

City of
Rancho Santa Margarita
California

2016 - 2017



*Adopted Operating Budget
& Capital Improvement Plan*

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Introduction

City of Rancho Santa Margarita, California

CITY OF RANCHO SANTA MARGARITA

June 30, 2016

Mayor

L. Anthony Beall

Mayor Pro Tem

Carol A. Gamble

Council Members

Jerry Holloway
Bradley J. McGirr
Michael Vaughn

City Manager

Jennifer M. Cervantez

Honorable Mayor and Members of the City Council:

I am pleased to present the Fiscal Year 2016-17 Adopted Budget for the City of Rancho Santa Margarita. This budget document details the City's anticipated revenues and expenditure plan in accordance with City Council goals and priorities. While providing quality service to the community is the primary objective, the Fiscal Year 2016-17 Adopted Budget also allocates significant resources, through the Capital Improvement Program, to enhancing and improving the physical environment and infrastructure. Overall, this budget demonstrates the City Council's fiscal responsibility and commitment to prudent stewardship of the public treasury.

The Fiscal Year 2016-17 Adopted Budget is comprised of two primary funds, the General Fund and the Capital Improvement Projects Fund. The General Fund, which is the City's main operating fund, is balanced with a structural surplus of \$207,187. Major General Fund revenues are estimated to grow by 3.7 percent, mostly attributable to higher growth in sales tax as well as positive growth in property tax as a result of improved economic conditions. This year, the Orange County Assessor's Office based the property tax roll on a Consumer Price Index (CPI) of 1.525%. Although the CPI factor is less than the prior year of 1.998%, the current factor still reflects a positive overall growth in property tax revenue.

General Fund

General Fund expenditures are allocated to the regular ongoing operations of the City for services such as public safety, planning and community development, general government, community services and public works. Nearly 50 percent of the City's General Fund expenditures are for public safety, specifically the contract with the Orange County Sheriff's Department for law enforcement services. Many of the City's other municipal services are also contracted out to private consulting firms, resulting in a lower-than-average percentage of the budget allocated to personnel costs. In fact, the City employs 24 full-time and six part-time employees, accounting for a uniquely low 20 percent of the General Fund budget.

The City of Rancho Santa Margarita continues to maintain a healthy reserve balance with minimal debt service. The City's total reserves, including special revenue funds restricted for specific purposes, are projected to be \$17.8 million at fiscal year-end. The General Fund reserve, including operating, emergency and restricted, total is \$14,612,192, which reflects a sizable decrease from the prior year due to the increase in the use of General Fund reserves for specific one-time and planned expenditures. This use of reserves totals \$3,469,537, and includes expenditures for a Sales Tax Mitigation payment to the County of Orange, continued upgrade and replacement of the 800 MHz radios and backbone equipment, Year 2 of the General Plan Update, the transition costs associated with the new animal care contract with Mission Viejo, as well as CIP projects.

The refinancing of the Certificates of Participation for the Civic Center buildings completed in fiscal year 2012-13 will yield an annual savings of approximately \$102,000 per year for the bond life of 19 years. Debt service accounts for 4 percent of the General Fund expenditures. Another source of financial burden

for cities is unfunded liabilities for retirement and other post-retirement benefits. The City of Rancho Santa Margarita was one of the first cities in Orange County to implement pension reform in the manner of a second tier retirement formula and a requirement that all new employees pay the entire employee share of the retirement benefit. As a result, and combined with the lower number of employees, the City's pension liabilities are very low. Overall, the City's current financial situation is sound with a promising long-term outlook.

Capital Improvement Program

This year's Capital Improvement Program includes a variety of maintenance projects and new initiatives to enhance the visual aesthetics in the community, most notable the repairs to City Hall and the Bell Tower Recreational Community Center as well as the adjacent areas. Thirty-one projects totaling \$5,620,000 are planned for Fiscal Year 2016-17, a decrease of \$90,000 from the previous Fiscal Year. A significant number of these projects utilize special revenue funds such as Gas Tax, AQMD or Measure M funds. Of the \$5,620,000, \$1,992,000, or 35 percent, is funded with Capital Improvement Program funds or General Fund reserves. The use of reserve funds of \$1,992,000 has been appropriated towards various CIP projects, with the largest allocation towards the building repair project. These projects encompass continued maintenance and reporting of the 80-acre habitat restoration project, Chiquita Ridge Open Space Assessment, median hardscape renovations, and \$1,434,000 towards the building repairs and other accommodating projects related to both City Hall and the Bell Tower. Other major projects with the CIP budget include road maintenance, bridge repair, as well as traffic management.

This budget document also serves as a policy document to outline the City Council's desired service levels, programs, priorities and staffing for the City over the coming year. Information related to the City's community profile, demographics, and organizational structure is included to accompany the budgetary policies and priorities, which are a demonstration of the City's commitment to its residents and businesses. In addition, the budget document includes combined and individual fund summary data on estimated revenues, appropriations, transfers, fund balances, and capital projects, organized as operational and budgetary divisions of the various governmental functions. Lastly, detailed Capital Improvement Plan information and appendices of budgetary policies, procedures and related budgetary presentation items are presented. City staff places a high priority on transparency throughout the budgeting process, and this document is designed to provide the public with accurate accessible information in an easy-to-read format.

In summary, the City staff and I are proud of the thoughtful and thorough work that has gone into the preparation of the Fiscal Year 2016-17 budget, and we appreciate the City Council's careful consideration and adoption of the City's spending plan for the coming year. With this budget, Rancho Santa Margarita is poised to continue the delivery of essential services to residents and businesses in a prudent and fiscally responsible manner that captures the City Council's vision and direction.

Respectfully submitted,



Jennifer M. Cervantez
City Manager

CITY OF RANCHO SANTA MARGARITA

CITY COUNCIL

MAYOR	L. ANTHONY BEALL
MAYOR PRO TEM	CAROL A. GAMBLE
COUNCIL MEMBER	JERRY HOLLOWAY
COUNCIL MEMBER	BRADLEY McGIRR
COUNCIL MEMBER	MICHAEL VAUGHN

CITY OFFICIALS

CITY MANAGER/CITY TREASURER.....	JENNIFER CERVANTEZ
FINANCE DIRECTOR	STEFANIE TURNER
PUBLIC WORKS DIRECTOR/CITY ENGINEER	EHAB (MAX) MAXIMOUS
PLANNING/COMMUNITY Dev. DIRECTOR	CHERYL KUTA
CITY CLERK	AMY DIAZ
CITY ATTORNEY	GREGORY E. SIMONIAN
CHIEF OF POLICE SERVICES	LIEUTENANT RON KENNEDY
COMMUNITY SERVICES SUPERVISOR	WENDI REDINGTON

FIRE SERVICES	ORANGE COUNTY FIRE AUTHORITY
LIBRARY SERVICES.....	ORANGE COUNTY PUBLIC LIBRARY SYSTEM

COMMUNITY PROFILE

Date of Incorporation	January 1, 2000
Location	South Orange County, California
Form of Government.....	Council – Manager
Population (1)	48516
Incorporation Election, November 2, 1999:	
Registered Voters (2)	21,656
Voter Turnout (2)	26.9%
Number of Parcels (3)	16,289
Police	contract with Orange County Sheriff's Department
Fire	One Station; contract with Orange County Fire Authority
Library	One Branch, Orange County Public Library System
Parks:	
County owned and operated	1
Privately owned and operated	21
Schools:	
Elementary Schools	11
Middle Schools	2
High Schools	1
Number of Master Home Owners Associations	7

(1) - Source: California Department of Finance, Demographic Research Unit 1/1/16

(2) - Source: County of Orange

(3) - Source: Orange County Auditor-Controller

City of Rancho Santa Margarita

Demographic Information Federal Census Data

Fiscal Year 2010

Population: (1) (2)	47,853
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Median Age:	36
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Number of Households:	16,665
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Average Household Size:	2.87
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Average Family Size:	3.33
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Home-Ownership Rate	71%
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Total Workforce	24,812
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Race:	
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Asian	8.9
Black	1.6
Hispanic	18.6
White	67.0
Other	3.9

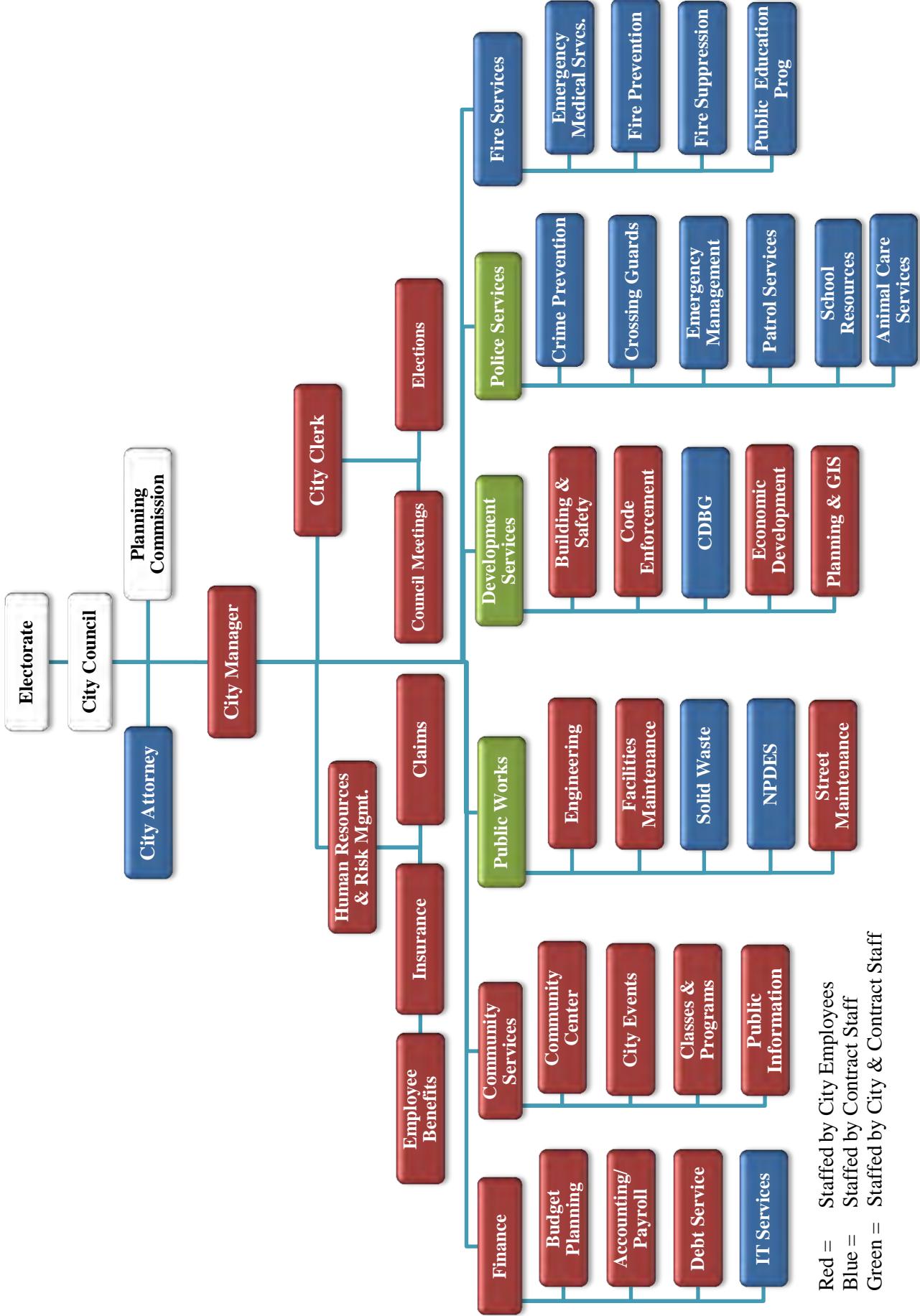
Sex:	
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Female	51.1
Male	48.9

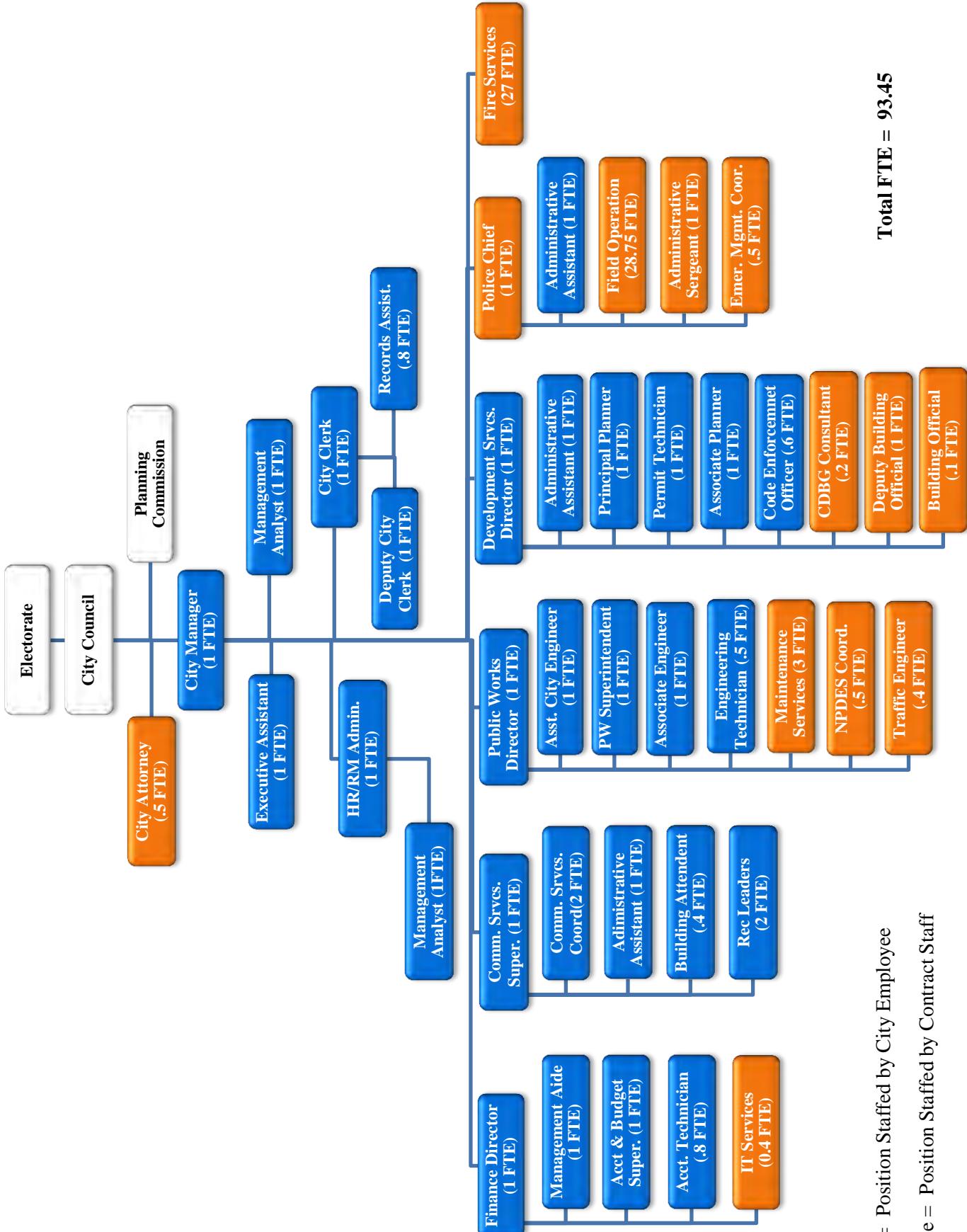
- (1) As of 4/10/10 census data release. **Estimated population as of 1/1/16 is 48,516**
Per the California Department of Finance, Demographic Research Unit.
- (2) The California Department of Finance population estimates incorporate 2010 Census counts as the benchmark. Therefore, the population estimates for 2010, and 2015 published in this report might be noticeably different from the previous year estimates.

As of May 2015, total unemployment was 2.2%

City of Rancho Santa Margarita
 ORGANIZATION CHART BY DEPARTMENT FUNCTION
 as of Fiscal Year 2016-2017



City of Rancho Santa Margarita
ORGANIZATION CHART BY CITY EMPLOYEES & CONTRACT STAFF
as of Fiscal Year 2016-2017



Blue = Position Staffed by City Employee

Orange = Position Staffed by Contract Staff

<u>City Manager:</u>	City Manager	1.00
	Executive Secretary	1.00
	Management Analyst (CM)	1.00
	City Clerk	1.00
	Deputy City Clerk	1.00
	Records Assistant	0.80
	HR/RiskManagement Administrator	1.00
	Management Analyst (HR)	1.00
<u>City Attorney:</u>	City Attorney	0.50
<u>Finance:</u>	Finance Director	1.00
	Management Aide	1.00
	Accounting & Budget Supervisor	1.00
	Accounting Technician	0.80
	IT Services	0.40
<u>Community Services:</u>	Community Services Supervisor	1.00
	Community Services Coordinator	2.00
	Administrative Assistant	1.00
	Building Attendant	0.40
	Recreation Leaders	2.00
<u>Police Services:</u>	Administrative Assistant	1.00
	Police Chief	1.00
	Administrative Sergeant	1.00
	Emergency Management Coordinator	0.50
	Field Operations	28.75
<u>Development Services:</u>	Development Services Director	1.00
	Administrative Assistant	1.00
	Principal Planner	1.00
	Associate Planner	1.00
	Permit Technician	1.00
	Code Enforcement	0.60
	Building Official	0.10
	Deputy Building Official	1.00
	CDBG Consultant	0.20
<u>Public Works:</u>	Public Works Director	1.00
	Assistant City Engineer	1.00
	Engineering Technician	0.50
	Traffic Engineer	0.40
	Associate Engineer	1.00
	Public Works Superintendent	1.00
	NPDES Coordinator	0.50
	Maintenance Services	3.00
<u>Fire Services:</u>	Field Operations	27.00
<u>TOTAL</u>	29.10	64.35

Budget Summaries

City of Rancho Santa Margarita, California

BUDGET SUMMARIES



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City of Rancho Santa Margarita
Schedule of Fund Balance - All Funds

Description	Fund Balance 06/30/12	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/13	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/14
General Fund - 100	15,910,392	16,887,048	16,654,597	16,142,843	15,868,122	15,094,581	16,916,384
Special Revenue Funds:							
Gas Tax - 210	1,604,692	1,138,991	1,112,763	1,630,920	1,567,504	1,473,435	1,724,989
Measure M - 212	548,048	601,500	703,219	446,329	629,492	748,741	327,080
Air Quality Improvement - 214	256,822	58,983	80,788	235,017	60,893	96,912	198,998
CA Law Enforcement Equip - 216	197	-	-	197	-	-	197
Traffic Congestion Relief - 218	1	-	1	-	-	-	-
Local Park Trust Fund - 220	-	440,586	-	440,586	588,948	-	1,029,534
Supplemental Law Enforce - 222	137,244	100,272	120,273	117,243	103,471	105,540	115,174
PEG Fees - 224	-	259,837	-	259,837	162,981	-	422,818
Subtotal-Special Revenue Funds	2,547,004	2,600,169	2,017,044	3,130,129	3,113,289	2,424,628	3,818,790
Capital Projects Fund - 410	1,083,278	1,347,327	1,999,645	430,960	1,968,527	1,798,478	601,009
<u>RSM DEBT SERVICE</u>							
RSM NP Debt Svc. Fund - 500	848,392	576,792	1,425,184	-	-	-	-
RSM PFA Debt Svc. Fund - 530	-	2,724,975	373,348	2,351,627	805,914	800,238	2,357,303
GRAND TOTAL - ALL FUNDS	20,389,066	24,136,311	22,469,818	22,055,559	21,755,852	20,117,925	23,693,486

City of Rancho Santa Margarita
Schedule of Fund Balance - All Funds

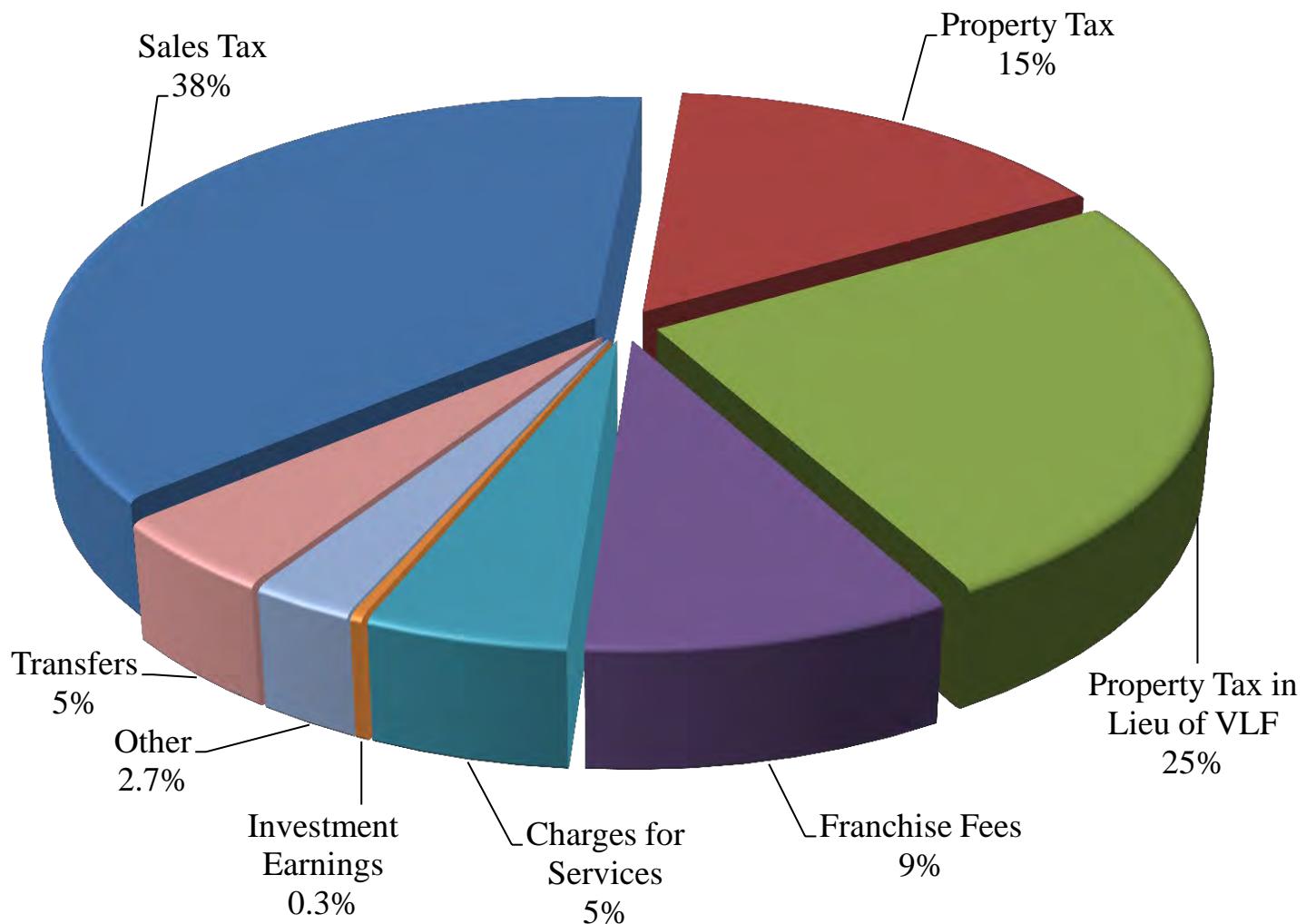
Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/15	Estimated Revenues & Interfund Transfers	Estimated Expenditures & Interfund Transfers	Estimated Fund Balance 06/30/16	Projected Revenues & Interfund Transfers	Projected Expenditures & Interfund Transfers	Projected Fund Balance 06/30/17
18,079,802	16,828,937	18,167,249	17,170,310	17,463,017	17,874,542	17,340,347	20,602,697	14,612,192
1,397,389	1,527,475	1,594,903	1,059,613	1,198,607	1,455,909	1,009,312	2,412,623	52,598
665,002	770,879	221,203	722,579	725,750	218,032	734,065	944,506	7,591
61,242	94,257	165,983	60,000	138,000	87,983	60,000	147,000	983
1	198	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
2,988	-	1,032,522	-	-	1,032,522	-	244,000	788,522
103,379	108,999	109,554	100,000	125,151	84,403	100,000	123,291	61,112
169,334	2,035	590,117	160,000	-	750,117	160,000	220,000	690,117
2,399,335	2,503,843	3,714,282	2,102,192	2,187,508	3,628,966	2,063,377	4,091,420	1,600,923
3,995,588	4,493,692	102,905	2,925,059	2,925,059	102,905	5,620,000	5,620,000	102,905
736,458	1,584,640	1,509,121	732,138	732,138	1,509,121	736,338	736,338	1,509,121
25,211,183	25,411,112	23,493,557	22,929,699	23,307,722	23,115,534	25,760,062	31,050,455	17,825,141

City of Rancho Santa Margarita

Summary of Operating Budgeted Revenues

General Fund

Fiscal Year 2016-2017



City of Rancho Santa Margarita
Revenue Summary - All Funds

	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
100 GENERAL FUND	16,887,048	15,868,122	18,079,802	16,724,290	17,170,310	17,340,347
<u>SPECIAL REVENUE FUNDS</u>						
210 GAS TAX	1,138,991	1,567,504	1,397,389	1,059,613	1,059,613	1,009,312
212 MEASURE M	601,500	629,492	665,002	722,579	722,579	734,065
214 AIR QUALITY IMPROVEMENT	58,983	60,893	61,242	60,000	60,000	60,000
216 CA LAW ENFORCEMENT EQUIPMENT	-	-	1	-	-	-
218 TRAFFIC CONGESTION RELIEF	-	-	-	-	-	-
220 LOCAL PARK TRUST	440,586	588,948	2,988	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT	100,272	103,471	103,379	100,000	100,000	100,000
224 PEG FEE	259,837	162,981	169,334	160,000	160,000	160,000
<i>SUBTOTAL</i>						
ALL SPECIAL REVENUE FUNDS	2,600,169	3,113,289	2,399,335	2,102,192	2,102,192	2,063,377
410 CAPITAL PROJECTS FUND	1,347,327	1,968,527	3,995,588	5,640,340	2,925,059	5,620,000
<u>RSM DEBT SERVICE FUNDS</u>						
500 RSMNP DEBT SERVICE FUND	576,792	-	-	-	-	-
530 RSM PFA DEBT SERVICE FUND	2,724,975	805,914	736,458	732,138	732,138	736,338
<i>SUBTOTAL</i>						
ALL FUND TYPES	24,136,311	21,755,852	25,211,183	25,198,960	22,929,699	25,760,062
LESS INTERFUND TRANSFERS	4,829,417	2,852,635	4,946,538	5,857,202	3,843,492	6,196,467
GRAND TOTAL - ALL FUND TYPES	19,306,894	18,903,217	20,264,645	19,341,758	19,086,207	19,563,595

