

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 6:45 p.m. in the City Hall Council Chambers and are open to the public. Closed session, if necessary, is typically held at 5:30 p.m. and usually concludes by 6:45 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
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

commission may obtain an application from the City Clerk.

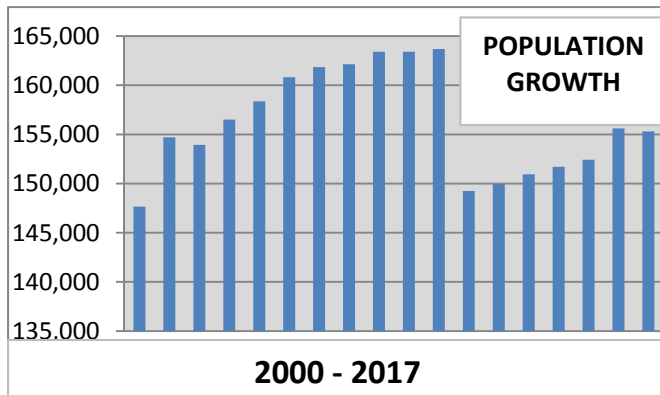
Population Trend (per Dept of Finance)

Year	Census	Original May Est
2000	149,473	147,656
2001		154,700
2002		153,939
2003		156,503
2004		158,360
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		155,306

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

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 121 – Integrated Housing Outreach

Funded by Los Angeles County, the Integrated Housing & Outreach Program (IHOP) provides eviction prevention, rental assistance, case management and advocacy services for homeless individuals and families. It also funds a Housing

Services Liaison who works with the Pomona Continuum of Care to implement effective affordable housing solutions. This grant is used as match for the City's Supportive Housing Programs.

Fund 122 – Community Engagement

Funded by Los Angeles County, the Community Engagement and Regional Capacity Campaign has two primary components: First, implementing a regional advocacy campaign that assists local communities throughout the San Gabriel Valley in becoming involved in addressing homelessness at a local level; and, second developing the capacity of the San Gabriel Valley Homeless Consortium to become a housing and services resource for homeless families and individuals in San Gabriel Valley communities.

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 129 – 2009 COPS Hiring Recovery Program (CHRP) Grant – GRANT CLOSED 2015-16

The CHRP grant is funded through the Federal government "American Recovery and Reinvestment Act (Recovery Act) of 2009, P.L. 111-5, and provides funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to create and preserve jobs, and to

increase their community policing capacity and crime prevention efforts." CHRP grants cover 100 percent of the approved entry-level salary and fringe benefits of each newly-hired and/or rehired, full-time sworn career law enforcement officer over three years (36 months).

In April 2009, the Police Department submitted the City's CHRP grant application requesting funding for sixteen (16) eligible police officer positions. As a result of applying for this grant, on July 28, 2009, the Office of Community Oriented Policing Services (COPS) provided official notice to the City of Pomona was awarded \$3,144,717 in CHRP grant funds to hire nine (9) entry-level officers.

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 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 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.

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 6/30/16	\$9,840,105,629
Debt limit percentage	15.00%
Total debt limit	\$ 1,476,015,844
Amount of debt applicable to debt limit	-
Legal debt margin	\$1,476,015,844

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, 2017 Estimated Outstanding Balance: \$52,528,991
- Interest Rate: 7%
- 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, 2017 Principal Outstanding: \$34,860,000
- 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, 2017 Principal Outstanding: \$ 460,000
- 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, 2017 Principal Outstanding: \$5,830,000
- 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, 2017 Principal Outstanding: \$26,070,000
- 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, 2017 Principal Outstanding: \$15,725,000
- 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, 2017 Principal Outstanding: \$2,930,000
- 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, 2017 Principal Outstanding: \$2,588,000
- 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, 2017 Principal Outstanding: \$7,355,000
- Interest Rate: 5.23% - 6.25%
- Funding Source: Housing Tax Revenue from the Merged Redevelopment Project Area

2006 Pension Obligation Refunding Bonds, **Series**

AR Refunding of 2004 Series AJ/AK

- Purpose: to refinance 2004 Series AJ/AK Pension Obligation Refunding Bonds and convert prior obligations to a fixed interest rate

- Maturity Date: 07/01/2035
- Original Principal Amount: \$42,280,684
- July 1, 2017 Principal Outstanding: \$40,096,233
- 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, 2017 Principal Outstanding: \$25,740,000
- 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, 2017 Principal Outstanding: \$6,015,000
- Interest Rate: 5.289% - 5.718%
- Funding Source: Pledged Tax Revenue from the Merged Redevelopment Project Area

2006 Lease Revenue Bonds, Series AU
Refunding of 2002 Series AE
 Purpose: to refund and defease 2002 Series AE and finance certain public improvements

- Maturity Date: 10/01/2045
- Original Principal Amount: \$2,540,000
- July 1, 2017 Principal Outstanding: \$2,245,000
- Interest Rate: 3.250% - 4.375%
- Funding Source: lease payment from City to PFA

2006 Taxable Lease Revenue Bonds, Series AV
Refunding of 2002 Series AE

- Purpose: to refund and defease 2002 Series AE and finance certain public improvements
- Maturity Date: 06/01/2045
- Original Principal Amount: \$10,790,000
- July 1, 2017 Principal Outstanding: \$9,725,000
- Interest Rate: 5.0% - 5.7%
- Funding Source: lease payment from City to PFA

2006 Subordinate Revenue Bonds, Series AW

- Purpose: to make loan to RDA to finance certain Improvements in the Agency's Merged Redevelopment Project
- Maturity Date: 02/01/2033
- Original Principal Amount: \$8,375,000
- July 1, 2017 Principal Outstanding: \$6,820,000
- 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, 2017 Principal Outstanding: \$21,590,000
- Interest Rate: 4.0% - 5.0%
- Funding Source: Subordinate Tax Revenue from the Merged Redevelopment Project Area

2007 Revenue Bonds, Series AY
Refunding of 1999 Series AA & Series AC

- Purpose: to refund 1999 Series AA and Series AC Bonds and finance certain improvements
- Maturity Date: 05/01/2047
- Original Principal Amount: \$99,370,000
- July 1, 2017 Principal Outstanding: \$92,375,000
- Interest Rate: 4.0% - 5.0%
- Funding Source: Water Fund

2007 Taxable Revenue Refunding Bonds, Series AZ
Refunding of 1999 Series AA & Series AC

- Purpose: to refund 1999 Series AA and Series AC Bonds and finance certain improvements
- Maturity Date: 05/01/2029
- Original Principal Amount: \$6,930,000
- July 1, 2017 Principal Outstanding: \$5,000,000
- Interest Rate: 5.267% - 5.650%
- Funding Source: Water Fund

2007 Revenue Bond, Series BA

- Purpose: to finance certain improvements to the City's sewer enterprise
- Maturity Date: 12/01/2046
- Original Principal Amount: \$15,575,000
- July 1, 2017 Principal Outstanding: \$14,365,000

- 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, 2017 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, 2017 Principal Outstanding: \$26,645,000
- Interest Rate: 2.000% - 4.000%
- Funding Source: Lease payments from City to PFA

2016 Taxable 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, 2017 Principal Outstanding: \$4,185,000
- Interest Rate: 1.125% - 3.0%
- 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.

