

July 27, 2010

Honorable Mayor and Members of the City Council:

The Fiscal Year 20010-11 Adopted Budget for the City of Rancho Santa Margarita is presented herein in its final bound form. This budget document displays the estimated financial resources available to the community and the allocation of those resources to the most critical needs and priorities. This plan remains fiscally responsible and committed to the values and goals established through your leadership.

The City is responsible for many municipal services, including but not limited to law enforcement; street maintenance, lighting, and sweeping; traffic signal maintenance and coordination; public works improvements; economic development and planning; code enforcement; community services programming and facility operations; and animal care and control. These service delivery functions are performed by City staff or in partnership with private contractors providing staff augmentation and consultant services, and other governmental entities. Additionally, the City implements new legislative and regulatory requirements as they occur, and enacts City Council initiatives, such as community participation in government.

The Fiscal Year 2010-11 Adopted Budget, as presented, is balanced with the use of General Fund reserve allocations. The budget focuses on the two major sources of funding for the City's financial activities, namely General Operating Revenues and Special Revenues. Those revenues were conservatively estimated for this budget based on the best information available at the time of its development and assume no additional changes in allocation and distribution formulae by the State which would affect the receipt of revenues by local governments. Appropriations are reduced from the prior year, but are consistent with the City Council's intent to continue municipal service delivery to the fullest extent possible given the economic downturn's effects on local, regional and state-wide resources and revenues. In short, this budget provides essential services to Rancho Santa Margarita residents and businesses in a prudent and fiscally responsible manner and captures the vision and direction that Council has provided to staff.

The City's community profile, demographic information, organizational structure and staffing are highlighted in the budget document's introductory section for the coming fiscal year. Combined and individual fund summary data on estimated revenues, appropriations, transfers, fund balances, and capital projects is presented in the next section. Departments are organized as operational and budgetary divisions of the various governmental functions, and present detailed budgetary data in following sections. The



budget for each operational division includes a brief description of its function, as well as a summary of the accomplishments during the 2009-10 fiscal year and a list of goals and objectives for the 2010-11 fiscal year. Lastly, detailed Capital Improvement Plan information and appendices of budgetary policies, procedures and related budgetary presentations items are included in the budget document.

I would like to take this opportunity to thank the City Council and all City staff members for their participation in developing the adopted budget presented in this document.

Respectfully submitted,

A blue ink signature of the name "Steven E. Hayman".

Steven E. Hayman
City Manager

CITY OF RANCHO SANTA MARGARITA

CITY COUNCIL

MAYOR	JERRY HOLLOWAY
MAYOR PRO TEM.....	L. ANTHONY BEALL
COUNCIL MEMBER.....	NEIL C. BLAIS
COUNCIL MEMBER.....	GARY THOMPSON
COUNCIL MEMBER.....	JAMES M. THOR

CITY OFFICIALS

CITY MANAGER/CITY TREASURER	STEVEN E. HAYMAN
ADMINISTRATIVE SERVICES DIRECTOR	PAUL BOYER
CITY ENGINEER/PUBLIC WORKS DIRECTOR	DEREK WIESKE
PLANNING/COMMUNITY DEV. DIRECTOR	KATHLEEN HATON
CITY CLERK	MOLLY McLAUGHLIN
CITY ATTORNEY	GREGORY E. SIMONIAN
CHIEF OF POLICE SERVICES.....	LIEUTENANT STACY TAYLOR
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)	49,945
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	17
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 1/1/10

(2) - Source: County of Orange

(3) - Source: Orange County Auditor-Controller

City of Rancho Santa Margarita

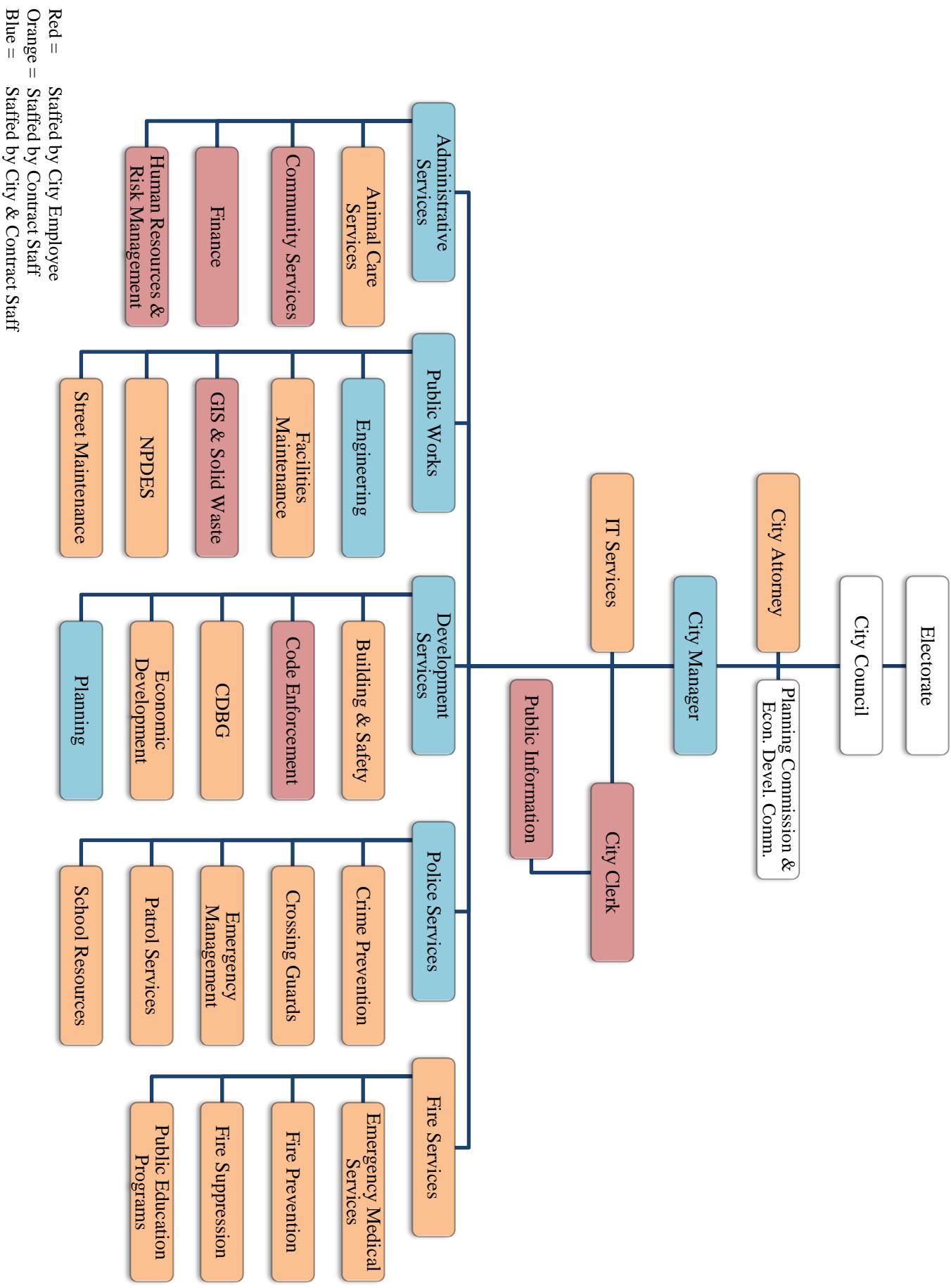
Demographic Information Federal Census Data

	Fiscal Year 2000
Population: (1)	47,214
Median Age:	31.9
Number of Households:	16,253
Average Household Size:	2.9
Average Family Size:	3.35
Home-Ownership Rate	78%
Total Workforce	24,812
Race:	
Asian	7.4
Black	1.7
Hispanic	13.0
White	74.4
Other	3.5
Sex:	
Female	50.8
Male	49.2

(1) Census is available every ten years. **Population January 1, 2009 is 49,945**
Source: California Department of Finance, Demographic Research Unit

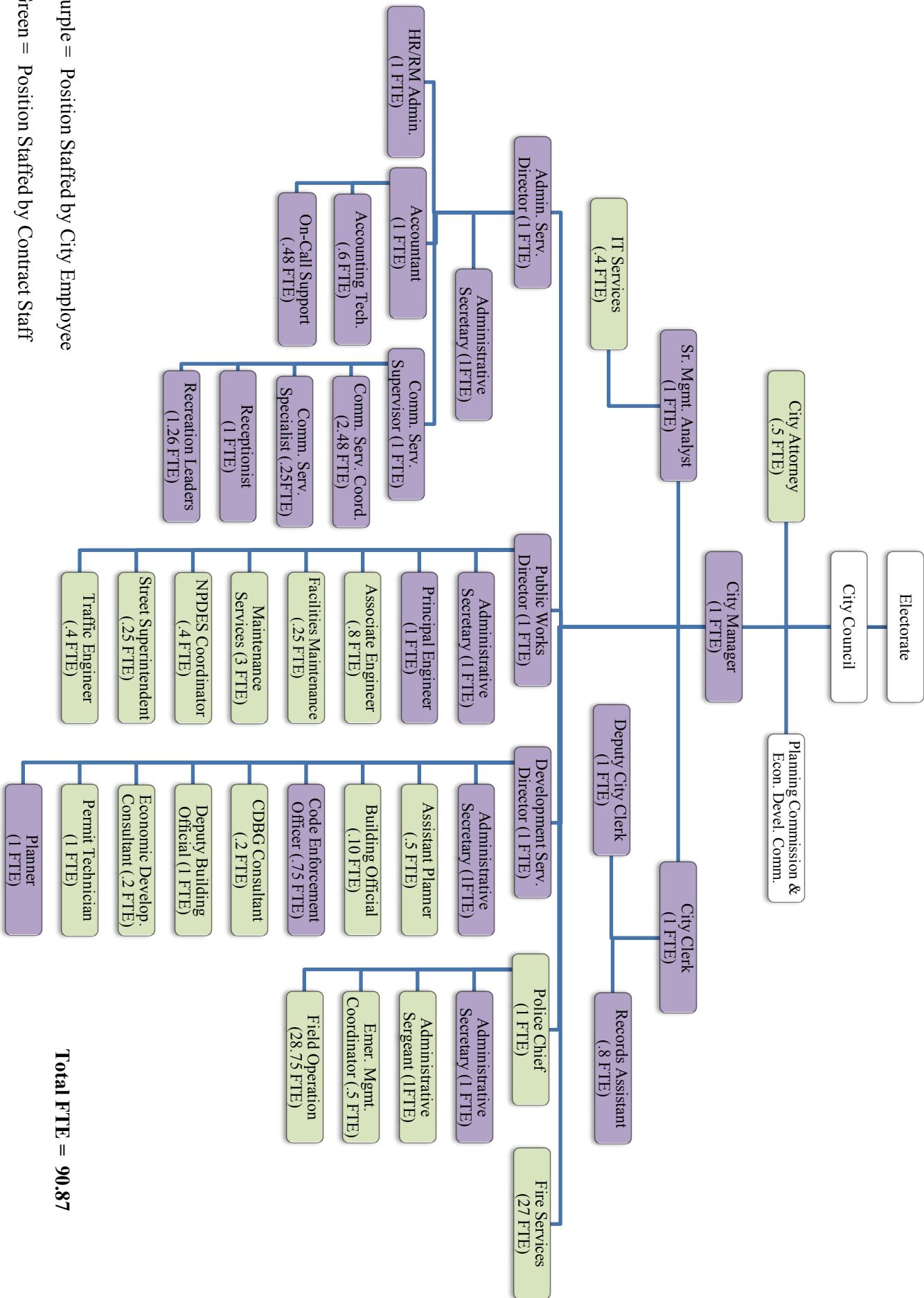
As of May 2010 total unemployment was 5.9 %

