) within Los Angeles County. Funding is to improve freeway traffic flow/safety; repair potholes/sidewalks; repave local streets; earthquake retrofit bridges; synchronize signals; keep senior/disabled/student fares affordable; expand rail/subways/bus systems; improve job/school/airport connections; and create jobs.

Fund 139 – Measure H Homeless Initiative

Measure H funds are the result of the passage of an L.A. County Ballot raising the sales tax by ¼ of a

cent. The revenues go to provide services for the homeless, including funding for mental health services, substance abuse treatment, health care, job training, transportation, outreach, and homelessness prevention. The City has received several grants from this Measure, including a grant to facilitate a coordinated entry system, a planning grant, and a grant to encourage landlords to rent to homeless persons.

Fund 197 – Community Development Block Grant

The Community Development Block Grant (CDBG) is allocated to local public jurisdictions through HUD to provide opportunities for low-to-moderate income persons and areas in 1) development of viable urban communities, 2) preservation of existing housing stock, 3) the elimination of slums and blight, and 4) expanding economic opportunities for eligible persons. The CDBG program requires that funds be targeted at households who earn less than 80% of the area median income. Eligible activities include infrastructure improvements, rehabilitation, economic development programs, code enforcement, administration, fair housing and public services. Fund 197 is a 'roll-up' of funds 111-117, and 213.

Fund 205 – Section 8 Fund

This fund accounts for a housing assistance program which offers expanded opportunities for rental assistance to very low income families by utilizing existing housing units. The program is funded by Federal Housing and Urban Development (HUD).

Fund 206 – State Gas Tax - RMRA/SB-1

The Road Repair and Accountability Act of 2017, also known as the Road Maintenance and Rehabilitation Account (RMRA) or SB-1 (Chapter 5, Statutes of 2017), was signed by Governor Brown on April 28, 2017. The bill provides an estimated \$52.5 billion for transportation purposes throughout the State over the next ten years, with investments targeted towards fix-it-first purposes on local streets, roads, highways, transit operations and maintenance, capital investments, and active transportation. There is no sunset on the revenue sources included in the bill, with many of the taxes and fees to be indexed for inflation in order to keep pace with rising costs. Revenues generated from

RMRA/SB-1 are generated from increases to the gasoline excise tax, diesel sales tax, loan repayment (2017-2020), transportation improvement fees, a reset of price-based gas tax, and zero emission vehicle registration fees.

Fund 208 – State Gas Tax

The State Gas Tax is revenue received by the City from the State of California. These funds include Gas Tax revenues under sections 2106 and 2107 of the Street and Highway Code, which can be used for either street maintenance or construction. In 1990/91, additional revenues were allocated by the State under Section 2105 (Proposition 111).

Fund 210 – General Sanitation Fee

This fund accounts for activities associated with street sweeping, graffiti removal, storm water compliance, median maintenance, and right of way maintenance.

Fund 212 – Emergency Solutions Grant (ESG)

Funded by HUD, the Emergency Solutions Grant (ESG) funds the City's strategic goals to address homelessness as outlined in the Consolidated Plan. The strategic goals for this purpose are: Strengthening the City's Continuum of Care by addressing gaps in residential and non-residential services and/or; and developing and implementing a plan of homeless prevention that emphasizes "housing stabilization".

Fund 214 – HOME

The HOME Investment Partnerships Act (HOME) Program is allocated to local public jurisdictions through HUD to create affordable housing. HOME funds are awarded annually as formula grants, with the goal of expanding the supply and improving the condition of affordable housing for very low and low-income families. Eligible activities include the acquisition of properties, new construction and rehabilitation. Eligibility is limited to 80% of median income and below. The City funds a variety of programs including the substantial rehabilitation program for owner-occupied housing, multi-unit housing rehabilitation program for rental units, down payment assistance for first time homebuyers, tenant based rental assistance as well as assistance to Community Housing Development Organizations (CHDOs).

Fund 216 – Proposition A

Proposition A funds are a result of the County one-half cent sales tax increase approved by voters in 1980 which is allocated to cities based on population. The revenue can only be used for transit or transit-related projects. The City has three years in which to use its annual allocation or the money must be returned to the Los Angeles Metropolitan Transportation Authority. This funding supports the City's Get About paratransit services for the elderly and disabled.

Fund 217 – Proposition C

Proposition C Funds are a result of the 1990-91 increase in the County sales tax. These funds may only be used for transit or transit-related projects. The Los Angeles Metropolitan Transportation Authority must approve all projects.

Fund 218 – Shelter Plus Care Grant

Shelter Plus Care (S+C) is a program established by HUD to provide Permanent Supportive Housing for homeless persons with disabilities and their families. S+C participants are primarily disabled with serious mental illness, chronic problems with alcohol and/or drugs and/or acquired immunodeficiency syndrome (AIDS). The Pomona Housing Authority assists 54 households by utilizing S+C rental assistance coupons and contracting with community partners to secure the supportive services necessary for participants to retain housing on a permanent basis.

Fund 219 – Traffic Offender Fund

The primary goal of the Traffic Offender Program is to promote greater highway safety through specialized enforcement programs focusing on individuals suspected of Driving Under the Influence (DUI) as well as non-licensed drivers and individuals driving on a suspended and/or revoked driver's license.

According to the terms and conditions of this grant, the City is required to establish a permanent self-sustaining Traffic Offender Fund in order to continue to achieve and enhance the goals and objectives of the Traffic Offender Program. The purpose of this fund is to receive and expend fees

collected for the impoundment of vehicles. All monies received in the Traffic Offender Fund must be accounted for in a separate account and are not available to the City's General Fund. All funds deposited into the Traffic Offender Fund shall be specifically used to meet the goals and objectives of the Traffic Offender Program. The Traffic Offender Program shall include the enforcement of, education for, and prosecution of drivers with a suspended, or revoked license, as well as unlicensed drivers operating a motor vehicle. Another goal of this program is to reduce the number of drivers on city streets who are intoxicated. Permissible expenditures of Traffic Offender Funds shall include, but not be limited to personnel costs, purchasing of equipment, contractual services, materials, supplies, and any other types of expenditures that advance the goals and objectives of the Traffic Offender Program.

Fund 221 – Supportive Transitional Housing

The Pomona Transitional Living Center annually provides ten homeless men with transitional living for up to 2 years while providing supportive services that help them to stabilize their lives. The goal is for clients to increase skills and income, maximize self-reliance and, upon exiting the program, move to permanent housing.

Fund 223 – Traffic Congestion Relief Fund

The Traffic Congestion Relief fund was instituted in 2000-01 as a component of the State Gas Tax revenue received by the City from the State of California. These AB 2928 funds can be used for either street maintenance or construction. Due to the 2003-04 State Budget Cuts this funding was eliminated in 2004-05 but reinstated in 2010-11.

Fund 226 – Senior Citizens Activities & Meals

The Senior Citizens Activities and Meals Program provides hot nutritious meals to individuals 60 years of age and older and their spouses. The meals are served Monday through Friday, excluding holidays, at Emerson Village, Washington Park, and Palomares Park.

The Senior Meals program collaborates with a variety of agencies/organizations to provide low to no cost services which include: health, legal, adult education, tax assistance, transportation, case

management, and a variety of recreational programs including special events for its participants.

Fund 229 – Lead Based Paint

The City's Lead Education Awareness and Control (LEAC) Program is funded under the American Recovery and Reinvestment Act of 2009, through HUD's Office of Healthy Homes and Lead Hazard Control. The LEAC Program provides lead testing and lead remediation, focusing on properties built prior to 1978 that may contain dangerous levels of lead-based paint materials usually found in paint and tile products. It prioritizes families with children under the age of six where lead poisoning can cause serious health issues. The City uses these funds to address lead hazards, as well as to educate and create community awareness regarding the dangers posed by lead. A lead-safe housing registry is also produced so properties that are cleared of lead hazards are identified and tracked within the City.

Fund 230 – Vehicle Parking District

The Vehicle Parking District is responsible for the administration, operation, maintenance, and capital improvements of parking lots in the downtown business area.

Fund 239 – U.S Dept of Justice Edward Byrne Memorial Assistance Grant (JAG)

In fiscal year 2004-05 the Justice Assistance Grant (JAG) program was established by the U.S. Department of Justice, Office of Justice Programs to replace the former Local Law Enforcement Block Grant (LLEBG) program. As with the predecessor LLEBG program, the JAG program provides funds to municipalities to assist with local law enforcement agency programs and initiatives to reduce crime and improve public safety.

Fund 241 – Housing Outreach

Provides street outreach to homeless individuals and those at-risk of homelessness. Supportive services provided include outreach, case management, and transportation.

Fund 245 – Air Quality Improvement (AQMD)

Pursuant to provisions of Section 44220, et. seq., of the California Health and Safety Code, and the

adoption of Assembly Bill 2766 in September of 1990, certain fees have been added to motor vehicle registrations in order to implement the California Clean Air Act of 1988. These fees, which are presently \$4.00 per vehicle registration (in those areas which come under the jurisdiction of the SCAQMD), are subvented to the District net of administrative costs borne by the DMV, which may not exceed more than 1% of total fees collected. The City of Pomona adopted Ordinance Number 3600 on June 3, 1991 to support the SCAQMD's imposition of the fee which was required in order to receive the revenue for City programs.

The City of Pomona annually receives funds generated by the Department of Motor Vehicles' registration fee, which may be used to assist local government on qualifying projects designed to help reduce motor vehicle emissions. The City presently receives \$0.40 of each of \$4.00 collected by the DMV -- to total approximately \$1.60 per vehicle registration -- which is subsequently distributed to Pomona in a prorated share, based upon current population data.

Fund 249 – Housing Authority Administration

This fund was established in June 2008 to account for activity related to the operation of the Housing Authority.