AALLOCATED 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/departamental charge. Once this has been established, a division/departamental 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. Beginning in 2015-16 these costs are separated into two accounts; telephone service expense (52121) and telephone admin allocation (52234).

ADMINISTRATIVE SUPPORT

Administrative, Support and Legislative Departments receive a recovered cost for the services provided to other funds. All funds that are subject to the Administrative Service Charge are assessed 20% of total personnel/staffing costs within the division, department or fund. This

Administrative Service charge 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, cashing, benefit administration and technology. The total amount assessed to other funds is allocated back to the legislative and support services in proportion to 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

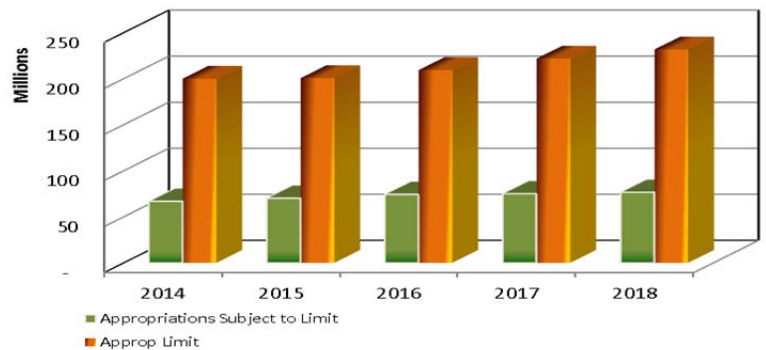
In November 1979, the voters of the State of California approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue, which can be spent by all entities of government from the “proceeds of taxes”. 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 2017-18 is yet \$231,696,697 and the appropriations subject to limitations are \$76,660,775; therefore, the City of Pomona is \$155,035,922 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. 2017-79

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ADOPTING THE CITY'S OPERATING BUDGET FOR FISCAL YEAR 2017-2018 AND AMENDING THE CITY'S OPERATING BUDGET FOR FISCAL YEAR 2016-2017

WHEREAS, on May 8, 2017, the City Council held its 2017-2018 Budget Study Session;

WHEREAS, a notice was published on May 17, 2017 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 5, 2017, and inviting the public to provide comments and express views and objections on the City's proposed budget for Fiscal Year 2017-2018;

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 \$193,952,814 for Fiscal Year 2017-2018;

WHEREAS, after conducting the public hearing on June 5, 2017, and receiving public comments and testimony, the City Council desires to adopt the proposed 2017-2018 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 2016-2017 General Fund Operating budgets on July 18, 2016, August 1, 2016, October 17, 2016, November 21, 2016, December 19, 2016, and March 6, 2017;

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 2017-2018 Fiscal Year Operating Budget at a duly noticed public hearing on June 5, 2017.

SECTION 2. The City Council hereby suspends those provisions of the City's Fiscal Sustainability Policy until FY 2018-19: 1) Sections 1.5A6 (Budget), 2) IX.5. (Capital Improvement and Asset Replacement), and 3) Section IX (32). The costs within FY 2017-18 General Fund Budget will be covered by projected operating revenues and excess fund balance

Resolution No. 2017-79
June 12, 2017
Page 1 of 3

reserves. Provisions within the Fiscal Sustainability Policy requiring contributions to future Capital Improvement Projects and Equipment Replacement will be suspended until FY 2018-19.

SECTION 3. The City Council hereby amends the authorized staffing by approving the reclassification/restructure/tile change of one Revenue Manager to Finance Manager (Finance), one Payroll Technician to Payroll Technician II (Police), one Administrative Assistant III to Senior Administrative Assistant (Water Resources), one Program Assistant to Program Specialist (Water Resources), one Water & Wastewater Operations Director to Water Resources Director (Water Resources), and one Water & Wastewater Operations Manager to Water Resources Operations Manager (Water Resources).

SECTION 4. The City Council amends the Fiscal Year 2016-2017 City operating budget to reflect additional appropriations for the purpose of accurately reflecting estimated 2016-2017 revenues and appropriations as follows:

General Fund	Fund/Div/Acct	Revenue Est. Adjustment	Additional Appropriation
Human Resources Outside Legal Services	101-0601-52323-00000	-	\$36,000
Transfer From Debt Service	101-0101-80724-00000	\$30	-
General Fund Total		\$30	\$36,000

SECTION 5. The proposed operating budget for the City of Pomona for the Fiscal Year beginning July 1, 2017 through June 30, 2018, as amended and modified, is hereby approved and adopted as follows:

- A. All appropriations for departments or major organizational units within the General Fund are approved and adopted in the amount of \$193,952,814.
- B. Revenue estimate in the amount of \$195,909,050.

The approved revenue estimates and appropriations for all funds are contained in Exhibit A attached hereto, and are incorporated herein by this reference. The proposed and adopted Fiscal Year 2017-2018 budget documents shall be kept on file in the Office of the City Clerk, at the City Library, and the City's website.

SECTION 6. That any subsequent Council action prior to June 30, 2017 that has the effect of amending the approved 2017-2018 Operating Budget will be reflected in the final 2017-2018 Operating Budget documents without additional or separate Council action.

SECTION 7. The Director of Finance, with the approval of the City Manager, is hereby authorized to transfer appropriations as needed from savings available in any department/object

Resolution No. 2017-79
June 12, 2017
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account in the budget to other accounts within the same fund to meet overall budget requirements.

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

APPROVED AND ADOPTED THIS 12th DAY OF JUNE 2017.

ATTEST:

CITY OF POMONA:


Eva M. Buice, MMC, 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 12th day of June 2017.