City of Rancho Santa Margarita
Revenues - Detail of All Funds

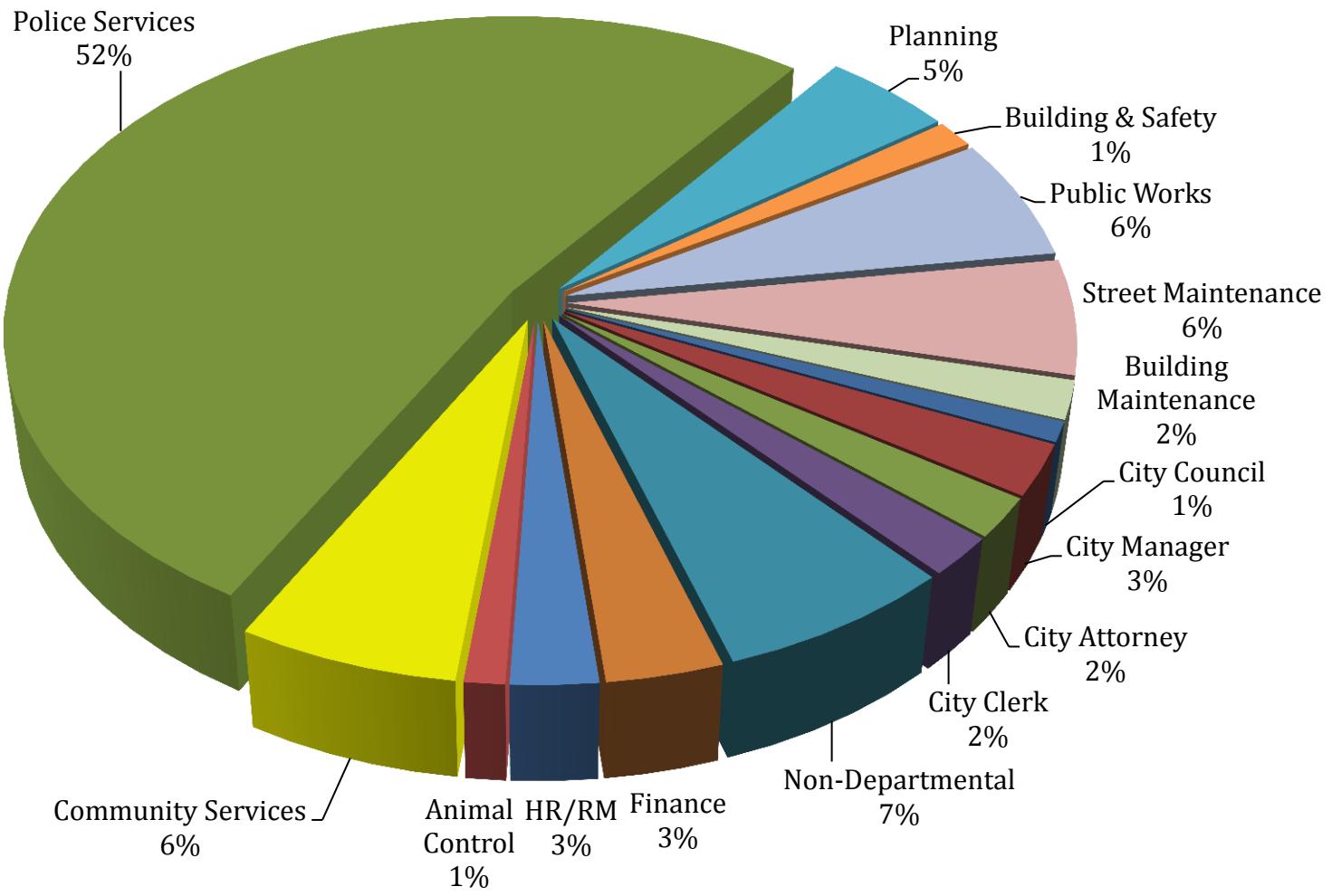
	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	AMENDED BUDGET	FY 2015/16 YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
100 GENERAL FUND						
Property Tax	2,042,934	2,129,782	2,199,784	2,288,116	2,299,244	2,349,636
Sales Tax	4,478,082	4,384,684	4,539,157	6,246,371	6,461,960	6,505,635
Property Tax in Lieu of Sales Tax	1,349,658	1,637,911	1,498,378	-	-	-
Real Property Transfer Tax	271,322	284,486	300,415	261,514	299,824	303,572
Franchise Fees - Cable TV	800,486	801,792	838,366	830,250	830,250	850,628
Franchise Fees - Gas	67,428	82,627	82,117	83,143	70,423	71,303
Franchise Fees - Electricity	387,608	403,946	432,059	437,460	437,460	442,928
Franchise Fees - Refuse Collection	164,280	161,794	163,987	166,136	170,875	173,011
Motor Vehicle License Fee	25,603	21,189	20,468	20,724	19,821	20,069
Property Tax in Lieu of VLF	3,708,449	3,752,640	4,014,942	4,247,006	4,204,410	4,362,498
State Mandated Cost Reimburse	19,553	13,373	75,585	-	19,675	12,791
EECBG	1,855	-	-	-	-	-
Beverage Container Recycling Grant	13,196	12,965	-	-	13,097	14,000
Building Permit Fees	332,576	310,151	311,262	250,000	327,522	250,000
Building-Plan Check Fees	152,999	93,871	90,218	85,000	108,448	85,000
Site Development Permits/Fees	15,360	10,432	4,900	6,075	5,443	5,511
Site Development Permits/Deposits	83,591	72,381	101,521	60,000	60,000	60,000
Planning - Plan Check Fees	46,325	43,625	31,400	28,790	32,426	32,831
Other Planning Revenues	4,275	2,600	3,575	3,972	2,726	2,760
CDBG Grant	64,798	64,189	68,143	70,292	70,292	93,993
Engineering Permits	103,318	50,059	50,079	55,000	53,380	55,000
AB933 - Recycling Grant	100,956	87,051	88,443	80,000	80,000	81,000
Waste Disposal Agreement Revenue	-	-	-	-	-	60,000
Solid Waste Diversion Permits	173,351	73,480	15,575	15,233	10,717	13,147
Mapping-Engineer/Other Eng. Rev.	120	-	-	-	30	-
FEMA/CalEMA Reimbursement	38,392	-	-	-	-	-
Court Fines	103,472	81,163	132,763	85,000	73,402	74,320
Parking Citation Revenue	72,657	74,547	53,778	60,000	72,963	80,000
Parking Citation - DMV	13,384	17,537	12,342	15,340	3,429	3,472
Miscellaneous Police Grants/Revenue	18,746	16,928	7,713	10,000	10,000	7,700
Abandoned Vehicle Abatement	5,299	-	-	-	-	-
BTRCC Revenue - Misc.	831	857	1,228	-	1,172	-
Community Services Revenue	31,916	29,650	33,825	30,000	75,627	53,000
Advertising Income	-	4,108	3,518	4,500	4,114	2,000
BTRCC Program Revenue	204,526	203,123	236,320	204,178	233,133	240,000
BTRCC Rental Revenue	127,487	167,090	169,405	155,138	162,921	160,000
Senior Mobility Grant	22,255	23,605	24,798	25,886	25,886	26,868
Senior Mobility Voucher Revenue	-	-	7,925	5,177	5,990	5,374
Investment Earnings	39,673	41,602	49,466	42,265	52,514	53,171
Other Revenue	1,210,838	10,601	1,738,514	79,000	102,795	-
Transfer from Gas Tax Fund	204,228	214,928	206,954	257,800	228,690	236,623
Transfer from Measure M	385,221	487,355	470,879	514,924	539,651	552,506
TOTAL GENERAL FUND	16,887,048	15,868,122	18,079,802	16,724,290	17,170,310	17,340,347
SPECIAL REVENUE FUNDS						
210 GAS TAX FUND:						
Gas Tax 2105 (Prop. 111)	216,099	336,614	294,623	280,048	280,048	269,446
Gas Tax 2106	165,652	169,968	194,111	151,914	151,914	139,713
Gas Tax 2107	354,107	360,088	378,820	390,123	390,123	379,220
Gas Tax 2107.5	6,000	6,000	12,000	6,000	6,000	6,000
Gas Tax 2103	392,381	689,534	513,111	226,230	226,230	209,569
Interest Income	4,752	5,300	4,724	5,298	5,298	5,364
Transfer from CIP	-	-	-	-	-	-
TOTAL GAS TAX FUND	1,138,991	1,567,504	1,397,389	1,059,613	1,059,613	1,009,312
212 MEASURE M FUND:						
Measure M (Local Turnback)	600,015	628,265	664,051	718,966	718,966	732,258
Interest Income	1,485	1,227	951	3,613	3,613	1,807
Transfer from CIP	-	-	-	-	-	-
TOTAL MEASURE M FUND	601,500	629,492	665,002	722,579	722,579	734,065

City of Rancho Santa Margarita
Revenues - Detail of All Funds

	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	AMENDED BUDGET	FY 2015/16 YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
214 AIR QUALITY IMPROVEMENT FUND:						
AQMD (AB 2766)	58,239	60,177	60,589	59,700	59,700	59,696
Interest Income	744	716	653	300	300	304
TOTAL AQMD FUND	58,983	60,893	61,242	60,000	60,000	60,000
216 CA LAW ENFORCEMENT EQUIP. PROGRAM:						
CLEEP Grant	-	-	-	-	-	-
Interest Income	-	-	1	-	-	-
TOTAL CLEEP FUND	-	-	1	-	-	-
218 TRAFFIC CONGESTION RELIEF FUND:						
TCRF Funds	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
TOTAL TCRF FUND	-	-	-	-	-	-
220 LOCAL PARK TRUST FUND:						
Park Fees	381,419	586,797	2,943	-	-	-
Interest Income	185	2,151	45	-	-	-
Transfer from General Fund	58,982	-	-	-	-	-
TOTAL LOCAL PARK TRUST FUND	440,586	588,948	2,988	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT:						
Supplemental Law Enforcement	100,000	103,157	103,045	99,500	99,500	99,500
Interest Income	272	314	334	500	500	500
TOTAL SUPPL. ENFORCEMENT	100,272	103,471	103,379	100,000	100,000	100,000
224 PEG FEE FUND:						
PEG Fees	160,242	162,180	167,975	159,200	159,200	159,200
Interest Income	92	801	1,359	800	800	800
Transfer from General Fund	99,503	-	-	-	-	-
TOTAL PEG FEE FUND	259,837	162,981	169,334	160,000	160,000	160,000
SUBTOTAL - ALL SPECIAL REVENUE	2,600,169	3,113,289	2,399,335	2,102,192	2,102,192	2,063,377
410 CAPITAL PROJECTS FUND						
Transfer from General Fund	-	-	1,248,434	2,087,340	1,328,997	1,992,000
Transfer from Gas Tax Fund	640,247	991,817	1,041,374	1,732,000	689,917	1,896,000
Transfer from Measure M Fund	317,998	261,385	300,000	395,000	186,099	392,000
Transfer from Air Quality Improve.	80,788	96,912	94,257	138,000	138,000	147,000
Transfer from TCRF Fund	1	-	-	-	-	-
Transfer from Local Park Trust Fund	-	-	-	-	-	244,000
Transfer from PFA Capital Funds	-	-	854,253	-	-	-
HBP	9,908	22,664	109,222	212,000	126,378	101,000
Interest Income	2,210	1,344	368	-	-	-
TEA-LU Grant	88,920	-	-	-	-	-
Prop 1B (State)	-	314,998	-	-	-	-
CDBG Grant	146,466	148,340	247,981	235,000	110,000	233,000
HSIP	60,789	131,067	-	-	-	-
APM	-	-	-	500,000	4,668	500,000
CTFP	-	-	99,699	341,000	341,000	115,000
SUBTOTAL - CAPITAL PROJECTS	1,347,327	1,968,527	3,995,588	5,640,340	2,925,059	5,620,000
500 RSMNP DEBT SERVICE FUND:						
Interest Income	-	-	-	-	-	-
Transfer from General Fund	576,792	-	-	-	-	-
TOTAL RSMNP DEBT SERVICE	576,792	-	-	-	-	-
530 RSM PFA DEBT SERVICE FUND:						
Interest Income	1,641	5,676	6,071	-	-	-
Transfer from General Fund	1,618,052	800,238	730,387	732,138	732,138	736,338
Transfer from RSMNP Debt Service	847,605	-	-	-	-	-
Bond Issue Premium	257,677	-	-	-	-	-
TOTAL RSM PFA DEBT SERVICE	2,724,975	805,914	736,458	732,138	732,138	736,338
SUBTOTAL - ALL FUND TYPES	24,136,311	21,755,852	25,211,183	25,198,960	22,929,699	25,760,062
LESS: INTERFUND TRANSFERS	4,829,417	2,852,635	4,946,538	5,857,202	3,843,492	6,196,467
GRAND TOTAL - ALL FUND TYPES	19,306,894	18,903,217	20,264,645	19,341,758	19,086,207	19,563,595

City of Rancho Santa Margarita

Summary of Operating Budgeted Expenditures General Fund Fiscal Year 2016-2017



City of Rancho Santa Margarita
Appropriations Summary - All Funds

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR-END ESTIMATE	
<u>GENERAL FUND</u>						
City Council	141,148	151,424	152,572	141,671	141,671	174,421
City Manager	348,054	340,250	329,300	376,789	381,538	447,762
City Attorney	518,990	586,596	711,333	365,000	339,550	350,000
City Clerk	352,428	375,563	340,176	286,453	278,096	345,016
Non-Departmental	438,491	387,442	391,897	634,104	548,611	1,320,032
Finance	554,317	422,435	456,236	571,135	570,204	564,700
Human Resources/Risk Management	324,789	349,665	318,443	410,160	292,152	422,328
Police Services	7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
Animal Control	42,401	88,142	74,777	102,762	102,762	608,208
Planning	780,133	779,886	727,091	865,248	771,825	972,401
Building	316,215	268,295	266,375	240,266	288,210	241,543
Public Works	1,033,785	843,326	909,506	997,250	983,942	1,067,892
Street Maintenance	830,945	920,904	915,516	966,079	985,306	1,000,661
Building Maintenance	282,006	289,870	281,862	329,913	329,802	333,293
Community Services	902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
Transfer to Local Park Trust Fund	58,982	-	-	-	-	-
Transfer to PEG Fee Fund	99,503	-	-	-	-	-
Transfer to Capital Projects Fund	-	-	1,248,434	2,087,340	1,328,997	1,992,000
Transfer to RSMNP Debt Service Fund	576,792	-	-	-	-	-
Transfer to RSM PFA Debt Service Fund	1,618,052	800,238	730,387	732,138	732,138	736,338
TOTAL GENERAL FUND	16,654,597	15,094,581	16,828,937	18,493,319	17,463,017	20,602,697
<u>SPECIAL REVENUE FUNDS</u>						
GAS TAX - Street Lighting	268,288	266,691	279,147	288,000	280,000	280,000
Transfer to General Fund	204,228	214,927	206,954	257,800	228,690	236,623
Transfer to Capital Projects Fund	640,247	991,817	1,041,374	1,741,000	689,917	1,896,000
MEASURE M						
Transfer to General Fund	385,221	487,355	470,879	514,924	539,651	552,506
Transfer to Capital Projects Fund	317,998	261,386	300,000	386,000	186,099	392,000
AIR QUALITY IMPROVEMENT						
Transfer to Capital Projects Fund	80,788	96,912	94,257	138,000	138,000	147,000
CA LAW ENFORCEMENT EQUIP.	-	-	198	-	-	-
TRAFFIC CONGESTION RELIEF						
Transfer to Capital Projects Fund	1	-	-	-	-	-
LOCAL PARK TRUST						
Transfer to Capital Projects Fund	-	-	-	-	-	244,000
SUPPLEMENTAL LAW ENFORCE	120,273	105,540	108,999	125,151	125,151	123,291
PEG FEE	-	-	2,035	-	-	220,000
TOTAL SPECIAL REVENUE FUNDS	2,017,044	2,424,628	2,503,843	3,450,875	2,187,508	4,091,420
<u>CAPITAL PROJECTS FUND</u>						
Capital Outlay	1,999,645	1,798,478	4,493,692	5,710,340	2,925,059	5,620,000
Transfer to Gas Tax Fund	-	-	-	-	-	-
Transfer to Measure M Fund	-	-	-	-	-	-
TOTAL CAPITAL PROJECT FUND	1,999,645	1,798,478	4,493,692	5,710,340	2,925,059	5,620,000
<u>RSM DEBT SERVICE FUNDS</u>						
RSMNP DEBT SERVICE FUND	577,579	-	-	-	-	-
Transfer to RSM PFA Debt Service Fund	847,605	-	-	-	-	-
RSM PFA DEBT SERVICE FUND	373,348	800,238	730,387	732,138	732,138	736,338
Transfer to CIP Fund	-	-	854,253	-	-	-
TOTAL RSM DEBT SRVC. FUNDS	1,798,532	800,238	1,584,640	732,138	732,138	736,338
SUBTOTAL - ALL FUND TYPES	22,469,818	20,117,925	25,411,112	28,386,672	23,307,722	31,050,455
LESS INTERFUND TRANSFERS	4,829,417	2,852,635	4,946,538	5,857,202	3,843,492	6,196,467
GRAND TOTAL - ALL FUND TYPES	17,640,401	17,265,290	20,464,574	22,529,470	19,464,230	24,853,988

Fund Expense Summary
GENERAL FUND

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
City Council	141,148	151,424	152,572	141,671	141,671	174,421
City Manager	348,054	340,250	329,300	376,789	381,538	447,762
City Attorney	518,990	586,596	711,333	365,000	339,550	350,000
City Clerk	352,428	375,563	340,176	286,453	278,096	345,016
Non-Departmental	438,491	387,442	391,897	634,104	548,611	1,320,032
Finance	554,317	422,435	456,236	571,135	570,204	564,700
Human Resources/Risk Management	324,789	349,665	318,443	410,160	292,152	422,328
Police Services	7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
Animal Control	42,401	88,142	74,777	102,762	102,762	608,208
Planning	780,133	779,886	727,091	865,248	771,825	972,401
Building	316,215	268,295	266,375	240,266	288,210	241,543
Public Works	1,033,785	843,326	909,506	997,250	983,942	1,067,892
Street Maintenance	830,945	920,904	915,516	966,079	985,306	1,000,661
Building Maintenance	282,006	289,870	281,862	329,913	329,802	333,293
Community Services	902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
Transfer to Local Park Trust Fund	58,982	-	-	-	-	-
Transfer to PEG Fee Fund	99,503	-	-	-	-	-
Transfer to Capital	-	-	1,248,434	2,087,340	1,328,997	1,992,000
Transfer to RSMNP Debt Service Fund	576,792	-	-	-	-	-
Transfer to RSM PFA Debt Service Fund	1,618,052	800,238	730,387	732,138	732,138	736,338
TOTAL GENERAL FUND	16,654,597	15,094,581	16,828,937	18,493,319	17,463,017	20,602,697

Fund Expense Summary
GAS TAX FUND

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	AMENDED BUDGET	FY 2015/16 YEAR END ESTIMATE	FY 2016/17 ADOPTED BUDGET
GAS TAX - Street Lighting Transfers to General Fund	268,288	266,691	279,147	288,000	280,000	280,000
Public Works	121,461	131,379	120,472	164,800	141,190	146,623
Street Maintenance	82,767	83,548	86,482	93,000	87,500	90,000
Slurry Seal Program	205,734	223,474	325,287	380,000	380,000	308,000
Antonio Pkwy. Slurry Seal	-	164,944	771	-	-	-
Avenida De Las Banderas Slurry Seal	-	-	116,749	-	-	-
Residential Overlay	-	-	11,704	200,000	154,000	186,000
Lindsay/Cozy Glen Pavement Rehabilitation	455	-	-	-	-	-
Robinson Ranch Road Pavement Rehab	108,908	132,635	19	-	-	-
Antonio Pkwy. Pavement Rehab	(9,005)	13,543	133,477	352,000	-	343,000
Coto de Caza/La Promesa Pavement Rehab.	11,504	181	-	-	-	175,000
SMP Pavement Rehabilitation	284,037	417,653	1,005	408,000	4,582	363,000
Avenida Empressa Pavement Rehabilitation	-	-	-	65,000	30,000	-
Median Hardscape Renovation	-	-	35,705	-	-	48,000
Melinda Road Median Improvements	-	26,605	(32)	-	-	-
Santa Margarita Pkwy./Empressa Landscape	-	-	-	-	-	-
SMP Signal & Equipment Upgrade	-	-	16,480	-	-	-
Antonio Pkwy. Signal & Equipment Upgrade	-	-	10,149	-	-	-
Traffic Signal Battery Backup System	6,951	7,701	111,003	-	-	-
SMP Bridge Hinge Repair	31,053	-	32,164	71,000	17,463	14,000
SMP Bridge (Eastbound)	-	-	-	-	-	-
Street Maintenance - Sidewalk Repairs	-	-	66,610	60,000	58,872	63,000
Alas De Paz Sidewalk Repair	-	-	-	-	-	-
Alma Aldea Bulboult Installation	610	-	(475)	-	-	-
ADA Curb Ramp Installation	-	-	40,000	60,000	-	83,000
Verde Laguna Sidewalk Improvements	-	-	-	40,000	40,000	138,000
Traffic Calming Robinson Rnch	-	3,383	-	-	-	-
Emergency Vehicle Pre-emption (2&3)	-	1,698	140,758	-	-	-
CCTV Inspection of Storm Drain System	-	-	-	100,000	-	-
Trash Reduction Catch Basin Inserts	-	-	-	5,000	5,000	-
Parking Lot	-	-	-	-	-	-
Esperanza Restriping	-	-	-	-	-	75,000
Auto Center Drive Signage	-	-	-	-	-	100,000
TOTAL GAS TAX FUND	1,112,763	1,473,435	1,527,475	2,286,800	1,198,607	2,412,623

Fund Expense Summary
MEASURE M FUND

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
MEASURE M						
Transfers to General Fund						
Street Maintenance	385,221	487,355	470,879	514,924	539,651	552,506
Transfers to Capital Projects Fund						
Melinda Road/ Los Alisos Slurry	294,785	-	-	-	-	-
Antonio Pkwy. Slurry Seal	-	220,973	-	-	-	-
Residential Overlay	-	-	300,000	216,000	154,000	185,000
SM Pkwy. Pavement Rehabilitation	21,268	-	-	-	-	-
Median Hardscape Renovation	-	-	-	50,000	32,099	36,000
Melinda Road Median Improvements	205	-	-	-	-	-
Buena Suerte/ La Miranda Median Improve	451	-	-	-	-	-
Traffic Signal Battery Backup System	-	-	-	-	-	-
SMP Bridge Hinge Repair	-	3,430	-	-	-	-
SMP Bridge (Eastbound)	-	-	-	20,000	-	20,000
Sidewalk Repair	1,289	36,983	-	-	-	-
CCTV Inspection of Storm Drain System	-	-	-	100,000	-	-
Trash Reduction Catch Basin Inserts	-	-	-	-	-	38,000
Traffic Signal Enhancements	-	-	-	-	-	60,000
Avenida Banderas Traffic Signal Modification	-	-	-	-	-	53,000
TOTAL MEASURE M FUND	703,219	748,741	770,879	900,924	725,750	944,506

Fund Expense Summary
AIR QUALITY IMPROVEMENT FUND

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	FY 2015/16----- ADOPTED BUDGET
						FY 2016/17
AIR QUALITY IMPROVEMENT						
Transfers to Capital Projects Fund						
Traffic Signal Synchronization	-	-	-	-	-	-
Circulation Element Update	52,220	9,930	-	-	-	-
SMP Signal & Equipment Upgrade	532	27,977	-	4,000	4,000	17,000
Antonio Pkwy. Signal & Equipment Upgrade	581	460	-	42,000	42,000	60,000
Count Down Signal Head	-	2,965	42,860	-	-	-
Trabuco Mesa School Signing & Striping	-	-	-	34,000	34,000	-
Crosswalk Bulb-Out Upgrade Project	-	-	-	-	-	-
Alma Aldea Bulboud Installation	-	5,577	-	-	-	-
Trabuco Mesa Bulboud Improvements	-	45,141	-	-	-	-
Measure M2 Proj. V Bus/ Shuttle Srv.	-	-	-	-	-	-
Robinson Ranch Improvement Program	27,455	-	-	-	-	-
Speed Feedback Signs	-	2,705	27,172	58,000	58,000	70,000
Crosswalk LED Signs	-	2,157	24,225	-	-	-
TOTAL AIR QUALITY IMPROVEMENT	80,788	96,912	94,257	138,000	138,000	147,000

Fund Expense Summary
 CA LAW ENFORCEMENT EQUIPMENT PROGRAM FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
CA LAW ENFORCEMENT EQUIP.						
Police Tech. Equipment	-	-	198	-	-	-
TOTAL CA LAW ENFORCE. EQUIP.	-	-	198	-	-	-

Fund Expense Summary
 TRAFFIC CONGESTION RELIEF FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
TRAFFIC CONGESTION RELIEF						
Transfers to Capital Projects Fund						
Residential Overlay	1	-	-	-	-	-
TOTAL TRAFFIC CONGESTION RELIEF	1	-	-	-	-	-

Fund Expense Summary
LOCAL PARK TRUST FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
LOCAL PARK TRUST						
Transfers to Capital Projects Fund						
Canada Vista Park Restroom	-	-	-	-	-	-
Dog Park Renovations	-	-	-	-	-	165,000
BTRCC Ball Room Flooring	-	-	-	-	-	49,000
BTRCC Youth Lounge Courtyard	-	-	-	-	-	30,000
TOTAL LOCAL PARK TRUST	-	-	-	-	-	244,000

Fund Expense Summary
 SUPPLEMENTAL LAW ENFORCEMENT FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
SUPPLEMENTAL LAW ENFORCEMENT						
Additional Police Services	120,273	105,540	108,999	125,151	125,151	123,291
TOTAL SUPPLEMENTAL LAW	120,273	105,540	108,999	125,151	125,151	123,291

Fund Expense Summary
PEG FEE FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	AMENDED	FY 2015/16	FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
PEG FEE Public Education Grant Expenditures	-	-	2,035	-	-	220,000
TOTAL PEG FEE	-	-	2,035	-	-	220,000

Fund Expense Summary
CAPITAL PROJECTS FUND

DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
<u>CAPITAL PROJECTS FUND</u>						
Transfer to Gas Tax Fund	-	-	-	-	-	-
Transfer to Measure M Fund	-	-	-	-	-	-
Annual Slurry Seal Program	205,734	223,474	325,287	380,000	380,000	308,000
Antonio Pkwy. Slurry Seal	-	164,944	771	-	-	-
Avenida De Las Banderas Slurry Seal	-	-	116,749	-	-	-
Annual Residential Overlay	510,786	220,973	311,705	416,000	308,000	371,000
Robinson Ranch Rd. Pavement Rehabilitation	455	132,635	19	-	-	-
Antonio Overlay Design	108,908	-	-	-	-	-
Antonio Pkwy. Pavement Rehabilitation	(9,005)	13,543	418,204	602,000	4,668	580,000
Coto de Caza/La Promesa Pavement Rehab.	11,504	181	-	-	-	175,000
SM Pkwy. Pavement Rehabilitation	403,305	417,653	1,005	658,000	4,582	626,000
Avenida Empresa Pavement Rehabilitation	-	-	-	65,000	30,000	-
Median Improvements (Plano)	-	-	35,705	107,000	89,099	170,000
Melinda Road Median Improvements	205	26,605	(32)	-	-	-
Buena Suerte/La Miranda Meidan Improve.	451	132,241	(435)	-	-	-
Alicia Pkwy./SMP Gateway	-	21,839	208,271	200,000	195,000	-
SMP/Empresa Landscaping	-	25,472	226,644	-	-	-
City Hall Landscaping Renovation	-	53,085	-	50,000	-	150,000
Traffic Signal Synchronization	-	-	-	-	-	-
Circulation Element Update	52,220	9,930	-	-	-	-
SMP Signal & Equipment Upgrade	532	27,977	16,480	18,000	18,000	17,000
Antonio Pkwy. Signal & Equipment Upgrade	581	460	10,149	369,000	369,000	60,000
Traffic Signal Battery Backup System	6,951	7,701	111,003	-	-	-
Count Down Pedestrian Signal Heads	-	2,965	42,860	-	-	-
SMP Bridge Hinge Repair	40,706	3,430	247,413	283,000	143,841	115,000
SMP Bridge (Eastbound)	-	-	-	20,000	-	20,000
Annual Concrete - Sidewalk Repairs	1,289	36,983	66,610	60,000	58,872	63,000
Alma Aldea Bulbou Installation	40,611	5,577	(20)	-	-	-
ADA Curb Ramp Installation	122,295	-	264,303	130,000	60,000	166,000
Trabuco Mesa Bulbou Improvements	-	45,141	(20)	-	-	-
Verda Laguna Sidewalk & Landscape	-	-	-	40,000	40,000	258,000
Via Ricardo Pathway Enhancement	-	-	-	165,000	50,000	-
Building Improvements	-	-	11,466	1,300,000	800,000	1,000,000
City Hall Server Rm. Fire Suppression Sys.	-	-	-	-	-	90,000
City Hall & BTRCC Flooring/Carpeting	-	-	67,243	-	-	89,000
BTRCC / CDBG Funded	-	-	23,677	-	-	-
Sealcoat City Hall & BTRCC Parking Lots	-	-	-	20,000	-	20,000
City Hall / BTRCC Roofing Renovation	-	-	-	-	-	10,000
City Hall Fountain Renovation	-	-	-	-	-	75,000
BTRCC Ball Room Flooring	-	-	-	-	-	49,000
BTRCC Youth Center Lounge Courtyard	-	-	-	-	-	60,000
Chiquita Ridge Open Space Assessment	131,854	47,370	15,580	325,000	71,997	250,000
Chiquita Ridge Habitat Restoration	104,561	168,357	1,780,900	205,340	205,000	222,000
Robinson Ranch Improvement Project	265,702	3,383	-	-	-	-
Emergency Vehicle Pre-Emption/Phase 2&3	-	1,698	140,758	-	-	-
Speed Feedback Signs	-	2,705	27,172	58,000	58,000	70,000
Crosswalk LED Signs	-	2,156	24,225	-	-	-
Trabuco Mesa School Signing & Striping	-	-	-	34,000	34,000	-
Dog Park Renovations	-	-	-	-	-	165,000
CCTV Inspection of Storm Drain System	-	-	-	200,000	-	-
Trash Reduction Catch Basin Inserts	-	-	-	5,000	5,000	153,000
Traffic Signal Enhancements	-	-	-	-	-	60,000
Avenida Banderas Traffic Signal Modification	-	-	-	-	-	53,000
Esperanza Restriping	-	-	-	-	-	75,000
Auto Center Drive Signage	-	-	-	-	-	100,000
TOTAL CAPITAL PROJECTS FUND	1,999,645	1,798,478	4,493,692	5,710,340	2,925,059	5,620,000

Fund Expense Summary
 RSM NONPROFIT DEBT SERVICE FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSMNP DEBT SERVICE FUND</u>						
Debt Service Payment	577,579	-	-	-	-	-
Transfer to RSM PFA Debt Service Fund	847,605	-	-	-	-	-
TOTAL RSMNP DEBT SERVICE	1,425,184	-	-	-	-	-

Fund Expense Summary
RSM PFA DEBT SERVICE FUND

DESCRIPTION	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16		FY 2016/17
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSM PFA DEBT SERVICE FUND</u>						
Cost of Issuance	174,996	-	-	-	-	-
Discount of Long Term Debt Issuance	61,022	-	-	-	-	-
Debt Service Payment	137,330	800,238	730,387	732,138	732,138	736,338
Paid to Bond Escrow Agent	-	-	-	-	-	-
Transfer to CIP Fund	-	-	854,253	-	-	-
TOTAL RSM PFA DEBT SERVICE	373,348	800,238	1,584,640	732,138	732,138	736,338