Fund 253 – South Garey Maintenance District (Zones D, E & F)

The South Garey Maintenance District includes landscaping facilities located within and along public streets and sidewalks. The Median, Parkway, and Landscaped Area Maintenance Program is maintained by an outside landscape contractor and administered by Public Works. The primary responsibility of the contractor is to maintain all landscaping in the medians and parkways along South Garey Avenue, Rio Rancho Road, Auto Center Drive, and Lexington Boulevard.

The program involves two different levels of maintenance activity. Turf maintenance includes watering and fertilizing, mowing and edging, aerifying, verticutting, controlling weeds and disease, and repairing vandalism damage to all turf. Slope, shrub, and ground cover maintenance includes hand weeding, fertilizing and watering,

pruning, controlling insects and disease, removing and replacing plant material as needed, and repairing vandalism damage to trees and shrubs, and ground cover.

Fund 254 – University Corporate Center Landscape Maintenance District

Lighting and landscape improvements located within and along the streets and sidewalks of the University Corporate Center are maintained by an outside landscape contractor and administered by Public Works.

Fund 255 – Garey Ave Maintenance Dist (Zone C)

The Garey Avenue Maintenance District includes lighting improvements and landscape maintenance. Collectively, these three maintenance funds 'roll' to fund 135 (F135) for reporting purposes.

Fund 256 – Phillips Ranch Lighting & Landscape Maintenance District (Zones A and B)

The Park and Landscaped Area Maintenance Program in Phillips Ranch is maintained by an outside landscape maintenance contractor and is administered by Public Works Department. The primary responsibility of the contractor is to maintain all landscaped areas in Phillips Ranch at a quality level.

Fund 257 – CalHome Reuse

The CalHome Program Reuse is funded from proceeds/pay-offs from projects funded out of the City's CalHome Grant. The State Department of Housing Community and Development (HCD) requires a separate reuse account be established by the grant's recipients. The funds are similarly used to provide deferred loans of up to \$25,000 to low or very low-income owner-occupants of mobile home units within Pomona.

Fund 260 – Asset Forfeiture

Asset seizure proceeds represent cash, assets or other items of market value that are alleged to have been used in the commission of and/or derived from the proceeds of illicit drug trafficking activity. Assets seized in this manner by law enforcement agencies must be processed through State or Federal asset seizure authorities before actual forfeiture of ownership to the requesting agency can be made. For investigations involving multiple

agencies, the State or Federal asset seizure authority determines the amount of distribution or entitlement for each participating agency. Depending upon which processing authority is involved, the time frame for processing of such claims can range between 6 - 18 months. As intended by enabling legislation, the proceeds from illegal narcotics' asset seizures are to be exclusively devoted to the enhancement of law enforcement capabilities. In addition to this requirement, the controlling statute specifically prohibits supplanting of funds as a safeguard to ensure that asset seizure funds are not commingled with general funds.

Fund 263 – Domestic Prep/Homeland Security Grant

Funds from this grant source consist of federal pass through monies awarded to the State of California for distribution to county and city governments in order to assist with local Domestic Preparedness and Homeland Security efforts and concerns.

Fund 264 – CalHome

The CalHome Program is funded with Proposition IC, the Housing and Emergency Shelter Trust Funds Act of 2006, which is designed to provide homeownership and rehabilitation assistance for low or very-low income families. The City's CalHome mobile home rehabilitation program provides deferred loans of up to \$25,000 for repairs and improvements to owner-occupied mobile home units throughout eligible parks in Pomona. Homeowner's income limit may not exceed 80% of the area median income as established by the California Department of Housing and Community Development.

Fund 272 – TDA Article 3 Grant

The Bike Trail grant is distributed by the Los Angeles Metropolitan Transportation Authority for sidewalks, bike trails and similar projects that encourage transportation methods other than vehicle-related.

Fund 273 – Miscellaneous Grants

This fund represents a 'roll-up' of all miscellaneous grants. Miscellaneous grants are defined by being short-term or minimal dollar values. Long-term or large dollar value grants receive individual fund numbers within the 200 series of fund numbers. As

200 series numbers are exhausted numbers within the 100 series may be used.

Fund 281 – Supplemental Law Enforcement Services Fund

Assembly Bill 3229, which took effect with the passage of the State’s fiscal year 1996-97 Budget, established the Citizens’ Option for Public Safety (COPS) program. Pursuant to the COPS program, a Supplemental Law Enforcement Services Fund (SLESF) of \$100 million has been established for “front line” law enforcement, district attorneys’ and local sheriff’s offices to assist in the prosecution and incarceration of local offenders. Based on population figures furnished by the California Department of Finance, specific allocation amounts for SLESF have been established for all eligible agencies in the State. The COPS program is not a competitive grant program and therefore the City of Pomona is automatically entitled to receive SLESF moneys subject to adherence to established COPS program compliance criteria.

Administered through the counties, the COPS program provides that local police departments must submit an annual fiscal year expenditure plan to the county’s SLESF oversight committee outlining how the agency intends to spend its SLESF allocation.

● **DEBT SERVICE FUNDS**

Fund 320 – Debt Service Fund

Fund 320 is used as a “roll-up” for all City debt service funds. The City Debt Service Fund is used exclusively to account for the receipt and disbursement of monies for the payment of general long term dept principal and interest, and transfer from other funds.

Fund 360 – Pomona Public Financing Authority

The Pomona Public Financing Authority was created by a joint powers agreement between the City of Pomona, the Redevelopment Agency of the City of West Covina, and the Redevelopment Agency of the City of Pomona. The purpose of the Authority is to provide, through the issuance of debt, financing necessary for the construction of public improvements.

● **CAPITAL PROJECTS FUNDS**

Fund 418 – Capital Outlay Fund

The Capital Outlay Fund is used to account for the accumulation of the cost of capital projects. Funding for projects may come from transfers from other funds, contributions and interest on investments.

Fund 419 – Assessment District Improvement

This fund is used to account for capital improvements funded through special charges levied against the properties benefited.

Fund 421 – Series AG Capital Project

The Series AG Capital Projects Fund is used to account for the accumulation of the cost of capital projects funded with proceeds from the issuance of certificates of participation in July 2003.

Fund 422 – Series AN Capital Project

The Series AN Capital Projects Fund is used to account for the accumulation of the cost of capital projects funded with proceeds from the issuance of lease revenue bonds in August 2005.

Fund 428 – Capital Improvement Projects

The fund was established in 2012-13 to account for all Capital Improvement Projects (CIP), with the exception of projects funded with Enterprise Funds which are accounted for within the respective Enterprise Fund.

Fund 431 – Permit System Improvement/Upgrade

This fund accounts for revenues collected per each Building Permit issued and is to be used for future improvements to the permit processing system as approved by the City of Pomona City Council on July 7, 2008.

● **ENTERPRISE FUNDS**

Fund 501 – All Water Funds

The Water Division provides safe, high quality water and delivers this water upon demand in an efficient manner at a reasonable cost to the citizens and businesses within the City of Pomona. The division maximizes locally produced groundwater and locally collected surface water to minimize reliance on more expensive purchased water through the efforts of production, distribution and construction, water quality, and water treatment operations. In

addition, the division operates and maintains the City's water treatment facilities, air stripping towers, anion exchange plants, and the recycled water system. The division also provides engineering services, financial oversight, grant administration as well as customer service and utility billing for approximately 30,000 accounts. Also included within is the Recycling Water Fund and Watershed Management Fund

Fund 503 – All Sewer Funds

The Sewer Division provides for the safe, effective, and efficient operation of the wastewater collection and conveyance system through maintenance services, engineering services, customer service, and financial oversight. The division also provides twenty-four hour emergency service in order to respond to system failures, to minimize sanitary sewer overflows, comply with regulatory mandates, and ensure the public's health and safety.

Fund 582 – Refuse Operations Fund – Residential Collection

The Solid Waste Division within the Refuse Fund performs citywide residential, solid waste collection service in a professional, safe and efficient manner, and provides effective oversight and administration of used oil, and tire recycling programs.

Fund 587 – Refuse Operations Fund – Franchise Fee Funded Programs

The Franchise Funded Programs within the Refuse Fund provides effective oversight of the Commercial Refuse franchise system; the fund also administers community clean-up programs (stationary events, illegal dumping abatement, and shopping cart retrieval program); as well as administers the recycling program in focused areas.

• INTERNAL SERVICE FUNDS – Also see allocated Costs Section

Fund 660 – Self Insurance

The Self Insurance Fund was established to administer and manage all costs related to the workers' compensation program (employee injuries, illnesses, and safety programs) F671, the liability program (claims and lawsuits) F672, and the unemployment program F673. These programs operated as an internal service fund with budgeted

expenses offset by charges to departments. In 2007-08, the single fund (F668) was closed and the programs became a part of the Human Resources budget in the General Fund. In 2009-10, the internal service funds were reopened, although this time with each program having its own fund number (671, 672, and 673) and expenses tracked by division within the funds. Additionally, the re-established funds account for claims expense only as administrative expenses are allocated to departments.

Fund 669 – Equipment Maintenance

The Equipment Maintenance Division provides maintenance and repair for City vehicles and equipment, efficiently and effectively, by operating as a self-supporting internal service fund with budgeted expenses offset by charges to departments.

Fund 675 – Information Technology

The Information Technology Department provides support services for all technology related department needs. Departments are allocated a portion of the costs to support the services provided by the Information Technology Department. The Department also supports department specific software contracts and other technology services outside the standard level of service such as City's Geographic Information System (GIS).

Fund 676 – Printing/Mail Services

Printing and Mailing Services within the Finance Department provides departments postage and printing/copying services. The Mail Services Program provides effective and efficient mail room service while the Printing Services division provides printing services to all City departments. Department Allocations for postage is charged to departments based on the actual expense of postage. Operational expenses for these services, such as equipment maintenance, and supplies, are allocated based on a percentage of actual costs. Printing service costs is allocated to departments based on actual usage.