City of Rancho Santa Margarita
ORGANIZATION CHART BY DEPARTMENT FUNCTION
as of Fiscal Year 2010-2011



CITY OF RANCHO SANTA MARGARITA
ORGANIZATION CHART BY CITY EMPLOYEES & CONTRACT STAFF

as of Fiscal Year 2010-2011



Total FTE = 90.87

Green = Position Staffed by City Employee

City of Rancho Santa Margarita
City Employees and Contract Staff Summary

FY 2010/11
Full Time Equivalent Positions
City Staff Contract Staff

<u>City Manager:</u>	City Manager	1.00
	Senior Management Analyst	1.00
	IT Services	0.40
	City Clerk	1.00
	Deputy City Clerk	1.00
	Records Assistant	0.80
<u>City Attorney:</u>	City Attorney	0.50
<u>Administrative Services:</u>	Administrative Services Director	1.00
	Administrative Secretary	1.00
	Accountant	1.00
	Accounting Technician	0.60
	Community Services Supervisor	1.00
	Community Services Coordinator	2.48
	Community Services Specialist	0.25
	Recreation Leader	1.26
	HR/RiskManagement Administrator	1.00
	Receptionist	1.00
	On-Call Support	0.48
<u>Police Services:</u>	Administrative Secretary	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
	Planner	1.00
	Code Enforcement Officer	0.75
	Administrative Secretary	1.00
	Assistant Planner	0.50
	Building Official	0.10
	Permit Technician	1.00
	Deputy Building Official	1.00
	CDBG Consultant	0.20
	Economic Development Consultant	0.20
<u>Public Works:</u>	Public Works Director/City Engineer	1.00
	Principal Engineer	1.00
	Administrative Secretary	1.00
	Traffic Engineer	0.40
	Associate Engineer	0.80
	Street Superintendent	0.25
	Facilities Maintenance	0.25
	NPDES Coordinator	0.40
	Maintenance Services	3.00
<u>Fire Services:</u>	Field Operations	27.00
<u>TOTAL</u>		23.62
		67.25

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

Description	Fund Balance 06/30/06	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/07	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/08
General Fund - 100	12,778,446	18,048,379	14,737,944	16,088,881	17,421,699	16,449,209	17,061,371
Special Revenue Funds:							
Gas Tax - 210	1,706,172	1,005,396	1,530,326	1,181,242	1,019,752	1,296,094	904,900
Measure M - 212	1,241,734	650,162	906,927	984,969	624,199	280,243	1,328,925
Air Quality Improvement - 214	159,005	68,540	2,051	225,494	107,822	38,122	295,194
CA Law Enforcement Equip - 216	197	-	-	197	-	-	197
Traffic Congestion Relief - 218	546,196	26,571	572,767	-	1,051	-	1,051
Supplemental Law Enforce - 222	224,442	112,568	126,762	210,248	108,063	139,979	178,332
Subtotal-Special Revenue Funds	3,877,746	1,863,237	3,138,833	2,602,150	1,860,887	1,754,438	2,708,599
Capital Projects Fund - 410	1,391,654	2,589,025	3,153,831	826,848	3,049,012	1,780,800	2,095,060
<u>RSM NONPROFIT</u>							
RSM Debt Service Fund - 500	868,498	575,932	575,547	868,883	835,785	836,241	868,427
RSM Capital Projects Fd - 520	-	-	-	-	-	-	-
GRAND TOTAL - ALL FUNDS	18,916,344	23,076,573	21,606,155	20,386,762	23,167,383	20,820,688	22,733,457

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

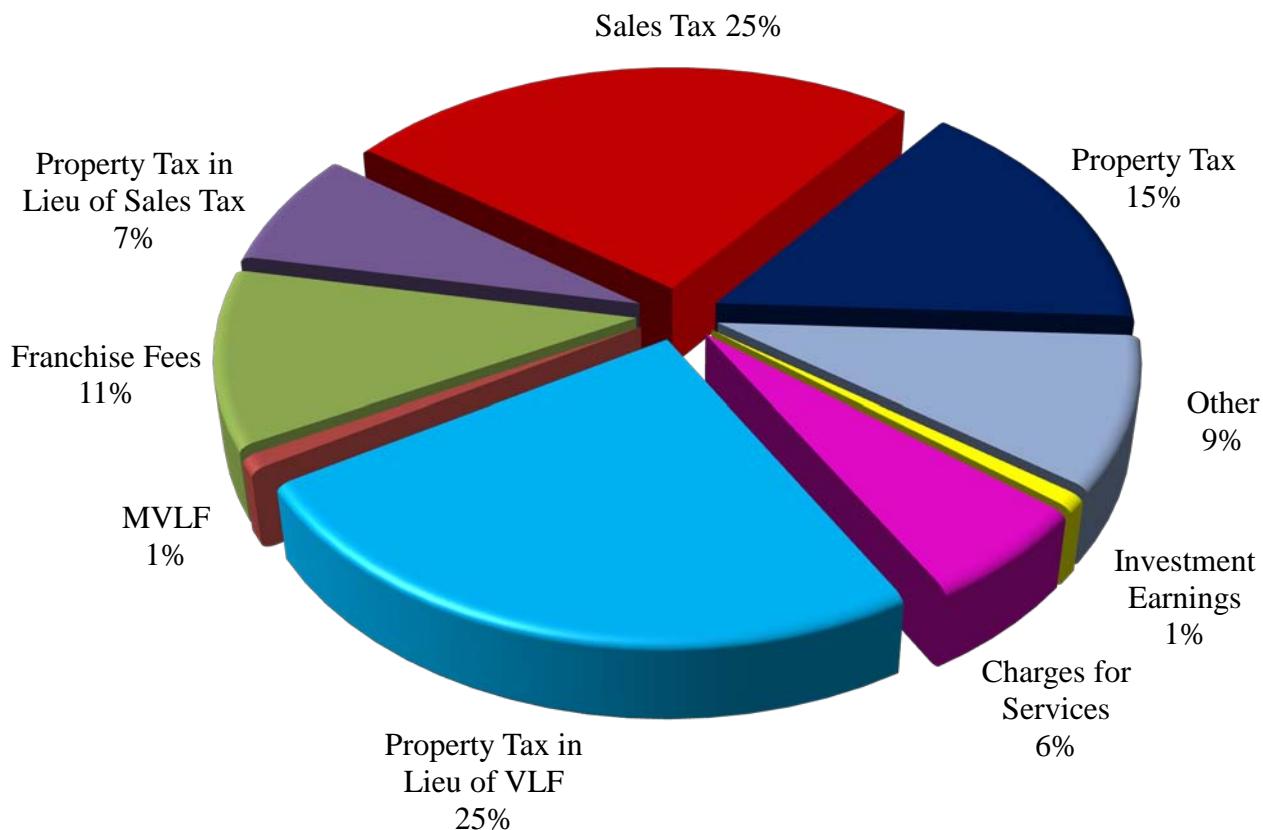
Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/09	Estimated Revenues & Interfund Transfers	Estimated Expenditures & Interfund Transfers	Estimated Fund Balance 06/30/10	Projected Revenues & Interfund Transfers	Projected Expenditures & Interfund Transfers	Projected Fund Balance 06/30/11
15,920,095	18,988,542	13,992,924	14,776,701	15,552,804	13,216,821	14,739,960	15,117,098	12,839,683
824,957	1,194,249	535,608	800,000	615,693	719,915	790,581	719,653	790,843
530,570	540,896	1,318,599	668,195	321,004	1,665,790	441,390	1,397,099	710,081
48,665	119,866	223,993	64,890	15,000	273,883	60,000	113,385	220,498
-	-	197	-	-	197	-	-	197
422,512	-	423,563	470,708	426,615	467,656	495,568	937,457	25,767
79,307	119,778	137,861	76,000	133,728	80,133	76,000	137,958	18,175
1,906,011	1,974,789	2,639,821	2,079,793	1,512,040	3,207,574	1,863,539	3,305,552	1,765,561
1,566,674	1,582,492	2,079,242	1,448,604	1,967,602	1,560,244	3,279,000	3,966,000	873,244
827,136	842,385	853,178	837,415	837,415	853,178	842,685	842,685	853,178
-	-	-	-	-	-	-	-	-
20,219,916	23,388,208	19,565,165	19,142,513	19,869,861	18,837,817	20,725,184	23,231,335	16,331,666

