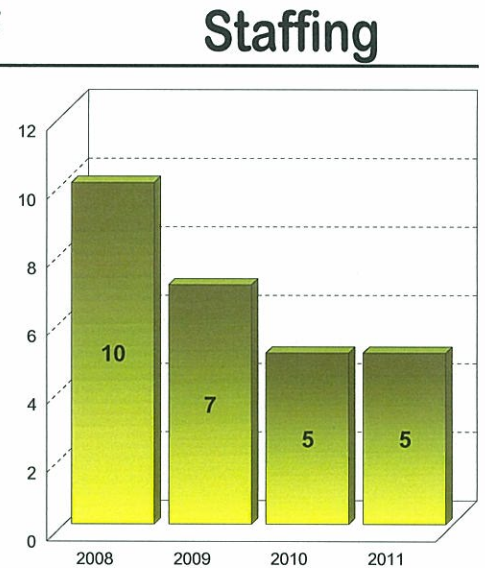


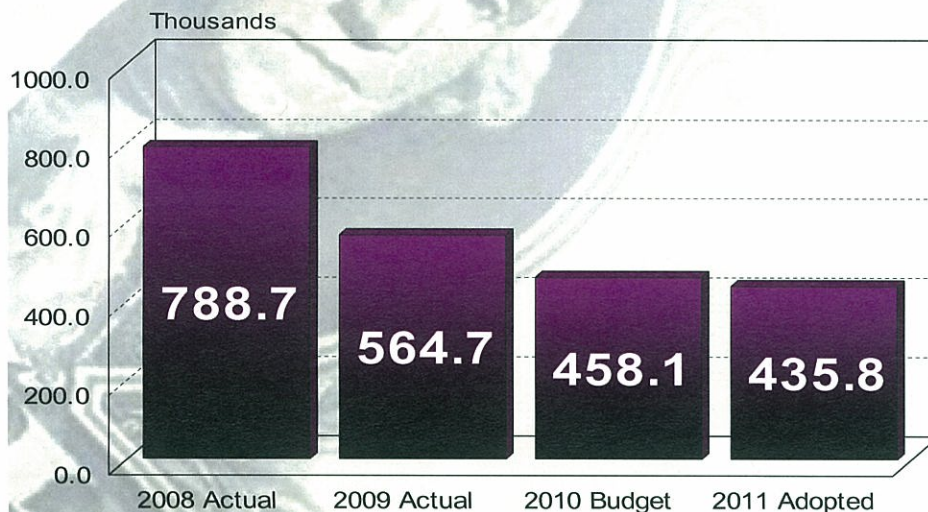
Administration

Description	2009-10	2010-11	% of GF
Expense	458,076	435,799	0.2%
Recov'd Costs	270,962	264,628	
Revenue	-	-	
Net Exp	187,114	171,171	

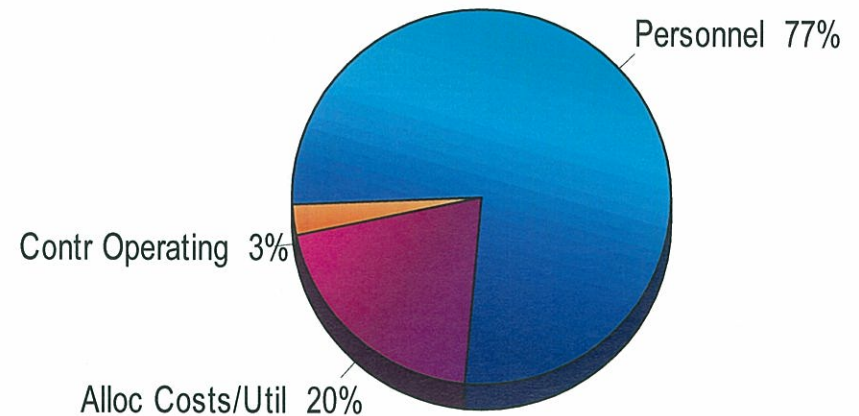
Cuts \$22K = -5%; Transfers 1 position from Library and Eliminated 1 position



Expense History



Budget Allocation





Expenditure History

	FY 2008-09 Actuals	FY 2009-10 Budget	FY 2010-11 Adopted
City Manager	564,693	458,076	435,799

Changes from Prior Year

- Eliminates one Management Analyst Position
- Transfers one position from Library
- Miscellaneous operational reductions

Mission Statement

It is the mission of the Administration Department to provide municipal services in a professional, innovative and cost effective manner. This department strives to achieve the goals and objectives of the City Council of Pomona by properly allocating resources and coordinating citywide programs and projects in order to maximize the quality of life for the community. The City Manager is appointed by the City Council to implement the policies and programs of the Council and to carry out the many responsibilities specified in the Pomona City Charter and City Code.