• TRUST AND AGENCY FUNDS

Agency Funds

- 753 – Engineers Revolving Fund
- 754 – Construction Guarantee Fund
- 755 – Settlement SBOE Fund
- 771 – Employee Benefits/Deductions Fund
- 772 – DPOA Fund
- 773 – Deferred Compensation Admin Fund
- 790 – Dormant Assessment Districts Fund
- 756 – Municipal Revolving Fund

Trust Funds

- 315 – RDA Successor Agency Fund
- 316 – RDA Successor Agency Low/Mod Fund
- 350 – RDA Debt Service Funds
- 450 – RDA Capital Projects Funds
- 757 – Deferred Compensation Fund

• **FIXED ASSET & LTD ACCOUNT GROUP**

800 – General Fixed Assets Rollup

All-non Enterprise Fund fixed assets are held within the General Fixed Assets Account Group as follows:

- 801 City General Fixed Assets
- 802 RDA General Fixed Assets (closed)
- 803 Housing Authority Gen Fixed Assets
- 804 Successor Agency General Fixed Assets

850 – General LTD Rollup

All non-Enterprise Fund long term debt is held within the General Long Term Debt Group as follows:

- 851 City General LTD
- 852 PFA General LTD
- 870 RDA General LTD (closed 2011-12)
- 853 Housing Authority LTD

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. The City’s auditors are selected on a competitive basis through a formal, public Request for Proposal (RFP) process every three years as set forth in section 1016 of the City Charter. The resulting report is a Comprehensive Annual Financial Report (CAFR) that includes an introductory section, the independent auditor’s 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 twenty four consecutive years (1993-2016).

DEBT ADMINISTRATION

Debt management is an important component of a city’s financial management practices. Cities use the option of debt financing to fund large projects at a time when paying for these projects out of current revenues would be impractical. On May 2, 2011, the City Council adopted a Fiscal Sustainability Policy, Resolution #2011-49, which also sets forth a debt policy. As part of the City’s 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 6/30/17	\$10,520,303,953
Debt limit percentage	<u>15.00%</u>
Total debt limit	\$ 1,578,045,593
Amount of debt applicable to debt limit	<u>-</u>
Legal debt margin	\$1,578,045,593

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 prior redevelopment law, **Tax Increment Financing** could 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. However with the dissolution of Redevelopment Agencies in California, this type of financing is limited to refinancing of existing debt to lower debt service which cannot extend repayment terms.

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 herein is debt directly or indirectly related to activities of the Pomona Redevelopment Agency. This debt is serviced primarily from tax increment revenues. Another portion of the City’s debt includes Water and Sewer Enterprise debt which is funded through user rates. All principal and interest payments due during the current fiscal year have been budgeted in its appropriate funds.

DEBT OBLIGATIONS

The following section summarizes the debt service obligations of the City as of July 1, 2017. 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, 2018 Estimated Outstanding Balance: \$64,763,488
- Interest Rate: 7% Compounding
- Funding Source: Successor Agency’s future excess funds

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, 2018 Principal Outstanding: \$34,365,000
- 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, 2018 Principal Outstanding: \$ 415,000
- Interest Rate: 3% - 5.1%
- 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, 2018 Principal Outstanding: \$5,570,000
- 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, 2033
- Original Principal Amount: \$39,165,000
- July 1, 2018 Principal Outstanding: \$23,720,000
- Interest Rate: 3.5% - 5.39%
- Funding Source: subordinate tax revenue of Merged Redevelopment Project

2003 Tax Increment Revenue Bonds, **Series AH**
 Refunding of Series L

Partially refunded by 2007 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, 2018 Principal Outstanding: \$14,205,000
- 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, 2018 Principal Outstanding: \$2,400,000
- 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, 2018 Principal Outstanding: \$2,139,000
- Interest Rate: 7.22%
- Funding Source: unpaid reassessments from AD 294

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, 2018 Principal Outstanding: \$7,010,000
- Interest Rate: 5.23% - 6.25%
- Funding Source: Housing Tax Revenue from the Merged Redevelopment Project Area

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

Partially Refunded by 2017 Series BG (COP)

- Purpose: to refinance 2004 Series AJ/AK Pension Obligation Refunding Bonds and convert prior obligations to a fixed interest rate
- Maturity Date: 07/01/2030
- Original Principal Amount: \$4,241,233
- July 1, 2018 Principal Outstanding: \$4,013,255
- 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, 2018 Principal Outstanding: \$25,635,000
- 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, 2018 Principal Outstanding: \$5,550,000
- Interest Rate: 5.289% - 5.718%
- Funding Source: Pledged Tax Revenue from the Merged Redevelopment Project Area

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, 2018 Principal Outstanding: \$6,515,000
- 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, 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, 2018 Principal Outstanding: \$19,755,000
- Interest Rate: 4.0% - 5.0%
- Funding Source: Subordinate Tax Revenue from the Merged Redevelopment Project Area

2007 Revenue Bonds, **Series AY**

Refunded by 2017 Series BE/BF

- 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, 2018 Principal Outstanding: \$0
- Interest Rate: 4.0% - 5.0%
- Funding Source: Water Fund

2007 Taxable Revenue Refunding Bonds, **Series AZ** Refunded by 2017 Series BE/BF

- 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, 2018 Principal Outstanding: \$0
- Interest Rate: 5.267% - 5.650%
- Funding Source: Water Fund

2007 Revenue Bond, **Series BA**

Refunded by 2018 Series BH

- Purpose: to finance certain improvements to the City's sewer enterprise
- Maturity Date: 12/01/2046
- Original Principal Amount: \$15,575,000
- July 1, 2018 Principal Outstanding: \$0
- Interest Rate: 3.625% - 5.0%
- Funding Source: Sewer Fund

2016 Revenue Refunding Bond, **Series BB**

- Purpose: To refinance and defease 2002 Series AF
- Maturity Date: 06/01/2043
- Original Principal Amount: \$8,425,000
- July 1, 2018 Principal Outstanding: \$8,425,000
- Interest Rate: 4.0%
- Funding Source: Sewer Fund

2016 Lease Revenue Refunding Bond, **Series BC**

- Purpose: To refinance and defease 2003 Series AG and 2005 Series AN
- Maturity Date: 12/01/2046
- Original Principal Amount: \$26,645,000
- July 1, 2018 Principal Outstanding: \$25,560,000
- Interest Rate: 2.000% - 4.000%
- Funding Source: Lease payments from City to PFA

2016 Revenue Refunding Bond, **Series BD**

- Purpose: To refinance and defease 2002 Series AF
- Maturity Date: 06/01/2029
- Original Principal Amount: \$4,185,000
- July 1, 2018 Principal Outstanding: \$3,880,000
- Interest Rate: 1.125% - 3.0%
- Funding Source: Sewer Fund

2017 Refunding Revenue Refunding Bonds, **Series BE**

Refunding of 2007 Series AY and Series AZ

- Purpose: to refund 2007 Series AY and Series AZ Bonds Maturity Date: 05/01/2047
- Original Principal Amount: \$32,355,000
- July 1, 2018 Principal Outstanding: \$32,355,000
- Interest Rate: 5.000%
- Funding Source: Water Fund

2017 Refunding Revenue Refunding Bonds, **Series BF**Refunding of 2007 Series AY and Series AZ

- Purpose: to refund 2007 Series AY and Series AZ Bonds Maturity Date: 05/01/2047
- Original Principal Amount: \$55,555,000
- July 1, 2018 Principal Outstanding: \$53,630,000
- Interest Rate: 1.530% - 3.750%
- Funding Source: Water Fund

2017 Refunding Revenue Refunding Bonds, **Series BG**Refunding of 2006 Series AR, Series AU, Series AV

- Purpose: to refund 2006 Series AR COP bonds ,Series AU and Series AV
- Bonds Maturity Date: 04/01/2045
- Original Principal Amount: \$50,475,000
- July 1, 2018 Principal Outstanding: \$40,475,000
- Interest Rate: 1.844% - 3.356%
- Funding Source: General Fund & Successor Agency Fund

2018 Taxable Refunding Revenue Bond, **Series BH**
Refunded 2007 Series BA

- Purpose: To refund 2007 Series BA
- Maturity Date: 12/01/2046
- Original Principal Amount: \$13,390,000
- July 1, 2018 Principal Outstanding: \$13,390,000
- Interest Rate: 2.300% - 4.100%
- Funding Source: Sewer Fund

POLICY GUIDELINES

The Program and Financial Plan (Budget) for the City of Pomona 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. More formal financial and fiscal sustainability policies are currently under review.

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 types 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 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. 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; 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. General purchases over \$30,000 require formal bidding.
- The purchasing information listed above is consistent with the Purchasing procedures, definitions, and requirements in the City of Pomona's Municipal Code Section 2-961:1066.
- The City also produces a Purchasing Policy and Procedures manual for employee use in purchasing efforts.

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

- On June 20, 2011, the City Council adopted a Fund Balance Policy in accordance with GASB Statement No. 54 by adopting Resolution #2011-63A.

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 this award 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.

Fiscal Sustainability Policy

- On May 2, 2011 the City Council Adopted Resolution No. 2011-49 approving the Fiscal Suitability Policy.
- Components of the Policy include: Budget, Economic Development; Risk Management; Accounting, Auditing and Financial Reporting; Cash Management; and Debt Management.

A LLOCATED COSTS

The Annual 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, Workers' Compensation, Unemployment, and Liability Administrative functions, and the maintenance and operation of the City's Fleet. In addition, costs are recovered for City Telephone Service, Administrative Support, and Mailing and Printing Services. 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 as described below.

INFORMATION SYSTEMS

Each Department is 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 and Full Time Equivalent (FTE) positions. Each department's inventory is verified

and then assigned a percentage based on the total amount of information system technology items factored into the total inventory citywide. Once that figure is established, the amount is further allocated based on the number of FTE, including hourly positions, allocated to various funds. Using these percentages, 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 department allocation are department specific software contracts and other technology services outside the standard level of service such as City's Geographic Information System (GIS).