SUMMARY OF EXPENDITURES BY ACCOUNT GROUP

	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
GENERAL FUND						
SALARIES AND BENEFITS	2,722,580	2,632,566	2,781,303	3,292,242	3,150,637	3,474,296
% of total	16%	17%	17%	18%	18%	17%
LAW ENFORCEMENT CONTRACT	7,018,395	7,103,475	7,553,305	7,861,425	7,860,887	8,459,837
% of total	42%	47%	45%	43%	45%	41%
PROFESSIONAL SERVICES	1,813,788	1,783,669	1,754,327	1,172,018	1,191,443	1,135,253
% of total	11%	12%	10%	6%	7%	6%
OTHER CONTRACT SERVICES	1,222,322	1,344,571	1,344,869	1,436,276	1,451,842	1,979,301
% of total	7%	9%	8%	8%	8%	10%
OTHER SUPPLIES AND SERVICES	1,387,391	1,302,591	1,257,391	1,443,832	1,421,419	1,566,818
% of total	8%	9%	7%	8%	8%	8%
CAPITAL EXPENDITURES	136,792	127,471	158,921	468,048	325,654	465,008
% of total	1%	1%	1%	3%	2%	2%
DEBT SERVICE	2,194,844	800,238	730,387	732,138	732,138	736,338
% of total	13%	5%	4%	4%	4%	4%
MITIGATION	-	-	-	-	-	793,846
% of total	0%	0%	0%	0%	0%	4%
TRANSFERS/ ALLOCATIONS	158,485	-	1,248,434	2,087,340	1,328,997	1,992,000
% of total	1%	0%	7%	11%	8%	10%
Subtotal General Fund Expenditures	16,654,597	15,094,581	16,828,937	18,493,319	17,463,017	20,602,697
	100%	100%	100%	100%	100%	100%
SPECIAL FUNDS						
SLESF FUND Police Services	120,273	105,540	108,999	125,151	125,151	123,291
GAS TAX FUND Street Lighting	268,288	266,691	279,147	288,000	280,000	280,000
Subtotal Special Funds Expenditures	388,561	372,231	388,146	413,151	405,151	403,291
TOTAL OPERATING EXPENDITURES	17,043,158	15,466,812	17,217,083	18,906,470	17,868,168	21,005,988

SUMMARY OF EXPENDITURES BY DEPARTMENT/DIVISION

		FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----		FY 2016/17 ADOPTED BUDGET
GENERAL GOVERNMENT					AMENDED BUDGET	YEAR-END ESTIMATE	
110	City Council	141,148	151,424	152,572	141,671	141,671	174,421
120	City Manager	348,054	340,250	329,300	376,789	381,538	447,762
140	City Attorney	518,990	586,596	711,333	365,000	339,550	350,000
160	City Clerk	352,428	375,563	340,176	286,453	278,096	345,016
220	HR / Risk Management	324,789	349,665	318,443	410,160	292,152	422,328
	Subtotal	1,685,409	1,803,498	1,851,824	1,580,073	1,433,007	1,739,527
FINANCE							
170	Non-departmental	2,791,820	1,187,680	2,370,718	3,453,582	2,609,746	4,048,370
210	Finance	554,317	422,435	456,236	571,135	570,204	564,700
	Subtotal	3,346,137	1,610,115	2,826,954	4,024,717	3,179,950	4,613,070
POLICE SERVICES							
310	Police Services	7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
320	Animal Control	42,401	88,142	74,777	102,762	102,762	608,208
	Subtotal	7,477,714	7,650,144	8,022,625	8,420,383	8,410,455	9,566,694
DEVELOPMENT SERVICES							
410	Planning	780,133	779,886	727,091	865,248	771,825	972,401
510	Building & Safety	316,215	268,295	266,375	240,266	288,210	241,543
	Subtotal	1,096,348	1,048,181	993,466	1,105,514	1,060,035	1,213,944
PUBLIC WORKS							
610	Public Works	1,033,785	843,326	909,506	997,250	983,942	1,067,892
620	Street Maintenance	830,945	920,904	915,516	966,079	985,306	1,000,661
640	Building Maintenance	282,006	289,870	281,862	329,913	329,802	333,293
	Subtotal	2,146,736	2,054,100	2,106,884	2,293,242	2,299,050	2,401,846
COMMUNITY SERVICES							
710	Community Services	902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
	Subtotal	902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
	Total General Fund Expenditures	16,654,597	15,094,581	16,828,937	18,493,319	17,463,017	20,602,697
SPECIAL FUNDS							
310	SLESF Police Services	120,273	105,540	108,999	125,151	125,151	123,291
630	GAS TAX FUND Street Lighting	268,288	266,691	279,147	288,000	280,000	280,000
	Total Special Funds Operating Expenditures	388,561	372,231	388,146	413,151	405,151	403,291
TOTAL OPERATING EXPENDITURES		17,043,158	15,466,812	17,217,083	18,906,470	17,868,168	21,005,988

SCHEDULE OF INTERFUND TRANSFERS

FUND	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
OPERATING TRANSFERS IN:						
100 Transfer from Gas Tax Fund	204,228	214,928	206,954	257,800	228,690	236,623
100 Transfer from Measure M Fund	385,221	487,355	470,879	514,924	539,651	552,506
220 Transfer from General Fund	58,982	-	-	-	-	-
224 Transfer from General Fund	99,503	-	-	-	-	-
410 Transfer from General Fund	-	-	1,248,434	2,087,340	1,328,997	1,992,000
410 Transfer from Gas Tax Fund	640,247	991,817	1,041,374	1,732,000	689,917	1,896,000
410 Transfer from Measure M Fund	317,998	261,385	300,000	395,000	186,099	392,000
410 Transfer from Air Quality Fund	80,788	96,912	94,257	138,000	138,000	147,000
410 Transfer from Traffic Congestion Fund	1	-	-	-	-	-
410 Transfer from Local Park Trust Fund	-	-	-	-	-	244,000
410 Transfer from PFA Capital Funds	-	-	854,253	-	-	-
500 Transfer from General Fund	576,792	-	-	-	-	-
530 Transfer from General Fund	1,618,052	800,238	730,387	732,138	732,138	736,338
530 Transfer from RSMNP Debt Service	847,605	-	-	-	-	-
TOTAL	4,829,417	2,852,635	4,946,538	5,857,202	3,843,492	6,196,467
OPERATING TRANSFERS OUT:						
100 Transfer to Local Park Trust Fund	58,982	-	-	-	-	-
100 Transfer to PEG Fee Fund	99,503	-	-	-	-	-
100 Transfer to Capital Projects Fund	-	-	1,248,434	2,087,340	1,328,997	1,992,000
100 Transfer to RSMNP Debt Service Fund	576,792	-	-	-	-	-
100 Transfer to RSM PFA Debt Service Fund	1,618,052	800,238	730,387	732,138	732,138	736,338
210 Transfer to General Fund	204,228	214,927	206,954	257,800	228,690	236,623
210 Transfer to Capital Projects Fund	640,247	991,817	1,041,374	1,732,000	689,917	1,896,000
212 Transfer to General Fund	385,221	487,355	470,879	514,924	539,651	552,506
212 Transfer to Capital Projects Fund	317,998	261,386	300,000	395,000	186,099	392,000
214 Transfer to Capital Projects Fund	80,788	96,912	94,257	138,000	138,000	147,000
218 Transfer to Capital Projects Fund	1	-	-	-	-	-
220 Transfer to Capital Projects Fund	-	-	-	-	-	244,000
500 Transfer to RSM PFA Debt Svc. Fund	847,605	-	-	-	-	-
530 Transfer to Capital Projects Fund	-	-	854,253	-	-	-
TOTAL	4,829,417	2,852,635	4,946,538	5,857,202	3,843,492	6,196,467

General Government

City of Rancho Santa Margarita, California



GENERAL GOVERNMENT

General Government

		FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----		FY 2016/17 ADOPTED BUDGET
GENERAL GOVERNMENT					AMENDED BUDGET	YEAR-END ESTIMATE	
110	City Council	141,148	151,424	152,572	141,671	141,671	174,421
120	City Manager	348,054	340,250	329,300	376,789	381,538	447,762
140	City Attorney	518,990	586,596	711,333	365,000	339,550	350,000
160	City Clerk	352,428	375,563	340,176	286,453	278,096	345,016
220	HR/Risk Management	324,789	349,665	318,443	410,160	292,152	422,328
TOTAL EXPENDITURES		<u>1,685,409</u>	<u>1,803,498</u>	<u>1,851,824</u>	<u>1,580,073</u>	<u>1,433,007</u>	<u>1,739,527</u>



General Government CITY COUNCIL

DESCRIPTION

The City Council is comprised of five Rancho Santa Margarita residents elected at large to serve alternating four-year terms. Annually, the City Council selects a Mayor and Mayor Pro Tempore. As a general law city, the City Council is responsible for setting policy and establishing local laws. The Council also represents the City to other governmental and non-governmental entities.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Provided policy direction to the City Manager on all matters affecting Rancho Santa Margarita.
2. Served as stewards of the public trust through a high level of transparency and of the public treasury through prudent fiscal policy decisions.
3. Actively participated in business retention and attraction through attendance at ICSC and Chamber of Commerce events.
4. Supported public safety programs with an emphasis on crime prevention and neighborhood watch programs as well as expanding the extensive child safety related seminars and assemblies.
5. Continued implementation of a multi-year strategy for improving and restoring landscaping and infrastructure throughout Rancho Santa Margarita at City entrances and civic areas, including the near-completion of the Alicia "T" Gateway Improvement Project.
6. Provided guidance and direction relating to the selection of a professional consulting firm to analyze potential development options of Chiquita Ridge.
7. Provided support and guidance to continue best practices in open, transparent, publicly accessible government with the launch of a redesigned comprehensive website and the development of a free application for mobile devices.
8. Initiated and completed a survey seeking input from the public regarding the City's Dog Park facility.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Focus on local priorities while maintaining support and commitment to agency affiliates and organizations, including: the Orange County Fire Authority, the Transportation Corridor Agencies, the Library Board, SAMLARC, the Chamber of Commerce, and various other community organizations..
2. Sustain support of public safety programs with a focus on crime prevention outreach and education.
3. Continue to provide guidance and direction on the future development of Chiquita Ridge and aesthetic improvements throughout the community to remain competitive with newer surrounding communities.
4. Continue to provide policy direction to ensure and increase financial stability and growth.
5. Strengthen relationships and partnerships in the community through collaborative, participatory efforts, and maintain on-going involvement with and support to the City's adopted 2nd Battalion, 5th Marines.
6. Provide support and direction during the General Plan Update process.

Department Expense Summary
City Council Fund 100, Division 110

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>CITY COUNCIL</u>							
EXPENDITURES							
PERSONNEL							
511.000	Salaries - Elected	27,967	27,810	28,737	27,810	27,810	27,810
521.000	Medicare	393	403	417	403	403	403
522.000	Retirement	2,744	2,770	3,374	3,448	3,448	3,448
530.000	Benefits	47,653	47,881	72,005	88,260	88,260	88,260
TOTAL PERSONNEL		78,757	78,864	104,533	119,921	119,921	119,921
OPERATIONS							
610.000	Membership & Dues	17,522	12,085	21,417	15,500	15,500	15,000
612.000	Travel/Conf/Meetings	1,727	636	997	1,500	1,500	1,950
618.000	Council Support	4,316	1,971	2,466	2,500	2,500	2,500
670.000	Community Support	1,700	3,700	6,850	2,250	2,250	2,050
700.028	PS - Public Relations	Subtotal 25,265	18,392	31,730	21,750	21,750	21,500
		37,126	54,168	16,309	-	-	33,000
TOTAL OPERATIONS		62,391	72,560	48,039	21,750	21,750	54,500
TOTAL EXPENDITURES		141,148	151,424	152,572	141,671	141,671	174,421
FUNDING SOURCES							
100	General Fund	141,148	151,424	152,572	141,671	141,671	174,421
TOTAL FUNDING SOURCES		141,148	151,424	152,572	141,671	141,671	174,421

General Government **CITY MANAGER**

DESCRIPTION

The City Manager's Office is responsible for making policy recommendations to the City Council and implementing them as adopted. The City Manager serves as the Chief Executive Officer of the City and is responsible for its daily operations including serving as the City's Treasurer and Personnel Officer. The City Manager has broad oversight over all internal operations and the development of external partnerships.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Developed and implemented a balanced budget in accordance with Council priorities and goals, identifying funding for priority projects.
2. Directed the activities of all City staff and departments to efficiently and effectively implement the policies established by the City Council.
3. Ensured oversight and accountability of the City's finances to position the City for continued long-term stability and growth.
4. Hired a new Human Resources/Risk Management Administrator.
5. Fostered a collaborative team environment to improve accountability over various functions.
6. Provided leadership for the successful implementation of key capital improvement projects.
7. Increased communication and public relations relating to City priorities, projects, programs and activities.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Continue to represent the City's interests in local, regional, and statewide issues.
2. Ensure the highest level of management over the City's contracts and consultants.
3. Continue to ensure strategic communication and public relations relating to City priorities, projects, programs and activities.
4. Provide guidance and oversight for the implementation of several capital improvement projects, including: City Hall and BTRCC building repairs and the future development of Chiquita Ridge.
5. Participate in economic development activities to attract new business and retain successful business in the community.
6. Review and identify service delivery options to ensure cost-effective and efficient services for the community.

Department Expense Summary
City Manager Fund 100, Division 120

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>CITY MANAGER</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	285,773	291,712	272,243	301,180	327,422	355,929
521.000	Medicare	4,131	4,218	3,935	4,351	4,662	5,140
522.000	Retirement	36,511	33,870	28,611	22,593	23,137	28,410
523.000	Unemployment Insurance	1,302	651	1,085	1,085	1,085	1,302
530.000	Benefits	12,263	7,973	5,949	44,130	21,898	52,956
TOTAL PERSONNEL (3 FTE)		339,980	338,424	311,823	373,339	378,204	443,737
OPERATIONS							
610.000	Membership & Dues	6,452	125	50	50	50	125
612.000	Travel/Conf/Meetings	1,622	1,701	2,713	2,400	2,284	2,900
615.000	CM Discretionary Account	-	-	-	1,000	1,000	1,000
626.000	Books & Periodicals	-	-	393	-	-	-
	Subtotal	8,074	1,826	3,156	3,450	3,334	4,025
700.001	Professional Services	-	-	14,321	-	-	-
TOTAL OPERATIONS		8,074	1,826	17,477	3,450	3,334	4,025
TOTAL EXPENDITURES		348,054	340,250	329,300	376,789	381,538	447,762
FUNDING SOURCES							
100	General Fund	348,054	340,250	329,300	376,789	381,538	447,762
TOTAL FUNDING SOURCES		348,054	340,250	329,300	376,789	381,538	447,762

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Department Expense Summary
City Attorney Fund 100, Division 140

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>CITY ATTORNEY</u>							
<i>EXPENDITURES</i>							
<i>OPERATIONS</i>							
700.003	Professional Services	431,350	280,485	293,114	365,000	330,000	350,000
700.032	PS - Special Counsel	-	267,135	409,182	-	3,057	-
700.039	PS - Building Expert	87,640	38,976	9,037	-	6,493	-
TOTAL OPERATIONS		518,990	586,596	711,333	365,000	339,550	350,000
TOTAL EXPENDITURES		518,990	586,596	711,333	365,000	339,550	350,000
<i>FUNDING SOURCES</i>							
100	General Fund	518,990	586,596	711,333	365,000	339,550	350,000
TOTAL FUNDING SOURCES		518,990	586,596	711,333	365,000	339,550	350,000

General Government
CITY CLERK'S OFFICE

DESCRIPTION

The City Clerk is responsible for maintaining and managing the City's official records, conducting municipal elections, including campaign reporting and economic disclosure, and maintaining the City's Municipal Code. The City Clerk manages the City's legislative processes, including: the publication of legal notices and ordinances, agenda packet preparation, preparation of minutes, recording and communicating all City Council actions.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Coordinated the publishing, audio streaming and minutes for all City Council and Public Financing Authority meetings.
2. Assisted the public and media in compliance with the Public Records Act.
3. Handled distribution of information through the City's website.
4. Managed the City Records Imaging projects including the scanning and migration of the City's building plans and vital records.
5. Provided community support through student recognitions, presentations, certificates of recognitions, and ribbon cutting events.
6. Provided administrative support to the City Council.
7. Finalized the Contract Processing Policy.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Conduct the 2016 General Municipal Election.
2. Update the Council Chamber sound system.
3. Update the Records Retention Schedule.
4. Review and update Council Policy No. 4.4 Rules of Decorum and Procedure for the Conduct of City Council Meetings.
5. Review and organize the Central File Room and TAB file system.
6. Provide training relating to accessing and scanning records into the TAB file system.
7. Conduct research pertaining to enhancements to agenda management process and procedures.
8. Continue community support efforts through citizen recognitions, presentations, and ribbon cuttings.
9. Respond to public and media requests for information in compliance with the Public Records Act.

Department Expense Summary
City Clerk **Fund 100, Division 160**

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>CITY CLERK</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	200,655	235,148	211,850	196,782	226,623	206,797
521.000	Medicare	2,906	3,410	3,039	2,853	2,853	2,986
522.000	Retirement	49,369	50,555	28,826	21,297	21,342	24,107
523.000	Unemployment Insurance	1,710	1,736	2,536	1,302	1,302	1,302
530.000	Benefits	31,794	27,603	13,679	35,304	349	35,304
TOTAL PERSONNEL (2.8 FTE)		286,434	318,452	259,930	257,538	252,469	270,496
OPERATIONS							
610.000	Membership & Dues	470	725	650	745	745	745
611.000	Training	-	638	-	1,920	1,920	1,585
612.000	Travel/Conf/Meetings	-	-	3,060	912	912	1,200
622.010	Special Dept. Expense	2,955	2,961	1,682	2,250	2,250	2,730
622.011	Codification Supplements	1,812	4,831	2,076	4,500	3,446	6,000
623.001	Mapping/Reproduction	3,528	3,913	4,771	4,500	3,100	5,500
624.000	Legal Notices	4,725	12,527	8,408	10,000	11,270	12,000
626.000	Books & Periodicals	-	-	-	-	-	110
646.000	Maintenance & Repair	520	2,122	2,218	4,088	1,984	600
Subtotal		14,010	27,717	22,865	28,915	25,627	30,470
700.001	Professional Services	19,611	28,809	12,402	-	-	550
700.002	Elections	31,382	585	44,979	-	-	42,000
700.029	Election Language Assist.	991	-	-	-	-	1,500
Subtotal		51,984	29,394	57,381	-	-	44,050
TOTAL OPERATIONS		65,994	57,111	80,246	28,915	25,627	74,520
TOTAL EXPENDITURES							
FUNDING SOURCES							
100	General Fund	352,428	375,563	340,176	286,453	278,096	345,016
TOTAL FUNDING SOURCES		352,428	375,563	340,176	286,453	278,096	345,016

General Government
HUMAN RESOURCES AND RISK MANAGEMENT

DESCRIPTION

The Human Resources and Risk Management Division works collaboratively as a business partner with all City departments in the areas of recruitment, employee relations, training, learning and development, performance management, classification and compensation, leaves of absence, workers' compensation, special event insurance, safety, and succession planning. The Division administers employee and City Council benefits, oversees the City's Personnel Rules and Regulations, acts as liaison to the City's risk-sharing pool, investigates liability claims, administers the City's self-insurance programs, assists with disaster preparedness and recovery efforts, reviews City contracts and recommends risk-transfer mechanisms.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Revised the Personnel Policies and Procedures Manual.
2. Welcomed a new Human Resources/Risk Management Administrator.
3. Represented the City on the Board of Directors for the Public Agency Risk Sharing Authority of California (PARSAC), the City's risk sharing pool.
4. Administered employee benefit programs, including coordination of the 2016 Open Enrollment process.
5. Updated Liability Claims Administration Procedures.
6. Recruited and filled the positions of Associate Engineer, Public Works Superintendent, Assistant City Engineer, and Principal Planner.
7. Completed the 2016 Compensation Study of all City employment classifications.
8. Completed the Injury and Illness Prevention Program, and conducted employee training.
9. Introduced a service award program to recognize employee longevity milestones.
10. Completed first year of the Employee Recognition Program and recognized the first Employee of the Year.
11. Provided employees certification training in Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) use.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Proceed with the update and development process of Administrative Regulations.
2. Schedule training, learning and development programs on a variety of topics.
3. Review ancillary benefits, including maintenance of the 457 Deferred Compensation Plan and introduce the Comprehensive Annual Leave Buyback program.
4. Continue to further develop Employee Recognition Programs.
5. Formalize a wellness initiative and introduce program components to City employees.
6. Establish a formal Safety Committee to review incidents and develop continuous improvement processes.
7. Pursue safety and loss grant opportunities available through our risk sharing pool.
8. Complete 2017 Compensation Study of City classifications.

Department Expense Summary
Human Resources/Risk Management Fund 100, Division 220

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>HUMAN RESOURCES/RISK MANAGEMENT</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	105,355	110,104	110,130	143,566	87,560	144,626
516.000	Leave Time Program		-	-	-	-	15,000
521.000	Medicare	1,528	1,596	1,597	2,082	1,378	2,085
522.000	Retirement	25,000	26,324	24,234	33,270	6,455	11,526
523.000	Unemployment Insurance	654	737	434	868	868	868
526.000	FICA Cost	330	463	12	-	-	-
530.000	Benefits	15,350	15,993	17,633	26,478	11,951	26,478
TOTAL PERSONNEL (2 FTE)		148,217	155,217	154,040	206,264	108,212	200,583
OPERATIONS							
610.000	Membership & Dues	3,419	3,620	525	525	525	855
611.000	Training	1,182	-		1,500	1,500	5,000
612.000	Travel/Conf/Meetings	801	805	451	1,375	1,375	2,875
622.010	Special Dept. Expense	130	1,717	152	2,000	2,000	2,765
626.000	Books & Periodicals	267	172	438	500	500	500
665.000	Recruitment	1,566	3,123	3,855	3,746	2,112	2,000
690.001	Insurance G/L	89,386	108,429	58,645	80,000	89,552	90,000
690.002	Insurance W/C	45,495	40,241	36,571	70,000	47,954	68,500
690.003	Insurance Property	16,111	22,936	21,283	25,000	19,444	25,000
690.004	Insurance Other	700	801	700	3,300	2,075	3,300
690.005	Insurance SIR	6,500	6,294	212	10,000	7,433	15,000
Subtotal		165,557	188,138	122,832	197,946	174,470	215,795
700.004 Professional Services		11,015	6,310	41,571	5,950	9,470	5,950
TOTAL OPERATIONS		176,572	194,448	164,403	203,896	183,940	221,745
TOTAL EXPENDITURES		324,789	349,665	318,443	410,160	292,152	422,328
FUNDING SOURCES							
100	General Fund	324,789	349,665	318,443	410,160	292,152	422,328
TOTAL FUNDING SOURCES		324,789	349,665	318,443	410,160	292,152	422,328

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Finance

City of Rancho Santa Margarita, California

FINANCE



Finance

		FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
					AMENDED BUDGET	YEAR-END ESTIMATE	
FINANCE							
170	Non-departmental	2,791,820	1,187,680	2,370,718	3,453,582	2,609,746	4,048,370
210	Finance	554,317	422,435	456,236	571,135	570,204	564,700
TOTAL EXPENDITURES		<u>3,346,137</u>	<u>1,610,115</u>	<u>2,826,954</u>	<u>4,024,717</u>	<u>3,179,950</u>	<u>4,613,070</u>



Finance
NON-DEPARTMENTAL/FINANCE

DESCRIPTION

The Finance Department directs the City's fiscal activities, including: financial analysis and planning, budget preparation and reporting, tax apportionments and revenues, treasury and cash management, investment and debt administration, accounting services, accounts payable/receivable, payroll, auditing, financial reporting, purchasing, and special projects. Finance provides financial oversight through the establishment and monitoring of the internal control process within the City. The Non-Departmental function includes activities for City operations that do not directly fall under the oversight of other departments, or over which the individual departments would have limited control. Provides supervision and oversight of the Information Technology Support Services contract, ensures City systems are maintained, and assists with strategic planning.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Received the Government Finance Officers Association Financial (GFOA) Reporting Certificate of Excellence for the 2014-15 Comprehensive Annual Financial Report (CAFR).
2. Completed the FY 2014-15 City-wide Audit with no adjustments or deficiencies.
3. Implemented the new General Account Standards Board (GASB) statements 68 and 70.
4. Prepared a structurally balanced budget for FY 2016-17.
5. Updated the General Fund 10-year operating analysis and forecasting model and the Special Revenue Funds restricted reserves forecasting model.
6. Complied with state mandate for compensation transparency by filing applicable reports with the State Controller's Office, OC Grand Jury, and posting to the City's website.
7. Prepared annual Investment Policy review and update.
8. Completed and circulated a Request for Proposal for City copier leasing.
9. Responded to Orange County Grand Jury report regarding unfunded retiree healthcare-Other Postemployment Benefits (OPEB).
10. Launched the new City website and City mobile app.
11. Revised City payment forms to conform with changes to the City's Procurement Code Ordinance.
12. Completed implementation of the upgrade to the City's virtual environment equipment and installed new licensing software.
13. Initiated a Cost Allocation Plan and a Fee Study to update the City's current user fee schedule.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Develop a balanced budget for Fiscal Year 2017-18.
2. Direct annual City-wide financial statement audit and submit 2015-16 CAFR to GFOA award program.
3. Refine software modeling for budget forecasting and long-term trend analysis.
4. Continue to develop the Finance Policies and Procedures Manual.
5. Research diversification of City investments in authorized local government investment pools and financial institution placements.
6. Begin replacement of City phones throughout City Hall and the BTRCC.
7. Maintain management of the City's technology in a cost-conscious manner while providing a viable infrastructure in compliance with City policies and strategic information technology guidelines.
8. Adopt a resolution that establishes and adopts the City's user fee schedule based on the updated Cost Allocation Plan and Fee Study.