Department Description

The City Manager serves as the chief administrative officer of city government and, as such, is responsible to the City Council for the efficient and effective administration of City functions. The City Manager also serves as the Executive Director of the Redevelopment Agency. The City Administration staff formulates policy and budgetary recommendations for City Council action and implements Council directives. The Department coordinates City Council activities with other governmental agencies and outside organizations. Additionally, the responsibility for overseeing specific contracts such as animal control, cable television, and the Los Angeles County Fire Department rests within the City Administration program.

Revenue / Expenditure Report - 3 Year History

	2007-2008 ACTUALS	2008-2009 ACTUALS	2009-2010 ADOPTED BUDGET	2009-2010 ACTUALS THRU JUN	% ACTUALS/ BUDGET	2009-2010 YEAR-END ESTIMATE	% YR END/ BUDGET	2010-2011 ADOPTED BUDGET	% PROPOSED/ ADOPTED

101 General Fund	ADMINISTRATION								
REVENUE									
Total Fees	0.00	12,794.26	0	0.00	0 %	0	0 %	0	0 %
Total Charges for Services	0.00	67.50	0	0.00	0 %	0	0 %	0	0 %
Total Transfers In	129,054.52	0.00	0	0.00	0 %	0	0 %	0	0 %

Total Revenue	129,054.52	12,861.76	0	0.00	0 %	0	0 %	0	0 %
EXPENSE									
Total Personnel	672,958.90	471,759.82	349,913	353,838.65	101 %	347,445	99 %	335,666	96 %
Total Controllable Exp	21,811.63	10,838.88	15,592	8,636.85	55 %	11,270	72 %	11,208	72 %
Total Required Exp	3,825.46	2,846.33	0	0.00	0 %	0	0 %	0	0 %
Total Utilities	6,268.43	6,097.16	5,731	6,188.10	108 %	6,236	109 %	6,236	109 %
Total Alloc Costs & Self Ins	83,797.48	73,150.50	86,840	83,845.78	97 %	85,752	99 %	82,689	95 %

Total Expense	788,661.90	564,692.69	458,076	452,509.38	99 %	450,703	98 %	435,799	95 %
Net	659,607.38-	551,830.93-	458,076-	452,509.38-		450,703-		435,799-	

PROPOSED REVENUES FOR FISCAL YEAR ENDING 06/30/2011
 FUND 101 General Fund

DEPARTMENT REVENUE

	2007-2008 YEAR-END ACTUALS	2008-2009 YEAR-END ACTUALS	2009-2010 ADOPTED BUDGET	ACTUALS: 100% ----- THRU 06/30/2010	2009-2010 YEAR END ESTIMATE	% BUD VS EST	2010-2011 ADOPTED BUDGET	% BUDGET CHANGE
DEPT 1300 All City Administration								
40842 Ins Recovery	\$ 0.00	\$ 12,794.26	0	\$ 0.00	0	N/A	0	N/A
Total Fees	0.00	12,794.26	0	0.00	0	0 %	0	0 %
40380 All Other Revenues	\$ 0.00	\$ 67.50	0	\$ 0.00	0	N/A	0	N/A
Total Charges for Services	0.00	67.50	0	0.00	0	0 %	0	0 %
80763 Trsf from Post Empl Bene Fund	\$ 129,054.52	\$ 0.00	0	\$ 0.00	0	N/A	0	N/A
Total Transfers In	129,054.52	0.00	0	0.00	0	0 %	0	0 %
DEPT/PROG TOTAL	129,054.52	12,861.76	0	0.00	0	0 %	0	0 %

PROPOSED EXPENDITURES FOR FISCAL YEAR ENDING 06/30/2011
FUND 101 General Fund

2007-2008 YEAR-END ACTUALS	2008-2009 YEAR-END ACTUALS	2009-2010 ADOPTED BUDGET	ACTUALS: 100% ----- THRU 06/30/2010	2009-2010 YEAR END ESTIMATE	% BUD VS EST	2010-2011 ADOPTED BUDGET	% BUDGET CHANGE
----------------------------------	----------------------------------	--------------------------------	---	-----------------------------------	--------------------	--------------------------------	-----------------------