Eva M. Buice, MMC, City Clerk

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June 12, 2017
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City of Pomona
2017-18 Adopted Budget
Exhibit A

Fund	Department	Revenue	Appropriation
GENERAL FUND			
	City Council		215,804
	Administration		559,551
	City Clerk		222,187
	City Attorney		961,080
	Human Resources		501,498
	Finance		905,583
	Police		51,753,804
	Fire		25,286,162
	General Services		884,110
	Development Sv		3,759,183
	Neighborhood Sv		2,951,509
	Public Works		5,704,070
	Library		908,411
	Total - General Fund	94,612,952	94,612,952
128	MEASURE R	1,719,891	1,848,514
132	FEE ANALYSIS RATE REVIEW	1,200	0
133	PUBLIC ART FEE	320,000	300,000
138	MEASURE M	2,165,400	2,165,400
208	STATE GAS TAX	4,467,256	4,049,317
210	GSF OPERATIONS	2,431,860	2,398,176
216	PROPOSITION A	2,857,024	3,599,266
217	PROPOSITION C	2,391,545	2,486,832
219	TRAFFIC OFFENDER FUND	277,988	318,093
230	VEHICLE PARKING DISTRICT	1,025,394	932,973
245	AIR QUALITY MGMT DISTRICT	196,356	158,266
256	PHILLIPS RANCH MAINT ASSESS DIST	933,921	961,846
135	OTHER MAINT ASSESS DISTRICTS	295,308	277,188
281	SUPL. LAW ENFORCEMENT SVCS ACCOUNT	122,449	173,199
124	NEIGHBORHOOD STABILIZATION	582,598	580,424
130	NEIGHBORHOOD STABILIZATION - 3 GRANT	290,924	286,968
134	TRANSIT ORIENTED DEVELOPMENT GRANT	104,800	104,800
197	COMMUNITY DEVELOPMENT BLOCK GRANT	2,425,113	1,668,328
212	EMERGENCY SOLUTIONS GRANT	181,083	181,083
214	HOME GRANT	763,132	1,218,922
136	OPERATION PORCHLIGHT RRH	722,897	580,895
137	VASH VOUCHERS	347,564	347,564
215	MISCELLANEOUS GRANTS	487,815	387,815
226	SENIOR NUTRITION GRANT	401,231	401,231
228	LEAD BASED PAINT GRANT	1,101,805	1,012,156
239	JAG FUND	69,555	69,550
241	SUPPORTIVE HOUSING (LA)	254,808	254,734
257	CAL HOME REUSE FUND	158,610	96,163
260	ASSET FORFEITURE	1,639,810	2,071,196
264	CAL HOME GRANT FUND	2,119,573	2,119,573
272	TDA ARTICLE 3	90,000	90,000
418	CAPITAL OUTLAY FUND	0	395,350
419	ASSESSMENT DIST IMPROVEMENT	749	0

City of Pomona
2017-18 Adopted Budget

Exhibit A

431 PERMIT SYSTEM IMPR/UPGRADE	13,000	0
434 BUILDING AND EQUIPMENT REPL FUND	5,253	0
428 CIP FUND	8,404,805	214,194
510 WATER OPERATIONS	33,077,798	37,138,672
550 SEWER OPERATIONS	4,674,859	5,530,303
582 REFUSE OPERATIONS	9,205,167	9,310,446
587 FRANCHISE FEE FUNDED PROGRAMS	849,567	939,408
660 SELF FUNDED INSURANCE SVCS	3,980,441	4,532,683
669 EQUIPMENT MAINTENANCE (Fleet)	3,933,243	3,777,803
675 INFORMATION TECHNOLOGY FUND	0	0
676 PRINTING/MAIL SERVICES FUND	0	0
OPERATING BUDGET	195,909,050	193,952,814

RESOLUTION NO. 2017-81

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, APPROVING THE 2017-18 TO 2021-22 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM AND ADOPTING A CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2017-2018

WHEREAS, on May 8, 2017, the City Council held its 2017-2018 Budget Study Session;

WHEREAS, a notice was published on May 17, 2011 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 5, 2017, and inviting the public to provide comments and express views and objections on City's proposed budget for Fiscal Year 2017-2018;

WHEREAS, the City Manager has prepared and presented to the City Council of the City of Pomona the proposed 2016-17 to 2020-2021 Five-Year Capital Improvement Program and a proposed Capital Improvement Program Budget in the amount of \$10,314,005 for Fiscal Year 2017-2018, as set forth in Exhibit A; and

WHEREAS, after conducting the public hearing on June 5, 2017, and receiving public comments and testimony, the City Council desires to adopt the proposed 2017-18 to 2021-2022 Five-Year Capital Improvement Program (CIP) and the 2017-2018 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 2017/18-2021/2022 Five-Year Capital Improvement Program and Capital Improvement Program Budget for Fiscal Year 2017-2018 at a duly noticed public hearing on June 5, 2017.

SECTION 2. That the proposed 2017-18 to 2021-2022 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 at the City Library, and on the City's website.

SECTION 3. That funding for the Fiscal Year 2017-2018 Capital Improvement Program Budget in the amount of \$10,314,005 is hereby approved, as set forth in Exhibit A, attached hereto.

SECTION 4. That any subsequent Council action prior to June 30, 2017 that has the effect of amending the approved 2017-2018 CIP Budget will be reflected in the final 2017-2018 CIP Budget documents and Five-Year CIP without additional or separate Council action.


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SECTION 5. That any non-substantive errors or discrepancies in the adopted Five-Year CIP or 2017-2018 CIP Budget, discovered subsequent to adoption, but no later than June 30, 2016, shall be corrected administratively and incorporated into the final Five-Year CIP and 2017-2018 CIP Budget documents with no additional Council action required. Any changes, amendments or corrections to the approved Five-Year CIP or 2017-18 CIP Budget after June 30, 2017, 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 12th DAY OF JUNE 2017.

ATTEST: CITY OF POMONA:


Eva M. Buice, MMC, 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 13th day of June 2017.