City of Rancho Santa Margarita

Summary of Budgeted Revenues

General Fund

Fiscal Year 2010-2011



City of Rancho Santa Margarita
Revenue Summary - All Funds

	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
100 GENERAL FUND	18,048,379	17,421,699	15,920,095	14,922,077	14,776,701	14,739,960
<u>SPECIAL REVENUE FUNDS</u>						
210 GAS TAX	1,005,396	1,019,752	824,957	800,000	800,000	790,581
212 MEASURE M	650,162	624,199	530,570	501,355	668,195	441,390
214 AIR QUALITY IMPROVEMENT	68,540	107,822	48,665	64,890	64,890	60,000
216 CA LAW ENFORCEMENT EQUIP.	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF	26,571	1,051	422,512	753,548	470,708	495,568
222 SUPPLEMENTAL LAW ENFORCEMENT	112,568	108,063	79,307	100,000	76,000	76,000
<i>SUBTOTAL</i>						
<i>ALL SPECIAL REVENUE FUNDS</i>	<u>1,863,237</u>	<u>1,860,887</u>	<u>1,906,011</u>	<u>2,219,793</u>	<u>2,079,793</u>	<u>1,863,539</u>
410 CAPITAL PROJECTS FUND	2,589,025	3,049,012	1,566,674	4,194,722	1,448,604	3,279,000
<u>RSM NONPROFIT</u>						
500 RSMNP DEBT SERVICE FUND	575,932	835,785	827,136	842,760	837,415	842,685
520 RSMNP CAPITAL PROJECTS	-	-	-	-	-	-
<i>SUBTOTAL</i>						
<i>ALL FUND TYPES</i>	23,076,573	23,167,383	20,219,916	22,179,352	19,142,513	20,725,184
<i>LESS INTERFUND TRANSFERS</i>	3,310,023	2,271,638	2,592,624	4,622,468	2,610,827	4,210,279
<i>GRAND TOTAL - ALL FUND TYPES</i>	<u>19,766,550</u>	<u>20,895,745</u>	<u>17,627,292</u>	<u>17,556,884</u>	<u>16,531,686</u>	<u>16,514,905</u>

City of Rancho Santa Margarita
Revenues - Detail of All Funds

	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET
100 <u>GENERAL FUND</u>						
Property Tax	2,015,510	2,261,933	2,199,059	1,943,230	2,045,543	1,931,563
Sales Tax	4,768,994	4,657,052	3,679,302	3,791,000	3,429,712	3,562,162
Property Tax in Lieu of Sales Tax	1,556,114	1,743,372	1,466,079	1,264,000	925,000	1,000,000
Real Property Transfer Tax	294,601	192,964	206,466	195,227	203,472	203,472
Franchise Fees - Cable TV	704,698	748,242	758,675	763,059	761,649	730,001
Cable - Grant Revenue	53,672	53,672	53,672	-	53,672	53,672
Franchise Fees - Gas	105,931	104,974	123,774	104,974	71,982	72,694
Franchise Fees - Electricity	432,329	410,004	413,017	413,000	397,916	401,895
Franchise Fees - Refuse Collection	164,914	149,914	158,520	149,902	154,243	181,070
Motor Vehicle License Fee	1,110,464	220,371	169,105	177,000	118,708	118,708
Property Tax in Lieu of VLF	3,833,286	3,905,855	3,842,963	3,635,443	3,671,723	3,475,263
State Mandated Cost Reimburse	10,365	2,231	-	5,000	2,500	2,500
Beverage Container Recycling Grant	13,215	13,057	13,043	13,043	1,000	1,000
Building Permit Fees	262,042	247,274	220,458	100,000	188,353	152,940
Building-Plan Check Fees	104,932	91,666	67,014	59,000	83,276	76,470
Site Development Permits/Fees	-	1,555	1,278	1,000	2,027	2,000
Site Development Permits/Deposits	105,292	144,992	107,451	46,000	78,139	90,000
Planning - Plan Check Fees	14,290	15,980	10,132	5,500	7,610	69,000
Other Planning Revenues	5,685	6,565	13,970	5,500	4,129	2,000
CDBG Grant	64,898	65,975	71,701	183,000	183,000	218,434
Engineering Permits	94,792	174,752	61,659	40,000	29,150	29,150
Franchise Fees - Recycling	64,799	64,877	66,996	65,920	65,862	67,937
Solid Waste Diversion Permits	48,663	31,837	64,168	40,000	36,964	40,000
Mapping-Engineer/Other Eng. Rev.	30	2,700	26	51	25	-
Court Fines	127,715	147,063	148,704	120,000	127,530	130,000
Local Ordinance Violation	-	-	-	-	87	-
Parking Citation Revenue	157,536	131,769	90,731	88,584	92,277	104,616
Parking Citation - DMV	19,430	26,796	15,690	17,769	16,630	13,000
Miscellaneous Police Grants	27,456	-	1,116	-	-	2,500
COPS Grants	18,756	-	-	-	-	-
Seat Belt Grant Revenue	-	-	8,000	-	9,967	9,967
Abandoned Vehicle Abatement	33,890	14,469	19,191	-	18,613	18,613
BTRCC Revenue - Misc.	-	-	1,253	-	-	8,208
Community Services Revenue	78,733	144,795	115,486	69,000	66,542	21,000
BTRCC Program Revenue	-	-	120,051	167,600	175,000	174,996
BTRCC Rental Revenue	-	-	225,027	187,200	190,000	189,996
Senior Mobility Grant	11,248	11,957	12,699	12,699	13,464	13,464
Investment Earnings	710,287	651,986	291,574	218,703	109,114	109,114
Other Revenue	6,757	21,882	90,387	1,615	7,764	3,346
DS Lease Payment Contribution	230,000	102,969	5,675	5,250	56	-
Transfer from Gas Tax Fund	342,792	856,199	805,983	271,808	343,953	346,653
Transfer from Measure M	454,263	-	-	461,000	193,434	461,099
Transfer from AQMD	-	-	-	-	5,000	-
Transfer from TCRF	-	-	-	-	391,615	151,457
Transfer from CIP	-	-	200,000	300,000	500,000	500,000
TOTAL GENERAL FUND	18,048,379	17,421,699	15,920,095	14,922,077	14,776,701	14,739,960
<u>SPECIAL REVENUE FUNDS</u>						
210 <u>GAS TAX FUND:</u>						
Gas Tax 2105 (Prop. 111)	298,316	293,665	267,085	263,486	263,486	264,070
Gas Tax 2106	188,677	185,131	169,613	162,741	162,741	163,102
Gas Tax 2107	398,779	392,974	355,475	348,731	348,731	349,503
Gas Tax 2107.5	6,000	6,000	6,000	6,000	6,000	6,000
Interest Income	113,624	67,074	26,784	19,042	19,042	7,906
Transfer from CIP	-	74,908	-	-	-	-
TOTAL GAS TAX FUND	1,005,396	1,019,752	824,957	800,000	800,000	790,581
212 <u>MEASURE M FUND:</u>						
Measure M (Local Turnback)	569,450	571,810	501,475	480,648	480,648	436,976
Interest Income	80,712	52,389	29,095	20,707	20,707	4,414
Transfer from CIP	-	-	-	-	166,840	-
TOTAL MEASURE M FUND	650,162	624,199	530,570	501,355	668,195	441,390

City of Rancho Santa Margarita
Revenues - Detail of All Funds

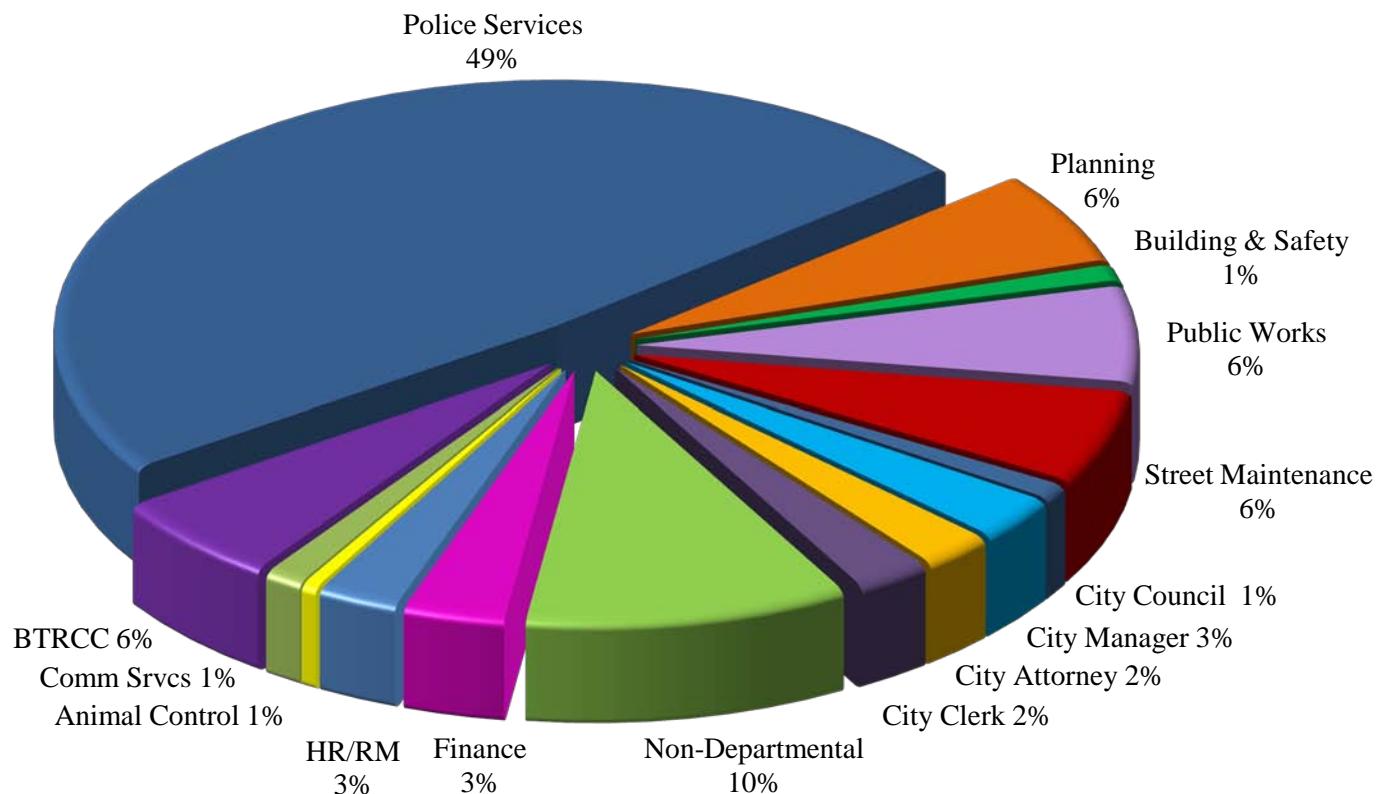
	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET
214 AIR QUALITY IMPROVEMENT FUND:						
AQMD (AB 2766)	59,122	59,381	42,519	60,828	60,828	59,400
Interest Income	9,418	10,319	6,146	4,062	4,062	600
Transfer from CIP	-	38,122	-	-	-	-
TOTAL AQMD FUND	68,540	107,822	48,665	64,890	64,890	60,000
216 CA LAW ENFORCEMENT EQUIP. PROGRAM:						
CLEEP Grant	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
TOTAL CLEEP FUND	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF FUND:						
TCRF Funds	-	-	420,943	751,972	469,132	490,612
Interest Income	26,571	1,051	1,569	1,576	1,576	4,956
TOTAL TCRF FUND	26,571	1,051	422,512	753,548	470,708	495,568
222 SUPPLEMENTAL LAW ENFORCEMENT:						
Supplemental Law Enforcement	100,209	100,002	73,756	97,284	75,000	75,240
Interest Income	12,359	8,061	5,551	2,716	1,000	760
TOTAL SUPPL. ENFORCEMENT	112,568	108,063	79,307	100,000	76,000	76,000
SUBTOTAL - ALL SPECIAL REVENUE	1,863,237	1,860,887	1,906,011	2,219,793	2,079,793	1,863,539
410 CAPITAL PROJECTS FUND						
Transfer from Gas Tax Fund	951,685	190,268	125,789	649,900	-	73,000
Transfer from Measure M Fund	452,664	280,243	540,896	1,048,000	127,570	936,000
Transfer from Air Quality Improve.	2,051	38,122	119,866	-	10,000	113,385
Transfer from TCRF Fund	572,767	-	-	1,049,000	35,000	786,000
GMA #9	-	141,855	-	75,000	45,062	-
OCTA - AHRP	-	1,136,952	-	-	-	-
OCTA - Go Local	-	100,000	-	-	-	-
ARRA TP	-	-	-	500,000	340,000	125,000
ARRA EE	-	-	-	100,000	10,000	-
EECBG	-	-	-	-	-	100,000
RAC	-	-	-	-	-	80,000
HBP	-	-	-	-	-	89,000
TCRF Prop 42 County	-	-	-	-	272,840	-
Interest Income	59,078	72,050	36,680	56,195	56,195	-
TEA-LU Grant	-	-	-	125,000	-	100,000
Safe Route to School	-	-	-	-	68,187	-
CDBG Community Center Grant	330,780	-	-	-	-	-
Prop. 12 and 40 Grants	220,000	-	-	-	-	-
Homeowners' Association	-	-	85,000	-	-	-
Prop 1B (State)	-	799,680	-	-	2,750	704,000
CA Tire Recycling Grant	-	35,878	-	-	-	-
CDBG Grant	-	253,964	285,754	235,627	115,000	172,615
Prop 1B (County)	-	-	195,000	-	-	-
HSIP	-	-	177,689	-	-	-
CTFP	-	-	-	356,000	366,000	-
SUBTOTAL - CAPITAL PROJECTS	2,589,025	3,049,012	1,566,674	4,194,722	1,448,604	3,279,000
RSM NONPROFIT						
500 RSMNP DEBT SERVICE:						
Interest Income	42,131	42,009	27,046	-	-	-
Transfer from General Fund	533,801	793,776	800,090	842,760	837,415	842,685
TOTAL RSMNP DEBT SERVICE	575,932	835,785	827,136	842,760	837,415	842,685
520 RSMNP CAPITAL PROJECTS:						
Long Term Debt Issued	-	-	-	-	-	-
TOTAL RSMNP CAPITAL PROJECTS	-	-	-	-	-	-
SUBTOTAL - ALL FUND TYPES	23,076,573	23,167,383	20,219,916	22,179,352	19,142,513	20,725,184
LESS: INTERFUND TRANSFERS	3,310,023	2,271,638	2,592,624	4,622,468	2,610,827	4,210,279
GRAND TOTAL - ALL FUND TYPES	19,766,550	20,895,745	17,627,292	17,556,884	16,531,686	16,514,905