EXPENDITURES AT DEPARTMENT LEVEL

Total General Services

DEPT 1300 All City Administration

101-1300-51001	Salaries-Mgmt/Confidential	\$ 380,286.21	\$ 325,705.65	254,630	\$ 260,998.00	254,630	100 %	255,713	0 %
101-1300-51040	Hourly	427.24	3,762.00	5,000	1,333.56	3,000	60 %	5,000	0 %
101-1300-51055	Temporary Agency Svcs	12,121.95	0.00	0	0.00	0	N/A	0	N/A
101-1300-51059	Retirement/Termination Payout	134,252.82	44,183.40	0	0.00	0	N/A	0	N/A
101-1300-51075	Sick Leave/Vac Buyback	2,574.92	4,818.82	6,500	6,001.90	6,002	92 %	4,000	38-%
101-1300-51076	Comp Time/Exec Leave Buyback	1,540.44	0.00	0	0.00	0	N/A	0	N/A
101-1300-51800	Benefits-Non Sworn	141,749.13	93,235.40	83,783	85,480.17	83,783	100 %	70,853	15-%
101-1300-51860	Benefits-Hourly	6.19	54.55	0	25.02	30	N/A	100	N/A
	Total Personnel	672,958.90	471,759.82	349,913	353,838.65	347,445	99 %	335,666	4-%
101-1300-52060	Office Supplies	\$ 4,837.07	\$ 3,361.70	3,000	\$ 1,846.55	2,500	83 %	2,500	17-%
101-1300-52063	Postage	760.46	211.51	1,000	173.48	300	30 %	300	70-%
101-1300-52064	Printing & Copying	3,026.94	537.11	1,392	1,046.47	900	65 %	900	35-%
101-1300-52080	Other Expense	1,041.78	694.87	0	0.00	0	N/A	0	N/A
101-1300-52090	Mileage Reimbursement	256.74	53.85	500	77.65	200	40 %	200	60-%
101-1300-52130	Prof Development - Training	1,637.27	1,039.46	2,000	1,694.63	1,562	78 %	1,500	25-%
101-1300-52140	Dues & Subscriptions	3,597.65	2,888.60	3,500	2,610.00	3,000	86 %	3,000	14-%
101-1300-52285	Controllable Contract Services	2,242.76	0.00	0	0.00	0	N/A	0	N/A
101-1300-52350	Departmental Expense	3,218.91	669.71	1,200	667.86	1,008	84 %	1,008	16-%
101-1300-52402	Small Tools & Equipment	7.03	288.50	1,000	0.00	0	0 %	0	100-%
101-1300-52403	Computer Related Acquisitions	87.27	0.00	500	0.00	500	100 %	500	0 %
101-1300-52581	Office Equip Maint/Repair	542.15	1,047.25	1,200	520.21	1,200	100 %	1,200	0 %
101-1300-52670	Photographic Expense	555.60	46.32	300	0.00	100	33 %	100	67-%
	Total Controllable Exp	21,811.63	10,838.88	15,592	8,636.85	11,270	72 %	11,208	28-%
101-1300-52081	Off-Site Storage	\$ 68.20	\$ 0.00	0	\$ 0.00	0	N/A	0	N/A
101-1300-52461	Tuition Reimbursement	0.00	2,500.00	0	0.00	0	N/A	0	N/A
101-1300-52572	Lease Equipment-Citywide	3,757.26	346.33	0	0.00	0	N/A	0	N/A
	Total Required Exp	3,825.46	2,846.33	0	0.00	0	0 %	0	0 %
101-1300-52121	Telephone Service Expense	\$ 3,066.73	\$ 4,414.62	3,231	\$ 4,707.84	4,236	131 %	4,236	31 %
101-1300-52128	Cellular/Pagers	3,201.70	1,682.54	2,500	1,480.26	2,000	80 %	2,000	20-%
	Total Utilities	6,268.43	6,097.16	5,731	6,188.10	6,236	109 %	6,236	9 %
101-1300-52185	Info Systems Allocation	\$ 28,161.35	\$ 18,765.17	5,999	\$ 5,610.60	5,684	95 %	7,782	30 %
101-1300-52235	Claims Exp - Liab	131.07	0.00	45,027	45,027.00	45,027	100 %	36,425	19-%
101-1300-52236	Claims Exp - Unemployment	0.00	5,052.00	0	0.00	0	N/A	0	N/A
101-1300-52237	Claims Exp - WC	7,408.06	16,313.16	4,546	4,546.00	4,546	100 %	7,996	76 %
101-1300-52245	Ins - Liability	23,857.00	16,113.72	15,484	13,902.66	15,322	99 %	15,962	3 %
101-1300-52246	Ins - Unemployment	1,684.00	828.66	998	873.23	984	99 %	887	11-%
101-1300-52247	Ins - Workers' Compensation	17,431.00	11,775.79	11,777	11,386.29	11,180	95 %	9,092	23-%
101-1300-52420	Fleet Operation	5,125.00	4,302.00	3,009	2,500.00	3,009	100 %	4,545	51 %
	Total Alloc Costs & Self Ins	83,797.48	73,150.50	86,840	83,845.78	85,752	99 %	82,689	5-%

PROPOSED EXPENDITURES FOR FISCAL YEAR ENDING 06/30/2011
FUND 101 General Fund

	2007-2008 YEAR-END ACTUALS	2008-2009 YEAR-END ACTUALS	2009-2010 ADOPTED BUDGET	ACTUALS: 100% ----- THRU 06/30/2010	2009-2010 YEAR END ESTIMATE	% BUD VS EST	2010-2011 ADOPTED BUDGET	% BUDGET CHANGE
DEPT/PROG TOTAL	788,661.90	564,592.69	458,076	452,509.38	450,703	98 %	435,799	5-%