Eva M. Buice, MMC, City Clerk

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Exhibit A

SCHEDULE OF NEW APPROPRIATIONS BY CATEGORY

Description	Adopted Amount	Funding Source
Street Projects		
ADA Curb Ramps and Sidewalks Compliance Program - Citywide	105,882	Measure R/SB 1186 Fund
Hay Improvements - SR-71 Hwy to Fay Conversion (Caltrans) - Ph II	30,000	Measure R
Major Street Rehabilitation - 2015 Metro Call	1,900,000	Prop C
Major Street Rehabilitation - Citywide (FY 13-14 to FY 15-16)	2,410,000	ATP-1 Grant/Prop C
Pedestrian Access Ramp Removal and Wall Replacement - Norval St	15,000	Measure R
Street Preservation - Citywide (FY16-17)	98,086	Gas Tax/Prop C
* Street Preservation - Local Citywide (FY17-18)	537,507	Gas Tax/Measure R
Street Rehabilitation - District 4 and 5	272,896	Measure R
Total New Streets	5,369,371	
Traffic Projects		
* Transit Improvement Program - Citywide (FY 17-18)	850,000	Prop A
Total New Traffic	850,000	
Parks and Facilities Projects		
* ADA Assessment of Public Facilities/Structures	42,634	Park Dwelling Tax
Downtown Parking Structures	10,000	VPD Fund
* La Casa Primera - Roof Replacement	42,000	Park Dwelling Tax
Total New Parks and Facilities	94,634	
Water/Sewer/Storm Drains Projects		
Water Main Replacement - FY 2017-18 Design	700,000	Water Fund
Water Mains - District 3	1,600,000	Water Fund
Water Mains - Ellen Place	300,000	Water Fund
Sewer Main Replacement - FY 2017-18 Design	600,000	Sewer Fund
Total New Water/Sewer/Storm Drains	3,200,000	
Miscellaneous		
Financial Software Project	800,000	Water/Sewer Funds
Total New Miscellaneous	800,000	
Total - Adopted	10,314,005	

* Indicates New Projects for FY 2017-18

RESOLUTION NO. 2017 - 80

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 2017-2018

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 8, 2017, the City Council held its 2017-2018 Budget Study Session;

WHEREAS, a notice was published on May 17, 2017 in the Inland Valley Daily Bulletin advising of a public hearing to be held on June 5, 2017, and inviting the public to provide comments and express views and objections on City's proposed Housing Authority Operating Budget for Fiscal Year 2017-2018;

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 \$14,045,597 for Fiscal Year 2017-2018;

WHEREAS, after conducting the public hearing on June 5, 2017, and receiving public comments and testimony, the Commission of the Housing Authority desires to adopt the proposed 2017-2018 Housing Authority Operating Budget, 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 2017-2018 Fiscal Year Housing Authority Operating Budget at a duly noticed public hearing on June 5, 2017.

SECTION 2. The proposed operating budget of the Housing Authority, as amended and modified, for the fiscal year July 1, 2017 through June 30, 2018 is hereby approved and adopted in the amount of \$14,045,597 and shall be kept on file and available for public inspection in the Office of the City Clerk.

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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, 2017, through June 30, 2018, is hereby approved and adopted in the amount of \$13,421,027.

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 12th DAY OF JUNE 2017.

ATTEST:

CITY OF POMONA:

Eva M Buice
Eva M. Buice, MMC, 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 13th day of June 2017.

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

Resolution No. 2017-80
June 12, 2017
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RESOLUTION NO. 2017 - 82

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ESTABLISHING THE GANN APPROPRIATIONS LIMIT FOR THE CITY OF POMONA PURSUANT TO ARTICLE XIII OF THE STATE CONSTITUTION FOR FISCAL YEAR 2017-2018

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 each year by resolution;

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 2017-2018 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 2017-2018 is presented for approval concurrent with the Adoption of the Fiscal Year 2017-2018 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 GANN 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 for the City of Pomona for Fiscal Year 2017-2018 is found and determined to be \$231,696,697, as reflected in Schedule A and Schedule B attached hereto as Exhibit A.

SECTION 3. The appropriation limit of the City of Pomona for Fiscal Year 2017-2018 will be revised to reflect any amendments, changes or modifications that the City Council may include in the Fiscal Year 2017-2018 operating budget adoption on June 5, 2017.

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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.

APPROVED AND ADOPTED THIS 12th DAY OF JUNE 2017.

ATTEST:

CITY OF POMONA:

Eva M Buice
Eva M. Buice, MMC, 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 13th day of June 2017.

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

Resolution No. 2017-82
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CITY OF POMONA
2017-18 Appropriations Limit
Calculation of Proceeds of Taxes
Schedule B

Exhibit A

Object Code	Description	2017-18 Adopted Budget	Proceeds of Taxes	Non-Proceeds of Taxes
GENERAL FUND				
Property Taxes				
40010	Secured Property Tax	15,243,383	15,243,383	-
40013	Property Tax In Lieu of VLF	15,464,971	15,464,971	-
40014	SR211 Pass Thru	873,600	873,600	-
40020	Unsecured Property Tax	795,675	795,675	-
40027	Homeowners Exemption	95,000	95,000	-
40030	Prior Year & Supplementals	300,000	300,000	-
40031	Property Tax Penalties	70,000	-	70,000
Other Taxes				
40060	Business Licenses	3,700,000	3,700,000	-
40691	Business Licenses Admin	156,937	156,937	-
40082	Transient Occupancy Tax	2,000,000	2,000,000	-
40084	Property Transfer Tax	1,818,000	1,818,000	-
40200	Franchise Fees-General	1,930,000	-	1,930,000
40205	Franchise Fees-Water/Sewer/Refuse	2,143,259	-	2,143,259
40203	Franchise Fees-Refuse Haulers	2,470,870	-	2,470,870
40213	Franchise Fees-Tow	235,000	-	235,000
40089	Sales & Use Tax	16,452,000	16,452,000	-
40086	1/2 Cent Sales Tax - PS&F	1,625,000	1,625,000	-
40104	Settlement-Sales & Use Tax	-	-	-
40085	Utility Users Tax - General	2,750,000	2,750,000	-
40106	Utility Users Tax - Electricity	8,000,000	8,000,000	-
40107	Utility Users Tax - Gas	1,688,266	1,688,266	-
40108	Utility Users Tax - Telecomm	4,900,000	4,900,000	-
Intergovernmental Revenues				
40171	Police Training Fees (POST)	15,000	-	15,000
40389	Mandated Cost Reimbursement	4,000	-	4,000
40210	Motor Vehicle In Lieu Tax	71,000	-	71,000
40640	Prisoner Housing Program	5,000	-	5,000
Licenses				
40046	Adult Entertainment Permits	6,000	6,000	-
40048	Entertainment Permit	9,900	9,900	-
40049	Event Permit	200	200	-
40061	Contractor's Job Fee	700,000	700,000	-
40064	Peri-Manual Gross Receipts	200,000	-	200,000
All Fines				
All Rentals		1,908,500	-	1,908,500
Permits		36,108	-	36,108
All Fees		1,370,300	-	1,370,300
Other Revenue Miscellaneous		4,064,135	-	4,064,135
Charges for Services		871,100	-	871,100
Operating Transfers In		2,537,971	-	2,537,971
Other Financing Sources		-	-	-
Subtotal - General Fund		94,509,475	76,576,932	17,932,543
All Interest		103,477	83,843	19,634
Total - All General Fund Revenue		94,612,952	76,660,775	17,952,177

CITY OF POMONA
2017-18 Appropriations Limit

Exhibit A

As indicated by Schedules A and B, the increase to Pomona's Appropriations Limit is \$9,908,764. The 2017-2018 limit is \$231,696,697. The amount subject to limitation in the 2017-2018 Adopted Budget is \$76,660,775. The City of Pomona is \$155,035,922 under its lawful limitation.