City of Rancho Santa Margarita

Summary of Budgeted Expenditures

General Fund

Fiscal Year 2010-2011



City of Rancho Santa Margarita
Appropriations Summary - All Funds

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR-END ESTIMATE	
<u>GENERAL FUND</u>						
City Council	173,985	202,023	294,918	234,471	188,226	145,671
City Manager	665,990	756,017	499,926	506,211	508,633	421,803
City Attorney	376,751	409,549	495,561	350,000	420,000	350,000
City Clerk	296,081	298,742	389,124	361,774	340,797	364,414
Non-Departmental	1,777,287	1,338,848	3,214,041	655,725	657,122	731,761
Finance	358,635	386,209	538,022	493,666	491,137	495,381
Human Resources/Risk Management	-	(1,274)	357,802	362,139	386,999	394,087
Police Services	6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077
Animal Control	27,327	70,485	65,826	79,512	79,512	75,812
Planning	809,221	910,480	868,378	869,129	900,088	911,761
Building	279,313	223,830	191,319	108,000	179,543	156,000
Public Works	1,058,945	1,220,630	1,187,659	945,974	931,918	938,328
Street Maintenance	904,384	1,023,147	970,601	857,000	863,434	903,799
Community Services	463,051	590,762	464,999	297,238	281,863	190,077
BTRCC	700,030	763,000	815,984	886,131	891,492	860,442
Transfer to RSMNP Debt Service Fund	533,801	793,776	800,090	842,760	837,415	842,685
TOTAL GENERAL FUND	14,737,944	16,449,209	18,988,542	15,491,282	15,552,804	15,117,098
<u>SPECIAL REVENUE FUNDS</u>						
GAS TAX - Street Lighting	235,849	249,627	262,477	289,200	271,740	300,000
Transfer to General Fund	342,792	856,199	805,983	271,808	343,953	346,653
Transfer to Capital Projects Fund	951,685	190,268	125,789	649,900	-	73,000
MEASURE M						
Transfer to General Fund	454,263	-	-	461,000	193,434	461,099
Transfer to Capital Projects Fund	452,664	280,243	540,896	1,048,000	127,570	936,000
AIR QUALITY IMPROVEMENT						
Transfer to General Fund	-	-	-	-	5,000	-
Transfer to Capital Projects Fund	2,051	38,122	119,866	-	10,000	113,385
CA LAW ENFORCEMENT EQUIP.	-	-	-	-	-	-
TRAFFIC CONGESTION RELIEF						
Transfer to General Fund	-	-	-	-	391,615	151,457
Transfer to Capital Projects Fund	572,767	-	-	1,049,000	35,000	786,000
LOCAL PARK TRUST	-	-	-	-	-	-
SUPPLEMENTAL LAW ENFORCE	126,762	139,979	119,778	130,863	133,728	137,958
TOTAL SPECIAL REVENUE FUNDS	3,138,833	1,754,438	1,974,789	3,899,771	1,512,040	3,305,552
<u>CAPITAL PROJECTS FUND</u>						
Capital Outlay	3,153,831	1,667,770	1,382,492	4,429,323	1,300,762	3,466,000
Transfer to General Fund	-	-	200,000	300,000	500,000	500,000
Transfer to Gas Tax Fund	-	74,908	-	-	-	-
Transfer to Measure M Fund	-	-	-	-	166,840	-
Transfer to Air Quality Improve. Fund	-	38,122	-	-	-	-
TOTAL CAPITAL PROJECT FUND	3,153,831	1,780,800	1,582,492	4,729,323	1,967,602	3,966,000
<u>RSM NON-PROFIT DEBT SERVICE FUND</u>						
Debt Service Payment	575,547	836,241	842,385	842,760	837,415	842,685
TOTAL RSM NP DEBT SRVC. FUND	575,547	836,241	842,385	842,760	837,415	842,685
SUBTOTAL - ALL FUND TYPES	21,606,155	20,820,688	23,388,208	24,963,136	19,869,861	23,231,335
LESS INTERFUND TRANSFERS	3,310,023	2,271,638	2,592,624	4,622,468	2,610,827	4,210,279
GRAND TOTAL - ALL FUND TYPES	18,296,132	18,549,050	20,795,584	20,340,668	17,259,034	19,021,056

Fund Expense Summary
GENERAL FUND

DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	-----FY 2009/10-----		FY 2010/11
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
City Council	173,985	202,023	294,918	234,471	188,226	145,671
City Manager	665,990	756,017	499,926	506,211	508,633	421,803
City Attorney	376,751	409,549	495,561	350,000	420,000	350,000
City Clerk	296,081	298,742	389,124	361,774	340,797	364,414
Non-Departmental	1,777,287	1,338,848	3,214,041	655,725	657,122	731,761
Finance	358,635	386,209	538,022	493,666	491,137	495,381
Human Resources/Risk Management	-	(1,274)	357,802	362,139	386,999	394,087
Police Services	6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077
Animal Control	27,327	70,485	65,826	79,512	79,512	75,812
Planning	809,221	910,480	868,378	869,129	900,088	911,761
Building	279,313	223,830	191,319	108,000	179,543	156,000
Public Works	1,058,945	1,220,630	1,187,659	945,974	931,918	938,328
Street Maintenance	904,384	1,023,147	970,601	857,000	863,434	903,799
Community Services	463,051	590,762	464,999	297,238	281,863	190,077
BTRCC	700,030	763,000	815,984	886,131	891,492	860,442
Transfer to RSM NP Debt Service Fund	533,801	793,776	800,090	842,760	837,415	842,685
TOTAL GENERAL FUND	14,737,944	16,449,209	18,988,542	15,491,282	15,552,804	15,117,098

Fund Expense Summary
GAS TAX FUND

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR END ESTIMATE	
GAS TAX - Street Lighting	235,849	249,627	262,477	289,200	271,740	300,000
Transfers to General Fund						
Non-departmental	-	-	-	-	-	-
Public Works	182,671	183,051	185,382	181,808	253,953	253,953
Street Maintenance	100,121	673,148	620,601	90,000	90,000	92,700
Mitigation Payment	60,000	-	-	-	-	-
Transfers to Capital Projects Fund						
Slurry Seal Program	-	148,414	-	408,000	-	-
Antonio Pkwy Slurry Seal	-	-	-	-	-	30,000
Alicia Parkway Rehabilitation	-	-	27,956	-	-	-
Melinda Road/Altisima	-	-	42,293	200,000	-	-
SMP/Antonio Overlay Construction	951,401	1,420	-	-	-	-
Melinda Heights Flashing Beacon	-	5,328	7,625	16,900	-	-
Storm Drain (NPDES)	284	-	-	-	-	-
SMP Bridge Lighting/Rail System	-	10,190	17,623	-	-	-
SMP Bridge Joint Replacement	-	21,525	-	-	-	-
SMP Bridge Hinge Repair	-	-	-	-	-	43,000
Midblock Crosswalk Improvements	-	3,391	-	-	-	-
Emergency Vehicle Pre-Emption	-	-	-	25,000	-	-
Antonio/Tijeras Creek Storm Drain	-	-	30,292	-	-	-
TOTAL GAS TAX FUND	1,530,326	1,296,094	1,194,249	1,210,908	615,693	719,653