SELF-INSURANCE

Three self-insurance internal service funds (liability, workers' compensation, and unemployment insurance) are utilized to account and pay for annual claim expenses. Actual claims are paid for and tracked within these three self-insurance internal service funds.

– Liability (F671) – Actual expenses are tracked by department/division within F671. These expenses are then charged back to departments/divisions based on a three year rolling average.

– Workers Compensation (F672) – Beginning in 2014-15, Workers Compensation costs are allocated through the benefitted position allocation process just as if the City were not self-insured. Claims expense is tracked by department through F672 in order to make necessary adjustments to future rates. Additionally, for those operations with excessive workers compensation claims (based on actual expense), an 'excess workers compensation' charge may be assessed.

– Unemployment (F673) – Based on current expenses, an annual amount is estimated for the coming year's budget which is then allocated on a 'cost per employee' basis to funds/departments as part of the benefitted position cost allocation.

In addition to the direct claims expense, the Risk Management administrative operating costs, special insurance and insurance premiums, are factored into a separate allocation titled: Liability Admin

Allocation, Workers' Comp Admin Allocation, and Unemployment Admin Allocation; within the allocated costs and self-insurance category. These costs are allocated to each operating department based on their division's total Full-Time Equivalent (FTE), including hourly positions, versus the City's overall FTE. The percentage determined using this formula is then applied to the overall amount estimated for these annual services.

EQUIPMENT MAINTENANCE/FLEET

All departments that utilize City vehicles 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, replacement parts, sublet costs, and fuel. These components are combined to create a vehicle charge and then consolidated by division or department to get a division/departmental charge. Once this has been established, a division/departmental percentage of the total fleet operations expense is calculated. This percentage of the fleet is then multiplied by the estimated cost of the coming year's operations to determine the fleet allocation. The charges are assessed on a monthly basis and appear as revenue in the Equipment Maintenance internal service fund.

TELEPHONE

Each month, the Information Technology Department processes telephone bill payments and charges the citywide expense to one account number within the IT Department. The charges are distributed to departments based on actual billed expenses for all direct telephone lines assigned to personnel within departments. In addition to the actual phone costs, a service charge is calculated for oversight of the telephone system. The service charge estimate is calculated and provided by the IT Department based on the costs to maintain the City's telephone system citywide, including the IT Department personnel assigned to the program, the cost of to maintain each landline and the citywide cellular phone program. This results in each Department being charged for the actual phone expense for the fiscal year, and an estimated oversight cost to maintain the program.

COST OVERHEAD ALLOCATION

Administrative, Support and Legislative Departments receive a cost overhead allocation for the services provided to other funds. This Cost Overhead Allocation funds services such as City Council oversight, City Administration, City Clerk and Legal functions as well as support functions such as Human Resources, Finance and Facilities Maintenance. These support services include operations related to the hiring and monitoring personnel, processing accounts payable and payroll checks, purchasing, accounting, cashiering, benefit administration and technology. The total amount allocated to other funds is allocated back to the legislative and support services for the cost of each service.

PRINTING AND MAILING SERVICES

Printing and Mailing Services are recovered from departments that use these services. Departments are responsible for estimating the amount needed for postage and printing/copying costs that will be incurred during the fiscal year. Printing costs are based on use of the City’s common-use printers and cost of services by outside vendors. The cost of copies on the two main copiers includes an overhead factor to recoup operational expenses such as paper, toner, and machine maintenance. Postage is charged to departments based on the actual expense of postage. Operational expenses for these services, such as equipment maintenance, and supplies, are allocated based on a percentage of actual costs.

GANN LIMITATION

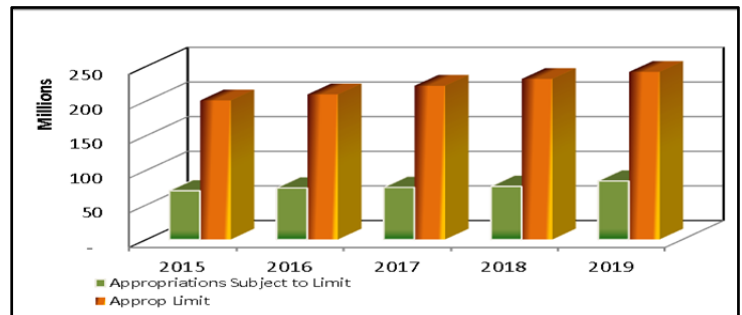
In November 1979, the voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue, which can be spent by all entities of government from the “proceeds of taxes”. 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 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 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 Appropriations Limit for fiscal year 2018-19 is \$241,713,226 and the appropriations subject to limitations are \$84,337,544; therefore, the City of Pomona is \$157,375,682 below its Appropriations Limit. The following chart displays 5 years of GANN data.



ACRONYMS

This is a listing of commonly used acronyms found within the budget document. A more complete listing of acronyms used by all departments may be found in a separately produced document.

ABC – Alcohol Beverage Commission

ADA – American Disabilities Act

AQMD – Air Quality Management District

ARRA – American Recovery and Reinvestment Act

CAFR – Comprehensive Annual Financial Report

CALTRANS – California Dept of Transportation

CalPERS – California Public Employees’ Retirement System:

CDBG – Community Development Block Grant.

CIP – Capital Improvement Program:

CNG – Compressed Natural Gas

COLA – Cost of Living Allowance

COP – Certificate of Participation

CPI – Consumer Price Index:

CSMFO – California Society of Municipal Finance Officers

DIF – Developer Impact Fee

DMV – Department of Motor Vehicles

DOF – Department of Finance

DOJ – Department of Justice

EMS – Emergency Medical Services

EOC – Emergency Operations Center

ERAF – Educational Revenue Augmentation Fund

FAA – Federal Aviation Administration

FBI – Federal Bureau of Investigation

FEMA – Federal Emergency Management Agency

FTE – Full-Time Equivalent

FY – Fiscal Year

FMS – Financial Management System.

GAAP – Generally Accepted Accounting Principles

GASB – Governmental Accounting Standards Board

GDP – Gross National Product

GFOA – Government Finance Officers Association

GIS – Geographic Information System.

GSF – General Sanitation Fee

HazMat – Hazardous Material

HRPR – Homelessness Prevention and Rabid Re-Housing Program

HOME – Home Investment Partnership Program

HUD – Housing and Urban Development

ICSC – International Council of Shopping Centers

ISTEA – Intermodal Surface Transportation Efficiency Act.

IT – Information Technology

LAIF – Local Agency Investment Fund

LED – Light Emitting Diode

L.F. – Linear Foot/fee. Measurement (12 inches) term different from cubic foot and square foot.

MDC – Mobile Data Computer

MGD – Millions of gallons per day.

MHZ – Megahertz is a designation of the broadcast capability of a local government radio system.

MOUs – the result of labor negotiations between the City of Pomona and its various bargaining units.

MWD – The Metropolitan Water District utilizes a system of water transmission systems for collection of water for the City and County of Los Angeles.

NPEDS – National Pollutant Discharge Elimination System

NSP – Neighborhood Stabilization Program

O&M – Operating and Maintenance

OPEB – Other Post Employer Benefits.

OSHA – Occupational Safety and Health Administration

PCI – Pavement Condition Index

PERS – Public Employees Retirement System

PFA – Pomona Public Financing Authority

PUD – Plan Unit Development

RDA – The Redevelopment Agency of the City of Pomona.

RMS – Records Management System

ROPS – Recognized Obligation Payment Schedule

ROW – A Right-of-Way.

RPTTF – Redevelopment Property Tax Trust Fund

SB – Senate Bill

SCADA – Supervisory Control and Data Acquisition

SCAG – So Cal Association of Governments

SCE – Southern California Edison

TCRP – Transit Cooperative Research Program

TOT – Transient Occupancy Tax.

VLF – Vehicle License Fee

GLOSSARY OF TERMS

Account Number: A numeric identification of an account, typically a unique number or series of numbers. Pomona’s number structure is comprised of four fields of characters. The first field is three digit characters and identifies the Fund. The next field contains four characters and identifies the Department/Division. The next field contains five characters and identifies the object expenditure/revenue account object code. The last field contains five characters and identifies the project number, if needed. General Fund operations do not use project numbers.

Accrual Basis: The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the period in which those transactions, events, and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Actual: Represents the actual costs/revenues for the period stated.

Ad Valorem Taxes (Aka Property Taxes): Taxes levied on all real and certain personal property (tangible and intangible) according to the property’s assessed valuation.

Adopted Budget: Represents the budget as approved by the City Council.

Amended Budget: Represents the adopted budget including changes made during the year.

Appropriation: An authorization by the City Council, which permits the City to incur obligations and to make expenditures of resources.

Assessed Valuation: A dollar value placed on real estate or other property by Los Angeles County as a basis for levying property taxes.

Assessment Improvement District: A designated area receiving services for common grounds benefiting property owners such as median landscaping.

Asset: Anything having commercial or exchange value that is owned by a business, institution or individual.

Audit: Conducted by an independent Certified Public Accounting (CPA) firm, the primary objective of an audit is to determine if the City’s Financial Statements present the City’s financial position fairly and results of operations are in conformity with generally accepted accounting principles.

Balanced Budget: A budget in which total budgeted resources, including revenues, transfers in from other funds, and unallocated fund balance from previous years meet or exceed total budgeted use of resources including expenditures and transfers out to other funds.

Balance Sheet: A financial statement reporting the organization’s assets, liabilities and equity activities.

Beginning Balance: Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

Bond: A funding tool representing a written promise to pay a specific sum (face value or principal amount) in the future (maturity date), plus interest. In local California government, bonds are only used to finance capital improvements.

Budget: A financial plan for a specific period of time that matches planned revenues and expenditures to municipal services.

Budgetary Control: The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Improvement Program (CIP): The CIP authorizes expenditures for tangible, long-term physical improvements or additions of a fixed or permanent nature (e.g., an additional police or fire station, a new street). It is updated annually with estimated project costs, sources of funding, and timing of work over a five-year period.