Schedule A

The computation consists of two (2) sections:

A. Last year's (2016-17) limit	221,787,933
B. Adjustment factors	
a. City population % increase	0.75% = 1,0075
b. Per capita personal income % increase	3.69% = 1,0369
Total adjustment percent (a*b)	<u>1,04467675</u>
C. Annual adjustment	9,908,764
D. Other adjustments	-
E. 2017-18 Appropriations Limit	<u>231,696,697</u>

Appropriations Subject to Limitation:

Proceeds of Taxes	76,660,775
Exclusions	-
Appropriations Subject to Limitation	<u>76,660,775</u>

2017-2018 Limit 231,696,697
Amount over/(under) the Limitation (155,035,922)

All computations are based on the 2017-18 Adopted Budget.

RESOLUTION NO. 2017-83

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 February 6, 2017, the City Council adopted Resolution No. 2017-12 amending the A-B Rules;

WHEREAS, the City Council desires to amend Appendix A of the aforementioned A-B Rules by adding 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
Finance Manager	B	EB-084	8,300	8,715	9,152	9,610	10,090

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-and-Wastewater Operations-Director	A	EA-097	124,500	- annual range -			166,912
Water Resources Director							
Water-and-Wastewater Operations-Manager	B	EB-088	9,164	9,624	10,101	10,607	11,138
Water Resources Operations Manager							

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 1, 2017.

Resolution No. 2017-83
June 5, 2017
Page 1 of 2

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.

APPROVED AND ADOPTED THIS 12th DAY OF JUNE 2017.

ATTEST: CITY OF POMONA:

Eva M. Buice *Tim Sandoval*
Eva M. Buice, MMC, City Clerk 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 13th day of June 2017.

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

Resolution No. 2017-83
June 5, 2017
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RESOLUTION NO. 2017-84

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 October 17, 2016, the City Council adopted Resolution No. 2016-147 adopting the 2016-2017 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;

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 Payroll Technician classification and adding the Payroll Technician I/II flexible staffing classification as follows:

Classification	Scale	Step 1	Step 2	Step 3	Step 4	Step 5
Payroll Technician	GS-043	3,015	3,167	3,323	3,489	3,667
Payroll Technician I/II*	I - GS-043	3,015	3,167	3,323	3,489	3,667
*Flexible Staffing Classification	II - GS-046	3,248	3,411	3,581	3,760	3,947

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 1, 2017.

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. 2017-84
June 12, 2017
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APPROVED AND ADOPTED THIS 12th DAY OF JUNE 2017.

ATTEST:

CITY OF POMONA:


Eva M. Buice, MMC, 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, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 12th day of June 2017.


Eva M. Buice, MMC, City Clerk

Resolution No. 2017-84
June 12, 2017
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RESOLUTION NO. 2017-85

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, 2017, which includes changes to classifications approved as part of the 2017/2018 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 2017/2018 City budget.

SECTION 2. The action approved herein shall become effective July 1, 2017.

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 12th DAY OF JUNE 2017.

ATTEST:

CITY OF POMONA:


Eva M. Buice, MMC, City Clerk


Tim Sandoval, Mayor

Resolution No. 2017-85
June 12, 2017
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APPROVED AS TO FORM:


Arnold Alvarez-Glasman, City Attorney

STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF POMONA

I, EVA M. BUICE, MMC, 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 12th day of June 2017, by the following vote:

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Pomona, California, this 12th day of June 2017.


Eva M. Buice, MMC, City Clerk

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Resolution No. 2017-85
June 12, 2017
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City of Pomona
Current Salary Schedule
As of July 1, 2017

Exhibit A

JOB TITLE	Range Scale	MONTHLY OR ANNUAL (Rounded to nearest dollar)					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Accounting Manager	EB-084	8,300	8,715	9,152	9,610	10,090	
Accounting Technician I	GS-041	2,869	3,014	3,164	3,322	3,487	
Accounting Technician II	GS-045	3,168	3,327	3,492	3,669	3,852	
Administrative Assistant I	GS/MC-042	2,942	3,090	3,244	3,405	3,576	
Administrative Assistant II	GS/MC-046	3,248	3,411	3,581	3,760	3,947	
Administrative Assistant III	GS/MC-050	3,585	3,765	3,954	4,150	4,357	
Administrative Clerk	GS/MC-040	2,802	2,941	3,088	3,243	3,403	
Administrative Services Manager	MC-074	6,484	6,807	7,148	7,507	7,880	
Assistant Planner	GS-062	4,825	5,063	5,313	5,583	5,860	
Assistant to the City Manager	EA-078	85,889	- annual range -				104,414
Associate Planner	GS-066	5,319	5,589	5,868	6,159	6,468	
Budget Officer	EB-074	6,485	6,810	7,149	7,509	7,884	
Business License Inspector	GS-053	3,860	4,052	4,255	4,469	4,692	
Business License Specialist	GS-047	3,330	3,496	3,671	3,854	4,045	
City Clerk	EA-084A	91,089	- annual range -				122,060
City Engineer	EB-094	10,625	11,159	11,715	12,302	12,917	
City Manager	EA-108	NA	- annual basis -				231,847
City Treasurer	TBD	NA					NA
Code Compliance Inspector	GS-058	4,367	4,585	4,815	5,058	5,308	
Code Compliance Manager	MC-068	5,922	6,163	6,416	6,682	6,960	
Communications Systems Manager	MC-073	6,325	6,643	6,975	7,323	7,688	
Communications Technician	GS-061	4,702	4,938	5,183	5,444	5,717	
Community Services Director	EA-096	121,515	- annual range -				162,841
Community Services Manager	EB-078	7,156	7,516	7,894	8,285	8,701	
Community Services Officer I	GS-045	3,168	3,327	3,492	3,669	3,852	
Community Services Officer II	GS-049	3,498	3,673	3,855	4,047	4,251	
Contracts Coordinator	MC-070	5,873	6,169	6,475	6,801	7,141	
Councilmember	CC-0010	819	- flat amount -				
Crime Free Housing Coordinator	GS-063	4,941	5,187	5,448	5,719	6,007	
Crime Scene Investigator (Non-Sworn)	GS-063	4,941	5,187	5,448	5,719	6,007	
Criminal Intelligence Coordinator	GS-058	4,367	4,585	4,815	5,058	5,308	
Customer Service Representative I	GS-042	2,942	3,090	3,244	3,405	3,576	
Customer Service Representative II	GS-046	3,248	3,411	3,581	3,760	3,947	
Customer Service Supervisor	MC-066	5,319	5,589	5,868	6,159	6,468	
Database Administrator	EB-076	6,815	7,153	7,512	7,889	8,281	
City Clerk	EA-068	5,993	6,166	6,344	6,528	6,717	
Deputy City Clerk I	MC-050	3,585	3,765	3,954	4,150	4,357	
Deputy City Clerk II	MC-055	4,055	4,257	4,472	4,696	4,930	
Deputy City Manager	EA-091	107,401	- annual range -				143,927
Deputy Police Chief	EAP-005	132,808	- annual range -				162,187