Fund Expense Summary
MEASURE M FUND

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR END ESTIMATE	
MEASURE M						
Transfers to General Fund						
Street Maintenance	454,263	-	-	461,000	193,434	461,099
Transfers to Capital Projects Fund						
Slurry Seal Program	199,499	-	-	-	-	
Melinda Road/ Los Alisos Slurry	-	-	-	-	-	142,000
Mid block Crosswalk Improvement	-	-	28	-	-	-
Melinda Road/Altisima	-	-	-	167,000	-	467,000
Traffic Signal Synchronization	-	2,001	5,342	135,000	32,570	86,000
Traffic Safety Enhancements	-	6,015	-	-	-	-
Critical Intersection Analysis	-	23,795	2,747	-	-	-
Intersection Improvement (Empresa)	-	-	24,031	45,000	-	-
Residential Overlay	4,937	160,014	-	-	-	34,000
Rehabilitation of Arterials	167	-	1,320	-	-	-
SMP Overlay Design	5,514	-	-	-	-	-
SMP/ De Las Flores Widening	-	-	-	-	-	100,000
Measure M2 Proj. V Bus/ Shuttle Svc.	-	-	-	-	-	-
Antonio Pkwy Pavement Rehab	-	-	-	-	-	23,000
Antonio Overlay Design	1,059	-	-	-	-	-
Traffic Signal Battery Backup System	-	-	-	-	-	60,000
Antonio/ Via Honest to Coto de Caza	-	-	-	-	32,000	-
SMP Bridge Joint Replacement	-	-	344,829	-	-	-
SMP Bridge Lighting/Rail System	206,936	-	-	-	-	-
El Corazon Sidewalk Repair	-	64,436	-	-	-	-
Robinson Ranch Traffic Calming	34,552	1,957	30,303	425,000	35,000	-
Camino Altozano T.S.	-	6,895	132,296	-	-	-
Antonio/SMP/Alas de Paz	-	15,130	-	-	-	-
Reclaimed Water Connection Plano Median	-	-	-	-	-	24,000
RR Pavement Plano/N.Peak	-	-	-	114,000	12,000	-
Sidewalk Repair	-	-	-	30,000	15,000	-
SMP Bridge Hinge Study	-	-	-	132,000	1,000	-
TOTAL MEASURE M FUND	906,927	280,243	540,896	1,509,000	321,004	1,397,099

Fund Expense Summary
AIR QUALITY IMPROVEMENT

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR END ESTIMATE	
AIR QUALITY IMPROVEMENT						
Transfers to General Fund						
Public Works	-	-	-	-	5,000	-
Transfers to Capital Projects Fund	-	38,122	-	-	-	-
Traffic Signal Synchronization	-	-	-	-	-	85,000
Count Down Signal Head	-	-	-	-	10,000	-
Measure M2 Proj V Bus/ Shuttle Srv	-	-	-	-	-	6,000
Crosswalk Bulb-Out Upgrade Project						22,385
Antonio/Empresa Synchronization	2,051	-	-	-	-	-
Bus Stop Improvements	-	-	119,866	-	-	
TOTAL AIR QUALITY IMPROVEMENT	2,051	38,122	119,866	-	15,000	113,385

Fund Expense Summary
 CA LAW ENFORCEMENT EQUIP.

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11
				ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
CA LAW ENFORCEMENT EQUIP. Police Tech. Equipment	-	-	-	-	-	-
TOTAL CA LAW ENFORCE. EQUIPT.	-	-	-	-	-	-

Fund Expense Summary
TRAFFIC CONGESTION RELIEF

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR END ESTIMATE	
TRAFFIC CONGESTION RELIEF						
Transfers to General Fund						
Public Works	-	-	-	-	161,615	151,457
Street Maintenance	-	-	-	-	230,000	-
Transfers to Capital Projects Fund	-	-	-	-	-	-
Slurry Seal Program	172,767	-	-	110,000	15,000	95,000
Sidewalk Repairs	-	-	-	-	-	30,000
Antonio/ Tijeras Creek Storm Drain	-	-	-	-	-	70,000
Residential Overlay	-	-	-	506,000	20,000	486,000
Melinda Road/Altisima	-	-	-	433,000	-	-
RR Overlay Raintree/ North Peak	-	-	-	-	-	105,000
SMP/Antonio Overlay Construction	400,000	-	-	-	-	-
TOTAL TRAFFIC CONGESTION RELIEF	572,767	-	-	1,049,000	426,615	937,457

Fund Expense Summary
LOCAL PARK TRUST

DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
LOCAL PARK TRUST						
Transfers to Capital Projects Fund						
Community Center/CHall Construct.	-	-	-	-	-	-
TOTAL LOCAL PARK TRUST	_____	_____	_____	_____	_____	_____

Fund Expense Summary
 SUPPLEMENTAL LAW ENFORCEMENT

DESCRIPTION				-----FY 2009/10-----		FY 2010/11	
	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET	
SUPPLEMENTAL LAW ENFORCEMENT							
Additional Police Services	126,762	139,979	119,778	130,863	133,728	137,958	
TOTAL SUPPLEMENTAL LAW	<u>126,762</u>	<u>139,979</u>	<u>119,778</u>	<u>130,863</u>	<u>133,728</u>	<u>137,958</u>	

Fund Expense Summary
CAPITAL PROJECTS

DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10----- ADOPTED BUDGET	YEAR END ESTIMATE	FY 2010/11 ADOPTED BUDGET
<u>CAPITAL PROJECTS FUND</u>						
Transfer to General Fund	-	-	200,000	300,000	500,000	500,000
Transfer to Gas Tax Fund	-	74,908	-	-	-	-
Transfer to Measure M Fund	-	-	-	-	166,840	-
Transfer to Air Quality Improve. Fund	-	38,122	-	-	-	-
Slurry Seal Program	372,266	248,413	-	518,000	15,000	607,000
Melinda Road/ Los Alisos Slurry	-	-	-	-	-	142,000
Antonio Pkwy Slurry Seal	-	-	-	-	-	30,000
Residential Overlay	4,937	859,694	1,320	506,000	20,000	520,000
Rehabilitation of Arterials	167	-	-	-	-	-
SMP Overlay Design	5,514	1,420	-	-	-	-
Antonio Overlay Design	1,059	-	-	-	-	-
SMP/Antonio Overlay Construction	2,551,401	-	-	-	-	-
Alicia Parkway Rehabilitation	(8,000)	-	27,956	375,000	340,000	-
Melinda Road/Altisima	-	-	42,293	800,000	30,000	739,000
Robinson Ranch Pavment Plano/N.Peak	-	-	-	239,000	12,000	230,000
Antonio Pkwy Pavement Rehabilitation	-	-	-	60,000	32,000	23,000
SMP/ De Las Flores Widening	-	-	-	-	-	100,000
Median Improvements (Plano)	(19,510)	-	-	-	-	-
Reclaimed Water Connect Plano Median	-	-	-	24,000	-	24,000
Intersection Improvement (Empresa)	-	-	24,031	401,000	375,000	-
Traffic Signal Synchronization	-	2,001	5,342	260,000	35,000	271,000
Traffic Safety Enhancements	-	6,015	-	-	-	-
Critical Intersection Analysis	-	23,796	2,747	-	-	-
Traffic Signal Battery Backup System	-	-	-	-	-	60,000
Count Down Signal Head	-	-	-	-	10,000	-
Reflective SNS Conversion	-	-	-	100,000	10,000	100,000
SMP Bridge Joint Replacement	-	21,525	344,829	-	-	-
SMP Bridge Lighting/Rail System	206,936	10,190	195,312	-	-	-
SMP Bridge Hinge Repair	-	-	-	132,000	1,000	132,000
El Corazon Sidewalk Repair	-	64,436	-	-	-	-
Street Maintenance - Sidewalk Repair	-	-	-	30,000	15,000	30,000
Laurel/Via Ricardo Sidewalk Repair	-	-	-	57,323	55,000	-
Robinson Ranch Access Ramps	-	-	-	67,000	60,000	-
Crosswalk Bulb-Out Upgrade Project	-	-	-	-	-	195,000
Antonio/SMP/Alas de Paz	-	15,130	-	-	-	-
Bus Stop Improvements	-	104,198	477,386	-	-	-
Measure M2 Project V Bus/ Shuttle Srv.	-	-	-	-	-	6,000
Go Local Study (OCTA)	-	59,518	35,333	-	-	-
Chiquita Ridge Open Space Assessment	-	-	-	-	-	187,000
Antonio/Empresa Synchronization	2,051	52,079	-	-	-	-
Camino Altozano T.S.	-	6,895	132,296	-	-	-
Midblock Crosswalk Improvements	2,174	166,391	27	-	-	-
Robinson Ranch Traffic Calming	34,552	1,957	30,303	425,000	35,000	-
Melinda Heights Flashing Beacon	-	5,328	7,626	115,000	75,762	-
SMP/Antonio Video Surveillance	-	-	90	-	-	-
Emergency Vehicle Pre-Emption	-	-	10,175	220,000	180,000	-
Skate Park	-	18,188	14,046	-	-	-
Sm Dog Park Improvements	-	596	1,088	-	-	-
Storm Drain (NPDES)	284	-	-	-	-	-
Antonio/Tijeras Creek Storm Drain	-	-	30,292	100,000	-	70,000
TOTAL CAPITAL PROJECTS FUND	3,153,831	1,780,800	1,582,492	4,729,323	1,967,602	3,966,000

Fund Expense Summary
 RSM NONPROFIT DEBT SERVICE

DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSMNP DEBT SERVICE FUND</u>						
Debt Service Payment	575,547	836,241	842,385	842,760	837,415	842,685
TOTAL RSMNP DEBT SERVICE	575,547	836,241	842,385	842,760	837,415	842,685