Department Expense Summary
Non-Departmental Fund 100, Division 170

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>NON-DEPARTMENTAL</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	21,480	-	-	-	-	-
521.000	Medicare	305	-	-	-	-	-
522.000	Retirement	2,797	-	-	-	-	-
523.000	Unemployment Insurance	749	-	-	-	-	-
526.000	FICA Cost	640	-	-	-	-	-
530.000	Benefits	9,452	3,832	4,948	5,856	7,410	7,500
TOTAL PERSONNEL		35,423	3,832	4,948	5,856	7,410	7,500
OPERATIONS							
610.000	Membership & Dues	-	6,140	6,030	6,100	6,100	6,210
622.000	Office Supplies	27,392	25,418	22,061	25,000	22,430	25,000
625.000	Postage	8,242	9,228	6,600	8,760	7,171	7,170
627.000	EOC Supplies/Training	1,528	1,402	2,867	8,000	5,171	8,000
636.001	Utilities-Telephone	23,743	28,184	31,031	31,416	31,309	33,216
640.008	CH/BTRCC Light Replacmnt	1,855	-	-	-	-	-
642.000	Equipment Leases	35,394	18,453	14,514	13,490	13,490	14,172
663.000	Property Tax Admin. Costs	-	-	21,058	24,000	24,000	24,000
664.000	LAFCO Reforms (AB 2838)	5,982	5,971	5,958	6,000	5,936	6,000
690.000	Insurance	624	624	764	1,248	691	1,248
692.001	Bad Dept	18,989	-	-	-	-	-
	Subtotal	123,749	95,420	110,883	124,014	116,298	125,016
700.001	Prof. Svcs. - Admin.	8,620	36,223	9,825	12,000	4,000	10,000
700.008	Prof. Svcs. - Computer	78,050	80,300	76,244	91,560	83,123	95,920
700.017	Prof. Svcs. - Website	5,982	9,339	9,640	23,965	23,965	19,550
700.022	PS - Financing Costs	1,800	2,000	2,000	2,000	2,000	2,000
700.024	PS - Emergency Coord.	59,463	63,086	38,749	53,661	53,661	-
	Subtotal	153,915	190,948	136,458	183,186	166,749	127,470
TOTAL OPERATIONS		277,664	286,368	247,341	307,200	283,047	252,486
TRANSFERS							
790.410	Transfer to Cap. Projects	-	-	1,248,434	2,087,340	1,328,997	1,992,000
	Subtotal	158,485	-	1,248,434	2,087,340	1,328,997	1,992,000
MITIGATION							
802.000	Mit. Obligation - Tax Incr.	-	-	-	-	-	793,846
	Subtotal	-	-	-	-	-	793,846
DEBT SERVICE							
790.530	Transfer to RSM PFA	2,194,844	800,238	730,387	732,138	732,138	736,338
CAPITAL OUTLAY							
826.000	Equipment - Police	-	-	4,964	110,849	111,711	101,346
832.000	GIS System	6,822	19,769	16,976	17,000	16,976	17,000
841.001	Comp. Licenses/HW/SW	118,582	77,473	117,668	143,199	126,647	97,854
990.000	Contingency	-	-	50,000	2,820	2,820	50,000
	Subtotal	125,404	97,242	139,608	321,048	258,154	266,200
TOTAL EXPENDITURES		2,791,820	1,187,680	2,370,718	3,453,582	2,609,746	4,048,370
FUNDING SOURCES							
100	General Fund	2,791,820	1,187,680	2,370,718	3,453,582	2,609,746	4,048,370
TOTAL FUNDING SOURCES		2,791,820	1,187,680	2,370,718	3,453,582	2,609,746	4,048,370

Department Expense Summary

ACCT DIVISION	NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	AMENDED BUDGET	FY 2015/16 YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET	
<u>FINANCE</u>									
EXPENDITURES									
PERSONNEL									
512.000	Salaries - Regular		414,072	299,217	335,937	367,487	395,458	378,520	
521.000	Medicare		5,996	4,328	4,859	5,316	5,316	5,476	
522.000	Retirement		70,949	52,415	53,668	63,545	64,299	72,427	
523.000	Unemployment Insurance		1,736	2,079	1,803	1,736	1,736	1,736	
526.000	FICA Cost		-	265	-	-	-	-	
530.000	Benefits		31,725	27,311	28,541	52,956	24,098	52,956	
TOTAL PERSONNEL (3.8 FTE)			524,478	385,615	424,808	491,040	490,907	511,115	
OPERATIONS									
610.000	Membership & Dues		1,101	1,021	610	1,021	1,021	1,021	
611.000	Training		-	1,298	-	3,300	3,300	3,250	
612.000	Travel/Conf/Meetings		702	202	308	828	380	1,628	
622.010	Special Dept. Expense		2,913	3,118	3,567	3,755	3,755	3,895	
626.000	Books & Periodicals		1,059	1,077	695	1,541	1,191	1,241	
700.004	Professional Services		Subtotal	5,775	6,716	5,180	10,445	9,647	11,035
				24,064	30,104	26,248	69,650	69,650	42,550
TOTAL OPERATIONS			29,839	36,820	31,428	80,095	79,297	53,585	
TOTAL EXPENDITURES			554,317	422,435	456,236	571,135	570,204	564,700	
FUNDING SOURCES									
100	General Fund		554,317	422,435	456,236	571,135	570,204	564,700	
TOTAL FUNDING SOURCES			554,317	422,435	456,236	571,135	570,204	564,700	

Police Services

City of Rancho Santa Margarita, California



POLICE SERVICES

Police Services

		FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	-----YEAR-END ESTIMATE-----	FY 2016/17 ADOPTED BUDGET
POLICE SERVICES							
310	Police Services	7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
320	Animal Control	42,401	88,142	74,777	102,762	102,762	608,208
310	Police Services SLESF	120,273	105,540	108,999	125,151	125,151	123,291
TOTAL EXPENDITURES		<u>7,597,987</u>	<u>7,755,684</u>	<u>8,131,624</u>	<u>8,545,534</u>	<u>8,535,606</u>	<u>9,689,985</u>



Police Services

POLICE SERVICES/ANIMAL CONTROL

DESCRIPTION

Police Services is responsible for public safety and general law enforcement within the City as well as animal care and control. Services include: patrol services, traffic and parking enforcement, criminal investigations, crime prevention programs, child safety programs, emergency management activities, community awareness programs, crossing guard services, animal field services, animal licensing, sheltering, impounding, and pet care and recovery.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Provided effective law enforcement services enabling the City to be ranked the safest city in Orange County and the safest city in California with a population over 35,000.
2. Strengthened law enforcement presence in area schools and received several deputy commendations; provided cyber bullying and internet safety presentations for students and parents; participated in school campus safety and awareness plans, lockdown drills, and the *Team Kids Challenge*. Coordinated and presented the “*Teens Speak...*” forum, a panel of teen survivors and those in recovery to speak and answer questions from an audience of peers and parents.
3. Initiated the *Lock Your Stuff* campaign utilizing the City website, social media platforms, and Neighborhood Watch programs to inform the public. Published weekly crime updates on Nextdoor.com and created a dedicated, Crime Statistics page on the City’s website that will feature monthly updates of Part 1 crime statistics.
4. Child Safety Deputy attended training to respond to Crisis Negotiations, Active Bombers, Sex Offender Notification and Registration (SONAR), Active Shooters, Orange County Intelligence Assessment Center (OCIAC), Professional Services Responder (Business Watch) resulting in certification as a Drug Liaison and Terrorist Liaison Officer.
5. Provided “Officer Friendly” presentations, Senior Safety presentations, Neighborhood Watch meetings, proof of correction citation sign-offs, and vacation safety checks of residents’ homes.
6. Expanded duties of the Traffic Enforcement Deputy to include specialized training and emphasis regarding Driving Under the Influence enforcement. DUI arrests increased by 23% from the previous year.
7. Continued Traffic Safety programs, including DUI checkpoints, roving patrols, and special enforcement requests at schools and neighborhoods.
8. Continued school-related activities including coordination of the annual Mayor’s meeting with school officials and outreach meetings with school principals.
9. Provided security, additional staff, and police assistance at City and Chamber of Commerce sponsored events.
10. Provided Emergency Management training, exercises, and drills for City staff; facilitated two Community Emergency Preparedness Academy (CEPA) programs; obtained grants for emergency management efforts; actively participated in the Orange County Emergency Management Organization and other disaster planning agency meetings, and assisted in updating the City’s Emergency Operations Plan.
11. Monitored the animal care contract for expected service levels; participated on the Financial Operational Advisory Board of OC Animal Care.

Police Services

(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Provide superior law enforcement services to the residents in the City of Rancho Santa Margarita.
2. Ensure proper utilization of resources using crime analysis tools and information; structure the deputy shift schedule for maximum coverage, efficiency, overtime management, and specialty team coverage and deployment.
3. Respond to traffic enforcement needs and special enforcement requests.
4. Coordinate Emergency Management training and exercises for City staff as well as providing emergency preparedness programs for the community.
5. Continue to expand existing programs including the Neighborhood Watch and Business Watch programs, and implement new programs to benefit our community and address specific issues that arise during the year.
6. Continue emphasis on Driving Under the Influence enforcement to help reduce the number of traffic collisions.

Department Expense Summary
Police Services Fund 100, Division 310

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>POLICE SERVICES</u>							
EXPENDITURES - PERSONNEL							
512.000	Salaries - Regular	52,788	54,371	35,305	57,091	68,384	60,576
521.000	Medicare	765	788	512	828	877	878
522.000	Retirement	13,284	13,986	8,196	15,941	16,988	19,262
523.000	Unemployment Insurance	434	434	434	434	492	434
530.000	Benefits	15,894	15,900	9,814	17,652	7,821	17,652
TOTAL PERSONNEL (1 FTE)		83,165	85,479	54,261	91,946	94,562	98,802
OPERATIONS							
610.000	Membership & Dues	120	120	-	-	-	-
611.000	Training	125	-	-	-	-	-
612.000	Travel/Conf/Meetings	1,370	1,060	576	1,080	1,080	1,080
622.010	Special Dept. Expense	11,481	17,844	4,190	9,476	6,753	18,400
627.002	EOC Program	-	-	-	-	-	5,000
628.000	Uniforms	587	-	142	150	63	200
642.000	Radio Maint. Contract	12,922	9,736	3,099	6,000	6,000	6,400
646.000	Maintenance-Motorcycles	4,966	7,999	10,312	10,000	10,000	10,000
646.003	Maintenance-Bicycles	-	-	-	200	-	200
649.000	Fuel - Motorcycles	3,191	4,078	1,943	4,800	2,688	4,800
649.002	Fuel - Autos	110,895	113,028	92,556	96,000	91,890	100,008
670.000	Community Support	5,966	5,966	5,966	6,966	6,966	6,966
Subtotal		151,623	159,831	118,784	134,672	125,440	153,054
700.024	PS - Emergency Coordinator	-	-	-	-	-	60,349
720.001	Law Enforcement Contract	7,018,395	7,103,475	7,553,305	7,861,425	7,860,887	8,399,488
720.003	Crossing Guard	171,897	174,192	175,391	184,000	188,117	200,662
720.005	Misc. Grant Expenditures	1,352	-	-	-	-	-
720.006	Parking Citation Process.	33,927	39,025	26,468	30,000	23,109	30,000
720.018	Automated Fingerprint ID	-	-	15,948	15,578	15,578	16,131
Subtotal		207,176	213,217	217,807	229,578	226,804	246,793
TOTAL OPERATIONS		7,377,194	7,476,523	7,889,896	8,225,675	8,213,131	8,859,684
CAPITAL OUTLAY							
826.000	Police Equipment	(25,046)	-	3,691	-	-	-
TOTAL CAPITAL OUTLAY		(25,046)	-	3,691	-	-	-
TOTAL EXPENDITURES		7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
FUNDING SOURCES							
100	General Fund	7,221,755	7,371,828	7,741,252	8,149,781	8,157,899	8,792,994
100	GF - Police Revenue	202,824	177,639	198,883	160,340	139,794	157,792
100	Miscellaneous Grants	10,734	12,535	7,713	7,500	10,000	7,700
TOTAL FUNDING SOURCES		7,435,313	7,562,002	7,947,848	8,317,621	8,307,693	8,958,486
<u>POLICE SERVICES - SLESF</u>							
EXPENDITURES - OPERATIONS							
646.004	SLESF-800 Mhz Maint.	7,696	7,872	8,338	8,402	8,402	8,000
720.010	SLESF-Spec Enforcement	1,627	-	3,897	8,000	8,000	9,000
826.001	SLESF-Police Equipment	-	-	-	-	-	-
826.002	SLESF-MDC Maintenance	110,950	97,668	96,764	108,749	108,749	106,291
TOTAL OPERATIONS		120,273	105,540	108,999	125,151	125,151	123,291
TOTAL EXPENDITURES		120,273	105,540	108,999	125,151	125,151	123,291
FUNDING SOURCES							
222	SLESF	120,273	105,540	108,999	125,151	125,151	123,291
TOTAL FUNDING SOURCES		120,273	105,540	108,999	125,151	125,151	123,291

Department Expense Summary
Animal Control Fund 100, Division 320

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>ANIMAL CONTROL</u>							
EXPENDITURES							
OPERATIONS							
720.002	Animal Control Contract	42,401	88,142	74,777	102,762	102,762	608,208
TOTAL OPERATIONS		42,401	88,142	74,777	102,762	102,762	608,208
TOTAL EXPENDITURES		42,401	88,142	74,777	102,762	102,762	608,208
FUNDING SOURCES							
100	General Fund	42,401	88,142	74,777	102,762	102,762	608,208
TOTAL FUNDING SOURCES		42,401	88,142	74,777	102,762	102,762	608,208

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Development Services

City of Rancho Santa Margarita, California



Development Services

	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
DEVELOPMENT SERVICES						
410 Planning	780,133	779,886	727,091	865,248	771,825	972,401
510 Building & Safety	316,215	268,295	266,375	240,266	288,210	241,543
TOTAL EXPENDITURES	<u>1,096,348</u>	<u>1,048,181</u>	<u>993,466</u>	<u>1,105,514</u>	<u>1,060,035</u>	<u>1,213,944</u>



Development Services
PLANNING/BUILDING AND SAFETY

DESCRIPTION

The Development Services Department is responsible for the Building and Safety, Planning, Code Enforcement, and Economic Development functions of the City. Building and Safety functions include: the review of building plans, issuance of permits, public counter services, building inspections, and building code/life safety compliance. Planning functions focus on implementation of the goals and policies of the General Plan, which serves as a comprehensive strategy for the management of future physical growth and change within the community, as well as the Zoning Code and various ordinances/codes related to land use and development. The Planning Division also oversees the management of the City's Community Development Block Grant (CDBG) funds and responsibilities associated with the City's Planning Commission. The Code Enforcement program seeks to obtain voluntary compliance with the regulatory provisions of the Municipal Code and requirements imposed by permits issued by the City, while Economic Development functions focus on business attraction and retention.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Processed 344 plan checks; issued 1,404 building permits; conducted 2,789 building inspections and accommodated 152 building records requests.
2. Completed review of 17 discretionary entitlements and 19 special event permits.
3. Provided Development Services assistance to 2,284 people at the public counter.
4. Prepared for, coordinated and conducted 10 Planning Commission meetings.
5. Opened and investigated 84 Code Enforcement cases and closed 82 cases.
6. Created the 2015 General Plan Annual Progress Report.
7. Implemented the FY 2015-16 Annual Action Plan for CDBG and prepared the FY 2016-17 Annual Action Plan.
8. Completed Analysis of Impediments to Fair Housing Choice, participating in a regional study with fifteen other HUD Entitlement Jurisdictions to satisfy HUD requirements for CDBG recipients.
9. Participated in the International Council of Shopping Centers (ICSC) "Recon 2016" conference and hosted a booth to facilitate meetings and information distribution to retailers.
10. Produced a 19-page special advertising supplement for publication in the Orange County Business Journal.
11. Issued a Request for Proposal for Development Consultant Services for the Potential Development of the Chiquita Ridge Open Space Property.
12. Completed the RFP process for a comprehensive General Plan update and kicked-off the project with the selection of Michael Baker International.
13. Participated in Regional Planning activities through the Orange County Council of Governments Technical Advisory Committee.
14. Updated the Water Efficient Landscape Ordinance in accordance with the Governor's Drought Executive Order (EOB 29-15).
15. Updated and modernized the provisions for a more streamlined approval process for certain Site Development Permit applications.
16. Completed processing of a General Plan Amendment, Zone Change, Specific Plan, Site Development Permit, and Tentative Tract Map for the Dahlia Court townhome project.

Development Services
(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Generate the 2016 General Plan Annual Progress Report.
2. Implement the FY 2016-17 Annual Action Plan for CDBG and prepare the FY 2017-18 Annual Action Plan.
3. Participate in Regional Planning activities through the Orange County Council of Governments Technical Advisory Committee.
4. Continue the comprehensive General Plan update, including the public outreach component of the project.
5. Complete economic development surveys of local businesses, property owners, and property managers.
6. Participate in the International Council of Shopping Centers (ICSC) 2017 Recon and Western Conferences.
7. Initiate technical updates to the City's Zoning Code to modernize definitions, accommodate recent legislation, and ensure that the Sign Code is in conformance with recent Supreme Court rulings.
8. Initiate a program to retrieve and report abandoned shopping carts.
9. Procure the services of a Development Consultant and initiate work to establish and implement a strategy for the evaluation and planning, disposition, and potential development of the Chiquita Ridge Property.

Department Expense Summary
Planning Fund 100, Division 410

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>PLANNING</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	303,369	307,553	371,203	409,612	428,882	426,965
521.000	Medicare	4,372	4,433	5,340	5,910	5,910	6,161
522.000	Retirement	73,886	76,956	61,295	62,023	63,460	48,086
523.000	Unemployment Insurance	1,302	1,703	2,996	2,170	2,170	2,170
526.000	FICA Cost	-	401	143	-	-	-
530.000	Benefits	38,806	48,020	51,922	70,608	48,096	70,608
TOTAL PERSONNEL (4.6 FTE)		421,735	439,066	492,899	550,323	548,518	553,990
OPERATIONS							
610.000	Membership & Dues	1,825	5,365	1,435	2,170	2,170	2,690
611.000	Training	-	-	50	150	150	925
612.000	Travel/Conf/Meetings	1,297	947	1,798	3,359	3,359	7,659
617.000	Stipend - Commissioners	3,150	4,125	4,275	4,500	3,450	4,500
622.010	Special Dept. Expense	3,930	-	-	1,000	417	845
623.001	Mapping/Reproduction	3	437	-	300	125	300
624.000	Legal Notices	-	-	673	2,000	3,388	2,000
626.000	Books & Periodicals	-	-	191	274	274	274
Subtotal		10,205	10,874	8,422	13,753	13,333	19,193
700.005	PS - Non-recoverable	55,350	64,376	39,000	7,200	3,000	7,200
700.011	PS - Recoverable	46,707	49,238	12,020	18,000	10,502	18,000
700.014	PS - Code Enforcement	60,900	30,275	3,660	2,400	2,400	3,450
700.022	PS - CDBG	27,614	30,558	39,480	40,167	40,167	39,425
700.023	Economic Development	57,521	58,305	35,991	69,500	69,500	71,150
700.025	CDBG - Eligible Projects	-	-	-	-	-	25,000
700.026	CDBG - Public Services	29,099	31,849	28,664	30,125	30,125	29,568
700.027	PS-Recoverable Deposits	51,090	56,048	66,955	29,280	29,280	29,280
Subtotal		328,281	320,649	225,770	196,672	184,974	223,073
TOTAL OPERATIONS		338,486	331,523	234,192	210,425	198,307	242,266
CAPITAL OUTLAY							
851.000	General Plan & Elements	18,484	8,583	-	100,000	25,000	171,645
852.000	Comp. Zoning Code	1,428	714	-	4,500	-	4,500
TOTAL CAPITAL OUTLAY		19,912	9,297	-	104,500	25,000	176,145
TOTAL EXPENDITURES							
FUNDING SOURCES							
100	General Fund	565,784	586,659	517,552	696,119	600,938	777,306
100	CDBG Grant	64,798	64,189	68,143	70,292	70,292	93,993
100	GF - Planning Revenues	149,551	129,038	141,396	98,837	100,595	101,102
TOTAL FUNDING SOURCES		780,133	779,886	727,091	865,248	771,825	972,401

Department Expense Summary
Building & Safety Fund 100, Division 510

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>BUILDING & SAFETY</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	-	-	23,336	50,400	50,228	51,418	
521.000	Medicare	-	-	338	731	731	746	
522.000	Retirement	-	-	1,524	3,389	3,313	3,633	
523.000	Unemployment Insurance	-	-	434	434	417	434	
530.000	Benefits	-	-	98	17,652	16,577	17,652	
TOTAL PERSONNEL (1 FTE)		-	-	25,730	72,606	71,266	73,883	
OPERATIONS								
611.000	Training	-	-		100	100	100	
612.000	Travel/Conf/Meetings	-	-		60	60	60	
Subtotal		-	-	-	160	160	160	
700.007	PS - Non-recoverable	316,215	268,295	240,645	167,500	216,784	167,500	
700.012	PS - Recoverable	316,215	268,295	240,645	167,500	216,784	167,500	
TOTAL OPERATIONS		316,215	268,295	240,645	167,660	216,944	167,660	
TOTAL EXPENDITURES								
100	General Fund	(168,603)	(133,149)	(133,180)	(94,734)	(145,352)	(93,457)	
100	GF - Building Revenue	484,818	401,444	399,555	335,000	433,562	335,000	
TOTAL FUNDING SOURCES		316,215	268,295	266,375	240,266	288,210	241,543	

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Public Works

City of Rancho Santa Margarita, California

PUBLIC WORKS



Public Works

		FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
PUBLIC WORKS DEPARTMENT							
610	Public Works	1,033,785	843,326	909,506	997,250	983,942	1,067,892
620	Street Maintenance	830,945	920,904	915,516	966,079	985,306	1,000,661
630	GAS TAX FUND <i>Street Lighting</i>	268,288	266,691	279,147	288,000	280,000	280,000
640	Building Maintenance	282,006	289,870	281,862	329,913	329,802	333,293
TOTAL EXPENDITURES		<u>2,415,024</u>	<u>2,320,791</u>	<u>2,386,031</u>	<u>2,581,242</u>	<u>2,579,050</u>	<u>2,681,846</u>



Public Works
PUBLIC WORKS
STREET & FACILITY MAINTENANCE

DESCRIPTION

The Public Works Department is responsible for Capital Improvement Engineering and Construction, Street and Facility Maintenance, Traffic Engineering/Management, and the Stormwater and Solid Waste Programs. Responsibilities also include analyzing development applications to determine public works and transportation impacts and issuing all transportation, grading, encroachment, film, construction/demolition, and landscaping permits.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Completed and submitted this year's Annual Program Effectiveness Evaluation Report as required by the National Pollutant Discharge Elimination System Permit (Stormwater Program), for which the City remains compliant.
2. Completed and submitted this year's Annual Report to CalRecycle; the City continues to remain in compliance with required solid waste disposal goals.
3. Issued 78 encroachment permits, 18 transportation/oversized load permits, one grading permit, two landscape improvement permits, 34 construction and demolition permits, and nine film permits.
4. Maintained eligibility for Measure M2 funds through OCTA.
5. Managed the contracts and performance of street maintenance, traffic signal maintenance, and street sweeping contractors.
6. Performed approximately 20,311 square yards of pavement repair and 164,970 square yards of pavement slurry seal.
7. Completed 115 linear feet of sidewalk grinding, 6,358 square feet of sidewalk replacement, and replaced 14 curb ramps.
8. Continued to ensure removal of graffiti within 24 hours utilizing the Graffiti Hotline.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Continue to remain in compliance with San Diego Regional Board and CalRecycle requirements for the Stormwater and Solid Waste programs.
2. Provide quick restoration of operations to lights and signals that are damaged due to any source of outage.
3. Keep the City's roadways, sidewalks, and right-of-way free from hazards, litter, debris or weeds by maintaining an effective roadway maintenance program.
4. Maintain a positive aesthetic appearance through proactive and continuous inspection of the City's right-of-way.
5. Continue prompt graffiti removal within 24 hours of notification.
6. Move forward to develop improved specifications and inspection techniques to ensure the highest possible pavement quality.
7. Coordinate with utility companies to ensure work completion with minimal impact on City residents, streets, and businesses.

Department Expense Summary
Public Works Fund 100, Division 610

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
PUBLIC WORKS EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	309,043	305,072	372,601	423,757	429,408	471,094
521.000	Medicare	4,469	4,410	5,378	6,114	6,114	6,800
522.000	Retirement	53,830	56,196	65,893	62,040	59,419	77,730
523.000	Unemployment Insurance	1,302	1,489	2,417	1,953	3,038	1,953
530.000	Benefits	23,302	23,917	25,541	61,782	28,761	61,782
TOTAL PERSONNEL (4 FTE)		391,946	391,084	471,830	555,646	526,740	619,359
OPERATIONS							
610.000	Membership & Dues	205	327	536	1,040	657	1,040
611.000	Training	895	299	898	1,500	625	2,000
612.000	Travel & Meetings	412	30	422	1,500	807	1,495
622.010	Special Dept. Expense	5,292	1,365	1,464	3,000	1,543	1,200
622.020	Underground Service Alert	419	360	368	500	500	500
626.000	Books & Periodicals	138	-	317	600	466	600
643.000	Storage Facility Rental	6,000	6,000	6,000	6,000	6,000	6,000
650.000	Storm Water (NPDES)	203,365	177,444	173,770	216,204	232,431	233,475
660.000	Solid Waste Management	8,694	7,565	4,840	8,600	8,600	19,300
660.001	Solid Waste Recycling	74,909	5,520	-	-	-	-
661.000	Landscape Maintenance	7,119	3,843	8,111	13,100	8,698	13,100
661.001	Park Maintenance	7,678	4,739	4,220	5,000	5,000	5,500
	Subtotal	315,126	207,492	200,946	257,044	265,327	284,210
700.006	PS - Non-recoverable	81,594	91,073	93,347	12,000	37,017	12,000
700.013	PS - Recoverable	133,395	42,678	38,646	2,000	12,966	2,000
700.015	PS - Traffic Engineering	101,802	91,849	89,115	128,060	99,392	127,660
	Subtotal	316,791	225,600	221,108	142,060	149,375	141,660
TOTAL OPERATIONS		631,917	433,092	422,054	399,104	414,702	425,870
CAPITAL OUTLAY							
871.000	Speed/Volume Study	6,755	-	4,090	7,500	7,500	7,500
872.001	Design - Local Projects	1,490	2,235	2,800	5,000	5,000	2,500
874.000	Pavement Mgmt System	1,677	16,915	8,732	30,000	30,000	12,663
TOTAL CAPITAL OUTLAY		9,922	19,150	15,622	42,500	42,500	22,663
TOTAL EXPENDITURES		1,033,785	843,326	909,506	997,250	983,942	1,067,892
FUNDING SOURCES							
100	General Fund	521,503	488,594	633,012	684,229	685,528	682,241
210	Gas Tax	121,461	131,179	120,472	164,800	141,190	164,800
100	Waste Recycling Grant	100,956	87,050	88,443	80,000	80,000	81,000
100	Beverage Recycling Grant	13,196	12,965	-	-	13,097	14,000
100	GF-Public Works Revenue	276,669	123,538	67,579	68,221	64,127	125,851
TOTAL FUNDING SOURCES		1,033,785	843,326	909,506	997,250	983,942	1,067,892

Department Expense Summary
Street Maintenance Fund 100, Division 620

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>STREET MAINTENANCE</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	-	-	-	41,418	41,601	54,226
521.000	Medicare	-	-	-	595	595	780
522.000	Retirement	-	-	-	3,087	3,009	4,312
523.000	Unemployment Insurance	-	-	-	217	434	217
530.000	Benefits	-	-	-	8,826	-	8,826
TOTAL PERSONNEL (.5 FTE)		-	-	-	54,143	45,639	68,361
OPERATIONS							
700.019	PS - Contract Admin	55,407	71,605	63,183	-	12,891	-
720.000	Misc. Street Maintenance	43,114	66,281	62,736	95,600	95,600	95,600
720.004	Street Maint. Contract	540,404	574,128	571,600	584,000	584,000	584,000
720.007	Street Sweeping	82,767	83,548	86,482	93,000	87,500	90,000
720.008	Traffic Signal Maintenance	46,338	82,093	88,293	91,936	112,276	115,300
720.011	Traffic Improvements	4,552	1,875	2,084	5,000	5,000	5,000
720.014	Street Maint - NPDES	40,806	41,255	39,909	40,000	40,000	40,000
720.016	Bus Shelter Maintenance	-	119	1,229	2,400	2,400	2,400
720.017	TS LED Upgrade	17,557	-	-	-	-	-
	Subtotal	775,538	849,299	852,333	911,936	926,776	932,300
TOTAL EXPENDITURES		830,945	920,904	915,516	966,079	985,306	1,000,661
FUNDING SOURCES							
100	General Fund	350,000	350,000	358,155	358,155	358,155	358,155
100	GF EE CBG	12,957	-	-	-	-	-
218	TCRF	-	-	-	-	-	-
212	Measure M Fund	385,221	487,356	470,879	514,924	539,651	552,506
210	Gas Tax Fund	82,767	83,548	86,482	93,000	87,500	90,000
TOTAL FUNDING SOURCES		830,945	920,904	915,516	966,079	985,306	1,000,661

Department Expense Summary
Street Lighting Fund 210, Division 630

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	-----FY 2016/17-----	
					AMENDED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>STREET LIGHTING</u>							
<i>EXPENDITURES</i>							
<i>OPERATIONS</i>							
631.003	Utilities	268,288	266,691	279,147	288,000	280,000	280,000
720.000	Misc. Street Maintenance	-	-	-	-	-	-
TOTAL OPERATIONS		268,288	266,691	279,147	288,000	280,000	280,000
TOTAL EXPENDITURES		268,288	266,691	279,147	288,000	280,000	280,000
<i>FUNDING SOURCES</i>							
210	Gas Tax Fund	268,288	266,691	279,147	288,000	280,000	280,000
TOTAL FUNDING SOURCES		268,288	266,691	279,147	288,000	280,000	280,000

Department Expense Summary
Building Maintenance Fund 100, Division 640

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>BUILDING MAINTENANCE</u>							
<i>EXPENDITURES</i>							
<i>OPERATIONS</i>							
640.001	City Hall Elect/Water	54,576	56,072	56,647	72,200	69,900	75,000
640.002	City Hall Facility Maint.	79,071	88,501	76,069	88,925	93,963	90,045
640.101	BTRCC Utilities	49,703	49,370	52,358	68,400	64,400	72,000
640.102	BTRCC Facility Maint.	81,264	87,341	86,358	90,388	98,039	91,248
640.104	BTRCC Improvements	8,309	-	2,882	10,000	-	5,000
	Subtotal	272,923	281,284	274,314	329,913	326,302	333,293
640.003	City Hall Facility Mgmt.	9,083	8,586	7,548	-	3,500	-
640.105	BTRCC Facility Mgmt.	-	-	-	-	-	-
	Subtotal	9,083	8,586	7,548	-	3,500	-
<i>TOTAL OPERATIONS</i>							
<i>TOTAL EXPENDITURES</i>							
<i>FUNDING SOURCES</i>							
100	General Fund	282,006	289,870	281,862	329,913	329,802	333,293
	TOTAL FUNDING SOURCES	282,006	289,870	281,862	329,913	329,802	333,293

Community Services

City of Rancho Santa Margarita, California



Community Services

	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----		FY 2016/17 ADOPTED BUDGET
				AMENDED BUDGET	YEAR-END ESTIMATE	
COMMUNITY SERVICES						
710 Community Services	902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
TOTAL EXPENDITURES	<u>902,253</u>	<u>928,543</u>	<u>1,027,184</u>	<u>1,069,390</u>	<u>1,080,520</u>	<u>1,067,616</u>



Community Services
COMMUNITY SERVICES
BELL TOWER REGIONAL COMMUNITY CENTER

DESCRIPTION

The Community Services Department offers a variety of recreational opportunities including special events and before-and-after school programs. A variety of classes are also offered, including: health and safety, fitness, arts, drama and special interest workshops. Specialty camps are promoted for youth of all ages. To offer these services, the Community Services Department handles all matters related to the development, coordination, and management of contractual service providers, promotion, media, registration, volunteer management, and evaluation. The Community Services Department is committed to developing and maintaining programs that enhance the quality of life and uniqueness of the community.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Developed and introduced a sponsorship program to provide opportunities for businesses to partner with the City to provide community events and activities, exceeding our original goal of 60K and successfully garnering \$71,000 in sponsorship contributions.
2. Assisted Age Well Senior Services with recruiting and retaining volunteers, while pursuing additional programs that promote the independence, health and dignity of older adults, such as: Bocce Ball, Tai Chi, Walk In Balance, Smartphone Tutorials, and many other classes and activities.
3. Planned and presented the 15th Annual “Celebrating Family & Friends” event in coordination with volunteers, community organizations, and businesses, while increasing corporate sponsorships.
4. Produced the Summer Concert series with approximately 18,000 attendees over five consecutive concerts with increased audio and staging features.
5. Managed the Senior Mobility Program, which provided transportation services to 100 senior residents through the sale of 990 taxi vouchers.
6. Planned and presented the 11th Annual Flag Day ceremony, fostering relationships with the scouting community and American Legion Post 862.
7. Published three issues of the Community Living Magazine, maintaining the established quality standards in a cost-effective manner.
8. Increased advertising sales in the Community Living Magazine to three times the amount of previous fiscal year for a total over \$9,000.
9. Increased readership and opt-ins on social media by continuing to disseminate information regarding events, programs, and facilities through Facebook (1,960 followers), Twitter (1,369 followers), and Instagram (246 followers).
10. Continued to provide over 300 unique recreation classes for children and adults.
11. Supported the City Adopted 2/5 Marines with Patriot Day, homecomings, deployments, and programs.
12. Organized the first annual Veterans Day recognition program and reception.
13. Provided daily support to Age Well Senior Services to serve more than 5,000 meals at the Congregate Lunch and Meals on Wheels program; more than 30,000 meals were delivered to homebound seniors in the Rancho Santa Margarita area.
14. Offered 12 vaccination clinics and licensing opportunities to help residents maintain the health of their pets with more than 900 cats and/or dogs receiving these services.