2.5% Increase for PS, PM, and EA-3 effective 10/1/16
2% Increase for GS, MC, EA, EB and PT 10/1/16
2.33% CPI Increase for City Council effective 10/8/14

Effective 7/1/17

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City of Pomona
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As of July 1, 2017

Exhibit A

JOB TITLE	Range Scale	MONTHLY OR ANNUAL (Rounded to nearest dollar)					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Deputy Police Chief with EPMC	EAP9-005	144,761	- annual range -				176,784
Deputy Public Works Director	EB-092	10,112	10,620	11,150	11,708	12,295	
Development Services Director	EA-100	134,128	- annual range -				179,744
Development Services Manager	EB-088	9,164	9,624	10,101	10,607	11,138	
Engineering Aide	GS-051	3,675	3,858	4,049	4,253	4,467	
Engineering Assistant	GS-068	5,592	5,870	6,165	6,472	6,796	
Engineering Associate	MC-072	6,172	6,478	6,804	7,145	7,499	
Engineering Technician	GS-060	4,588	4,818	5,060	5,311	5,578	
Environmental Programs Supervisor	MC-072	6,172	6,478	6,804	7,145	7,499	
Equipment Mechanic	GS-053	3,860	4,052	4,255	4,469	4,692	
Executive Assistant	EB-067	5,456	5,728	6,015	6,315	6,631	
Facilities Custodian	GS-039	2,734	2,868	3,013	3,163	3,319	
Facilities Maintenance Supervisor	MC-070	5,873	6,169	6,475	6,801	7,141	
Facilities Maintenance Technician	GS-055	4,055	4,257	4,472	4,696	4,930	
Family Self Sufficiency Coordinator	MC-070	5,873	6,169	6,475	6,801	7,141	
Finance Director	EA-100	134,128	- annual range -				179,744
Finance Manager	EB-084	8,300	8,715	9,152	9,610	10,090	
Finance Director/City Treasurer	EA-102	140,919	- annual range -				188,846
Fleet Services Manager	EB-078	7,156	7,516	7,894	8,285	8,701	
Fleet Services Supervisor	MC-067	5,455	5,727	6,013	6,314	6,629	
Governmental & Community Affairs Manager	EB-078	7,156	7,516	7,894	8,285	8,701	
Graffiti Removal Worker	GS-040	2,802	2,941	3,088	3,243	3,403	
Heavy Equipment Mechanic	GS-057	4,260	4,475	4,699	4,932	5,179	
Homeless Services Coordinator	MC-070	5,873	6,169	6,475	6,801	7,141	
Housing Analyst	MC-063	4,941	5,187	5,448	5,719	6,007	
Housing Authority Manager	EB-082	7,902	8,296	8,710	9,145	9,605	
Housing Inspector I	MC-074	6,484	6,807	7,148	7,507	7,880	
Housing Inspector II	GS-056	4,157	4,365	4,583	4,810	5,054	
Housing Loan Coordinator I	GS-060	4,588	4,818	5,060	5,311	5,578	
Housing Loan Coordinator II	GS-055	4,055	4,257	4,472	4,696	4,930	
Housing Services Manager	EB-082	7,902	8,296	8,710	9,145	9,605	
Housing Specialist I	GS-050	3,585	3,765	3,954	4,150	4,357	
Housing Specialist II	GS-054	3,957	4,154	4,363	4,581	4,806	
Housing Specialist III	GS-061	4,702	4,938	5,183	5,444	5,717	
Housing Technician	GS-051	3,675	3,858	4,049	4,253	4,467	
Human Resources Analyst	MC-066	5,319	5,589	5,868	6,159	6,468	
Human Resources Assistant	MC-046	3,248	3,411	3,581	3,760	3,947	

2.5% Increase for PS, PM, and EA-3 effective 10/1/16
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JOB TITLE	Range Scale	MONTHLY OR ANNUAL (Rounded to nearest dollar)					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Human Resources Manager	EB-084	8,300	8,715	9,152	9,610	10,090	
Human Resources Technician	MC-058	4,367	4,585	4,815	5,058	5,308	
Human Resources/Risk Mgmt. Director	EA-100	134,128	- annual range -				179,744
Information Technology Director	EA-090	104,782	- annual range -				140,417
Jail Supervisor	GS-064	5,065	5,316	5,587	5,863	6,156	
Jailer	GS-051	3,675	3,858	4,049	4,253	4,467	
Lead Customer Service Representative	GS-056	4,157	4,365	4,583	4,810	5,054	
Lead Equipment Mechanic	GS-063	4,941	5,187	5,448	5,719	6,007	
Lead Facilities Custodian	GS-045	3,168	3,327	3,492	3,669	3,852	
Lead Facilities Maintenance Technician	GS-061	4,702	4,938	5,183	5,444	5,717	
Lead Graffiti Removal Worker	GS-046	3,248	3,411	3,581	3,760	3,947	
Lead Meter Technician	GS-056	4,157	4,365	4,583	4,810	5,054	
Lead Traffic Operations Technician	GS-063	4,941	5,187	5,448	5,719	6,007	
Legal Administrative Assistant	MC-070	5,873	6,169	6,475	6,801	7,141	
Librarian I	GS-056	4,157	4,365	4,583	4,810	5,054	
Librarian I (50%)	GS-056	2,079	2,183	2,292	2,405	2,527	
Librarian I (60%)	GS-056	2,494	2,619	2,750	2,886	3,032	
Librarian II	GS-060	4,588	4,818	5,060	5,311	5,578	
Librarian II (50%)	GS-060	2,294	2,409	2,530	2,656	2,789	
Librarian II (60%)	GS-060	2,753	2,891	3,036	3,187	3,347	
Library Assistant I	GS-042	2,942	3,090	3,244	3,405	3,576	
Library Assistant I (50%)	GS-042	1,471	1,545	1,622	1,703	1,788	
Library Assistant II	GS-046	3,248	3,411	3,581	3,760	3,947	
Library Assistant II (50%)	GS-046	1,624	1,706	1,791	1,880	1,974	
Library Director	EA-091	107,401	- annual range -				143,927
Library Manager	EB-076	6,815	7,153	7,512	7,889	8,281	
Library Manager (60%)	EB-076	4,089	4,292	4,507	4,733	4,969	
Library Services Manager	EB-076	6,815	7,153	7,512	7,889	8,281	
Library Services Manager (75%)	EB-072	5,111	5,365	5,634	5,917	6,211	
Library Specialist	GS-050	3,585	3,765	3,954	4,150	4,357	
Library Specialist (50%)	GS-050	3,585	3,765	3,954	4,150	4,357	
Library Supervisor (75%)	MC-066	3,989	4,192	4,401	4,619	4,851	
Library Systems Manager	EB-072	6,173	6,480	6,804	7,146	7,500	
Loan Services Supervisor	MC-066	5,319	5,589	5,868	6,159	6,468	
Management Analyst	MC-063	4,941	5,187	5,448	5,719	6,007	
Mayor	CC-0020	1,638	- flat amount -				
Meter Technician	GS-050	3,585	3,765	3,954	4,150	4,357	
Neighborhood Services Director	EA-097	124,550	- annual range -				166,912