SCHEDULE OF INTERFUND TRANSFERS

FUND	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----		FY 2010/11 ADOPTED BUDGET
				ADOPTED BUDGET	YEAR-END ESTIMATE	
OPERATING TRANSFERS IN:						
100 Transfer from Gas Tax Fund	342,792	856,199	805,983	271,808	343,953	346,653
100 Transfer from Measure M Fund	454,263	-		461,000	193,434	461,099
100 Transfer from Air Quality Fund	-	-	-	-	5,000	-
100 Transfer from Traffic Congestion Fund	-	-	-	-	391,615	151,457
100 Transfer from Capital Project Fund	-	-	200,000	300,000	500,000	500,000
210 Transfer from Capital Project Fund	-	74,908	-	-	-	-
212 Transfer from Capital Project Fund	-	-	-	-	166,840	-
214 Transfer from Capital Project Fund	-	38,122	-	-	-	-
410 Transfer from General Fund	-	-	-	-	-	-
410 Transfer from Gas Tax Fund	951,685	190,268	125,789	649,900	-	73,000
410 Transfer from Measure M Fund	452,664	280,243	540,896	1,048,000	127,570	936,000
410 Transfer from Air Quality Fund	2,051	38,122	119,866	-	10,000	113,385
410 Transfer from Traffic Congestion Fund	572,767	-	-	1,049,000	35,000	786,000
410 Transfer from Local Park Trust Fund	-	-	-	-	-	-
500 Transfer from General Fund	533,801	793,776	800,090	842,760	837,415	842,685
TOTAL	3,310,023	2,271,638	2,592,624	4,622,468	2,610,827	4,210,279
OPERATING TRANSFERS OUT:						
100 Transfer to Capital Projects Fund	-	-	-	-	-	-
100 Transfer to RSMNP Debt Service Fund	533,801	793,776	800,090	842,760	837,415	842,685
210 Transfer to General Fund	342,792	856,199	805,983	271,808	343,953	346,653
210 Transfer to Capital Projects Fund	951,685	190,268	125,789	649,900	-	73,000
212 Transfer to General Fund	454,263	-	-	461,000	193,434	461,099
212 Transfer to Capital Projects Fund	452,664	280,243	540,896	1,048,000	127,570	936,000
214 Transfer to General Fund	-	-	-	-	5,000	-
214 Transfer to Capital Projects Fund	2,051	38,122	119,866	-	10,000	113,385
218 Transfer to General Fund	-	-	-	-	391,615	151,457
218 Transfer to Capital Projects Fund	572,767	-	-	1,049,000	35,000	786,000
410 Transfer to General Fund	-	-	200,000	300,000	500,000	500,000
410 Transfer to Gas Tax Fund	-	74,908	-	-	-	-
410 Transfer to Measure M Fund	-	-	-	-	166,840	-
410 Transfer to Air Quality Fund	-	38,122	-	-	-	-
TOTAL	3,310,023	2,271,638	2,592,624	4,622,468	2,610,827	4,210,279

SUMMARY OF EXPENDITURES BY ACCOUNT GROUP

ACCT DIVISION	NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
GENERAL FUND								
		<i>SALARIES AND BENEFITS</i>	2,141,072	2,498,079	2,820,473	2,871,617	2,705,364	2,806,499
		% of total	15%	15%	15%	19%	17%	19%
		<i>LAW ENFORCEMENT CONTRACT</i>	5,850,867	6,989,763	7,414,672	7,209,995	7,158,976	6,898,679
		% of total	40%	42%	39%	47%	46%	46%
		<i>PROFESSIONAL SERVICES</i>	1,903,000	2,029,084	2,009,188	1,458,180	1,754,221	1,567,636
		% of total	12%	12%	11%	9%	12%	10%
		<i>OTHER CONTRACT SERVICES</i>	1,824,261	2,064,596	1,398,504	1,296,488	1,310,622	1,342,191
		% of total	12%	13%	7%	8%	8%	8%
		<i>OTHER SUPPLIES AND SERVICES</i>	1,332,607	1,590,020	1,875,242	1,628,119	1,606,477	1,487,357
		% of total	9%	10%	10%	11%	11%	10%
		<i>CAPITAL EXPENDITURES</i>	175,624	162,832	2,670,373	184,123	179,729	172,051
		% of total	1%	1%	14%	1%	1%	1%
		<i>DEBT SERVICE</i>	533,801	793,776	800,090	842,760	837,415	842,685
		% of total	4%	5%	4%	5%	5%	6%
		<i>MITIGATION</i>	976,712	321,059	-	-	-	-
		% of total	7%	2%	0%	0%	0%	0%
		<i>TRANSFERS/ ALLOCATIONS</i>	-	-	-	-	-	-
		% of total	0%	0%	0%	0%	0%	0%
	Subtotal General Fund Expenditures		<u>14,737,944</u>	<u>16,449,209</u>	<u>18,988,542</u>	<u>15,491,282</u>	<u>15,552,804</u>	<u>15,117,098</u>
			100%	100%	100%	100%	100%	100%
SPECIAL FUNDS								
		<i>SLESF FUND Police Services</i>	126,762	139,979	119,778	130,863	133,728	137,958
		<i>GAS TAX FUND Street Lighting</i>	235,849	249,627	262,477	289,200	271,740	300,000
		Subtotal Special Funds Expenditures	<u>362,611</u>	<u>389,606</u>	<u>382,255</u>	<u>420,063</u>	<u>405,468</u>	<u>437,958</u>
		<i>TOTAL OPERATING EXPENDITURES</i>	<u>15,100,555</u>	<u>16,838,815</u>	<u>19,370,797</u>	<u>15,911,345</u>	<u>15,958,272</u>	<u>15,555,056</u>

SUMMARY OF EXPENDITURES BY DEPARTMENT/DIVISION

ACCT DIVISION	NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
GENERAL GOVERNMENT								
110	City Council		173,985	202,023	294,918	234,471	188,226	145,671
120	City Manager		665,990	756,017	499,926	506,211	508,633	421,803
140	City Attorney		376,751	409,549	495,561	350,000	420,000	350,000
160	City Clerk		296,081	298,742	389,124	361,774	340,797	364,414
	Subtotal		<u>1,512,807</u>	<u>1,666,331</u>	<u>1,679,529</u>	<u>1,452,456</u>	<u>1,457,656</u>	<u>1,281,888</u>
ADMINISTRATIVE SERVICES								
170	Non-departmental		2,311,088	2,132,624	4,014,131	1,498,485	1,494,537	1,574,446
210	Finance		358,635	386,209	538,022	493,666	491,137	495,381
220	HR / Risk Management		-	(1,274)	357,802	362,139	386,999	394,087
320	Animal Control		27,327	70,485	65,826	79,512	79,512	75,812
710	Community Services		463,051	590,762	464,999	297,238	281,863	190,077
711	BTRCC		700,030	763,000	815,984	886,131	891,492	860,442
	Subtotal		<u>3,860,131</u>	<u>3,941,806</u>	<u>6,256,764</u>	<u>3,617,171</u>	<u>3,625,540</u>	<u>3,590,245</u>
POLICE SERVICES								
310	Police Services		6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077
	Subtotal		<u>6,313,143</u>	<u>7,462,985</u>	<u>7,834,292</u>	<u>7,641,552</u>	<u>7,594,625</u>	<u>7,335,077</u>
DEVELOPMENT SERVICES								
410	Planning		809,221	910,480	868,378	869,129	900,088	911,761
510	Building & Safety		279,313	223,830	191,319	108,000	179,543	156,000
	Subtotal		<u>1,088,534</u>	<u>1,134,310</u>	<u>1,059,697</u>	<u>977,129</u>	<u>1,079,631</u>	<u>1,067,761</u>
PUBLIC WORKS								
610	Public Works		1,058,945	1,220,630	1,187,659	945,974	931,918	938,328
620	Street Maintenance		904,384	1,023,147	970,601	857,000	863,434	903,799
	Subtotal		<u>1,963,329</u>	<u>2,243,777</u>	<u>2,158,260</u>	<u>1,802,974</u>	<u>1,795,352</u>	<u>1,842,127</u>
	Total General Fund Expenditures		<u>14,737,944</u>	<u>16,449,209</u>	<u>18,988,542</u>	<u>15,491,282</u>	<u>15,552,804</u>	<u>15,117,098</u>
SPECIAL FUNDS								
310	SLESF Police Services		126,762	139,979	119,778	130,863	133,728	137,958
630	GAS TAX FUND Street Lighting		235,849	249,627	262,477	289,200	271,740	300,000
	Total Special Funds Operating Expenditures		<u>362,611</u>	<u>389,606</u>	<u>382,255</u>	<u>420,063</u>	<u>405,468</u>	<u>437,958</u>
	TOTAL OPERATING EXPENDITURES		<u>15,100,555</u>	<u>16,838,815</u>	<u>19,370,797</u>	<u>15,911,345</u>	<u>15,958,272</u>	<u>15,555,056</u>

General Government

		FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11
		ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
GENERAL GOVERNMENT							
110	City Council	173,985	202,023	294,918	234,471	188,226	145,671
120	City Manager	665,990	756,017	499,926	506,211	508,633	421,803
140	City Attorney	376,751	409,549	495,561	350,000	420,000	350,000
160	City Clerk	296,081	298,742	389,124	361,774	340,797	364,414
TOTAL EXPENDITURES		1,512,807	1,666,331	1,679,529	1,452,456	1,457,656	1,281,888



General Government **CITY COUNCIL**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Provided direction to the City Manager and City Staff on all policy matters that affect Rancho Santa Margarita.
2. In addition to their participation in the Economic Development Committee, the City Council reviewed and restructured the Committee to minimize costs and create more volunteer participation.
3. The City Council played an elevated and determined role in working with the business community to strengthen and stabilize our economic engine.
4. Provided direction to staff in on-going support to the City's adopted 2nd Battalion, 5th Marines and participated in events, both in the City and at Camp Pendleton.
5. Provided resources and support to the Rancho Santa Margarita Historical Society.
6. Devoted considerable time in providing direction during the current and ongoing fiscal environment through the budget review and development processes.
7. Led the organization in finalizing the scope and details of the Chiquita Ridge Settlement Agreement.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Provide direction to the City Manager and City Staff on all policy matters that affect Rancho Santa Margarita.
2. Develop and provide ongoing leadership to maintain a focused Economic Development Strategy.
3. Maintain on-going connection and support to the City's adopted 2nd Battalion, 5th Marines.
4. Remain focused on local priorities while maintaining our support and commitment to other Orange County agencies and organizations.
5. Consider opportunities to enhance programs and services to all residents.
6. Provide leadership in budget strategic planning discussions and in establishing a vision of future development.
7. Provide guidance and direction in all policy matters concerning the Chiquita Ridge Open Space assessment process.
8. Provide the focus and guidance to Staff in developing opportunities to increase and improve the public's access, participation and interaction with City Hall. This has been and remains the key effort of the Mayor and City Council this calendar and fiscal year.