Capital Improvements: Expenditures related to the acquisition, expansion or rehabilitation of an element of the City's physical plant; sometimes referred to as infrastructure; one of the five major expense categories defined in the financial plans.

Community Development Block Grant Funds - (CDBG): Funds established to account for revenues from the Federal government and expenditures as prescribed under the Community Development Block Grant Program.

Consumer Price Index (CPI): A measure used to reflect the change in the price of goods and services.

Contingency: An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as natural emergencies, Federal mandates, shortfalls in revenue, and similar events.

Contractual Services: Services rendered to City activities by private firms, individuals, or other governmental agencies. Examples of these services include engineering, fire protection, and City Attorney services.

Debt Service: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

Debt Service Fund: A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Defeasance: The removal of debt and related assets from the balance sheet prior to the actual redemption of the debt. Used to refinance bonds to take advantage of more favorable interest rates.

Deficit: An excess of expenditures over revenues (resources).

Department: A major organizational division of activity that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Designated Fund Balance: A portion of unreserved fund balance designated by City policy for a specific future use.

Divisions: Organizational component of a department, possibly sub-divided into programs and program elements.

Encumbrance: The commitment of appropriated funds to purchase goods which have not yet been received or services that have yet to be rendered.

Enterprise Fund: Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Entitlements: Payments to which local governmental units are entitled, pursuant to an allocation formula determined by the agency providing the monies, usually the State or the Federal government.

Expenditure / Expense: The term ‘expenditure’ refers to the outflow of funds paid or to be paid for an asset obtained or goods and services received regardless of when the expenditure is actually paid. This term applies to Governmental Funds. The term ‘expense’ is used for Enterprise and Internal Service Funds.

Fees for Services: Charges paid to the City by users of a service to help support the costs of providing that service.

Financial Plan: The document created by staff and approved by City Council which establishes broad policy guidance on the projection of revenues and the allocation toward various types of expenditures.

Financial Plan Calendar: A schedule of key dates which the City follows in the preparation, adoption, and administration of the budget.

Financial Report: A comprehensive annual document providing a snapshot of the City's financial position on the final day of the fiscal year. A formal audit performed by an independent CPA firm supports the report's financial information.

Fiscal Year: The beginning and ending period for recording financial transactions. The City of Pomona has specified July 1 to June 30 as its fiscal year.

Fixed (Capital) Assets: Assets of a long-term nature such as land, building, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

Franchise: The right or license granted to an individual or group to market a company's goods or services in a particular territory.

Fund: An accounting entity that records all financial transactions for specific activities or government functions. The generic fund types used by the City are: General, Special Revenue, Capital Project, Enterprise, and Internal Service Funds.

Fund Balance: The excess of current assets over current liabilities, and represents the cumulative

effect of revenues and other financing sources over expenditures and other financing uses. This term applies to governmental funds only.

Fund Type: Any one of the seven commonly used funds in public accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GAAP: Generally Accepted Accounting Principals: The uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provides a standard by which to measure financial presentation.

GANN Appropriations Limit: This term refers to Article XIII B of the California State Constitution that places limits on the amount of proceeds from taxes that state and local government agencies can receive and spend each year.

General Fund: The primary operating fund of the City. All revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

Goal: A statement of broad direction, purpose, or intent.

Grant: Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant allocated by the Federal Government.

GSF: The General Sanitation Fee (GSF) is authorized under Chapter 12 of the Pomona City Code and is collected as a component on the City's utility bill. The revenue is used to fund street sweeping, graffiti

removal, public right-of-way clean up, landscape median, and storm drain maintenance.

Infrastructure: The City's basic system of its physical plant, i.e., streets, waterlines, sewerlines, public buildings, and parks.

Interfund Transfers: During the course of normal operations, the City records numerous transactions between funds including expenditures and transfers of resources to provide services, subsidize operations, and service debt.

Internal Service Fund: A fund, which provides services to other City divisions and bills the various other funds for services rendered. Currently the City is using the concept for the operation of Equipment Maintenance, and Insurance Services.

Investment Revenue: Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

Liability: A claim on the assets of an entity.

Line-Item Budget: A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category. The City of Pomona publishes a line-item budget in the proposed stage only. Once the budget has been approved line-item detail is available to departments on the city's computer system.

Long-term Debt: Debt with a maturity of more than one year after the date of issue.

Memorandum of Understanding (MOU): Negotiated contract agreements for wages, benefits, and working conditions between the City and City employee associations and /or recognized labor unions.

Modified Accrual Basis: The method of accounting under which revenues and other resources are recognized when they become susceptible to accrual, which is when they become both "measurable" and "available to finance

expenditures of the current period." Expenditures are recognized when the liability is incurred.

Municipal: In its broadest sense, an adjective that denotes the state and all subordinate units of government. In a more restricted sense, an adjective that denotes a city or village as opposed to other local governments.

Objective: The necessary steps that need to be accomplished to achieve a desired goal.

Operating Budget: The portion of the budget that pertains to daily operations providing basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, materials, and capital assets required to maintain service levels.

Ordinance: A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries.

Performance Indicators: A public oriented measure which, whether stated in terms of effectiveness or efficiency, quantitatively describes how well a service is being performed.

Personnel Services: Costs associated with providing the staff necessary to provide the desired levels of service. Included are both salary and benefit costs.

Policy: A direction that must be followed to advance toward a goal. The direction can be a course of action or a guiding principal.

Program: A grouping of activities organized to accomplish basic goals and objectives.

Property Tax: A statutorily limited tax levy that may be imposed for any purpose.

Public Financing Authority: Pomona Public Financing Authority (PPFA) is a component unit of the City of Pomona and the Pomona Community Redevelopment Agency formed for the purpose of issuing bonds to provide financial assistance to the City and Agency.

Redevelopment Agency: An organization formed in 1966 as a separate agency of the City to assist and facilitate the revitalization of certain areas of the City and to promote economic development within the City. The RDA was abolished in accordance with AB 1X 26 and AB 1X 27 signed June 29, 2011.

Reserve: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: A special order of the City Council which has a lower legal standing than an ordinance.

Retained Earnings: The accumulated earnings of an Enterprise or Internal Service Fund which have been retained and are not reserved for any specific purpose.

Revenue: Funds that the government receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Risk Management: A managed approach to protecting an organization's assets against accidental loss in the most economical manner.

Sales Tax: A tax on the purchase of goods and services.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those parties.

Special Revenue Funds: Funds used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

Subventions: That portion of revenues collected by other government agencies on behalf of the City.

Taxes: Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons for property for

current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges.

Transient Occupancy Tax: A tax that has been imposed on occupants of hotel and motel rooms in the City of Pomona, often referred to as a "Bed Tax".

Trust and Agency Funds: Also known as Fiduciary Funds, are used to account for assets held by the City in a trustee capacity or as an agent on behalf of private individuals, organizations, or other governmental agencies.

User Charges/Fees: The payment of a fee for direct receipt of a service by the party benefiting from the service.

RESOLUTIONS

RESOLUTION NO. 2018 - 67

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ADOPTING THE CITY'S OPERATING BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, on May 14, 2018, the City Council held its 2018-2019 Budget Study Session;

WHEREAS, a notice was published on May 17, 2018 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 4, 2018, and inviting the public to provide comments and express views and objections on the City's proposed budget for Fiscal Year 2018-2019;

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 \$214,127,650 for Fiscal Year 2018-2019;

WHEREAS, after conducting the public hearing on June 4, 2018, and receiving public comments and views, the City Council desires to adopt the proposed 2018-2019 Operating Budget, as amended, including any amendments that may have been approved at the conclusion of the public hearing.

WHEREAS, the City Council approved amendments to the fiscal year 2017-2018 General Fund Operating budgets on June 19, 2017, August 7, 2017, October 2, 2017, November 20, 2017, December 4, 2017, February 26, 2018, March 19, 2018, April 23, 2018, and May 7, 2018.

WHEREAS, the proposed operating budget shall reflect all amendments and modifications, which the City Council believes should be included in the adopted budget, including corrections to any non-substantive errors discovered prior to its adoption; and

WHEREAS, City Council Resolution No. 2011-63A established the Fund Balance Policy and City Council Resolution No. 2011-49 established the Fiscal Sustainability Policy; certain provisions of which will not be met.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AS FOLLOWS:

SECTION 1. That the City Council has considered the proposed 2018-2019 Fiscal Year Operating Budget at a duly noticed public hearing on June 4, 2018.

SECTION 2. The proposed operating budget for the City of Pomona, as amended and modified, for the Fiscal Year beginning July 1, 2018 through June 30, 2019, is hereby approved and adopted in the amount of \$214,127,650. All appropriations for departments or major organizational units within the General Fund are approved. The proposed revenue estimate for

Resolution No. 2018-67
June 4, 2018
Page 1 of 4

Capital Outlay Fund	Fund/Div/Acct/Project	Revenue Est. Adjustment	Appropriation Changes
Transfer from General Fund	418-1101-80701-71055	\$ -	\$126,845

SECTION 9. The City Clerk shall certify to the passage and adoption of this resolution, and it shall thereupon be in full force and effect.

APPROVED AND ADOPTED THIS 4TH DAY OF JUNE, 2018.

ATTEST:

CITY OF POMONA:

Eva M. Buice
Eva M. Buice, MMC, City Clerk
By: Consuelo Rocha, Deputy City Clerk

Tim Sandoval
Tim Sandoval, Mayor

APPROVED AS TO FORM:

Arnold Alvarez-Glasman
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M BUICE, 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 4th day of June 2018, the following vote:

AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.

Eva M. Buice
Eva M. Buice, MMC, City Clerk
By: Consuelo Rocha, Deputy City Clerk

Resolution No. 2018-67
June 4, 2018
Page 3 of 4

the operating budget of the City of Pomona, as amended and modified, for the Fiscal Year beginning July 1, 2018, through June 30, 2019, is hereby approved and adopted in the amount of \$212,304,617. The approved revenue estimates and appropriations for all funds are contained in Exhibit A attached hereto, and incorporated herein by this reference.