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JOB TITLE	Range Scale	MONTHLY OR ANNUAL (Rounded to nearest dollar)					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Paint and Sign Technician I	GS-044	3,092	3,247	3,406	3,577	3,758	
Paint and Sign Technician II	GS-048	3,413	3,583	3,762	3,949	4,148	
Parking Enforcement Officer	GS-041	2,869	3,014	3,164	3,322	3,487	
Parking Maintenance Technician	EB-081	2,869	3,014	3,164	3,322	3,487	
Parks and Facilities Manager	EB-082	7,902	8,296	8,710	9,145	9,605	
Parks Maintenance Specialist	GS-052	3,766	3,956	4,152	4,361	4,577	
Payroll Specialist	GS-051	3,675	3,858	4,049	4,253	4,467	
Payroll Supervisor	MC-072	6,172	6,478	6,804	7,145	7,499	
Payroll Technician	GS-043	3,016	3,167	3,323	3,489	3,667	
Payroll Technician II	GS-046	3,248	3,411	3,581	3,760	3,947	
Police Building Facility Coordinator	GS-063	4,941	5,187	5,448	5,719	6,007	
Police Captain	PM-0020	10,540	11,081	11,651	12,242	12,872	
Police Chief	PM9-0020	11,489	12,078	12,700	13,344	14,033	
Police Captain with EPMC	EAP-010	167,869	- annual range -				224,959
Police Chief with EPMC	EAP9-010	182,977	- annual range -				245,205
Police Civilian Division Commander	EB-084	8,300	8,715	9,152	9,610	10,090	
Police Corporal with EPMC	PS-030	6,525	6,858	7,212	7,576	7,967	
Police Corporal with EPMC	PS9-000	7,112	7,475	7,861	8,258	8,684	
Police Department Coordinator	MC-055	4,055	4,257	4,472	4,696	4,930	
Police Dispatch and Jail Services Mgr	MC-076	6,814	7,152	7,511	7,887	8,280	
Police Dispatch Shift Supervisor	GS-067	5,455	5,727	6,013	6,314	6,629	
Police Dispatcher I	GS-051	3,675	3,858	4,049	4,253	4,467	
Police Dispatcher II	GS-055	4,055	4,257	4,472	4,696	4,930	
Police Division Coordinator I	GS-042	2,942	3,09				

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		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Principal Accountant	MC-072	6,172	6,478	6,804	7,145	7,499	
Principal Planner	MC-076	6,814	7,152	7,511	7,887	8,280	
Program Assistant	GS-050	3,585	3,765	3,954	4,150	4,357	
Program Specialist	GS-056	4,157	4,365	4,583	4,810	5,054	
Property and Evidence Technician	GS-049	3,498	3,673	3,855	4,047	4,251	
Public Services Crew Chief	MC-066	5,319	5,589	5,868	6,159	6,468	
Public Services Crew Leader	GS-052	3,766	3,956	4,152	4,361	4,577	
Public Services Maintenance Worker I	GS-042	2,942	3,090	3,244	3,405	3,576	
Public Services Maintenance Worker II	GS-046	3,248	3,411	3,581	3,760	3,947	
Public Services Specialist	GS-052	3,766	3,956	4,152	4,361	4,577	
Public Services Supervisor	MC-070	5,873	6,169	6,475	6,801	7,141	
Public Works Director	EA-097	124,550	- annual range -				166,912
Public Works Inspector I	GS-062	4,825	5,063	5,313	5,583	5,860	
Public Works Inspector II	GS-066	5,319	5,589	5,868	6,159	6,468	
Purchasing Manager	EB-076	6,815	7,153	7,512	7,889	8,281	
Purchasing Technician	GS-047	3,330	3,496	3,671	3,854	4,045	
Rangemaster	GS-059	4,477	4,701	4,935	5,181	5,441	
Recreation Coordinator	GS-059	4,477	4,701	4,935	5,181	5,441	
Recreation Supervisor	MC-067	5,455	5,727	6,013	6,314	6,629	
Rehabilitation Specialist	GS-062	4,825	5,063	5,313	5,583	5,860	
Report Taker	GS-049	3,498	3,673	3,855	4,047	4,251	
Revenue Manager	EB-078	7,156	7,516	7,894	8,285	8,701	
Revenue Services Supervisor	MC-068	5,592	5,870	6,165	6,472	6,796	
Risk Manager	EB-084	8,300	8,715	9,152	9,610	10,090	
Safety & Emergency Preparedness Officer	MC-072	6,172	6,478	6,804	7,145	7,499	
Senior Accountant	MC-068	5,592	5,870	6,165	6,472	6,796	
Senior Accounting Technician	GS-051	3,675	3,858	4,049	4,253	4,467	
Senior Administrative Assistant	MC-055	4,055	4,257	4,472	4,696	4,930	
Senior Administrative Asst to the CC	EB-063	4,941	5,188	5,450	5,720	6,008	
Senior Civil Engineer	MC-084	8,298	8,713	9,149	9,607	10,088	
Senior Code Compliance Inspector	GS-062	4,825	5,063	5,313	5,583	5,860	
Senior Communications Technician	GS-067	5,455	5,727	6,013	6,314	6,629	
Senior Customer Service Representative	GS-050	3,585	3,765	3,954	4,150	4,357	
Senior Human Resources Analyst	MC-072	6,172	6,478	6,804	7,145	7,499	
Senior Jailer	GS-057	4,260	4,475	4,699	4,932	5,179	
Senior Librarian	MC-066	5,319	5,589	5,868	6,159	6,468	
Senior Library Assistant	GS-050	3,585	3,765	3,954	4,150	4,357	
Senior Library Assistant (50%)	GS-050	1,793	1,883	1,977	2,075	2,179	
Senior Management Analyst	MC-070	5,873	6,169	6,475	6,801	7,141	
Senior Parking Enforcement Officer	GS-045	3,168	3,327	3,492	3,669	3,852	
Senior Planner	MC-072	6,172	6,478	6,804	7,145	7,499	