Community Services

(continued)

15. Partnered with RSM Chamber of Commerce to support the Rancho and Fall Festivals, and The Bell Tower Foundation for Zero Trash and Breakfast with Santa.
16. Hosted a Community Health & Wellness Expo for residents with over 35 local health and wellness vendors and approximately 200 attendees.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Maintain sponsorship program by fostering relationships with current sponsors and soliciting additional businesses to reach \$50,000.
2. Continue to research and pursue opportunities to identify additional funding sources that will support community services programs, classes, seminars, and events.
3. Increase marketing and strategic communications for facility rentals, recreation programs, and community events through the use of the City website and social media.
4. Identify market-driven facility rental packages to attract new user groups.
5. Maintain collaboration with community partners regarding programs and events that reflect the needs of the community of Rancho Santa Margarita.
6. Facilitate and present the 16th Annual "Celebrating Family & Friends" event.
7. Implement the 11th Annual City-hosted Summer Concert Series
8. Continue to build and gain support from non-profit organizations, churches, schools and youth organizations to strengthen successful partnerships and increase event participation.
9. Participate in stakeholder discussions regarding the development of a Sports Park as a component of the Chiquita Ridge property.
10. Add a sixth summer concert to the series.
11. Continue to build the advertising program for local businesses in the Community Living Magazine, increasing sales to over \$15,000.
12. Reevaluate the Senior Mobility Program and create new policies and procedures to meet the transportation needs of local seniors in the best possible way.
13. Continue to build on the accomplishments of FY 2015-16.

Department Expense Summary
Community Services Fund 100, Division 710

ACCT DIVISION NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2016/17 ADOPTED BUDGET
<u>COMMUNITY SERVICES</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	263,934	282,121	305,614	290,200	316,735	261,958
515.000	Temporary Personnel	46,783	42,733	46,858	59,280	55,668	79,269
521.000	Medicare	4,470	4,669	5,091	5,039	5,039	4,923
522.000	Retirement	56,659	62,493	69,064	73,171	75,374	81,838
523.000	Unemployment Insurance	4,218	4,045	4,261	2,821	2,821	3,038
526.000	FICA Cost	2,901	2,649	2,561	3,675	3,675	4,915
530.000	Benefits	33,480	37,823	43,052	79,434	47,477	70,608
TOTAL PERSONNEL (6.4 FTE)		412,445	436,533	476,501	513,620	506,789	506,549
OPERATIONS							
610.000	Membership & Dues	-	-	-	-	-	1,279
611.000	Training	472	435	425	800	378	440
612.000	Travel/Conf/Meetings	53	912	252	2,092	978	480
614.000	Newsletter/Class Schedule	44,625	46,610	44,903	48,600	48,600	48,600
622.010	Special Depart. Expense	-	-	5,480	-	565	2,000
640.103	Phones	6,462	7,445	7,311	7,885	7,134	7,920
674.000	Senior Mobility Program	14,932	19,832	34,550	21,000	29,658	26,868
675.002	NYE Event	27,838	29,321	38,979	33,500	29,131	35,000
675.005	Summer Concert Series	31,423	31,358	34,344	39,425	39,425	49,700
675.007	Patriot Day	-	9,231	8,875	3,000	421	3,000
675.101	Programs	139,478	134,062	151,886	140,040	154,194	168,000
675.102	Rental Expenses	12,462	9,892	13,866	8,400	7,115	8,400
675.103	BTRCC Admin	17,339	15,803	17,408	17,028	22,132	17,380
Subtotal		295,084	304,901	358,279	321,770	339,731	369,067
675.001	Youth Center	116,560	114,440	120,000	120,000	120,000	120,000
675.006	Seniors Program	71,564	70,887	72,404	72,000	72,000	72,000
700.028	PS - Public Relations	-	-	-	42,000	42,000	-
Subtotal		-	-	-	42,000	42,000	-
TOTAL OPERATIONS		483,208	490,228	550,683	555,770	573,731	561,067
CAPITAL OUTLAY							
840.000	Furniture & Fixtures	6,600	1,782	-	-	-	-
TOTAL CAPITAL OUTLAY		6,600	1,782	-	-	-	-
TOTAL EXPENDITURES		902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616
FUNDING SOURCES							
100	General Fund	515,238	871,181	550,166	644,511	571,677	580,374
100	Senior Mobility Grant	22,255	23,605	24,798	25,886	25,886	26,868
100	GF - Com. Svcs. Revenue	364,760	33,757	452,220	398,993	482,957	460,374
TOTAL FUNDING SOURCES		902,253	928,543	1,027,184	1,069,390	1,080,520	1,067,616

Capital Improvement Plan

City of Rancho Santa Margarita, California



CAPITAL IMPROVEMENT PROGRAM

DESCRIPTION

The Capital Improvement Program (CIP) delivers the planned list of projects budgeted in accordance with the City Council's goals. The Seven-Year CIP is a scheduling tool to forecast the funding and construction of future projects.

ACCOMPLISHMENTS: FISCAL YEAR 2015-16

1. Completed the design and construction of various street improvement projects including: Annual Residential Overlay Project, Annual Residential Slurry Seal Project, Annual Concrete Repair Project, and ADA Curb Ramp Installation Project.
2. Awarded and initiated the Construction Contract for the City Hall and BTRCC Improvement Project.
3. Awarded the contract for the Trash Reduction Catch Basin Insert Project.
4. Installed various traffic improvements, such as: speed feedback signs, Trabuco Mesa School Signing and Striping, and the upgrade of signal equipment along Santa Margarita Parkway.
5. Continued the preliminary engineering, design and environmental documentation phases for the Santa Margarita Parkway Bridge Hinge Repair.
6. Finalized the Authorization to Proceed (E76) process with Caltrans for the construction of the Santa Margarita Parkway and Antonio Parkway Pavement Rehabilitation Projects.
7. Updated the City's Pavement Management Program.
8. Finalized the design for the Vereda Laguna Sidewalk and Landscape Improvements Project.
9. Completed construction for the Alicia Parkway and Santa Margarita Parkway Gateway Improvements Project.
10. Completed Phase two of sealing and staining the colored stamped concrete in the City's medians along Santa Margarita Parkway and Alicia Parkway.

GOALS AND OBJECTIVES: FISCAL YEAR 2016-17

1. Implement 31 Capital Improvement Program projects for Fiscal Year 2016-17, totaling approximately \$5.62M, which include:
 - Eight street improvement/maintenance projects to address overlays, slurry seals, ADA improvements, etc.
 - Four special projects involving the Chiquita Ridge Assessment, Habitat Restoration project, Dog Park improvements, and the City's storm drain system.
 - Three landscaping/renovation projects to address intersection and median enhancement, and City Hall and BTRCC landscaping renovations.
 - Six City Hall and BTRCC projects for building repairs and slurry seal of the parking lots.
 - Six traffic improvement projects, such as: Signal Synchronization, Traffic Signal Modification, Restriping, Signage and Speed Feedback Signs.
 - Two bridge maintenance projects for the Santa Margarita Parkway Bridges.

Continue to seek grant opportunities and other one-time revenue sources for capital projects.

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	-----FY 2015/16-----	FY 2016/17 ADOPTED BUDGET	
					AMENDED BUDGET	YEAR-END ESTIMATE	
CAPITAL PROJECTS							
EXPENDITURES - CAPITAL OUTLAY							
911.000	Annual Slurry Seal Program	205,734	223,474	325,287	380,000	380,000	
911.002	Antonio Pkwy. Slurry Seal	-	164,944	771	-	-	
911.003	Avenida De Las Banderas Slurry Seal	-	-	116,749	-	-	
912.000	Annual Residential Overlay	510,786	220,973	311,705	416,000	308,000	
912.002	Robinson Ranch Rd. Pavement Rehabilitation	455	132,635	19	-	-	
913.002	Antonio Overlay Design	108,908	-	-	-	-	
913.007	Antonio Pkwy. Pavement Rehabilitation	(9,005)	13,543	418,204	602,000	4,668	
913.009	Coto de Caza/La Promesa Pavement Rehab.	11,504	181	-	-	175,000	
913.010	SM Pkwy. Pavement Rehabilitation	403,305	417,653	1,005	658,000	4,582	
913.011	Avenida Empresa Pavement Rehabilitation	-	-	-	65,000	30,000	
913.012	Esperanza Restriping	-	-	-	-	75,000	
915.000	Median Hardscape Renovation	-	-	35,705	107,000	89,099	
915.003	Melinda Road Median Improvements	205	26,605	(32)	-	-	
915.004	Buena Suerte/La Miranda Median Improvements	451	132,241	(435)	-	-	
916.001	Alicia Pkwy./Santa Margarita Pkwy. Gateway	-	21,839	208,271	200,000	195,000	
916.002	Auto Center Drive Signage	-	-	-	-	100,000	
918.001	Santa Margarita Pkwy./Empresa Landscaping	-	25,472	226,644	-	-	
918.002	City Hall Landscaping Renovation	-	53,085	-	50,000	150,000	
921.002	Circulation Element Update	52,220	9,930	-	-	-	
921.003	SMP Signal & Equipment Upgrade	532	27,977	16,480	18,000	18,000	
921.004	Antonio Pkwy. Signal & Equipment Upgrade	581	460	10,149	369,000	369,000	
921.005	Traffic Signal Enhancements	-	-	-	-	60,000	
921.006	Avenida De Las Banderas Traffic Signal Modification	-	-	-	-	53,000	
923.003	Traffic Signal Battery Backup System	6,951	7,701	111,003	-	-	
923.004	Count Down Pedestrian Signal Heads	-	2,965	42,860	-	-	
931.004	SMP Bridge Hinge Repair	40,706	3,430	247,413	283,000	143,841	
931.005	SMP Bridge (Eastbound)	-	-	-	20,000	20,000	
934.001	Annual Concrete - Sidewalk Repairs	1,289	36,983	66,610	60,000	58,872	
934.006	Alma Aldea Bulboult Installation	40,611	5,577	(20)	-	-	
934.007	ADA Curb Ramp Installation	122,295	-	264,303	130,000	60,000	
934.008	Trabuco Mesa Bulboult Improvements	-	45,141	(20)	-	-	
934.009	Vereda Laguna Sidewalk & Landscape Renovation	-	-	-	40,000	40,000	
934.010	Via Ricardo Pathway Enhancement	-	-	-	165,000	50,000	
951.006	Building Improvements	-	-	11,466	1,300,000	800,000	
951.007	City Hall IT/Server Room Fire Suppression System	-	-	-	-	90,000	
951.008	City Hall & BTRCC Flooring/Carpeting	-	-	67,243	-	89,000	
951.009	BTRCC / CDBG Funded	-	-	23,677	-	-	
951.010	Sealcoat City Hall & BTRCC Parking Lots	-	-	-	20,000	-	
951.011	City Hall / BTRCC Roofing Renovation	-	-	-	-	10,000	
951.012	City Hall Fountain Renovation	-	-	-	-	75,000	
951.013	BTRCC Youth Lounge Courtyard Improvement	-	-	-	-	60,000	
951.014	BTRCC Ball Room Flooring	-	-	-	-	49,000	
952.001	Chiquita Ridge Open Space Assessment	131,854	47,370	15,580	325,000	71,997	
952.002	Chiquita Ridge Habitat Restoration	104,561	168,357	1,780,900	205,340	205,000	
954.001	Robinson Ranch Improvement Project	265,702	3,383	-	-	-	
954.005	Emergency Vehicle Pre-Emption/Phase 2 & 3	-	1,698	140,758	-	-	
954.006	Speed Feedback Signs	-	2,705	27,172	58,000	58,000	
954.007	Crosswalk LED Signs	-	2,156	24,225	-	-	
954.008	Trabuco Mesa School Signing & Striping	-	-	-	34,000	34,000	
962.000	Dog Park Renovation	-	-	-	-	165,000	
970.004	CCTV Inspection of Storm Drain System	-	-	-	200,000	-	
970.005	Trash Reduction Catch Basin Inserts	-	-	-	5,000	5,000	
TOTAL CAPITAL OUTLAY		1,999,645	1,798,478	4,493,692	5,710,340	2,925,059	
TOTAL EXPENDITURES		1,999,645	1,798,478	4,493,692	5,710,340	2,925,059	
						5,620,000	
						5,620,000	

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 ACTUAL	FY 2015/16		FY 2016/17 ADOPTED BUDGET
					AMENDED BUDGET	YEAR-END ESTIMATE	
FUNDING SOURCES							
XXX	Use of City Reserves	-	-	-	787,340	528,997	1,092,000
XXX	Use of Building Funds	-	-	-	1,300,000	800,000	900,000
410	Capital Project Fund	-	-	-	70,000	-	-
100	Trans. From General Fund	-	-	1,248,434	-	-	-
210	Trans. From Gas Tax Fund	640,248	991,817	1,041,374	1,732,000	689,917	1,896,000
212	Trans. From Measure M Fund	317,998	261,385	300,000	395,000	186,099	392,000
214	Transfer from Air Quality Improve. Fund	80,787	96,912	94,257	138,000	138,000	147,000
218	Trans. From TCRF Fund	1	-	-	-	-	-
220	Trans. From Park Trust	-	-	-	-	-	244,000
530	Trans. From PFA Capital Fund	-	-	854,253	-	-	-
423.013	HBP	9,908	22,664	109,222	212,000	126,378	101,000
470.001	Interest Income/Other	2,211	1,304	426	-	-	-
470.002	Unrealized Gain/Loss on Invest	-	40	(58)	-	-	-
485.011	Prop 1B (State)	-	314,998	-	-	-	-
485.013	TCSP	88,920	-	-	-	-	-
485.014	CDBG Grant	146,466	148,340	247,981	235,000	110,000	233,000
485.018	HSIP	60,788	131,067	-	-	-	-
485.019	CTFP	-	-	99,699	-	-	115,000
485.020	CTFP - Project P	-	-	-	341,000	341,000	-
485.021	APM	-	-	-	500,000	4,668	500,000
TOTAL FUNDING SOURCES		1,347,327	1,968,527	3,995,588	5,710,340	2,925,059	5,620,000

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

6/30/2015 Fund Balance

FY 2015/16 Estimated Revenue

	410 CIP	210 GAS TAX	212 MEASURE M	214 AQMD	Total All Funds
	102,904	1,594,903	221,203	165,984	2,094,994
Interest Income	-	1,059,613	722,579	60,000	1,842,192
APM	4,668	-	-	-	-
HBP	126,378	-	-	-	126,378
CDBG	110,000	-	-	-	110,000
CTFP-Project P	341,000	-	-	-	341,000
Use of City Reserves for Chiquita Ridge Habitat Restoration Plan	205,000	71,997	-	-	205,000
Use of City Reserves for Chiquita Ridge Open Space Assessment	195,000	57,000	-	-	195,000
Use of City Reserves for Alicia Pkwy./SMP Gateway	800,000	-	-	-	800,000
	1,911,043	1,059,613	722,579	60,000	3,753,235

FY 15/16 Revenues Available for Capital Projects & St. Maint.

Transfer to GF Street Lighting

Transfer to GF for Street Maintenance

Transfer to GF for Public Works

Transfer to CIP from General Fund

Transfer to CIP - Street Maintenance MOE

Total Transfers from GF & Restricted Funds

	ACTUAL	BUDGET			
	380,000	380,000	-	(380,000)	-
	308,000	416,000	-	(154,000)	(380,000)
Annual Slurry Seal Program	4,668	602,000	APM	(4,668)	(4,668)
Annual Residential Overlay	4,582	658,000	APM	(4,582)	(4,582)
Antonio Pkwy. Pavement Rehab	30,000	65,000	Reserves	(30,000)	(30,000)
SMP Pavement Rehabilitation	89,099	107,000	Reserves	(57,000)	(89,099)
Avenida Empresa Pavement Rehabilitation	195,000	200,000	Reserves	(195,000)	(195,000)
Median Hardscape Renovation	18,000	50,000	CIP/GF	-	-
Alicia Pkwy./Santa Margarita Pkwy. Gateway	369,000	18,000	CTFP-Proj P	(14,000)	(18,000)
City Hall Landscaping Renovation	34,000	369,000	CTFP-Proj P	(327,000)	(369,000)
SMP Signal & Equipment Upgrade	143,841	34,000	Reserves	(34,000)	(34,000)
Antonio Pkwy. Signal & Equipment Upgrade	-	18,000	CIP/GF	(4,000)	(4,000)
Trabuco Mesa School Signing & Striping	-	34,000	CTFP-Proj P	(42,000)	(42,000)
SMP Bridge Hinge Repair (Westbound)	-	143,841	Reserves	(34,000)	(34,000)
SMP Bridge (Eastbound)	-	20,000	HBP	(17,463)	(17,463)
Annual Concrete - Sidewalk Repairs	58,872	60,000	-	-	(58,872)
ADA Curb Ramp Installation	60,000	130,000	CDBG	(60,000)	(60,000)
Vereda Laguna Sidewalk & Landscape Improvements	40,000	40,000	-	(40,000)	(40,000)
Via Ricardo Pathway Enhancement	50,000	165,000	CDBG	(50,000)	(50,000)
Building Improvements - City Hall / BTRCC	800,000	1,300,000	Building Funds	(800,000)	(800,000)
Sealcoat City Hall & BTRCC Parking Lots	-	20,000	CIP/GF	-	-
Chiquita Ridge Open Space Assessment	71,997	325,000	Reserves	(71,997)	(71,997)
Chiquita Ridge Habitat Restoration	205,000	205,340	Reserves	(205,000)	(205,000)
Speed Feedback Signs	58,000	58,000	-	(58,000)	(58,000)
CCTV Inspection of Storm Drain System	-	200,000	-	-	-
Trash Reduction Catch Basin Inserts	5,000	5,000	-	(5,000)	(5,000)
	2,925,059	5,710,340	(1,911,043)	(689,917)	(186,099)
Total Capital Projects Expenditures	2,925,059	5,710,340	(1,911,043)	(689,917)	(138,000)
Total Capital Expenditures & Street Maintenance	6,695,646				(2,925,059)

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

6/30/2016 Estimated Fund Balance

FY 2016/17 Estimated Revenue

	410 CIP	210 GAS TAX	212 MEASURE M	214 AQMD	Total All Funds
	102,904	1,455,908	218,032	87,984	1,864,828
Use of Park Funds					
Use of City Reserves for Chiquita Ridge Habitat Restoration Plan					
Use of City Reserves for Chiquita Ridge Open Space Assessment					
Use of City Reserves for Median Hardscape Renovation					
Use of City Reserves for City Hall Landscape Renovation					
Use of City Reserves for City Hall Building Improvement					
Use of City Reserves for City Hall Fire Suppression System					
Use of City Reserves for City Hall BTRCC Flooring & Carpet					
Use of City Reserves for City Hall Sealcoat Parking Lots					
Use of City Reserves for City Hall BTRCC Roofing Renovation					
Use of City Reserves for City Hall Fountain Renovation					
	3,185,000	1,009,312	734,065	60,000	4,988,377
Transfer to GF Street Lighting					
Transfer to GF for Street Maintenance					
Transfer to GF for Public Works					
Transfer to CIP - Street Maintenance MOE					
Total Transfers from GF & Restricted Funds					
	1,000,661	General Fund	(358,155)	(280,000)	
			(358,155)	(90,000)	(1,000,661)
				(146,623)	(146,623)
				(552,506)	368,155
			(516,623)	(552,506)	(1,069,129)
Annual Slurry Seal Program					
Annual Residential Overlay					
Antonio Pkwy. Pavement Rehab					
Coto de Cazal/La Promesa Pavement Rehab.					
SMP Pavement Rehabilitation					
Esperanza Resurfacing					
Median Hardscape Renovation					
Auto Center Drive Signage					
City Hall Landscaping Renovation					
SMP Signal & Equipment Upgrade					
Antonio Pkwy. Signal & Equipment Upgrade					
Traffic Signal Enhancements					
Avenida De Las Banderas Traffic Signal Modification					
SMP Bridge Hinge Repair (Westbound)					
SMP Bridge (Eastbound)					
Annual Concrete - Sidewalk Repairs					
Sealcoat City Hall & BTRCC Parking Lots					
ADA Curb Ramp Installation					
Vereda Laguna Sidewalk & Landscape Improvements					
Building Improvements - City Hall / BTRCC					
City Hall IT/Server Room Fire Suppression System					
City Hall & BTRCC Flooring/Carpeting					
Sealcoat City Hall & BTRCC Parking Lots					
City Hall / BTRCC Roofing Renovation					
City Hall Fountain Renovation					
BTRCC Youth Lounge Courtyard Improvement					
BTRCC Ball Room Flooring					
Chiquita Ridge Open Space Assessment					
Chiquita Ridge Habitat Restoration					
Speed Feedback Signs					
Dog Park Renovation					
Trash Reduction Catch Basin Inserts					
	5,620,000	(3,185,000)	(1,896,000)	(392,000)	(147,000)
Total Capital Projects Expenditures					
	6,620,661	6,620,661	6,620,661	6,620,661	6,620,661
Total Capital Expenditures & Street Maintenance					
	102,904	52,597	7,591	984	164,076

City of Rancho Santa Margarita
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2016/17 through 2022/2023

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
STREET IMPROVEMENT/MAINTENANCE PROJECTS										
	Street Maintenance Program	General Fund (MOE)	\$ 3,412	\$ 358	\$ 429	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525
	Measure M	Measure M	\$ 3,874	\$ 553	\$ 554	\$ 554	\$ 554	\$ 554	\$ 554	\$ 554
	Gas Tax	Gas Tax	\$ 630	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90
	TOTAL	Gas Tax	\$ 7,917	\$ 1,001	\$ 1,073	\$ 1,169				
1	Annual Slurry Seal Program		\$ 3,029	\$ 308	\$ 400	\$ 420	\$ 441	\$ 463	\$ 486	\$ 511
	Annual Slurry Seal: 410-900-911,000	Measure M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Annual Residential Overlay	Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Account: 410-900-912,000	TOTAL	\$ 3,029	\$ 308	\$ 400	\$ 420	\$ 441	\$ 463	\$ 486	\$ 511
	Annual Concrete Repair Program	Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Account: 410-900-934,001	TOTAL	\$ 1,723	\$ 223	\$ 250					
	Americans with Disabilities Act (ADA) Curb Ramp Installation Project	CDBG	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83
4	Citywide	Gas Tax	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83
	Account: 410-900-934,007	TOTAL	\$ 166	\$ 166	\$ 166	\$ 166	\$ 166	\$ 166	\$ 166	\$ 166
	Santa Margarita Parkway Pavement Rehabilitation	APM	\$ 263	\$ 263	\$ 263	\$ 263	\$ 263	\$ 263	\$ 263	\$ 263
5	Limits: Buena Suerte to Plano Trabuco (Eastbound lanes)	Gas Tax	\$ 363	\$ 363	\$ 363	\$ 363	\$ 363	\$ 363	\$ 363	\$ 363
	Account: 410-900-913,010	TOTAL	\$ 626	\$ 626	\$ 626	\$ 626	\$ 626	\$ 626	\$ 626	\$ 626
	Antonio Parkway Pavement Rehabilitation	APM	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237
6	Limits: Tijeras Creek to Vía Ladera	Gas Tax	\$ 343	\$ 343	\$ 343	\$ 343	\$ 343	\$ 343	\$ 343	\$ 343
	Account:	TOTAL	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580	\$ 580
	Vereda Laguna Sidewalk and Landscape Improvements	CDBG	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120
7	Sidewalk imp. on Vereda Laguna at Trabuco Mesa Elementary School	Gas Tax	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138	\$ 138
	Account:	TOTAL	\$ 258	\$ 258	\$ 258	\$ 258	\$ 258	\$ 258	\$ 258	\$ 258
	La Promesa / Coto De Caza Pavement Rehabilitation	Gas Tax	\$ 325	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175
8	Limits: Richard Reese Way to City Limits	Measure M	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
	Account: 410-900-913,009	TOTAL	\$ 475	\$ 175						
	Avenida Empresa Pavement Rehabilitation	Gas Tax	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070
9	Limits: Santa Margarita Parkway to Antonio Parkway	TOTAL	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070	\$ 1,070
	Antonio Parkway Pavement Rehabilitation	Gas Tax	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495
10	Limits: Vía Ladera to Ave de Las Banderas	TOTAL	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495	\$ 495
	Account:	Antonio Parkway Overlay (Alas de Paz to Santa Margarita Parkway)	Gas Tax	\$ 942	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70
11	Alas De Paz Overlay (Antonio Parkway to Plano Trabuco)	Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Plano Trabuco Overlay (Alas de Paz to Santa Margarita Parkway)	TOTAL	\$ 942	\$ 70						
	Avenida de Las Flores Pavement Rehabilitation	Gas Tax	\$ 760	\$ 410	\$ 410	\$ 410	\$ 410	\$ 410	\$ 410	\$ 410
12	Limits: Avenida de Las Fundadores to Vía Manposa	TOTAL	\$ 760	\$ 410						
	Aventura Pavement Rehabilitation	Measure M	\$ 613	\$ 313	\$ 313	\$ 313	\$ 313	\$ 313	\$ 313	\$ 313
13	Limits: Avenida de Las Banderas to end (cul-de-sac)	TOTAL	\$ 613	\$ 313						
	Account:	Tomas & Comercio Pavement Rehabilitation	Measure M	\$ 750	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
14	Account:	Antonio Parkway Slurry Seal	Gas Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Antonio Parkway Pavement Rehabilitation	Gas Tax	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Limits: Ave de Las Banderas to Avenida Empresa	TOTAL	\$ 1,000	\$ -						
16	Antonio Parkway Slurry Seal	Gas Tax	\$ 168	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
	Limits: Santa Margarita Parkway to Avenida de Las Flores	TOTAL	\$ 168	\$ -						
17	Avenida de Las Flores Slurry Seal	Gas Tax	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151
	Limits: Santa Margarita Parkway to Avenida de Las Fundadores	TOTAL	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151	\$ 151

City of Rancho Santa Margarita
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2016/17 through 2022/2023

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	
18	Arroyo Vista Pavement Rehabilitation Limits: Avenida Empresa to end (Tijeras Creek Golf Club)	Gas Tax	\$ 1,370	\$ 80	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	
19	Gilberto & Esperanza Slurry Seal Account: 410-900-916.001	Measure M	TOTAL \$ 1,370	\$ 80	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	\$ 430	
20	Trabuco Canyon Road Pavement Rehabilitation Limits: Piano Trabuco Drive to City Limits	Gas Tax	TOTAL \$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	
21	Avenida de Las Banderas Slurry Seal Limits: Avenida Empresa to Alma Aideal/Avenida de Las Flores	Gas Tax	TOTAL \$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	\$ 202	
	Account: 410-900-916.001		TOTAL \$ 163	\$ 163	\$ 163	\$ 163	\$ 163	\$ 163	\$ 163	\$ 163	
	SPECIAL PROJECTS										
22	Chiquita Ridge Habitat Restoration 82.9 Acre Upper Oso Habitat Restoration Per Approved Restoration Plan	General Fund	\$ 779	\$ 222	\$ 207	\$ 190	\$ 190	\$ 190	\$ 190	\$ 160	
	Account: 410-900-916.001	TOTAL	\$ 779	\$ 222	\$ 207	\$ 190	\$ 190	\$ 190	\$ 190	\$ 160	
23	Chiquita Ridge Open Space Assessment Feasibility Study	General Fund	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	
	Account: 410-900-916.001	TOTAL	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	
24	Trash Reduction Catch Basin Inserts	Gas Tax	\$ 38	\$ 38	\$ 38	\$ 38	\$ 38	\$ 38	\$ 38	\$ 38	
	CTFP-Tier 1	TOTAL	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	
25	Dog Park Improvement Various Park Improvements (Design, Environmental, Construction)	Park Fees	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	
	Account: 410-900-916.001	TOTAL	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	
26	CCTV Inspection Of Storm Drain System	Measure M	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	
	Gas Tax	TOTAL	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	\$ 105	
27	Citywide Storm Drain Master Plan Update Study of Citywide Storm Drain System	Measure M	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
		TOTAL	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
	LANDSCAPE / RENOVATION PROJECTS										
28	City Hall / BTRCC Landscaping Renovation (Frontage Improvements Along La Miranda, El Paseo, Richard Reese Way)	General Fund	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
	Account: 410-900-916.002	TOTAL	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
29	Median Hardscape Renovation Pressure wash and stain existing stamped concrete in medians (Yr. 1:SMIP corners & Portions of Antonio Pky)	Measure M	\$ 116	\$ 36	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	
	Account: 410-900-916.001	General Fund	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86	\$ 86	
	Gas Tax	TOTAL	\$ 234	\$ 48	\$ 93	\$ 93	\$ 93	\$ 93	\$ 93	\$ 93	
30	Parkway Bollard Lighting Project Bollard Pedestrian Lighting at various locations	CDBG	\$ 436	\$ 170	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	
		TOTAL	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	
31	Traffic Signal Enhancements LED upgrade, painting, etc. At SMPI/Empresa,SMPI/Las Flores,SMPI/Antonio	Measure M	\$ 180	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	
		TOTAL	\$ 180	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	
32	Alicia Parkway and Santa Margarita Parkway Gateway Improvements	General Fund	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	
	Account: 410-900-916.001	TOTAL	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	
33	Antonio Parkway Gateway Improvements Median Installation from Southerly City Limits to Bridge	General Fund	\$ 814	\$ 80	\$ 734	\$ 734	\$ 734	\$ 734	\$ 734	\$ 734	
	CTFP-Tier 1	TOTAL	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
34	El Paseo Corridor Improvements El Paseo from Santa Margarita Parkway to Richard Reese Way	General Fund	\$ 660	\$ 60	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	
		TOTAL	\$ 660	\$ 60	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	
35	Santa Margarita Parkway Lakeshore Median Renovation Median on Santa Margarita Pkwy from Antonio Pkwy to Fundadores	General Fund	\$ 166	\$ 16	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	
		TOTAL	\$ 166	\$ 16	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	