SECTION 3. The City Council authorizes the addition of the following positions to the authorized staffing levels: two Program Assistants (Public Works), one Water Resources Manager (Water Resources), and seven Community Services Officer I/II (Police).

SECTION 3. The City Council authorizes the elimination of the following positions to the authorized staffing levels: Two Report Takers (Police), two Police Record Specialists I/II (Police), and one Telecommunications Technician (Information Technology)

SECTION 4. The City Council hereby amends the authorized staffing by approving the reclassification/restructure/title change of one Executive Assistant to Senior Administrative Assistant (Administration), one Administrative Assistant I/II/III to Senior Admin Assistant (City Council Offices), two Payroll Specialists to Payroll Coordinators (Finance), one Deputy Public Works Director to Engineering Associate, one Program Specialist to Management Analyst (Public Works), one Senior Storekeeper to Program Assistant (Water Resources), one Water Production Supervisor to Water Production and Treatment Operations Supervisor (Water Resources), one Wastewater Collections Systems Supervisor to Distribution & Wastewater Operations Supervisor (Water Resources), one Water Resources Operations Managers to Water Operations Manager (Water Resources)

SECTION 5. The Director of Finance, with the approval of the City Manager, is hereby authorized to transfer appropriations as needed from savings available in any department/object account in the budget to other accounts within the same fund to meet overall budget requirements.

SECTION 6. That any subsequent Council action prior to June 30, 2018 that has the effect of amending the approved 2018-2019 Operating Budget will be reflected in the final 2018-2019 Operating Budget documents without additional or separate Council action.

SECTION 7. The City Council hereby suspends three provisions, Sections 1.5&6 (Budget), IX.5. (Capital Improvement and Asset Replacement) and Section IX (12) within the City's Fiscal Sustainability Policy until FY 2019-20. The costs within FY 2018-19 General Fund Budget will be covered by projected operating revenues and fund balance reserves. Provisions within the Fiscal Sustainability Policy requiring contributions to future Capital Improvement Projects and Equipment Replacement will be suspended until FY 2019-20.

SECTION 8. The City Council amends the Fiscal Year 2017-2018 City operating budget to reflect additional appropriations for the purpose of accurately reflecting estimated revenues and appropriations as follows:

Resolution No. 2018-67
June 4, 2018
Page 2 of 4

City of Pomona
2018-19 Adopted Budget Exhibit A

Fund	Department	Revenue	Appropriation
GENERAL FUND			
	City Council		380,054
	Administration		751,658
	City Clerk		613,322
	City Attorney		1,400,460
	Human Resources		900,030
	Finance		1,705,358
	Police		56,695,760
	Fire		26,941,624
	General Services		2,076,987
	Development Sv		4,657,237
	Neighborhood Sv		3,426,306
	Public Works		6,560,145
	Library		1,040,372
	Total - General Fund	102,456,164	107,149,313
128	MEASURE R	1,811,028	2,567,963
130	NEIGHBORHOOD STABILIZATION - 3 GRANT	324,890	0
132	FEE ANALYSIS RATE REVIEW	1,200	0
133	PUBLIC ART FEE	250,000	250,000
134	TRANSIT ORIENTED DEVELOPMENT GRANT	117,073	115,200
135	OTHER MAINT ASSESS DISTRICTS	293,301	291,044
136	OPERATION PORCHLIGHT RRH	604,936	604,936
137	VASH VOUCHERS	55,386	55,386
138	MEASURE M	2,174,998	2,126,149
139	MEASURE H	1,444,250	1,444,250
196	PEG FEE	80,000	80,000
197	COMMUNITY DEVELOPMENT BLOCK GRANT	2,288,496	2,314,593
206	STATE GAS TAX - RMRA	2,579,272	2,705,029
208	STATE GAS TAX	4,047,405	4,534,436
212	EMERGENCY SOLUTIONS GRANT	312,343	312,321
214	HOME GRANT	2,071,520	2,056,380
215	MISCELLANEOUS GRANTS	891,803	891,803
216	PROPOSITION A	2,880,137	3,318,242
217	PROPOSITION C	2,391,306	2,436,439
219	TRAFFIC OFFENDER FUND	262,640	267,610
226	SENIOR NUTRITION GRANT	416,341	416,341
229	LEAD BASED PAINT GRANT	696,804	696,804
230	VEHICLE PARKING DISTRICT	1,756,028	1,151,177
239	JAG FUND	63,723	126,298
241	SUPPORTIVE HOUSING (LA)	203,809	203,809
245	AIR QUALITY MGMT DISTRICT	334,805	302,597
256	PHILLIPS RANCH MAINT ASSESS DIST	933,027	1,022,785
257	CAL HOME REUSE FUND	242,156	238,802
260	ASSET FORFEITURE	327,059	489,384
264	CAL HOME GRANT FUND	360,000	360,000
272	TDA ARTICLE 3	90,263	103,000
281	SUPPL LAW ENFORCEMENT SVCS ACCOUNT	3,995	11,409
320	CITY DEBT SERVICE	6,284,234	6,223,368
418	CAPITAL OUTLAY FUND	556,276	481,178
419	ASSESSMENT DIST IMPROVEMENT	1,084	0

City of Pomona 2018-19 Adopted Budget		Exhibit A
422 SERIES AN CAPITAL PROJECTS	122	0
431 PERMIT SYSTEM IMPR/UPGRADE	13,000	0
434 BUILDING AND EQUIPMENT REPL FUND	7,594	232,417
428 CIP FUND	10,768,901	0
510 WATER OPERATIONS	36,090,215	40,795,835
520 Water CIP	0	0
550 SEWER OPERATIONS	5,432,315	6,751,847
540 SEWER CIP	725,819	0
582 REFUSE OPERATIONS	9,382,506	10,185,188
587 FRANCHISE FEE FUNDED PROGRAMS	921,671	737,648
660 SELF FUNDED INSURANCE SVCS	5,382,667	5,140,000
669 EQUIPMENT MAINTENANCE (Fleet)	3,993,165	4,937,049
675 INFORMATION TECHNOLOGY FUND	0	0
676 PRINTING/MAIL SERVICES FUND	0	0
OPERATING BUDGET	212,304,617	214,127,650

RESOLUTION NO. 2018-69

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, APPROVING THE 2018-19 TO 2022-23 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM AND ADOPTING A CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, on May 14, 2018, the City Council held its 2018-2019 Budget Study Session;

WHEREAS, a notice was published on May 17, 2018 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 4, 2018, and inviting the public to provide comments and express views and objections on City's proposed budget for Fiscal Year 2018-2019;

WHEREAS, the City Manager has prepared and presented to the City Council of the City of Pomona the proposed 2018-19 to 2022-23 Five-Year Capital Improvement Program and a proposed Capital Improvement Program Budget in the amount of \$11,208,953 for Fiscal Year 2018-2019, as set forth in Exhibit A; and

WHEREAS, after conducting the public hearing on June 4, 2018, and receiving public comments and views, the City Council desires to adopt the proposed 2018-19 to 2022-2023 Five-Year Capital Improvement Program (CIP) and the 2018-2019 CIP Budget, as amended, including any amendments that may have been approved at the conclusion of the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POMONA, AS FOLLOWS:

SECTION 1. That the City Council has considered the proposed 2018/19-2023 Five-Year Capital Improvement Program and Capital Improvement Program Budget for Fiscal Year 2018-2019 at a duly noticed public hearing on June 4, 2018.

SECTION 2. That the proposed 2018-19 to 2022-2023 Five-Year Capital Improvement Program is hereby approved, in substantially the form submitted, and incorporated herein by this reference, a copy of which is on file in the Office of the City Clerk.

SECTION 3. That funding for the Fiscal Year 2018-2019 Capital Improvement Program Budget in the amount of \$11,208,953 is hereby approved, as set forth in Exhibit A, attached hereto.

SECTION 4. That any subsequent Council action prior to June 30, 2018 that has the effect of amending the approved 2018-2019 CIP Budget will be reflected in the final 2018-2019 CIP Budget documents without additional or separate Council action.

SECTION 5. That any non-substantive errors or discrepancies in the adopted Five-Year CIP Program or 2018-2019 CIP Program Budget, subsequent to adoption, but no later than June 4, 2018

Resolution No. 2018-69
June 4, 2018
Page 1 of 3

30, 2018, shall be corrected administratively and incorporated into the final CIP Program and CIP Program Budget documents with no additional Council action required. Any changes, amendments or corrections to the approved Program or Program Budget after June 30, 2018, shall require approval by City Council resolution.

SECTION 6. The City Clerk shall certify to the passage and adoption of this resolution and it shall thereupon be in full force and effect.

APPROVED AND ADOPTED THIS 4TH DAY OF JUNE, 2018.

ATTEST:

CITY OF POMONA

Eva M. Buice
Eva M. Buice, MMC, City Clerk
By: Genevieve Pacheco, Deputy City Clerk

Tim Sandoval
Tim Sandoval, Mayor

APPROVED AS TO FORM:

Agold Alvarez
Agold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.