Department Expense Summary

City Manager's Department

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. Additional duties include: (1) oversee operations of City Hall and services to the community; (2) provide information to the City Council in a timely manner; (3) act as the City's Treasurer, Purchasing Officer and Personnel Officer; (4) work with other agencies in addressing regional issues; (5) represent the City in legislative actions; (6) oversee emergency management operations; (7) manage environmental issues; and (8) advocate the City's interests on regional, State and Federal issues.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Developed and implemented a balanced budget.
2. Represented the City's interests on local, regional, and statewide issues.
3. Provided staff support to the City's adopted 2nd Battalion, 5th Marines.
4. Actively participated, addressed issues, and brought staff resources, as needed, to the Community Associations of Rancho (C.A.R.) meetings and activities.
5. Participated and provided direction and perspective to staff in Economic Development Committee meetings in support of local economic activities.
6. Designed and implemented a City electronic newsletter to enhance communication efforts within and for the community.
7. Directed the activities of all City Staff and Departments towards the efficient and effective accomplishment of policies established by the City Council.
8. Transitioned the City to a new Emergency Notification System with significant savings to the City.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue to represent the City's interests in local, regional, and statewide issues.
2. Direct all City Departments and Staff in support of Council Policies.
3. Continue providing staff support to the City's adopted 2nd Battalion, 5th Marines.
4. Develop pertinent City Council Policies and Administrative Regulations.
5. Continue to participate in Community Associations of Rancho (C.A.R.) meetings.
6. Direct the discussion on further modifications to the Economic Development Committee and implement change according to City Council direction.
7. Direct and promote use of the City's mass notification systems to maximize contact with the community.
8. Oversee the re-evaluation of the City's organization and structure to position us for the future.
9. Provide direction to the Project Management team and Staff concerning the Chiquita Ridge Open Space assessment process.

Department Expense Summary
City Manager Fund 100, Division 120

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET		
					ADOPTED BUDGET				
<u>CITY MANAGER</u>									
EXPENDITURES									
PERSONNEL									
512.000	Salaries - Regular	462,307	542,704	367,396	367,715	379,098	314,502		
515.000	Temporary Personnel	1,143	-	-	-	-	-		
521.000	Medicare	7,427	9,970	6,222	5,332	5,488	4,384		
522.000	Retirement	124,192	98,550	70,491	77,514	77,911	64,528		
523.000	Unemployment Insurance	-	-	-	-	-	420		
530.000	Benefits	39,734	43,172	21,995	47,556	36,243	31,704		
TOTAL PERSONNEL (2 FTE)		634,803	694,396	466,104	498,117	498,740	415,538		
OPERATIONS									
610.000	Membership & Dues	9,724	6,648	2,661	4,094	6,248	4,865		
611.000	Training	-	30	-	-	-	-		
612.000	Travel/Conf/Meetings	11,045	7,713	3,331	3,500	3,453	900		
615.000	CM Discretionary Account	-	1,359	763	-	-	-		
626.000	Books & Periodicals	653	751	572	500	192	500		
700.001	Professional Services	9,765	45,120	26,495	-	-	-		
TOTAL OPERATIONS		31,187	61,621	33,822	8,094	9,893	6,265		
TOTAL EXPENDITURES		665,990	756,017	499,926	506,211	508,633	421,803		
FUNDING SOURCES									
100	General Fund	665,990	756,017	499,926	506,211	508,633	421,803		
TOTAL FUNDING SOURCES		665,990	756,017	499,926	506,211	508,633	421,803		

General Government **CITY ATTORNEY**

DESCRIPTION

The City Attorney acts as legal advisor to the City Council, the City Manager, and various City departments, boards, commissions, and committees. The City Attorney prepares and approves as to legal form all proposed City ordinances, resolutions, agreements, contracts, and other legal documents necessary for the proper conduct of City business. The office of the City Attorney represents the City in litigation in which the City is involved and prosecutes violations of City laws.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Implemented new standardized pre-formatted consulting services agreement and professional services agreement.
2. Continued project participation to ensure compliance with and implementation of terms and conditions of Chiquita Ridge Settlement Agreement.
3. Undertook comprehensive legal review of City's standard construction contract and specifications for Public Works projects.
4. Drafted amendments to Massage Regulations; implementation of SB 731.
5. Continued to monitor and provide legal counsel to City staff and Council concerning the various procedural/legal issues associated with moving the Robinson Ridge Development Project forward based on an incomplete development application.
6. Worked closely with Planning staff on strategy regarding achieving a State HCD certified Housing Element.
7. Worked closely with Public Works and Planning staff to implement a new model Water Efficiency Landscape Ordinance (AB 1881 Implementation).
8. Worked closely with Administrative Services/Finance staff to ensure compliance with all State law requirements, including Mitigation Fee Act, for completion of Comprehensive User Fee Study.
9. Worked closely with Police Services to research and prepare an updated locally adopted Parking Citation Bail Schedule and increased parking fines consistent with SB 1407.
10. Researched Elections Code and advised City Clerk on all legal aspects associated with preparing for and processing the Resident-Initiated Term Limit Ballot Initiative measure.
11. Continued to assist Planning staff with regard to factual investigation, code enforcement, processing of a Changed Plan/Condition Use Permit application, and CEQA compliance for Dove Canyon Courtyard.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue to monitor and provide oversight with respect to Chiquita Ridge Settlement Agreement implementation requirements and begin to address compliance with 80 acre restoration plan requirement.
2. Research and prepare final amendments to previously adopted Housing Element, as requested by State HCD, in order to implement and to administer the City's State certified housing element.
3. Assist Administrative Services staff in comprehensive review of all Council and Administrative Policies and Procedures and provide suggested revisions and amendments where necessary.

Department Expense Summary
City Attorney Fund 100, Division 140

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET		
					ADOPTED BUDGET				
<u>CITY ATTORNEY</u>									
<i>EXPENDITURES</i>									
<i>OPERATIONS</i>									
700.003	Professional Services	376,751	409,549	394,433	350,000	420,000	350,000		
700.032	PS - Special Counsel	-	-	101,128	-	-	-		
TOTAL OPERATIONS		376,751	409,549	495,561	350,000	420,000	350,000		
TOTAL EXPENDITURES		376,751	409,549	495,561	350,000	420,000	350,000		
<i>FUNDING SOURCES</i>									
100	General Fund	376,751	409,549	495,561	350,000	420,000	350,000		
TOTAL FUNDING SOURCES		376,751	409,549	495,561	350,000	420,000	350,000		

City Manager's Department

CITY CLERK

DESCRIPTION

The City Clerk manages the City's legislative processes including the publication of legal notices and ordinances, agenda preparation, minutes, and recording and communicating all City Council actions. The City Clerk is responsible for the City's official record, the Records Management Program, municipal elections, campaign reporting, economic disclosure, and the maintenance of the City's Municipal Code. The City Clerk serves as the City's Public Information Officer and coordinates communication efforts on behalf of the City.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Managed the annual Records Destruction project in adherence to the City's Retention Schedule resulting in the removal of 350 files and designating them for destruction.
2. Managed the Records Imaging project of the City's building plans and vital records, including quality control review of over 1,937 files of imaged records.
3. Migrated approximately 1,600 files to the SmeadSoft records management program.
4. Assisted in the City-wide archiving of 739 files for permanent retention, or destruction, based on the City's Retention Schedule.
5. Provided two City-wide staff training sessions on public records management.
6. Processed and retained the required Fair Political Practices Commission filings.
7. Served as the City's Public Information Officer and assisted the public and media in relating and interpreting the City Council's decisions and policies. Coordinated monthly strategic communications planning meetings and continued to expand public outreach while reducing costs. Implemented a 30% reduction in public relations costs during the 2009/10 fiscal year.
8. Coordinated, managed, published, distributed and linked to the City's website, 35 agenda packets (regular, adjourned regular [study sessions], special and non-profit corporation meetings). Completed and submitted 35 sets of minutes for City Council approval and maintained the official records of City Council and the City of Rancho Santa Margarita Non-Profit Corporation meetings.
9. Processed 57 agreements and contracts.
10. Continued support of all City Departments related to the Brown Act and Public Records Act.
11. Implemented SB 90 procedures to allow the City to file claims for reimbursement from the State for mandated expenses due to open meeting requirements.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Facilitate the SmeadSoft software upgrade and provide City-wide training.
2. Manage the City Clerk legislative processes including the coordination, publishing, distribution, and imaging of the agenda packets, minutes and vital records (resolution, ordinances and contracts).
3. Coordinate a Municipal Code update with the City Attorney's Office.
4. Continue the review and analysis of a City-wide Records Management Program.
5. Research the use of social media by government agencies and develop a policy for limited use by the City (Teen Council, Recreation Programs and Classes). The policy would include the goals and limitations of the City's use of social media sites.
6. Manage the November 2, 2010 General Municipal Election by facilitating and interpreting applicable election laws and statutes associated with the election.