City of Rancho Santa Margarita
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2016/17 through 2022/2023

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
CITY HALL & BELL TOWER REGIONAL CENTER PROJECTS										
36	Building Improvements - City Hall / BTRCC (Design and Construction) Account: 410-900-951.006	General Fund	\$ 1,000	\$ 1,000						
37	Sealcoat of City Hall & BTRCC Parking Lots	General Fund	\$ 1,000	\$ 1,000						
38	City Hall IT/Server Room Fire Suppression System Retrofitting existing fire suppression system Account: 410-900-951.007	General Fund	\$ 20	\$ 20						
39	City Hall & BTRCC Flooring/Carpeting Account: 410-900-951.006	General Fund	\$ -							
40	BTRCC Ball Room Flooring Facility Maintenance-Refinish Ballroom floor	Park Fees	\$ 20	\$ 20						
41	City Hall / BTRCC Roofing Renovation Facility Maintenance	General Fund	\$ 177	\$ 89	\$ 58	\$ 30				
42	City Hall Fountain Renovation	General Fund	\$ -							
43	Interior Painting - City Hall / BTRCC Facility Maintenance	General Fund	\$ 177	\$ 89	\$ 58	\$ 30				
44	Stain and Seal Exterior Wood Trimming Facility Maintenance	General Fund	\$ 49	\$ 49						
45	BTRCC Kitchen Renovation Facility Maintenance	General Fund	\$ 50	\$ 10						
46	Youth Lounge Courtyard Improvement Adjacent to Youth Lounge (outdoor)	CDRG	\$ 40							
47	HVAC Unit Upgrades Facility Maintenance	Park Fees	\$ 30	\$ 30						
		General Fund	\$ 60	\$ 60						
			\$ 500							
TRAFFIC IMPROVEMENT PROJECTS										
48	Santa Margarita Pkwy. Signal and Equipment Upgrades Regional Traffic Signal Synchronization Program Account: 410-900-921.003	AMOD	\$ 17	\$ 17						
49	Antonio Parkway Signal and Equipment Upgrades Regional Traffic Signal Synchronization Program Account: 410-900-921.004	AMOD	\$ 80	\$ 60	\$ 20					
50	Speed Feedback Signs Install three solar speed feedback signs at various locations Account: 410-900-954.006	AMOD	\$ -							
51	Avenida de Las Banderas & Camino Altozano Traffic Signal Modification Install protected left turn signal heads Account:	Measure M	\$ 80	\$ 60	\$ 20					
52	Esperanza Restriping Slurry seal and restripe to provide a two-left turn lane Account:	Gas Tax	\$ 75	\$ 75						
53	Auto Center Drive Signage Freeway Off-Ramp Signage to include Auto Center Drive	Gas Tax	\$ 100	\$ 100						

City of Rancho Santa Margarita
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2016/17 through 2022/2023

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
54	Santa Margarita Pkwy/Melinda Rd Southbound Lane Reconfiguration Two left turn lanes, and one through/right turn lane Account: 410-900-	AQMD	\$ 63	\$ 63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
55	Traffic Signal Battery Backup System (Phase 3) Account: 410-900-923.003	Gas Tax	\$ 135	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63
56	Emergency Vehicle Pre-Emption (Phase 3) Installation of traffic signal pre-emption equipment Account: 410-900-954.005	Gas Tax	\$ 170	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135
57	General STOP Line Location Corrective Striping Citywide Account: 410-900-	Gas Tax	\$ 17	\$ 17	\$ 17	\$ 17	\$ 17	\$ 17	\$ 17	\$ 17
58	Santa Margarita Parkway Traffic Signal Cameras Install traffic signal cameras at various signalized intersections Account: 410-900-923.004	AQMD	\$ 78	\$ 78	\$ 78	\$ 78	\$ 78	\$ 78	\$ 78	\$ 78
59	No Parking Signage on Santa Margarita Pkwy and Antonio Pkwy Refresh "No Parking" signs Account: 410-900-	Gas Tax	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63
BRIDGE PROJECTS										
60	SANTA MARGARITA PKWY. BRIDGE HINGE REPAIR (Westbound) (Design, Environmental, Construction) Account: 410-900-931.004	HBP**	\$ 1,501	\$ 101	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400
61	SANTA MARGARITA PKWY. BRIDGE (Eastbound) (Design, Environmental, Construction) Account:	Gas Tax	\$ 105	\$ 14	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91
62	ANTONIO PKWY. BRIDGE (Design, Environmental, Construction) Account:	Measure M	\$ 91	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115
SUBTOTAL CAPITAL PROJECTS EXPENDITURES										
TOTAL CAPITAL PROJECTS & STREET MAINTENANCE EXPENDITURES										
Notes:										
** Federal HBP funds for WB SMP Bridge for Design is secured. Other HBP funding is programmed but not authorized for expenditure.										

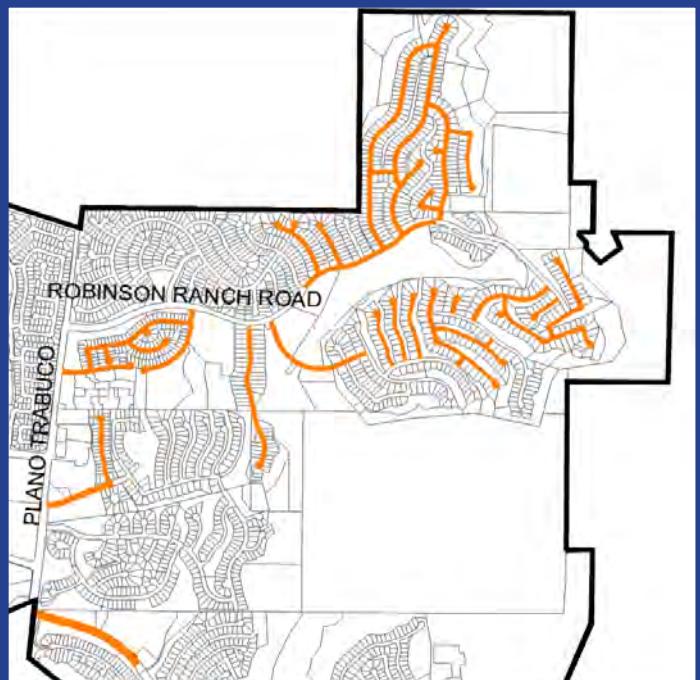
City of Rancho Santa Margarita
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2016/17 through 2022/2023

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1 16/17	Year 2 17/18	Year 3 18/19	Year 2 18/19	Year 3 19/20	Year 4 20/21	Year 5 21/22	Year 6 22/23
CIP FUND EXPENDITURES (WITHOUT MAINTENANCE)											
Year 1											
				16/17	17/18	18/19					
	Gas Tax	\$ 896	\$ 2,857		\$ 3,628		\$ 2,222	\$ 2,214		\$ 1,239	\$ 836
	Measure M	\$392	\$1,130		\$1,365		\$596	\$260		\$250	\$250
	AQMD	\$147	\$83		\$78		\$0	\$0		\$0	\$0
	CDBG	\$233	\$35		\$0		\$0	\$0		\$0	\$0
	PFA Bond Funds	\$0	\$0		\$0		\$0	\$0		\$0	\$0
	Park Fees	\$244	\$0		\$0		\$0	\$0		\$0	\$0
		\$0	\$0		\$0		\$0	\$0		\$0	\$0
	CIP FUND EXPENDITURES SUBTOTAL	\$2,912	\$4,105		\$5,071		\$2,818	\$1,464		\$1,489	\$1,086
	CTFP-Project P	\$0	\$0		\$0		\$0	\$0		\$0	\$0
	APM	\$500	\$0		\$0		\$0	\$0		\$0	\$0
	HBP**	\$101	\$1,712		\$0		\$1,479	\$0		\$0	\$0
	CTFP-Tier 1	\$115	\$0		\$150		\$0	\$0		\$0	\$0
		\$0	\$0		\$0		\$0	\$0		\$0	\$0
	General Fund	\$1,992	\$703		\$1,344		\$360	\$740		\$0	\$0
	TOTAL CAPITAL PROJECTS	\$5,620	\$6,520		\$6,565		\$4,657	\$2,204		\$1,489	\$1,086
	STREET MAINTENANCE	\$1,001	\$1,073		\$1,169		\$1,169	\$1,169		\$1,169	\$1,169
	TOTAL CAPITAL AND STREET MAINTENANCE EXPENDITURES	\$6,621	\$7,593		\$7,734		\$5,826	\$3,373		\$2,658	\$2,254
CATEGORY EXPENDITURES (WITHOUT MAINTENANCE)											
Year 1											
				16/17	17/18	18/19					
	STREET IMPROVEMENT/MAINTENANCE PROJECTS	\$ 2,547	\$ 3,038		\$ 4,587		\$ 2,626	\$ 1,464		\$ 1,489	\$ 1,086
	SPECIAL PROJECTS	\$ 790	\$ 417		\$ 340		\$ 160	\$ -		\$ -	\$ -
	LANDSCAPE / RENOVATION PROJECTS	\$ 380	\$ 484		\$ 1,427		\$ 200	\$ 200		\$ -	\$ -
	CITY HALL & BELL TOWER REGIONAL COMMUNITY CENTER PROJECTS	\$ 1,393	\$ 239		\$ 70		\$ 540	\$ 540		\$ -	\$ -
	TRAFFIC IMPROVEMENT PROJECTS	\$ 375	\$ 405		\$ 141		\$ -	\$ -		\$ -	\$ -
	BRIDGE PROJECTS	\$ 135	\$ 1,936		\$ -		\$ 1,671	\$ -		\$ -	\$ -
	CIP FUND EXPENDITURES SUBTOTAL	\$ 5,620	\$ 6,520		\$ 6,555		\$ 4,657	\$ 2,204		\$ 1,489	\$ 1,086

City of Rancho Santa Margarita Capital Improvement Project Information



RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:

Annual Slurry Seal Program

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-911.000

PROJECT DESCRIPTION:

The project consists of slurry sealing residential tracts located in Zone 6 which is located east of Plano Trabuco Road and is bordered by the City limits.

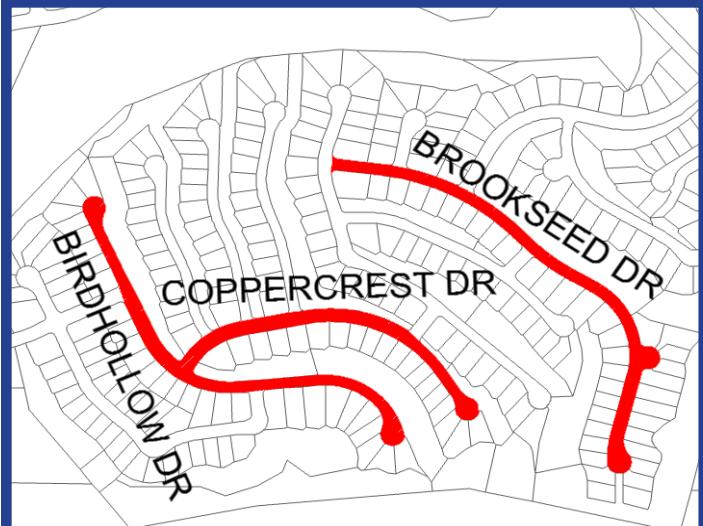
PROJECT BUDGET:

Design	\$	3,000
Administration	\$	1,000
Construction Estimate	\$	253,000
Inspection/Construction Management	\$	13,500
Material Testing	\$	10,000
Construction Contingency	\$	25,000
Advertisement	\$	2,500
	Total \$	308,000

City of Rancho Santa Margarita Capital Improvement Project Information



RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:

Annual Residential Overlay

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Measure M
Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-912.000

PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by grind and overlay of residential streets, Birdhollow Drive, Coppercrest Drive, and Brookseed Drive, all located in Zone 6 which is east of Plano Trabuco Road.

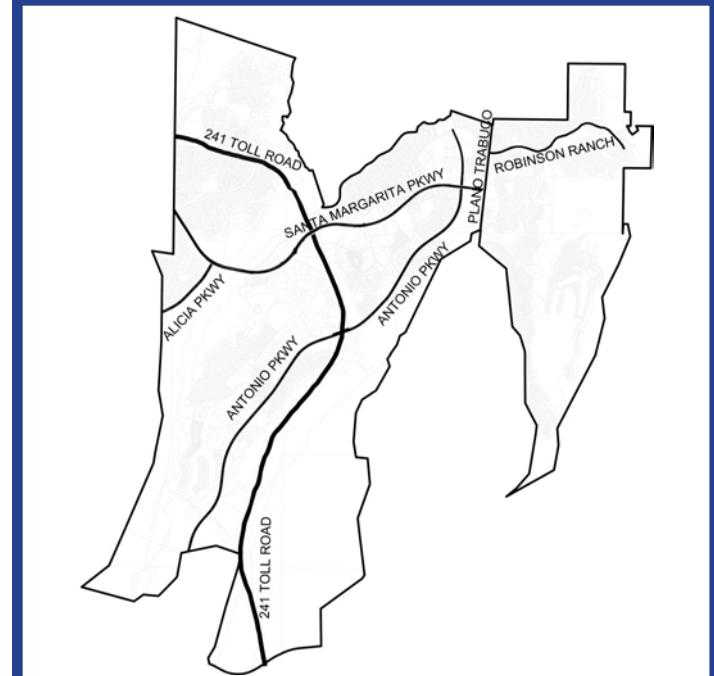
PROJECT BUDGET:

Design	\$	2,500
Administration	\$	500
Construction Estimate	\$	314,500
Inspection/Construction Management	\$	11,000
Construction Contingency	\$	32,000
Advertisement	\$	2,500
Material Testing	\$	8,000
	Total \$	371,000

City of Rancho Santa Margarita Capital Improvement Project Information



CONCRETE SIDEWALK



CITY WIDE

PROJECT TITLE:

Annual Concrete Repair Program

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-934.001

PROJECT DESCRIPTION:

The project consists of removing and replacing damaged sidewalks at various locations throughout the City.

PROJECT BUDGET:

Design	\$	500
Administration	\$	500
Construction Estimate	\$	56,750
Inspection/Construction Management	\$	2,000
Construction Contingency	\$	2,000
Advertisement	\$	1,250
Total	\$	63,000

City of Rancho Santa Margarita Capital Improvement Project Information



ADA CURB RAMP



CITY WIDE

PROJECT TITLE:

ADA Curb Ramp Installation Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

CDBG
Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-934.007

PROJECT DESCRIPTION:

The project consists of reconstructing curb ramps to meet current ADA standards at various locations throughout the City.

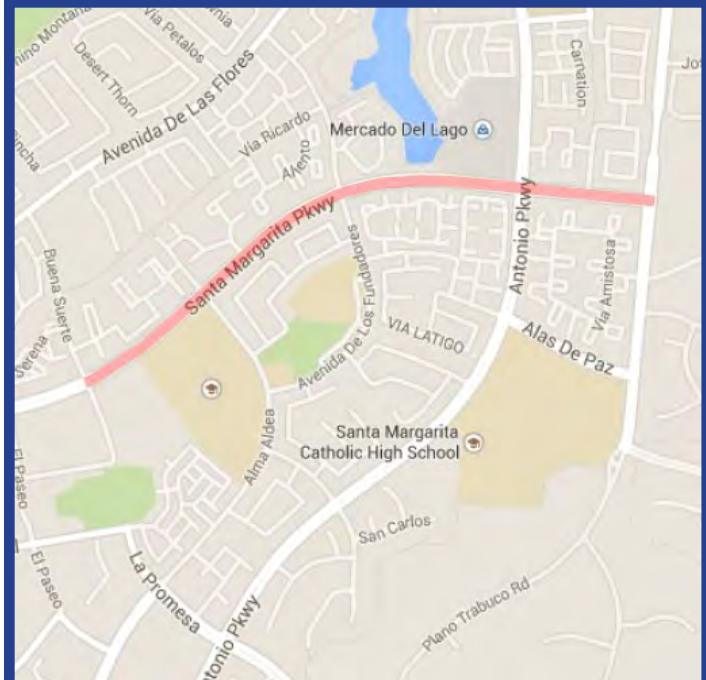
PROJECT BUDGET:

Design	\$	2,500
Administration	\$	500
Construction Estimate	\$	133,250
Inspection/Construction Management	\$	11,500
Construction Contingency	\$	17,000
Advertisement	\$	1,250
	Total \$	166,000

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA PARKWAY



VICINITY MAP

PROJECT TITLE:

Santa Margarita Pkwy Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

APM
Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-913.010

PROJECT DESCRIPTION:

The project consists of grinding existing asphalt concrete and replacing it with asphalt rubber hot mix on Santa Margarita Parkway from Buena Suerte to Plano Trabuco (Eastbound Lanes).

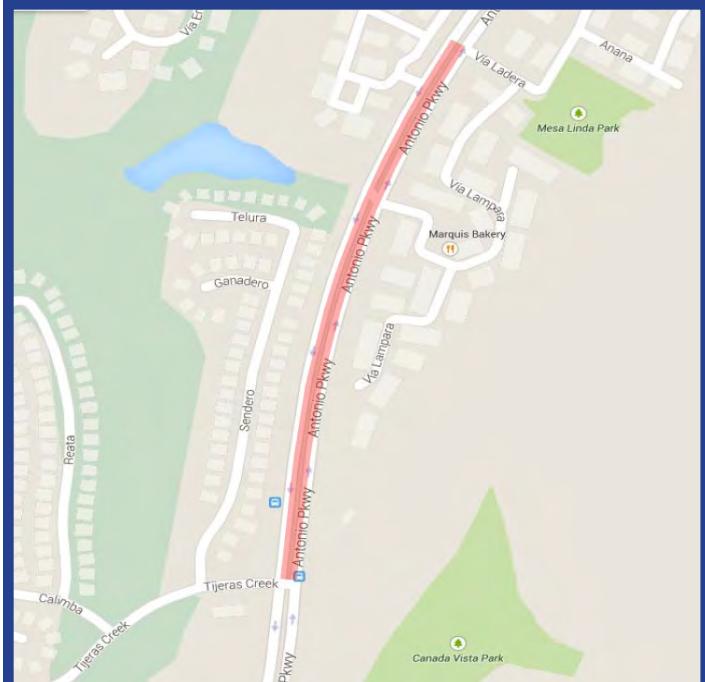
PROJECT BUDGET:

Construction Estimate	\$	527,000
Inspection/Construction Management	\$	40,000
Construction Administration	\$	3,000
Material Testing	\$	5,000
Construction Contingency	\$	50,000
Advertisement	\$	1,000
	Total \$	626,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

APM
Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-913.007

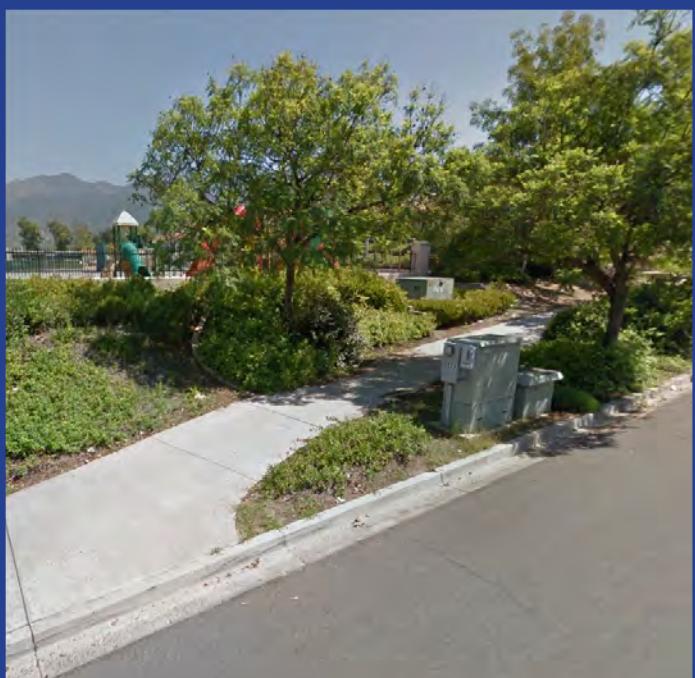
PROJECT DESCRIPTION:

The project consists of grinding existing asphalt concrete and replacing it with asphalt rubber hot mix on Antonio Parkway from Tijeras Creek to Via Ladera.

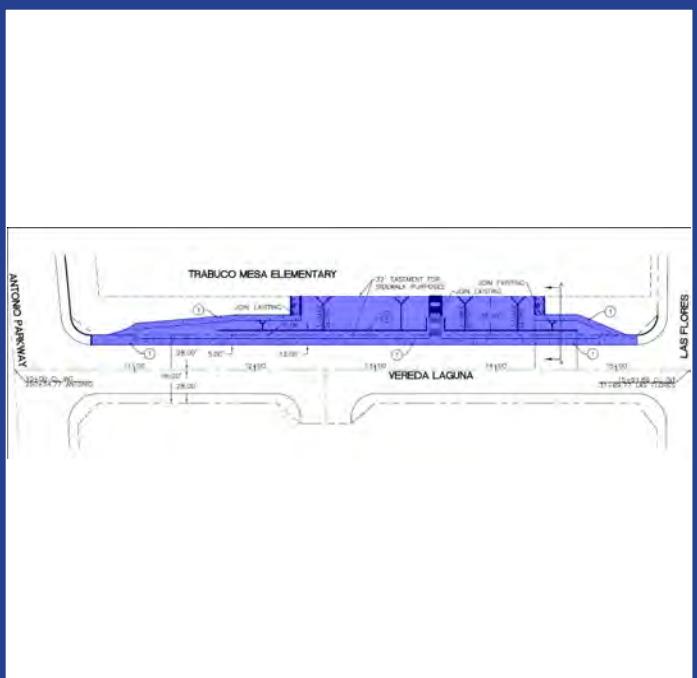
PROJECT BUDGET:

Construction Estimate	\$	481,500
Inspection/Construction Management	\$	40,000
Construction Administration	\$	3,000
Materials Testing	\$	5,000
Advertisement	\$	2,500
Construction Contingency	\$	48,000
	Total \$	580,000

City of Rancho Santa Margarita Capital Improvement Project Information



SIDEWALK AND LANDSCAPE



IMPROVEMENT CONCEPTS

PROJECT TITLE:

Vereda Laguna Sidewalk and Landscape Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2016/17
Construction	FY 2016/17

FUNDING SOURCE:

CDBG
Gas Tax

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-934.009

PROJECT DESCRIPTION:

The project consists of sidewalk and landscape improvements on Vereda Laguna at Trabuco Mesa Elementary School.

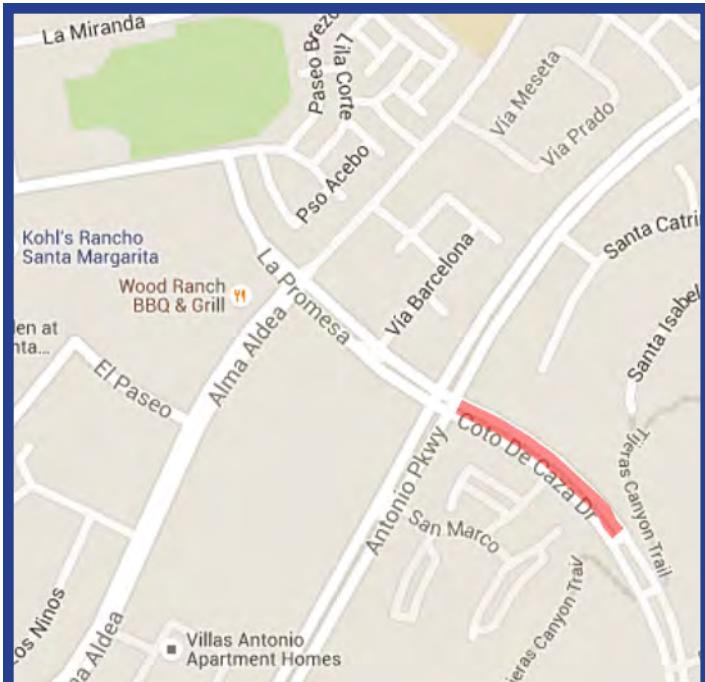
PROJECT BUDGET:

Design	\$ 50,000
Construction Estimate	\$ 158,500
Inspection/Construction Management/Construction Administration	\$ 9,000
Materials Testing	\$ 6,000
Advertisement	\$ 2,500
Construction Contingency	<u>\$ 32,000</u>
Total	\$ 258,000

City of Rancho Santa Margarita Capital Improvement Project Information



COTO DE CAZA



VICINITY MAP

PROJECT TITLE:

Coto De Caza Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design FY 2016/17

Construction FY 2016/17

FUNDING SOURCE:

Gas Tax

Measure M

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-913.009

PROJECT DESCRIPTION:

The project consists of grinding existing asphalt concrete and replacing it with asphalt rubber hot mix on Coto De Caza from Richard Reese Way to the Coto De Caza gate.

PROJECT BUDGET:

Design	\$	1,800
Construction Estimate	\$	145,700
Inspection/Construction Management/Construction Administration	\$	4,500
Materials Testing	\$	6,000
Advertisement	\$	2,500
Construction Contingency	\$	14,500
Total	\$	175,000

City of Rancho Santa Margarita Capital Improvement Project Information

**PROJECT TITLE:**

Chiquita Ridge Habitat Restoration

DEPARTMENT:

Public Works
Development Services

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Construction FY 2016/17 - 2019/20

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Public Works Director / City Engineer

CIP ACCOUNT NO.:

410-900-952.002

PROJECT DESCRIPTION:

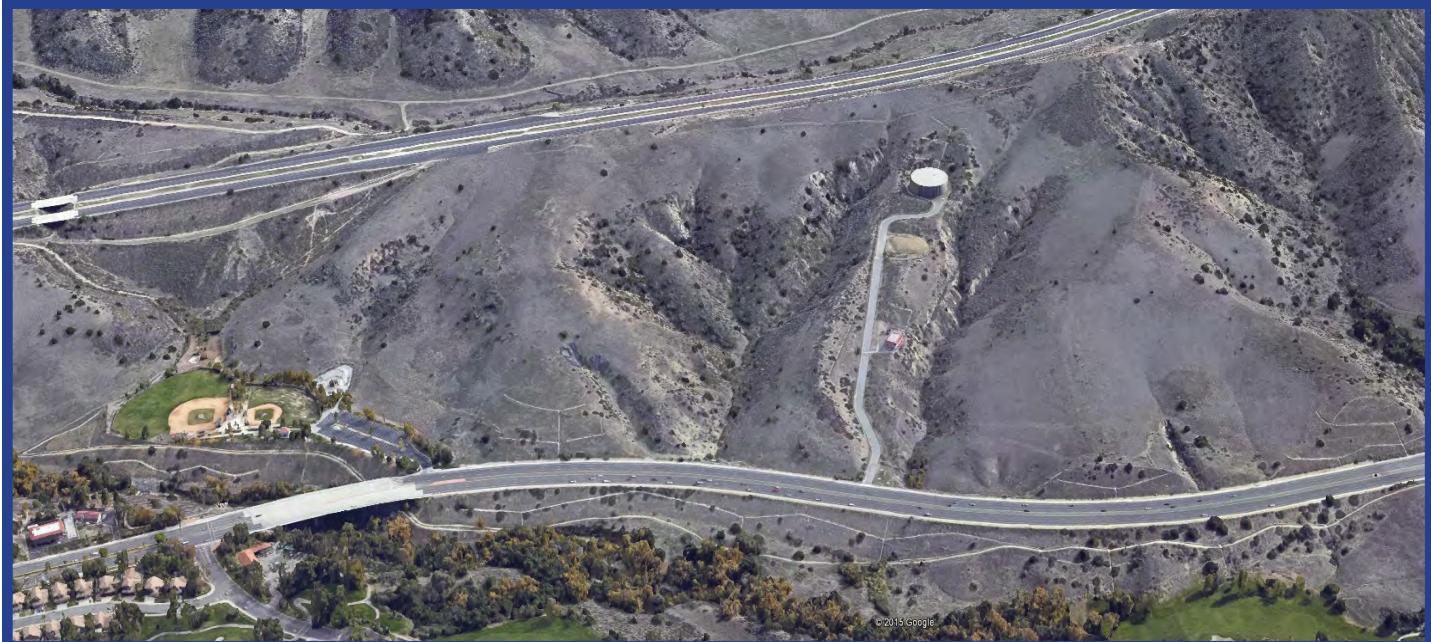
The project consists of the development of a coastal sage scrub habitat restoration plan, environmental work and project implementation.