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JOB TITLE	Range Scale	MONTHLY OR ANNUAL (Rounded to nearest dollar)					
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
Senior Police Dispatcher	GS-059	4,477	4,701	4,935	5,181	5,441	
Senior Police Records Specialist	GS-051	3,675	3,858	4,049	4,253	4,467	
Senior Project Manager	MC-078	7,156	7,516	7,892	8,284	8,699	
Senior Property & Evidence Technician	GS-055	4,055	4,257	4,472	4,696	4,930	
Senior Purchasing Technician	GS-051	3,675	3,858	4,049	4,253	4,467	
Senior Storekeeper	GS-073	6,325	6,643	6,975	7,323	7,688	
Senior Utility System Technician	MC-084	8,298	8,713	9,149	9,607	10,088	
Senior Water Resources Engineer	MC-084	8,298	8,713	9,149	9,607	10,088	
Signal/Lighting Crew Chief	MC-066	5,319	5,589	5,868	6,159	6,468	
Signal/Lighting Technician	GS-059	4,477	4,701	4,935	5,181	5,441	
Solid Waste Crew Chief	MC-059	4,477	4,701	4,935	5,181	5,441	
Solid Waste Driver	GS-051	3,675	3,858	4,049	4,253	4,467	
Solid Waste Supervisor	MC-067	5,455	5,727	6,013	6,314	6,629	
Storekeeper	GS-045	3,168	3,327	3,492	3,669	3,852	
Streets & Solid Waste Services Manager	EB-082	7,902	8,296	8,710	9,145	9,605	
Supervising Water Resources Engineer	MC-090	9,628	10,107	10,614	11,142	11,699	
Telecommunication Technician	GS-047	3,330	3,496	3,671	3,854	4,045	
Traffic Operations Crew Chief	MC-066	5,319	5,589	5,868	6,159	6,468	
Traffic Operations Supervisor	MC-072	6,172	6,478	6,804	7,145	7,499	
Utility Engineering Assistant	GS-070	5,873	6,169	6,475	6,801	7,141	
Utility Engineering Associate	MC-074	6,484	6,807	7,148	7,507	7,880	
Utility System Technician	GS-069	5,731	6,017	6,317	6,634	6,969	
Wastewater Collection Sys Crew Chief	MC-073	6,325	6,643	6,975	7,323	7,688	
Wastewater Collection Sys Supervisor	MC-079	7,335	7,703	8,088	8,490	8,916	
Wastewater Maintenance Technician I	GS-049	3,498	3,673	3,855	4,047	4,251	
Wastewater Maintenance Technician II	GS-059	4,477	4,701	4,935	5,181	5,441	
Water & Wastewater Operations Director	EA-092	124,550	- annual range -				166,912
Water Resources Director	EA-097	124,550	- annual range -				166,912
Water & Wastewater Operations Manager	EB-088	9,164	9,624	10,101	10,607	11,138	
Water Resources Operations Manager	EB-088	9,164	9,624	10,101	10,607	11,138	
Water Distribution Supervisor	MC-079	7,335	7,703	8,088	8,490	8,916	
Water Operations Crew Chief	MC-073	6,325	6,643	6,975	7,323	7,688	
Water Production Supervisor	MC-079	7,335	7,703	8,088	8,490	8,916	
Water Quality Control Technician I	GS-060	4,588	4,818	5,060	5,311	5,578	
Water Quality Control Technician II	GS-064	5,065	5,316	5,587	5,863	6,156	
Water Quality Control Technician III	GS-070	5,873	6,169	6,475	6,801	7,141	
Water System Operator I	GS-055	4,055	4,257	4,472	4,696	4,930	
Water System Operator II	GS-059	4,477	4,701	4,935	5,181	5,441	
Water System Operator III	GS-065	5,188	5,452	5,723	6,010	6,310	

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Exhibit A

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Water Treatment and Quality Crew Chief	MC-073	6,325	6,643	6,975	7,323	7,688
Water Treatment and Quality Supervisor	MC-079	7,335	7,703	8,088	8,490	8,916
Water Treatment Plant Operator I	GS-057	4,260	4,475	4,699	4,932	5,179
Water Treatment Plant Operator II	GS-061	4,702	4,938	5,183	5,444	5,717
Water Treatment Plant Operator III	GS-067	5,455	5,727	6,013	6,314	6,629
Water Utility Crew Leader	GS-059	4,477	4,701	4,935	5,181	5,441
Water Utility Worker I	GS-049	3,498	3,673	3,855	4,047	4,251
Water Utility Worker II	GS-053	3,860	4,052	4,255	4,469	4,692
Welder/Fabricator	GS-063	4,941	5,187	5,448	5,719	6,007

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		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
PART-TIME CLASSIFICATIONS (Values rounded to Two Decimals)						
HOURLY RATE						
RANGE MINIMUM MAXIMUM						
Community Service Specialist I	PT-0003	10.50	12.73			
Community Service Specialist II	PT-0015	11.52	16.49			
Community Service Specialist III	PT-0030	13.11	22.01			
Helicopter Pilot	PT-0050	34.43	46.05			
Intern	PT-0010	10.50	19.92			
Librarian	PT-0047	21.62	32.17			
Library Clerk I	PT-0020	10.50	19.92			
Library Clerk II	PT-0041	17.50	22.78			
Library Clerk III	PT-0045A	18.38	23.89			
Library Page	PT-0002	10.50	12.76			
Maintenance Worker I	PT-0005	10.50	17.14			
Maintenance Worker II	PT-0040	17.50	28.97			
Management Consultant	PT-0055	50.46	113.54			
Office Assistant I	PT-0020	10.50	19.92			
Office Assistant II	PT-0045	18.04	35.71			
Police Cadet	PT-0021	10.50	12.98			
Police Dispatcher	PT-0048	23.13	28.23			
Technical Specialist I	PT-0025	14.34	27.39			
Technical Specialist II	PT-0052	28.79	46.06			

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