Eva M. Buice
Eva M. Buice, MMC, City Clerk
By: Genevieve Pacheco, Deputy City Clerk

Resolution No. 2018-69
June 4, 2018
Page 2 of 3

EXHIBIT A

SCHEDULE OF NEW APPROPRIATIONS BY CATEGORY

Description	Adopted Amount	Funding Source
Street Projects		
ADA Curb Ramps and Sidewalks Compliance Program - Citywide	707,874	Gas Tax/P&R Rec Fee/58 1186/TDA
Major Street Rehabilitation - 2012 Metro Call	2,103,836	Prop C
• Median Re-Design Citywide Phase I	200,000	Gas Tax
• Street Preservation - Local Citywide (FY 18-19)	3,976,406	Meas M&R/58/1-RMMA
Street Rehabilitation - District 4 and 5	100,000	Prop A
Total New Streets	7,088,116	
Traffic Projects		
Traffic Operations - Communications Upgrade	127,952	SCAQMD
** Transit Improvement Program - Goldline	350,000	Prop A
• TSP Project - Valley Boulevard/Hot Avenue	425,000	SCAQMD/Prop C
Total New Traffic	1,102,952	
Parks and Facilities Projects		
ADA Assessment Public Facilities/Structures	25,000	Park & Rec Improvement Fee
• City Hall First Floor Remodel	170,716	Capital Outlay/Water Fund
• City Hall Fuel Station Repairs	350,000	Equipment Maintenance Fund
Downtown Parking Structures	312,000	VPD Fund
• Fleet Shop Vehicle Hoist Replacements	750,000	Equipment Maintenance Fund
Flu and hand soap Pans	1,390,669	CA Nat Rec Agency Urban Greening Grant
VPD - Parking Lots Rehabilitation	200,100	VPD Fund
Total New Parks and Facilities	2,797,485	
Miscellaneous		
Financial Software Project	(800,000)	Water/Sewer Funds
• Technology - Work Order and Management System	800,000	Water/Sewer Funds
• Technology - Work Order and Management System	220,000	Meas M & R/Prop A & C/Refuse/58-1-RMMA
Total New Miscellaneous	220,000	
Total Adopted	11,208,953	

* Indicates New Projects for FY 2018-19
** Project name has been changed in 2018-19 from "Traffic Improvement Program - Citywide (FY 17-18)"
Indicates Unappropriation of \$600,000 of Water Funds and \$200,000 of Sewer Funds from "Financial Software Project," CIP Project No. 428-2590-XXXX-71048 and reappropriation to the new CIP project, "Technology - Work Order and Management System," Project No. 428-2590-XXXX-71060.

RESOLUTION NO. 2018-68

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, SITTING AS THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY OF POMONA, ADOPTING THE HOUSING AUTHORITY OPERATING BUDGET FOR FISCAL YEAR 2018-2019

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, on May 14, 2018, the City Council held its 2018-2019 Budget Study Session;

WHEREAS, a notice was published on May 17, 2018 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 4, 2018, and inviting the public to provide comments and express views and objections on City's proposed Housing Authority Operating Budget for Fiscal Year 2018-2019;

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 \$15,073,145 for Fiscal Year 2018-2019;

WHEREAS, after conducting the public hearing on June 4, 2018, and receiving public comments and views, the Commission of the Housing Authority desires to adopt the proposed 2018-2019 Housing Authority Operating Budget, as amended, including any amendments that may have been approved at the conclusion of the public hearing;

WHEREAS, the proposed budget document shall reflect all amendments and modifications, which the Commission of the Housing Authority believes should be included in said proposed budget, 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. That the Commission of the Housing Authority has considered the proposed 2018-2019 Fiscal Year Housing Authority Operating Budget at a duly noticed public hearing on June 4, 2018.

SECTION 2. The proposed operating budget of the Housing Authority, as amended and modified, for the fiscal year July 1, 2018 through June 30, 2019 is hereby adopted and approved in the amount of \$15,073,145 and shall be kept on file and available for public inspection in the Office of the City Clerk.

Resolution No. 2018-68
June 4, 2018
Page 1 of 2

RESOLUTION NO. 2018-70

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ESTABLISHING THE GANN APPROPRIATIONS LIMIT OF THE CITY OF POMONA PURSUANT TO ARTICLE XIII OF THE STATE CONSTITUTION FOR FISCAL YEAR 2018-2019

WHEREAS, Section 1.5 of Article XIII B of the Constitution of the State of California imposes upon units of State and Local Government the obligation to limit each fiscal year's appropriations of the proceeds of taxes to the amount of such appropriations in Fiscal Year 1986-87 as adjusted for changes in cost of living and population;

WHEREAS, Section 7910 of the Government Code of the State of California directs the governing body of each local jurisdiction to establish its appropriation limit by resolution each year;

WHEREAS, the governing body of each local jurisdiction must select the annual adjustment factors to be used in determining the appropriations limit pursuant to Article XIII B of the State Constitution;

WHEREAS, the Finance Director of the City of Pomona has determined the City's appropriation limit for Fiscal Year 2018-2019 in accordance with said provision of the constitution and laws of the State of California and the documentation used in said determination is available in the Finance Department of the City of Pomona; and

WHEREAS, the appropriation limit of the City of Pomona for Fiscal Year 2018-2019 will be approved concurrent with the Adoption of the Fiscal Year 2018-2019 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POMONA AS FOLLOWS:

SECTION 1. That the selected factors for the calculation of the appropriation limit for the City shall be determined by using the California Per Capita Income and the population growth of the City of Pomona, as determined by the California Department of Finance.

SECTION 2. Based upon the above-selected factors, the appropriation limit of the City of Pomona for Fiscal Year 2018-2019 is found and determined to be \$241,713,226 as reflected in Schedule A and Schedule B attached hereto and incorporated herein by this reference.

SECTION 3. The appropriation limit of the City of Pomona for Fiscal Year 2018-2019 will be revised to reflect any amendments, changes or modifications that the City Council may include in the Fiscal Year 2018-2019 operating budget as a result of the adoption on June 4, 2018.

SECTION 4. The City Clerk shall attest and certify to the passage and adoption of this resolution and it shall thereafter be in full force and effect.


Resolution No. 2018-70
June 4, 2018
Page 1 of 2


SECTION 3. The proposed revenue estimate for the operating budget of the Housing Authority of the City of Pomona, as amended and modified, for the Fiscal Year beginning July 1, 2018, through June 30, 2019, is hereby approved and adopted in the amount of \$14,768,547.


SECTION 4. 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 5. 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.

APPROVED AND ADOPTED THIS 4TH DAY OF JUNE, 2018.

ATTEST:

Eva M. Buice, MMC, Secretary
By: Genoviva Buice, Deputy City Clerk

HOUSING AUTHORITY OF THE CITY OF POMONA:

Tim Sandoval, Chairman

APPROVED AS TO FORM:

Arnold Alvarez-Glasman, Authority Counsel

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:


- AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
- NOES: None
- ABSENT: Robledo
- ABSTAIN: None


IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.



Eva M. Buice, MMC, City Clerk
By: Genoviva Buice, Deputy City Clerk

Resolution No. 2018-68
June 4, 2018
Page 2 of 2

APPROVED AND ADOPTED THIS 4TH DAY OF JUNE, 2018.

ATTEST:

Eva M. Buice, MMC, City Clerk
By: Genoviva Buice, Deputy City Clerk

CITY OF POMONA

Tim Sandoval, Mayor

APPROVED AS TO FORM:

Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

- AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
- NOES: None
- ABSENT: Robledo
- ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.


Eva M. Buice, MMC, City Clerk
By: Genoviva Buice, Deputy City Clerk

Resolution No. 2018-70
June 4, 2018
Page 2 of 2

Exhibit A

CITY OF POMONA
2018-19 Appropriations Limit

As indicated by Schedules A and B, the increase to Pomona's Appropriations Limit is \$10,016,529. The 2018-2019 limit is \$241,713,226. The amount subject to limitation in the 2018-2019 Adopted Budget is \$84,337,544. The City of Pomona is \$157,375,682 under its lawful limitation.

Schedule A

The computation consists of two (2) sections:

A. Last year's (2017-18) limit	231,696,697
B. Adjustment factors	
a. City population % increase	0.63% = 1,0063
b. Per capita personal income % increase	3.67% = 1,0367
Total adjustment percent (a*b)	<u>1.04323121</u>
C. Annual adjustment	10,016,529
D. Other adjustments	-
E. 2018-19 Appropriations Limit	<u>241,713,226</u>

Appropriations Subject to Limitation:

Proceeds of Taxes	84,337,544
Exclusions	-
Appropriations Subject to Limitation	<u>84,337,544</u>

2018-2019 Limit	241,713,226
Amount over/(under) the Limitation	<u>(157,375,682)</u>

All computations are based on the 2018-19 Adopted Budget.

RESOLUTION NO. 2018-71

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AMENDING THE PERSONNEL RULES AND REGULATIONS FOR EXECUTIVE MANAGEMENT GROUP A AND B EMPLOYEES BY THE ACTIONS LISTED HEREIN

WHEREAS, the City Council has the authority to create, classify and assign salary scales/ranges to the Personnel Rules and Regulations for Executive Management Group A and B Employees (A-B Rules) of the City of Pomona;

WHEREAS, on May 7, 2018, the City Council adopted Resolution No. 2018-50 amending the A-B Rules;

WHEREAS, the City Council desires to amend Appendix A of the aforementioned A-B Rules by adding and deleting classification(s) as provided herein.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF POMONA AS FOLLOWS:

SECTION 1. That the City Council hereby authorizes changes to be made to Appendix A of the A-B Rules' by adding the classification below.

Classification	Group	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Water Resources Manager	B	EB-092	10,314	10,832	11,373	11,942	12,541

SECTION 2 That the City Council hereby authorizes title changes to be made to Appendix A of the A-B Rules', as shown below.

Classification	Group	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Water Resources Operations Manager	B	EB-088	9,347	9,816	10,303	10,819	11,361
Water Operations Manager							
Deputy Public Works Director	B	EB-092	10,314	10,832	11,373	11,942	12,541

SECTION 3. That any portion of previously adopted resolutions concerning salaries inconsistent with this Resolution shall be deemed repealed.

SECTION 4. The actions approved herein shall become effective July 8, 2018.

SECTION 5. The City Clerk shall attest and certify to the passage and adoption of this resolution and it shall become effective immediately upon its adoption.