PROJECT BUDGET:

Habitat Restoration Plan Implementation

FY 2016/17	\$	222,000
Total	\$	222,000

City of Rancho Santa Margarita Capital Improvement Project Information



VICINITY MAP

PROJECT TITLE:

Chiquita Ridge Open Space Assessment

DEPARTMENT:

Public Works Development Services

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Design FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

City Manager Development Services Director

CIP ACCOUNT NO.:

410-900-952.001

PROJECT DESCRIPTION:

The project consists of the development and assessment of alternatives for the Chiquita Ridge Open Space Development.

PROJECT BUDGET:

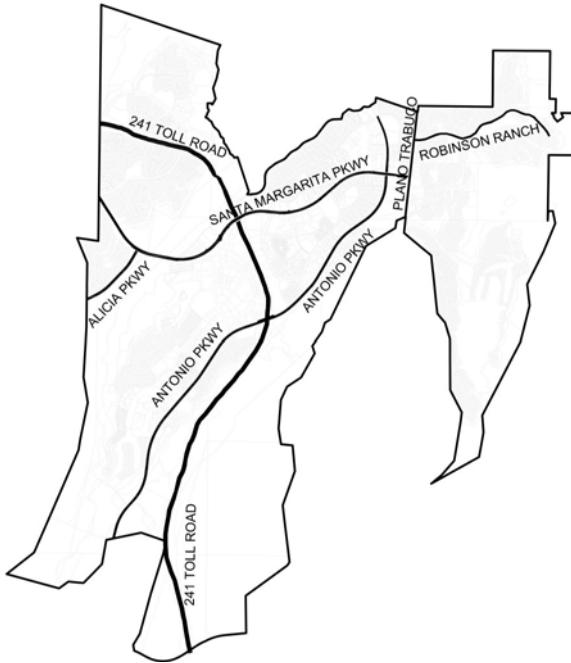
Feasibility Study

FY 2016/17	\$	250,000
Total	\$	250,000

City of Rancho Santa Margarita Capital Improvement Project Information



TRASH REDUCTION CATCH BASIN INSERT



CITY WIDE

PROJECT TITLE:

Trash Reduction Catch Basin Inserts

DEPARTMENT:

Public Works

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Gas Tax
CTFP-Tier 1

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-970.005

PROJECT DESCRIPTION:

The project consists of installing trash reduction catch basin inserts at various storm drain catch basins throughout the City.

PROJECT BUDGET:

Construction

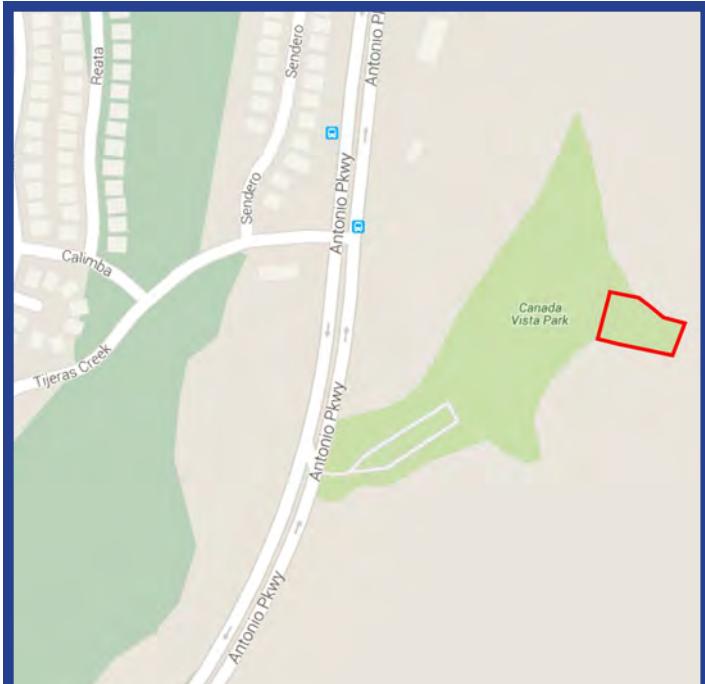
FY 2016/17

\$	153,000
Total	\$ 153,000

City of Rancho Santa Margarita Capital Improvement Project Information



DOG PARK IMPROVEMENTS



VICINITY MAP

PROJECT TITLE:

Dog Park Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Design	FY 2016/17
Construction	FY 2016/17

FUNDING SOURCE:

Park Fees

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-962.000

PROJECT DESCRIPTION:

The project consists of various improvements to the Dog Park located in Canada Vista Park near Antonio Parkway and Tijeras Creek.

PROJECT BUDGET:

Design	FY 2016/17	\$ 12,500
Construction Estimate	FY 2016/17	\$ 125,500
Inspection/Construction Management		\$ 12,500
Advertisement		\$ 2,000
Construction Contingency		\$ 12,500
	Total \$	165,000

City of Rancho Santa Margarita Capital Improvement Project Information



RSM CITY HALL / BTRCC



VICINITY MAP

PROJECT TITLE:

City Hall / BTRCC Landscaping Renovation

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscape / Renovation

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Public Works Director / City Engineer

CIP ACCOUNT NO.:

410-900-918.002

PROJECT DESCRIPTION:

The project consists of landscaping improvements along La Miranda, El Paseo, and Richard Reese Way (formerly El Portal).

PROJECT BUDGET:

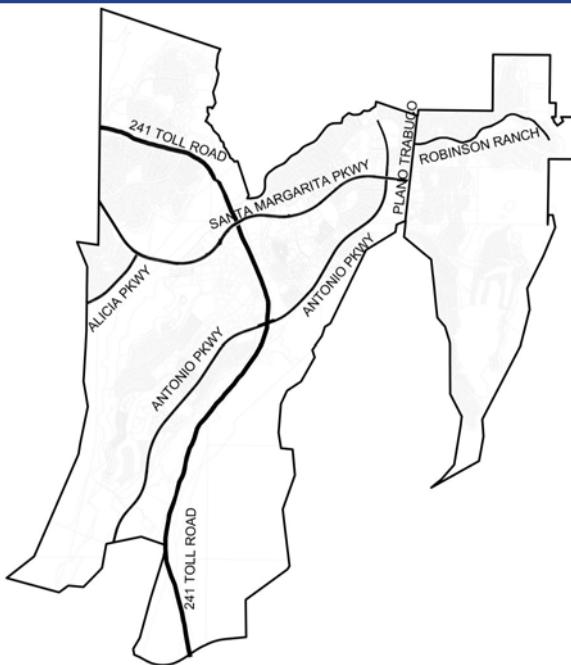
Construction

FY 2016/17	\$	150,000
Total	\$	150,000

City of Rancho Santa Margarita Capital Improvement Project Information



Before and After Staining/Sealing



CITY WIDE

PROJECT TITLE:

Median Hardscape Renovation

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscape / Renovation

ESTIMATED SCHEDULE:

Construction FY 2016/17 - 2017/18

FUNDING SOURCE:

Measure M
General Fund
Gas Tax

PROJECT MANAGER:

Public Works Superintendent

CIP ACCOUNT NO.:

410-900-915.000

PROJECT DESCRIPTION:

The project consists of pressure washing and staining existing stamped concrete in medians throughout the City.

PROJECT BUDGET:

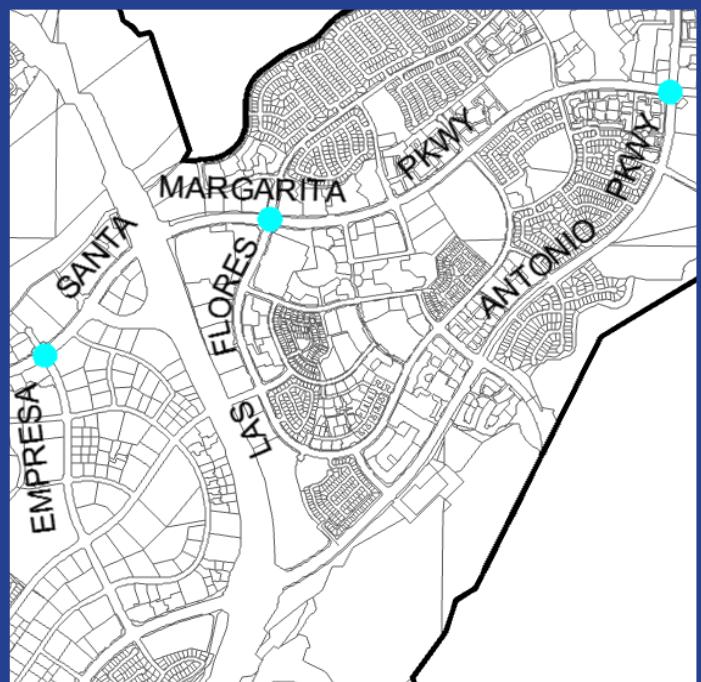
Construction

FY 2015/16	\$	170,000
Total	\$	170,000

City of Rancho Santa Margarita Capital Improvement Project Information



TRAFFIC SIGNAL ENHANCEMENTS



VICINITY MAP

PROJECT TITLE:
Traffic Signal Enhancements

DEPARTMENT:
Public Works

PROJECT TYPE:
Landscape / Renovation

ESTIMATED SCHEDULE:
Construction FY 2016/17 - FY 2018/19

FUNDING SOURCE:
Measure M

PROJECT MANAGER:
Public Works Director / City Engineer

CIP ACCOUNT NO.:
410-900-921.005

PROJECT DESCRIPTION:
The project consists of enhancing traffic signal poles at the intersections of Santa Margarita Parkway/ Avenida Empresa, Santa Margarita Parkway/Las Flores, and Santa Margarita Parkway/Antonio Parkway.

PROJECT BUDGET:

Construction	FY 2016/17	\$	60,000
	Total	\$	60,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



BELL TOWER REGIONAL COMMUNITY CENTER

PROJECT TITLE:

Building Improvements– City Hall/ BTRCC

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Public Works Director / City Engineer

CIP ACCOUNT NO.:

410-900-951.006

PROJECT DESCRIPTION:

The project consists of renovations and repairs to the City Hall and Bell Tower Regional Community Center buildings.

PROJECT BUDGET:

Construction

\$	1,000,000
Total	\$ 1,000,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



CITY HALL AND BTRCC PARKING LOTS

PROJECT TITLE:

Sealcoat of City Hall & BTRCC Parking Lots

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-951.010

PROJECT DESCRIPTION:

The project consists of the seal coat of the City Hall and Bell Tower Regional Community Center parking lots.

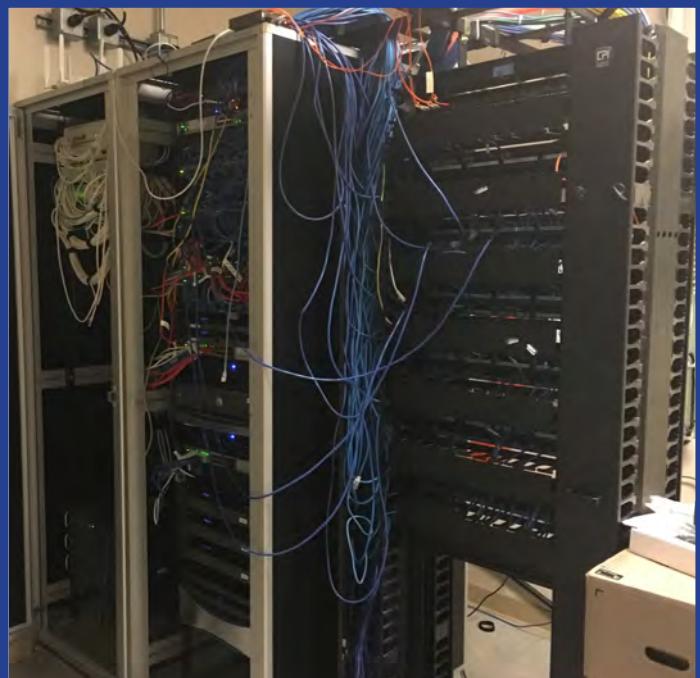
PROJECT BUDGET:

Design	\$	1,500
Administration	\$	1,000
Construction Estimate	\$	12,000
Inspection/Construction Management	\$	1,500
Advertisement	\$	2,500
Construction Contingency	\$	1,500
	Total	\$ 20,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



IT/Server Room

PROJECT TITLE:

City Hall IT/Server Room Fire Suppression System

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-951.007

PROJECT DESCRIPTION:

The project consists of retrofitting the existing fire suppression system of the City Hall IT/Server Room.

PROJECT BUDGET:

Design	\$	4,500
Construction Estimate	\$	71,600
Construction Management/ Inspection/ Administration	\$	4,900
Construction Contingency	\$	9,000
	Total	\$ 90,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



BELL TOWER REGIONAL COMMUNITY CENTER

PROJECT TITLE:

City Hall & BTRCC Flooring/Carpeting

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2016/17-FY 2018/19

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-951.008

PROJECT DESCRIPTION:

The project consists of replacing the flooring and carpeting of the City Hall and Bell Tower Regional Community Center buildings.

PROJECT BUDGET:

Design	\$	1,500
Administration/Advertisement	\$	1,250
Construction Estimate	\$	77,000
Inspection/Construction Management	\$	750
Advertisement	\$	1,250
Construction Contingency	\$	7,250
	Total \$	89,000

City of Rancho Santa Margarita Capital Improvement Project Information



BELL TOWER



BTRCC BALLROOM

PROJECT TITLE:
BTRCC Ballroom Flooring

DEPARTMENT:
Public Works

PROJECT TYPE:
City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:
Construction FY 2016/17

FUNDING SOURCE:
Park Fees

PROJECT MANAGER:
Assistant City Engineer

CIP ACCOUNT NO.:
410-900-951.014

PROJECT DESCRIPTION:

The project consists of facility maintenance and refinishing of the Ballroom floor in the Bell Tower Regional Community Center.

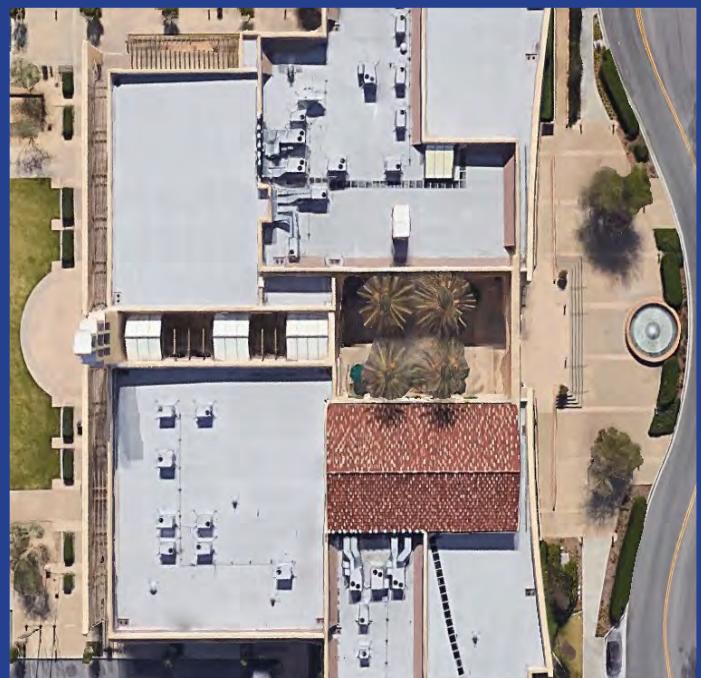
PROJECT BUDGET:

Design	\$	1,000
Administration	\$	500
Construction Estimate	\$	40,000
Inspection/Construction Management	\$	1,000
Advertisement	\$	2,500
Construction Contingency	\$	4,000
	Total	\$ 49,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



CITY HALL/BTRCC ROOFING RENOVATION

PROJECT TITLE:

City Hall/BTRCC Roofing Renovation

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Design FY 2016/17

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-951.011

PROJECT DESCRIPTION:

The project consists of the roofing renovation of the City Hall and Bell Tower Regional Community Center buildings.

PROJECT BUDGET:

Construction Estimate

\$ 9,300

Inspection/Construction Management

\$ 700

Total \$ 10,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



CITY HALL FOUNTAIN

PROJECT TITLE:
City Hall Fountain Renovation

DEPARTMENT:
Public Works

PROJECT TYPE:
City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:
Construction FY 2016/17

FUNDING SOURCE:
General Fund

PROJECT MANAGER:
Assistant City Engineer

CIP ACCOUNT NO.:
410-900-951.012

PROJECT DESCRIPTION:
The project consists of fountain renovation in front of the City Hall and Bell Tower Regional Community Center buildings at El Paseo.

PROJECT BUDGET:

Construction Estimate

FY 2016/17	\$	75,000
Total	\$	75,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



CITY HALL COURTYARD

PROJECT TITLE:

Youth Lounge Courtyard Improvement

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

CDBG
Park Fees

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-951.013

PROJECT DESCRIPTION:

The project consists of improvement to the youth lounge courtyard area adjacent to the youth lounge area.

PROJECT BUDGET:

Construction Estimate

	FY 2016/17	\$	60,000
Total		\$	60,000

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Signal and Equipment Upgrades

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Maintenance FY 2016/17

FUNDING SOURCE:

AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.003

PROJECT DESCRIPTION:

The project consists of replacing the traffic signal controllers along Santa Margarita Parkway and updating the regional signal coordination plan with adjacent City and/or County agencies.

PROJECT BUDGET:

Maintenance

FY 2016/17

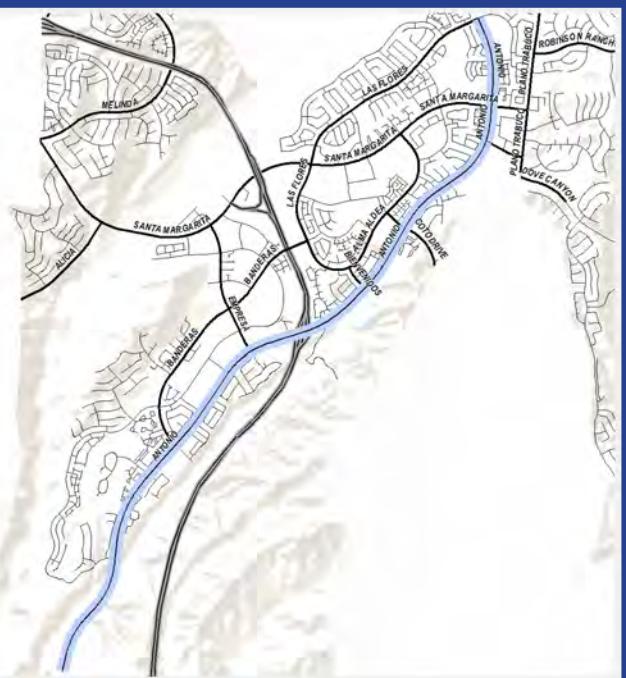
\$ 17,000

Total \$ 17,000

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Signal and Equipment
Upgrades

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Maintenance FY 2016/17-2017/18

FUNDING SOURCE:

AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.004

PROJECT DESCRIPTION:

The project consists of replacing the traffic signal controllers along Antonio Parkway and updating the regional signal coordination plan with adjacent City and/or County agencies.

PROJECT BUDGET:

Maintenance

\$	60,000
Total	\$ 60,000

City of Rancho Santa Margarita Capital Improvement Project Information



SPEED FEEDBACK SIGNS



VICINITY MAP

PROJECT TITLE:
Speed Feedback Signs

DEPARTMENT:
Public Works

PROJECT TYPE:
Traffic Improvements

ESTIMATED SCHEDULE:
Construction FY 2016/17

FUNDING SOURCE:
AQMD

PROJECT MANAGER:
Traffic Engineer

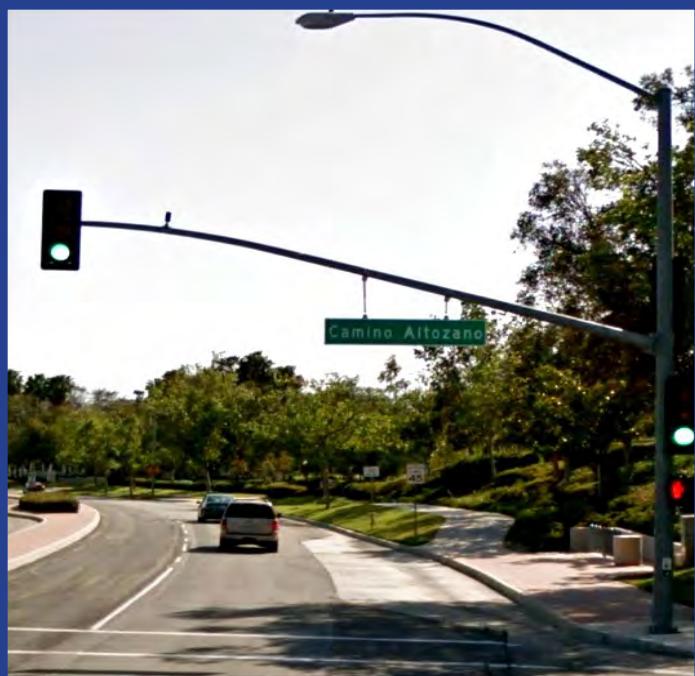
CIP ACCOUNT NO.:
410-900-954.006

PROJECT DESCRIPTION:
The project consists of installing solar speed feedback signs at various locations.

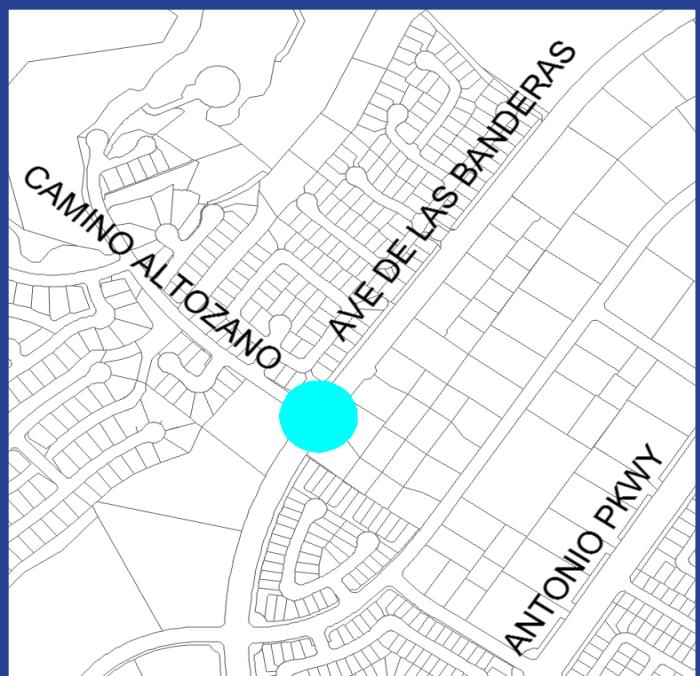
PROJECT BUDGET:

Design	\$	4,000
Construction	\$	54,000
Construction Management/Inspection	\$	4,000
Administration	\$	2,000
Contingency	\$	4,000
Material Testing/Inspection	\$	2,000
	Total	\$ 70,000

City of Rancho Santa Margarita Capital Improvement Project Information



BANDERAS/CAMINO ALTOZANO



VICINITY MAP

PROJECT TITLE:

Avenida de las Banderas & Camino Altozano
Traffic Signal Modification

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Measure M

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

900-410-921.006

PROJECT DESCRIPTION:

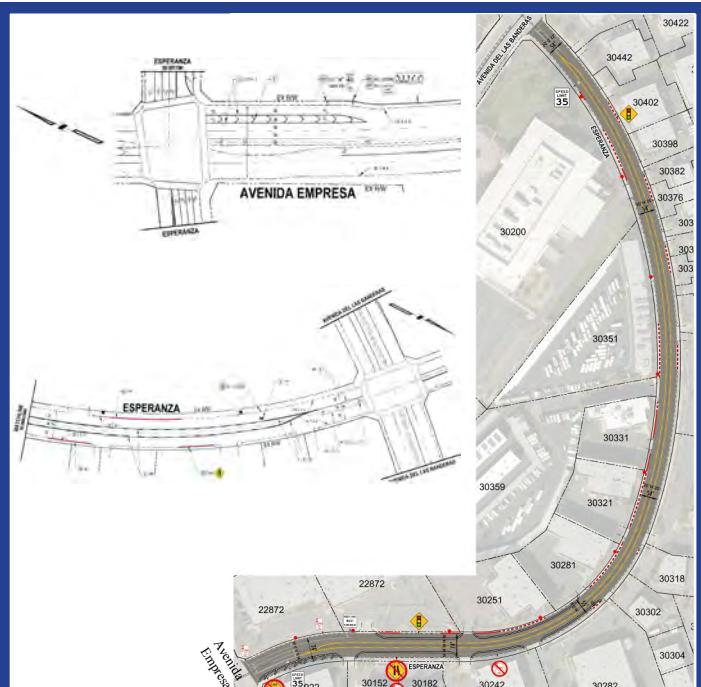
The project consists of installing protected left turn signal heads to the existing traffic signals at the intersection of Avenida De Las Banderas & Camino Altozano.

Design	\$	7,000
Administration	\$	1,000
Construction Estimate	\$	36,500
Inspection/Construction Management	\$	3,500
Construction Contingency	\$	3,500
Material Testing	\$	1,500
	Total \$	53,000

City of Rancho Santa Margarita Capital Improvement Project Information



RESTRIPING



VICINITY MAP

PROJECT TITLE:

Esperanza Slurry Seal and Restriping

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Construction FY 2016/17

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-913.012

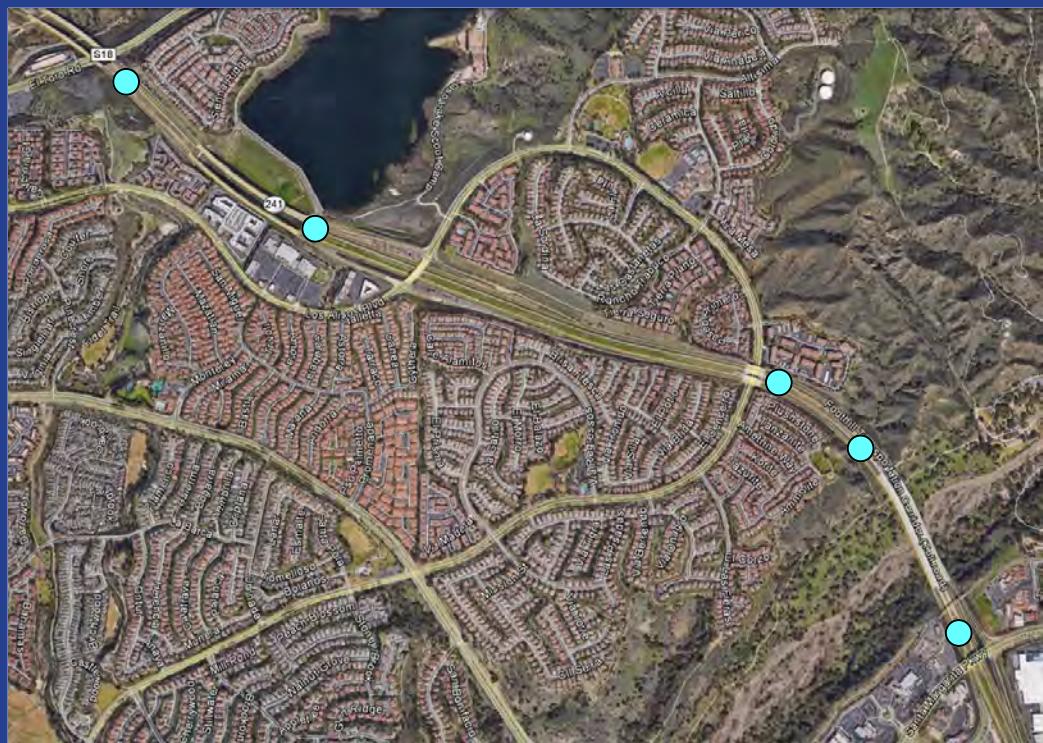
PROJECT DESCRIPTION:

The project consists of slurry sealing and restriping Esperanza from Avenida De Las Banderas to Avenida Empresaria.

Construction Estimate	\$	59,500
Inspection/Construction Management	\$	7,000
Construction Contingency	\$	6,000
Advertisement	\$	2,500
Total	\$	75,000

PROJECT BUDGET:

City of Rancho Santa Margarita Capital Improvement Project Information



Santa Margarita Pkwy / Auto Center Drive 2 MILES

Santa Margarita Pkwy / Auto Center Dr  

Santa Margarita Pkwy Auto Center Drive $\frac{3}{4}$ Antonio Pkwy $1\frac{1}{4}$

Santa Margarita Pkwy / Auto Center Dr  

PROJECT TITLE:
Auto Center Drive Signage

DEPARTMENT:
Public Works

PROJECT TYPE:
Traffic Improvements

ESTIMATED SCHEDULE:
Construction FY 2016/17

FUNDING SOURCE:
Gas Tax

PROJECT MANAGER:
Assistant City Engineer

CIP ACCOUNT NO.:
410-900-916.002

PROJECT DESCRIPTION:

The project consists of installing signage for Auto Center Drive at various locations along the SR-241 Toll Road.