Resolution No. 2018-71
June 4, 2018
Page 1 of 2

Exhibit A

CITY OF POMONA
2018-19 Appropriations Limit
Calculation of Proceeds of Taxes
Schedule B

Object Code	Description	2017-18 Adopted Budget	Proceeds of Taxes	Non-Proceeds of Taxes
GENERAL FUND				
Property Taxes				
4000	SA Property Sale Distribution	3,138,269	3,138,269	-
40010	Secured Property Tax	16,231,566	16,231,566	-
40013	Property Tax In Lieu of VLF	16,300,000	16,300,000	-
40014	SR211 Fee-Thu	951,308	951,308	-
40017	Residual RPTTF Revenue	1,200,000	1,200,000	-
40020	Unsecured Property Tax	811,589	811,589	-
40027	Homeowners Exemption	97,000	97,000	-
40030	Prior Year & Supplementals	200,000	200,000	-
40031	Property Tax Penalties	35,000	-	35,000
Other Taxes				
40060	Business Licenses	4,000,000	4,000,000	-
40145	Business License Fee SB1186	1,000	1,000	-
40083	Amusement Tax	900	900	-
40082	Transient Occupancy Tax	2,300,000	2,300,000	-
40084	Property Transfer Tax	2,000,000	2,000,000	-
40200	Franchise Fees-General	1,850,000	-	1,850,000
40203	Franchise Fees-Refuse Haulers	2,750,000	-	2,750,000
40213	Franchise Fees-Tow	165,000	-	165,000
40080	Sales & Use Tax	17,048,000	-	17,048,000
40086	1/2 Cent Sales Tax - PS&F	1,786,400	-	1,786,400
40106	Utility Users Tax - Electricity	8,200,000	8,200,000	-
40107	Utility Users Tax - Gas	1,800,000	1,800,000	-
40108	Utility Users Tax - Telecomm	4,600,000	4,600,000	-
40109	Utility Users Tax-Water	2,750,000	2,750,000	-
40112	Utility Users Tax-Max Mini	337,803	337,803	-
Intergovernmental Revenues				
40171	Police Training Fees (POST)	15,000	-	15,000
40189	Mandated Cost Reimbursement	50,000	-	50,000
40210	Motor Vehicle In Lieu Tax	70,000	-	70,000
40640	Prisoner Housing Program	6,000	-	6,000
Licenses				
40046	Adult Entertainment Permits	6,000	6,000	-
40048	Entertainment Permit	9,900	9,900	-
40061	Contractor's Job Fee	500,000	500,000	-
40064	Paris-Manuel Gross Receipts	170,000	-	170,000
All Fines		2,310,480	-	2,310,480
All Rentals		35,668	-	35,668
Permits		2,099,680	-	2,099,680
All Fees		3,412,455	-	3,412,455
Other Revenue Miscellaneous		859,350	-	859,350
Charges for Services		2,546,393	-	2,546,393
Operating Transfers In		1,705,840	-	1,705,840
Other Financing Sources		-	-	-
Subtotal - General Fund		102,276,691	84,189,735	18,086,866
All Interest		179,563	147,809	31,754
Total - All General Fund Revenue		102,456,164	84,337,544	18,118,620

APPROVED AND ADOPTED THIS 4th DAY OF JUNE, 2018.

ATTEST:

Eva M. Buice
for Eva M. Buice, MMC City Clerk

Benjamin Reka
for Benjamin Reka, Deputy City Clerk

THE CITY OF POMONA

Tim Sandoval
Tim Sandoval, Mayor

APPROVED AS TO FORM:

Arnold Alvarez-Glasman
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.

Eva M. Buice
for Eva M. Buice, MMC, City Clerk

Benjamin Reka
for Benjamin Reka, Deputy City Clerk

Resolution No. 2018-71
June 4, 2018
Page 2 of 2

RESOLUTION NO. 2018-72

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AMENDING APPENDIX B OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF POMONA AND THE POMONA CITY EMPLOYEES' CHAPTER OF THE TEAMSTERS LOCAL 1932 BY THE ACTIONS LISTED HEREIN

WHEREAS, the City Council has the authority to create, classify and assign salary scales/ranges for Pomona City Employees' Association positions for the City of Pomona;

WHEREAS, on April 23, 2018, the City Council adopted Resolution No. 2018-34 adopting the 2016-2019 Memorandum of Understanding (MOU) between the City of Pomona and the Pomona City Employees' Chapter of the Teamsters Local 1932 (PCEA), which also established a Roster of PCEA General Service Classifications; and

WHEREAS, the City Council desires to amend Appendix B of the aforementioned MOU by the actions herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POMONA AS FOLLOWS:

SECTION 1. That the City Council hereby amends Appendix B of the PCEA MOU by deleting the Report Taker, Payroll Specialist, and Telecommunication Technician classifications as follows:

Classification	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Report Taker	GS-049	3,568	3,746	3,932	4,128	4,336
Payroll Specialist	GS-054	3,749	3,935	4,130	4,338	4,556
Telecommunications Technician	GA-047	3,330	3,496	3,671	3,854	4,045

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

SECTION 3. The actions approved herein shall become effective July 8, 2018.

SECTION 4. The City Clerk shall attest and certify to the passage and adoption of this resolution and it shall become effective immediately upon its adoption.

Resolution No. 2018-72
June 4, 2018
Page 1 of 2

RESOLUTION NO. 2018-73

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AMENDING APPENDIX B OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF POMONA AND THE POMONA MID-MANAGEMENT / CONFIDENTIAL EMPLOYEES' ASSOCIATION BY THE ACTIONS LISTED HEREIN

WHEREAS, the City Council has the authority to create, classify and assign salary scales/ranges for all City of Pomona classifications;

WHEREAS, on October 17, 2016 the City Council adopted Resolution No. 2016-148 adopting the 2016-2017 Memorandum of Understanding (MOU) between the City of Pomona and the Pomona Mid-Management/Confidential Employees' Association (PMMCEA), which also established a Roster of PMMCEA Classifications;

WHEREAS, the City Council has subsequently amended certain provisions of the aforementioned MOU by resolution numbers 2017-3, 2017-91, 2017-96, 2018-46, and 2018-47;

WHEREAS, in order to meet department staffing needs, the City Council desires to amend Appendix B of the aforementioned MOU.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF POMONA AS FOLLOWS:

SECTION 1. That the City Council hereby authorizes changes to be made to Appendix B of the PMMCEA MOU adding and deleting the following classifications shown below.

Classification	Group	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Water Production Supervisor	C	MC-079	7,482	7,857	8,250	8,660	9,094
Production and Treatment Operations Supervisor	C	MC-082	8,058	8,459	8,883	9,327	9,794
Wastewater Collections Systems Supervisor	C	MC-079	7,482	7,857	8,250	8,660	9,094
Distribution and Wastewater Operations Supervisor	C	MC-082	8,058	8,459	8,883	9,327	9,794
Payroll Coordinator	D	MC-051	3,749	3,935	4,130	4,338	4,556

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

Resolution No. 2018-73
June 4, 2018
Page 1 of 2

APPROVED AND ADOPTED THIS 4th DAY OF JUNE, 2018.

ATTEST:

THE CITY OF POMONA


for Eva Buice, MMC City Clerk
By: Genoveva Rocha, Deputy City Clerk


Tim Sandoval, Mayor

APPROVED AS TO FORM:



Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.


for Eva M. Buice, MMC, City Clerk
By: Genoveva Rocha, Deputy City Clerk

Resolution No. 2018-72
June 4, 2018
Page 2 of 2


SECTION 3. The actions approved herein shall become effective July 8, 2018.

SECTION 4. 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 ADOPTED THIS 4th DAY OF JUNE, 2018.

ATTEST:

THE CITY OF POMONA


for Eva M. Buice, MMC City Clerk
By: Genoveva Rocha, Deputy City Clerk


Tim Sandoval, Mayor

APPROVED AS TO FORM:


Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.


for Eva M. Buice, MMC, City Clerk
By: Genoveva Rocha, Deputy City Clerk

Resolution No. 2018-73
June 4, 2018
Page 2 of 2

RESOLUTION NO. 2018-74

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ADOPTING THE CITY OF POMONA'S SALARY SCHEDULE TO MEET THE CALIFORNIA CODE OF REGULATIONS TITLE 2, SECTIONS 570.5 AND 571

WHEREAS, the City Council has the authority to create, classify and design salary scales/ranges for all City of Pomona employee positions;

WHEREAS, California Code of Regulations (CCR) Title 2, Section 570.5 and amendment to CCR Section 571 requires a consolidated Salary Schedule that is publically available showing all City classifications and salary ranges;

WHEREAS, the City Council wishes to meet the requirements of these regulations by adopting a Salary Schedule, which sets forth the salary scales/ranges for all City of Pomona employee classifications; and

WHEREAS, Exhibit A includes salaries and classifications in effect as of July 1, 2018, and a few actions which become effective July 8, 2018, which includes changes to classifications approved as part of the Fiscal Year 2018/2019 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF POMONA AS FOLLOWS:

SECTION 1. That the City Council hereby adopts the Salary Schedule for all City of Pomona employee classifications as set forth in the attached Exhibit A in accordance with the position, title, and salary changes approved with the adoption of the Fiscal Year 2018/2019 City budget.

SECTION 2. The action approved herein shall become effective July 1, 2018.

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 ADOPTED THIS 4th DAY OF JUNE, 2018.

ATTEST:

THE CITY OF POMONA

[Signature]
for Eva M. Buice, MMC City Clerk
By: Genoveva Rocha, Deputy City Clerk

[Signature]
Tim Sandoval, Mayor

Resolution No. 2018-74
June 4, 2018
Page 1 of 2

APPROVED AS TO FORM:

[Signature]
Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, 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 4th day of June 2018, by the following vote:

- AYES: Sandoval, Gonzalez, Carrizosa, Ontiveros-Cole, Escobar, and Torres
NOES: None
ABSENT: Robledo
ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 5th day of June 2018.

[Signature]
for Eva M. Buice, MMC, City Clerk
By: Genoveva Rocha, Deputy City Clerk

Resolution No. 2018-74
June 4, 2018
Page 2 of 2