PROJECT BUDGET:

Construction Estimate

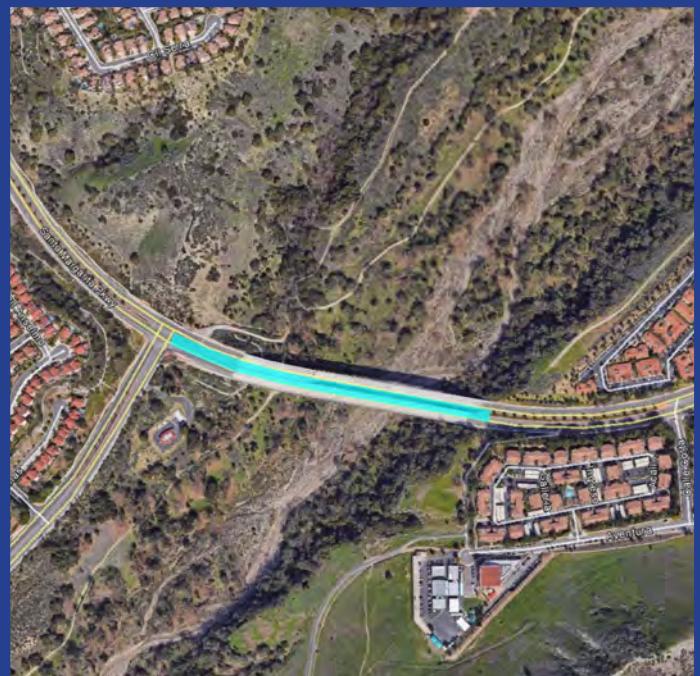
FY 2016/17

\$	100,000
Total	\$ 100,000

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA BRIDGE



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Bridge Hinge Repair
(Westbound)

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge

ESTIMATED SCHEDULE:

Design	FY 2016/17
Construction	FY 2017/18

FUNDING SOURCE:

HBP
Gas Tax
Measure M

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-931.004

PROJECT DESCRIPTION:

The project consists of preventative maintenance and repairs on the westbound lane bridge hinges.

PROJECT BUDGET:

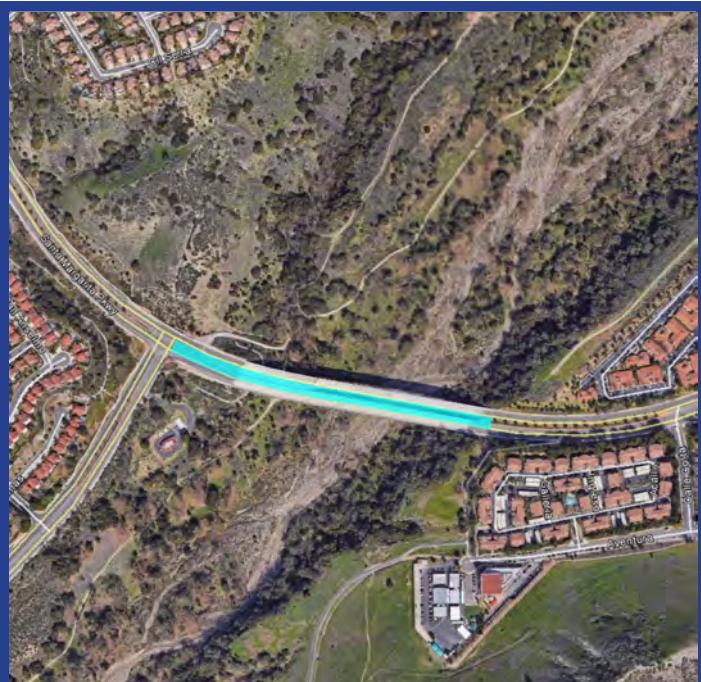
Design/Environmental

FY 2016/17	\$	115,000
Total	\$	115,000

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA BRIDGE



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Bridge (Eastbound)

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge

ESTIMATED SCHEDULE:

Design	FY 2016/17
Construction	FY 2017/18 and FY 2019/20

FUNDING SOURCE:

HBP
Gas Tax
Measure M

PROJECT MANAGER:

Assistant City Engineer

CIP ACCOUNT NO.:

410-900-931.005

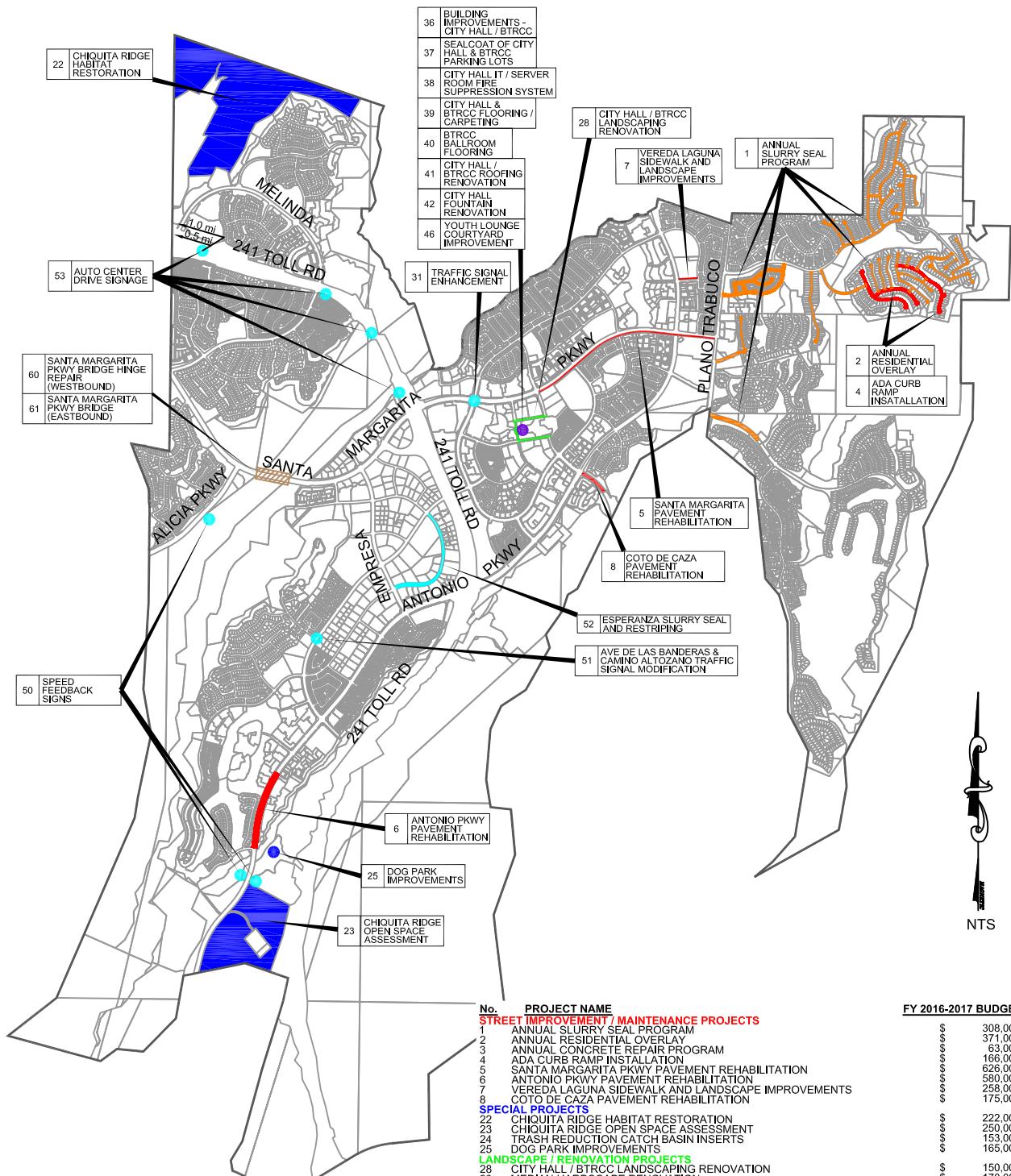
PROJECT DESCRIPTION:

The project consists of preventative maintenance on the eastbound lanes of the Santa Margarita Parkway bridge.

PROJECT BUDGET:

Design/Environmental

FY 2016/17	\$ 20,000
Total	\$ 20,000



No.	PROJECT NAME	FY 2016-2017 BUDGET
STREET IMPROVEMENT / MAINTENANCE PROJECTS		
1	ANNUAL SLURRY SEAL PROGRAM	\$ 308,000
2	ANNUAL RESIDENTIAL OVERLAY	\$ 371,000
3	ANNUAL CONCRETE REPAIR PROGRAM	\$ 63,000
4	ADA CURB RAMP INSTALLATION	\$ 126,000
5	SANTA MARGARITA PKWY PAVEMENT REHABILITATION	\$ 626,000
6	ANTONIO PKWY PAVEMENT REHABILITATION	\$ 580,000
7	VEREDA LAGUNA SIDEWALK AND LANDSCAPE IMPROVEMENTS	\$ 258,000
8	COTO DE CAZA PAVEMENT REHABILITATION	\$ 175,000
SPECIAL PROJECTS		
22	CHIQUITA RIDGE HABITAT RESTORATION	\$ 222,000
23	CHIQUITA RIDGE OPEN SPACE ASSESSMENT	\$ 250,000
24	TRASH REDUCTION CATCH BASIN INSERTS	\$ 153,000
25	DOG PARK IMPROVEMENTS	\$ 105,000
LANDSCAPE RENOVATION PROJECTS		
28	CITY HALL / BTRCC LANDSCAPING RENOVATION	\$ 150,000
29	MEDIAN HARDSCAPE RENOVATION	\$ 170,000
30	TRAFFIC SIGNAL ENHANCEMENTS	\$ 60,000
CITY HALL & BELL TOWER REGIONAL COMMUNITY CENTER PROJECTS		
36	BUILDING IMPROVEMENTS - CITY HALL / BTRCC	\$ 1,000,000
37	SEALCOAT OF CITY HALL & BTRCC PARKING LOTS	\$ 90,000
38	CITY HALL IT / SERVER FLOOR SUPPRESSION SYSTEM	\$ 90,000
39	CITY HALL & BTRCC FLOORING / CARPETING	\$ 89,000
40	BTRCC BALLROOM FLOORING	\$ 49,000
41	CITY HALL / BTRCC ROOFING RENOVATION	\$ 10,000
42	CITY HALL FOUNTAIN RENOVATION	\$ 75,000
43	YOUTH LOUNGE COURTYARD IMPROVEMENT	\$ 60,000
TRAFFIC IMPROVEMENT PROJECTS		
48	SANTA MARGARITA PKWY SIGNAL AND EQUIPMENT UPDATES	\$ 17,000
49	ANTONIO PKWY SIGNAL AND EQUIPMENT UPDATES	\$ 60,000
50	SPEED FEEDBACK SIGNS	\$ 70,000
51	AVE DE LAS BANDERAS & CAMINO ALTOZANO TRAFFIC SIGNAL MODIFICATION	\$ 53,000
52	ESPERANZA SLURRY SEAL AND RESTRIPPING	\$ 75,000
53	AUTO CENTER DRIVE SIGNAGE	\$ 100,000
BRIDGE PROJECTS		
60	SANTA MARGARITA PKWY BRIDGE HINGE REPAIR (WESTBOUND)	\$ 115,000
61	SANTA MARGARITA PKWY BRIDGE (EASTBOUND)	\$ 20,000

CITYWIDE / CORRIDOR PROJECTS
(NOT SHOWN ON MAP)

3. ANNUAL CONCRETE REPAIR PROGRAM
24. TRASH REDUCTION CATCH BASIN INSERTS
29. MEDIAN HARDSCAPE RENOVATION
48. SANTA MARGARITA PKWY SIGNAL AND EQUIPMENT UPDATES
49. ANTONIO PKWY SIGNAL AND EQUIPMENT UPDATES



Appendices

City of Rancho Santa Margarita, California



BASIS OF ACCOUNTING

The budgets of governmental funds (General Fund, Special Revenue and Capital Projects Funds) are prepared on a modified accrual basis where revenues are recognized when they become measurable and available and expenditures are recorded when the related liability is incurred, except that principal and interest payments on general long-term debt are recognized when due. Revenue availability criteria are defined as collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period (i.e., sixty days after year-end).

BUDGETARY CONTROL

Based on departmental input, revenue estimates from the Finance Department and assessing the needs of the community, a balanced preliminary budget is prepared by the City Manager and submitted to the City Council for approval. A Public Hearing is conducted to solicit public input. The City Council adopts the operating and capital budgets and annual appropriations limit via resolution.

Budgetary control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within the accounts of any fund; however, any revisions between funds must be approved by the City Council. Supplemental appropriations may be adopted by the City Council at any time during the fiscal year by formal action. Except for capital projects, appropriations lapse at fiscal year-end unless they are encumbered at year-end or re-appropriated through the formal budget process. Regarding capital projects, re-appropriation in the following fiscal year of Special Revenue or General Fund dollars is the recommended approach for ongoing capital projects. For any project which is under way (i.e. design complete, construction contract awarded, construction begun) at year-end, the appropriations are allowed to carry forward as re-appropriated for the next year's budget in order to complete the project. Exceptions preventing automatic re-appropriation for capital projects in progress are: use of General Fund dollars for completion or match; use of restricted funding sources no longer deemed eligible or included in eligibility reports; or funds no longer available from original or other special revenue sources and for special revenue funds, available fund balance. For each fund, total expenditures may not legally exceed total appropriations.

LONG-TERM DEBT

The City of Rancho Santa Margarita is not obligated in any manner for general obligation or special assessment bonded indebtedness. The sales tax mitigation agreement with the County of Orange pursuant to a Revenue Neutrality Agreement was previously dormant but has been triggered with the wind down of the "Triple Flip", therefore, payments towards the remaining balance will begin in this fiscal year. Capital leases also exist for various office equipment within the City. The City issued lease revenue refunding bonds ("LRRBs") on December 19, 2012 via its joint powers authority with the Rancho Santa Margarita Public Financing Authority ("RSMPFA"), in the amount of \$11,230,000. Those bonds refunded the City's Certificates of Participation ("COPs"), reducing the City's debt service interest cost on the Civic Center construction financing from 4.73% to 2.83%, and lowering annual General Fund debt service by an average of approximately \$102,000 annually over the remaining 19 years of bond repayment obligations. The City (as lessee) has covenanted under the related Lease Agreement to make certain Rental Payments to the Rancho Santa Margarita Public Financing Authority (as lessor).

BASIS OF REVENUE ESTIMATES

The City of Rancho Santa Margarita provides many services to its residents such as law enforcement, fire protection, recreation and infrastructure maintenance and improvement (i.e., streets and storm drains, etc.). Provisions of such services are dependent on ongoing revenue. The following describes six (6) major sources of revenue to the City, representing 83.7% of the FY 2016-17 Estimated Revenues for all funds.

Sales & Use Tax: In accordance with the State Revenue & Taxation Code, the Bradley-Burns Uniform Local Sales & Use Tax Law of 1955, Measure "M2" and Proposition 172, a Sales and Use Tax rate totaling 8.00% is imposed on taxable sales in the City. The City receives 1.00% of local taxable sales with the remaining funds being shared by the State (5.00%), County Mental Health (0.50%), Orange County Transportation Authority – Measure "M2" Funds (0.50%), County Transportation Fund (0.50%) and County Public Safety Fund - Public Safety Augmentation Fund (0.50%). Sales Tax is the single largest source of revenue to the City's General Fund.

Property Tax in-lieu of Vehicle License Fees: As of FY 2004-05 the State reduced the allocation of vehicle license fees from 2% to .67%. As a result, the fee difference is supplemented or "backfilled" with this revenue source, commonly referred to as a component of the VLF Property Tax Swap or "Triple Flip". This funding source is the second largest source of revenue for the City's General Fund.

Property Tax: Property tax is imposed on real property (land and permanently attached improvements, such as buildings) and tangible personal property located within the City. Article XIII A of the California State Constitution provides that assessed values are stated at 100% of full cash value. The County levies a base tax of \$1 per \$100 (1%) of assessed valuation (subject to annual growth limitations of 2%). The base amount the City receives in property tax was determined in a Revenue Neutrality Agreement with the County of Orange, which was negotiated prior to incorporation, at 2.98% of the County levy. From year to year, growth or decline in City residential and commercial property values impacts property tax revenue. When property changes hands, it is reassessed at its current market value. Property Tax is the third largest revenue source for the City's General Fund.

Franchise Fees: A Franchise Fee is imposed on various public utilities, which grants the right to use public property for system infrastructure (lines and poles) and for the exclusive right to provide cable television within the City. Franchise fees from cable television, electricity, natural gas providers, and refuse collectors combined are the fourth largest source of revenue for the City's General Fund.

State Gas Tax: The State Gas Tax is derived from State of California taxes on gasoline purchases and is allocated, based on population, to cities. The use of Gas Tax revenues is restricted by the California Streets & Highways Code. Monies derived by Sections 2106 and 2107 are restricted to the construction, improvement and maintenance of public streets. Section 2107.5 monies are restricted to engineering costs and administrative expenses with respect to City streets. Gas Tax funds are recorded in a Special Revenue Fund.

Measure “M2” Sales Tax: Measure “M” monies are derived from a special sales tax of 0.50% approved by the voters of the County of Orange in November, 1990. Measure “M” expired March 31, 2011. Renewed Measure “M” (M2) was approved by voters in November 2006, and became effective April 1, 2011. The Measure “M2” sales tax rate is a component of the countywide sales tax rate of 8.00%. Measure “M2” monies are restricted for street and highway improvements and maintenance. Cities receive a portion of the sales tax revenue generated by Measure “M2,” the distribution of which is based on population, Master Plan Arterial Highways miles and total taxable sales. The “Fair Share” portion of these restricted monies is accounted for in a Special Revenue Fund. Other components of the Measure M Program are competitively based and are accounted for in the Capital Projects Fund. Still other program specific revenues are available, such as Senior Mobility and are accounted for in the General Fund or Capital Projects Fund.

GLOSSARY OF TERMS

Accounting System: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Appropriation: An authorization made by the legislative body of a government which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

Appropriation Resolution: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

Assessed Value: The value placed on real and other property as a basis for levying taxes.

Assets: Property owned by a government which has monetary value.

Audit: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally performed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and, (5) ascertain the stewardship of officials responsible for governmental resources.

Balance Sheet: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specified date.

Budget (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period

(typically a fiscal year) and the proposed means of financing them (revenue estimates).

Budget Calendar: The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement submitted by the City Manager and supporting staff to the legislative body detailing the proposed budget.

Capital Improvement Program: A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

Encumbrances: Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

Expenditures: Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not.

Fiscal Year: The City operates on a fiscal year from July 1 through June 30.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

GLOSSARY OF TERMS

Fund Balance: The excess of an entity's assets over its liabilities.

Internal Control: A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

Liability: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. Note: The term does not include encumbrances.

Modified Accrual Basis: The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

Object of Expenditure: Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects of expenditure include: (1) personnel (salaries and benefits); (2) operations (utilities, maintenance contracts, travel, contracted services, office expense); (3) capital outlay; and, (4) interfund charges.

Purchase Order: A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

Reserve: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

Reserve for Contingencies: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Revenue: The term designates an increase to a fund's assets which: (1) does not increase a liability (e.g., proceeds from a loan); (2) does not represent a repayment of an expenditure already made; (3) does not represent a cancellation of certain liabilities; and, (4) does not represent an increase in contributed capital.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

Source of Revenue: Revenues are classified according to their source or point of origin.

Appropriations Limit

History

California voters, in 1979, approved Proposition 4, establishing Article XIII-B of the State Constitution. Article XIII-B (the “Gann Initiative”), limits the level of most appropriations from tax sources that state and local governments are permitted to make in a given year. The limit for each fiscal year equals the prior year’s limit, adjusted for cost-of-living and population changes, and various other adjustments. Appropriations for almost all government functions are subject to limitation; however, some items are excluded from the limit, such as debt service payments. Additionally, appropriations from non-tax revenues, such as fee revenue, are excluded from the limit. Under Proposition 4, if a governmental entity receives more proceeds of taxes than the Limit allows, it must rebate the excess to the taxpayers within two years (either by reducing taxes levied or fees charged).

In June 1990, voters modified Article XIII-B with Proposition 111. Amendments included a two-year averaging of revenue over-receipt before triggering tax rebates. Additionally, capital outlays became excluded from the appropriations limit and governments became able to choose annual adjustment factors from several options.

Analysis

The following table provides an analysis of the City’s Appropriations Limit. For Fiscal Year 2002/03, the City Council approved a provisional Appropriations Limit. In the November 2002 election voters approved the permanent Appropriations Limit of \$10,623,045, for subsequent calculations. Because receipt of additional tax revenues were anticipated based on formulas for newly incorporated cities, in the November 2002 election, voters also approved an override increase of \$1 million per year effective for four years to the annual appropriations limit (\$4 million total) to ensure the ability to spend the increased revenues. The voter approved override ended in Fiscal Year 2006-07 and future appropriation limit calculations reverted to calculations based on the original permanent limit.

Fiscal Year	Appropriations Limit	Appropriations Subject to Limit	Difference
2008-09	\$14,282,790	\$12,870,739	\$1,414,051
2009-10	\$14,417,913	\$10,338,102	\$4,079,811
2010-11	\$14,137,413	\$ 9,535,774	\$4,601,639
2011-12	\$14,521,244	\$10,482,525	\$4,038,719
2012-13	\$15,174,177	\$10,570,349	\$4,603,828
2013-14	\$16,029,255	\$11,315,215	\$4,714,040
2014-15	\$16,141,123	\$11,808,715	\$4,332,409
2015-16	\$16,938,697	\$12,345,526	\$4,593,171
2016-17	\$18,025,003	\$12,838,173	\$5,186,830

RESOLUTION NO. 16-06-08-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA,
ESTABLISHING THE APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2016/17

The City Council of the City of Rancho Santa Margarita, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, Article XIIIIB of the California Constitution required public entities in the State of California to set an annual appropriations limit; and

WHEREAS, the League of California Cities issued in March 1991 uniform guidelines for the implementation of the provisions of Article XIIIIB of the California Constitution; and

WHEREAS, an appropriations limit for Fiscal Year 2015/16 was approved on June 10, 2015; and

WHEREAS, the proposed appropriations limit to be approved for Fiscal Year 2016/17 is based on the approved appropriations limit for Fiscal Year 2015/16, adjusted using appropriations limit factors for Fiscal Year 2016/17, as they relate to budgeted revenues to be received in Fiscal Year 2016/17; and

WHEREAS, Article XIIIIB requires the City Council to select the population and inflation factors for the year's appropriations limit calculation; and

WHEREAS, information for making this limit calculation for the City of Rancho Santa Margarita has been available for public inspection in the City office for fifteen (15) days prior to the scheduled adoption of this Resolution, in accordance with Government Code Section 7910 requirements.

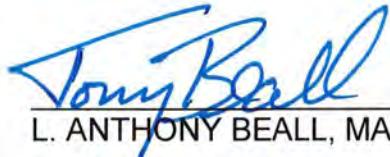
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That the appropriations limit for the City of Rancho Santa Margarita for Fiscal Year 2016/17 shall be \$18,025,003 as calculated in Exhibit "1", and incorporated herein by this reference, is hereby established.

SECTION 2. That the inflation factor being utilized to calculate the Fiscal Year 2016/17 appropriations limit is California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the Fiscal Year 2016/17 appropriations limit is the population growth for the County of Orange, California.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2016.



L. ANTHONY BEALL, MAYOR

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, Amy Diaz, City Clerk of the City of Rancho Santa Margarita, California, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Rancho Santa Margarita City Council at its regular meeting held on the 8th day of June, 2016, by the following vote:

AYES: Council Members Holloway, McGirr, Vaughn, Mayor Pro Tempore Gamble and Mayor Beall (5)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: None (0)



AMY DIAZ, CITY CLERK

City of Rancho Santa Margarita

Gann Limit

FY 2016-17

GENERAL FUND

	<i>Budgeted Revenues 16-17</i>		
	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Property Tax	2,349,636	-	2,349,636
Sales Tax	6,505,635	-	6,505,635
Real Property Transfer Tax	303,572	-	303,572
Franchise Fees-Cable TV	-	850,628	850,628
Franchise Fees-Gas	-	71,303	71,303
Franchise Fees-Electricity	-	442,928	442,928
Franchise Fees-Refuse Collect	-	173,011	173,011
Motor Vehicle License Fee	-	20,069	20,069
Property Tax In-Lieu of VLF	4,362,498	-	4,362,498
State Mandated Costs Reimbursement	-	12,791	12,791
Beverage Container Recycling	-	14,000	14,000
Solid Waste Fees	-	2,296	2,296
Building Permit Fees	-	250,000	250,000
Bldg-Plan Check Fees	-	85,000	85,000
Site Development Permits	-	5,511	5,511
Site Development Deposits	-	60,000	60,000
Planning-Plan Check Fees	-	32,831	32,831
Other Planning Revenues	-	2,760	2,760
CDBG Grant	-	93,993	93,993
Engineering Permits	-	55,000	55,000
AB 939 Solid Waste Recycling	-	81,000	81,000
Waste Disposal Agrmt. Revenue	-	60,000	60,000
Solid Waste Diversion Permits	-	10,851	10,851
Court Fines	-	74,320	74,320
Parking Citation Revenue	-	80,000	80,000
Parking Citation Revenue - DMV	-	3,472	3,472
Miscellaneous Police Grants	-	7,700	7,700
Community Services Revenue	-	10,375	10,375
Sponsorships	-	50,000	50,000
BTRCC Program Revenue	-	240,000	240,000
BTRCC Rental Revenue	-	160,000	160,000
Senior Mobility Grant	-	26,868	26,868
Investment Earnings	53,170	-	53,170
Total General Fund	13,574,511	2,976,707	16,551,218

SPECIAL REVENUE FUNDS

Gasoline	-	1,003,948	1,003,948
Interest	-	5,364	5,364
Measure M	-	732,258	732,258
Interest	-	1,807	1,807
Air Quality	-	59,696	59,696
Interest	-	304	304
Local Park Trust Fund	-	-	-
Interest	-	-	-
SLSF	-	99,500	99,500
Interest	-	500	500
Cable PEG Fees	-	159,200	159,200
Interest	-	800	800
CAPITAL PROJECTS FUND		949,000	949,000
Total Other Funds	-	3,012,377	3,012,377
Total Revenue	13,574,511	5,989,084	19,563,595

Appropriations Excluded From Limit

(736,338)

NET APPROPRIATIONS SUBJECT TO LIMIT

12,838,173

FY 2015-16 APPROPRIATIONS LIMIT

16,938,697

FY 2016-17 Appropriations Limit Factor

1.064132 (1)

FY 2016-17 CALCULATED APPROPRIATIONS LIMIT

18,025,003

FY 2016-17 APPROPRIATIONS UNDER LIMIT

5,186,830

(1) - Source - California Dept of Finance-Orange County (1.0537 x 1.0099 = 1.06413)

RESOLUTION NO. 16-06-08-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA, ADOPTING
THE OPERATING BUDGET AND CAPITAL
IMPROVEMENT PROGRAM BUDGET PLAN FOR FISCAL
YEAR 2016/17

WHEREAS, the City Council of the City of Rancho Santa Margarita, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, the City Manager of the City of Rancho Santa Margarita has submitted a Proposed Operating Budget and Capital Improvement Program Budget Plan for Fiscal Year 2016/17 to the City Council; and

WHEREAS, the City Council set June 8, 2016, as the date of the public hearing to consider the FY 2016/17 budget and to receive public input; and

WHEREAS, after duly giving notice, the City Council did hold such public hearing and all comments presented to the City Council were considered and evaluated; and

WHEREAS, the City Council has reviewed the proposed budgets and made recommendations and changes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That Operating Budget and Capital Improvement Program Budget Plan expenditures and operating transfers for all funds in the amount of \$31,050,455 for Fiscal Year 2016/17 are hereby appropriated, approved and adopted, as summarized in Exhibit "1" attached hereto.

SECTION 2. That revenues and operating transfers for all funds are estimated to be \$25,760,062 during FY 2016/17.

SECTION 3. That available accumulated General Fund Reserves designated for technology are allocated in the amount of \$97,854 for technology expenditures, reserves designated for council strategic are allocated in the amount of \$1,155,691 for Council strategic expenditures, reserves designated for facilities are allocated in the amount of \$1,434,000, and reserves designated for infrastructure are allocated in the amount of \$86,000. The amount of \$793,846 for the Sales Tax Mitigation payment has been allocated among all the General Reserve Fund balances including the Emergency Fund category. This allocation was determined based on the surplus earned and distributed from the prior years when a Sales Tax Mitigation payment was not due to the County of Orange. All of the above amounts are included in the balanced Fiscal Year

2016/17 General Fund budget; and other funds contain sufficient fund balance available for expenditures planned in the proposed budget.

SECTION 4. That the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget And Capital Improvement Plan – Fiscal Year 2016-2017" will be compiled upon adoption of this budget and shall contain detailed budgetary information and amounts matching the amounts in Exhibit "1" attached hereto and shall set the guidelines for expending these funds.

SECTION 5. That the City Manager is given authority to adjust monies within a fund as long as the goals, total dollars, or intent of the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget And Capital Improvement Plan – Fiscal Year 2016-2017" are not altered.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2016.



L. ANTHONY BEALL, MAYOR

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, Amy Diaz, City Clerk of the City of Rancho Santa Margarita, California, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Rancho Santa Margarita City Council at its regular meeting held on the 8th day of June, 2016, by the following vote:

AYES: Council Members Holloway, McGirr, Vaughn, Mayor Pro Tempore Gamble and Mayor Beall (5)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: None (0)



AMY DIAZ, CITY CLERK

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City of Rancho Santa Margarita

California