Department Expense Summary

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Administrative Services

		FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
ADMINISTRATIVE SERVICES							
170	Non-departmental	2,311,088	2,132,624	4,014,131	1,498,485	1,494,537	1,574,446
210	Finance	358,635	386,209	538,022	493,666	491,137	495,381
220	HR / Risk Management	-	(1,274)	357,802	362,139	386,999	394,087
320	Animal Control	27,327	70,485	65,826	79,512	79,512	75,812
710	Community Services	463,051	590,762	464,999	297,238	281,863	190,077
711	BTRCC	700,030	763,000	815,984	886,131	891,492	860,442
TOTAL EXPENDITURES		<u>3,860,131</u>	<u>3,941,806</u>	<u>6,256,764</u>	<u>3,617,171</u>	<u>3,625,540</u>	<u>3,590,245</u>



Administrative Services Department **NON-DEPARTMENTAL**

DESCRIPTION

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. Included in this function are: City Hall operations, maintenance and utilities expenditures; office supplies; equipment leases; capital outlays for City Hall and Community Center facilities; information technology equipment, software and the City website.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Provided staff training relating to the City's Emergency Operations Plan.
2. Conducted fiscal impact study for proposed Sphere of Influence modification.
3. Reviewed mitigation payments agreements and payments schedule.
4. Purchased replacement network data/communications servers and switching hardware.
5. Assisted interim IT administration during Management Analyst training.
6. Consolidated City-wide information technology hardware and software maintenance agreements for improved Technology Committee oversight.
7. Updated the City's website with current information pertaining to CFDs, sales tax updates, special taxes, Investment Policy, Operating Budgets and CAFRs.
8. Developed/revised purchasing forms and procedures to improve internal controls and municipal code compliance.
9. Analyzed, planned, and coordinated Bell Tower Regional Community Center class reservations transition to programming and rental activities software.
10. Monitored appeal of sales tax allocations by various businesses statewide.
11. Coordinated adoption of central services cost plan update for calculation of department and City-wide overhead factors.
12. Completed development processing fees update and comprehensive City fee schedule.
13. Filed SB 90 reimbursement claims to collect over \$250,000.
14. Assisted Alert OC business/resident emergency notification system implementation.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue staff training relating to the City's Emergency Operations Plan.
2. Update fund balance allocation model based on Reserve Policy review.
3. Plan IT server replacements, server virtualization and CRM implementation.
4. Assist continuing review of BTRCC service agreements and procedures.
5. Implement professional services agreement origination, coordination, and tracking procedures.
6. Develop BTRCC operations revenue cost analysis and facility use decision-based model.
7. Introduce updated Reserves Policy nomenclature per new GASB accounting standards.

Department Expense Summary
Non-Departmental Fund 100, Division 170

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET		
			ACTUAL	ACTUAL	ACTUAL					
<u>NON-DEPARTMENTAL</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	-	-	-	-	-	-	26,706		
515.000	Temporary Personnel	-	-	-	-	-	-	-		
521.000	Medicare	-	-	-	-	-	-	387		
522.000	Retirement	-	-	-	-	-	-	3,339		
523.000	Unemployment Insurance	-	-	-	-	-	-	263		
530.000	Benefits	-	-	2,279	2,079	1,848	1,848	6,483		
TOTAL PERSONNEL (.73 FTE)		-	-	2,279	2,079	1,848	1,848	37,178		
OPERATIONS										
610.001	EI Toro Reuse	(14,836)	-	-	-	-	-	-		
622.000	Office Supplies	69,358	56,474	47,493	44,000	37,941	37,941	40,800		
623.000	Printing & Duplication	3,991	1,765	354	210	25	25	-		
625.000	Postage	10,894	13,060	6,789	8,000	10,677	10,677	13,131		
627.000	EOC Supplies/Training	7,008	11,037	4,334	9,500	9,500	9,500	10,724		
636.001	Utilities-Telephone	26,624	22,398	22,199	23,120	23,214	23,214	21,714		
640.001	City Hall Elect/Water	74,381	67,718	63,844	83,400	70,902	70,902	85,200		
640.002	City Hall Facility Maint.	84,834	84,461	88,144	47,921	72,817	72,817	49,065		
640.005	Bell Tower Maintenance	-	14,465	18,504	16,000	6,000	6,000	15,000		
642.000	Equipment Leases	28,284	26,543	29,698	32,000	40,000	40,000	40,006		
646.000	Equipment Maintenance	682	2,403	627	1,000	2,428	2,428	200		
663.000	Property Tax Admin. Costs	42,596	53,860	62,151	30,000	30,000	30,000	65,000		
664.000	LAFCO Reforms (AB 2838)	6,890	7,063	6,159	6,350	10,996	10,996	6,850		
670.000	Community Support	15,209	16,191	-	-	-	-	-		
670.001	2/5 Adoption Committee	-	-	400	-	-	-	-		
690.000	Insurance	145,462	164,884	564	-	722	722	-		
	Subtotal	501,377	542,322	351,260	301,501	315,222	315,222	347,690		
640.003	City Hall Facility Mgmt.	29,970	37,890	27,360	15,000	12,980	12,980	14,040		
700.001	Prof. Svcs. - Admin.	121,522	245,223	14,651	20,000	12,349	12,349	23,950		
700.008	Prof. Svcs. - Computer	58,881	62,088	108,847	94,500	92,600	92,600	94,500		
700.017	Prof. Svcs. - Website	24,400	38,817	14,500	4,000	11,083	11,083	4,000		
700.022	PS - Financing Costs	2,100	2,100	1,800	2,100	1,800	1,800	1,800		
700.024	PS - Emergency Coord.	29,978	39,093	47,372	48,422	48,473	48,473	51,552		
	Subtotal	236,881	387,321	187,170	169,022	166,305	166,305	175,802		
TOTAL OPERATIONS		768,228	967,533	565,790	485,523	494,507	494,507	537,532		
TRANSFERS										
790.410	Transfer to Cap. Projects	-	-	-	-	-	-	-		
790.500	Transfer to RSMNP	-	-	-	-	-	-	-		
	Subtotal	-	-	-	-	-	-	-		
MITIGATION										
792.001	Mit. Obligation - Interest	31,500	-	-	-	-	-	-		
801.000	Mit. Obligation - Principal	600,000	-	-	-	-	-	-		
802.000	Mit. Obligation - Tax Incr.	345,212	321,059	-	-	-	-	-		
	Subtotal	976,712	321,059	-	-	-	-	-		
DEBT SERVICE										
790.500	Transfer to RSMNP	533,801	793,776	800,090	842,760	837,415	837,415	842,685		
CAPITAL OUTLAY										
832.000	GIS System	-	-	-	18,300	10,944	10,944	16,997		
841.000	City Hall FF&E	-	458	-	-	-	-	-		
841.001	Comp. Licenses/HW/SW	32,347	31,582	79,622	149,823	149,823	149,823	140,054		
841.002	Reserve-comp. replacmnt.	-	8,241	-	-	-	-	-		
952.000	Chiquita Ridge - Land	-	-	2,566,351	-	-	-	-		
990.000	Contingency	-	9,975	(1)	-	-	-	-		
	Subtotal	32,347	50,256	2,645,972	168,123	160,767	160,767	157,051		
TOTAL EXPENDITURES		2,311,088	2,132,624	4,014,131	1,498,485	1,494,537	1,494,537	1,574,446		
FUNDING SOURCES										
210	Gas Tax Fund	60,000	-	-	-	-	-	-		
100	General Fund	2,251,088	2,132,624	4,014,131	1,498,485	1,494,537	1,494,537	1,574,446		
TOTAL FUNDING SOURCES		2,311,088	2,132,624	4,014,131	1,498,485	1,494,537	1,494,537	1,574,446		

Administrative Services Department

FINANCE

DESCRIPTION

The Finance Division 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.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Prepared a balanced budget for FY 2010-11.
2. Completed the FY 2008-09 City-wide audit with no adjustments or deficiencies.
3. Completed AQMD, TDA 4.5, Measure M audits with no findings/questioned costs.
4. Received the GFOA Financial Reporting Certificate of Excellence for 2008/09 CAFR.
5. Received the APTUSC Investment Policy Certificate of Excellence.
6. Prepared a mid-year 2009/10 budget update and General Fund Reserves review.
7. Developed a General Fund ten year revenue recovery and structural balance analysis and forecasting model.
8. Updated Special Revenue Funds restricted reserves forecasting model.
9. Identified \$2.1 million available reimbursement of prior grant costs to General Fund.
10. Revised Investment Policy for enhanced diversification and risk management.
11. Facilitated City COPs credit rating at AA+ level with Council reserves review.
12. Completed Continuing Disclosure Reporting for Community Center COPs.
13. Provided staff training on Purchasing Ordinance best practices and compliance.
14. Reviewed/renewed diversified debt service reserve investment in CDARS program.
15. Filed State Controller Reports for Streets and Cities Financial Transactions.
16. Established annual Appropriations Limit.
17. Implemented electronic check transmittal for more efficient deposit of City funds.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Develop balanced budget for Fiscal Year 2011-12.
2. Coordinate annual City-wide financial statement audit and publish/submit 2009-10 Comprehensive Annual Financial Report (CAFR) to GFOA award program.
3. Provide quarterly revenue and cost reporting format for City Council budget updates.
4. Refine software modeling for budget forecasting and long term trends analysis.
5. Review/update the City's Investment Policy annually.
6. Provide financial analysis and support related to development projects.
7. Assist with assessment of Chiquita Ridge open space opportunities.
8. Investigate feasibility of prepaid funding cards for Flex spending accounts.
9. Continue to develop Finance Policies and Procedures Manual.
10. Continue diversification of City investments in authorized local government investment pools and financial institution placements.

Department Expense Summary

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET		
<u>FINANCE</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	178,615	246,376	367,159	317,341	338,205	330,261			
515.000	Temporary Personnel	49,637	17,656	-	-	-	-			
521.000	Medicare	2,629	5,229	7,351	4,601	4,897	4,789			
522.000	Retirement	34,801	43,353	63,932	66,895	65,994	70,491			
523.000	Unemployment Insurance	-	-	-	-	479	840			
530.000	Benefits	17,704	5,604	24,261	51,519	35,948	47,556			
TOTAL PERSONNEL (3.6 FTE)			283,386	318,218	462,703	440,356	445,523	453,937		
OPERATIONS										
610.000	Membership & Dues	822	1,297	1,675	1,390	1,390	900			
611.000	Training	300	341	1,200	800	800	-			
612.000	Travel/Conf/Meetings	65	1,007	334	930	835	665			
622.010	Special Dept. Expense	15,702	19,660	19,670	12,190	6,110	4,115			
626.000	Books & Periodicals	446	766	595	700	683	664			
646.000	Maintenance & Repair	4,278	5,802	-	-	-	-			
662.000	Bank Charges	-	-	-	-	-	-			
Subtotal			21,613	28,873	23,474	16,010	9,818	6,344		
700.004	Professional Services	53,636	39,118	51,845	37,300	35,796	35,100			
TOTAL OPERATIONS			75,249	67,991	75,319	53,310	45,614	41,444		
CAPITAL OUTLAY										
831.000	Computers - H/W	-	-	-	-	-	-			
832.000	Computers - S/W	-	-	-	-	-	-			
TOTAL EXPENDITURES			358,635	386,209	538,022	493,666	491,137	495,381		
FUNDING SOURCES										
100	General Fund	358,635	386,209	538,022	493,666	491,137	495,381			
TOTAL FUNDING SOURCES			358,635	386,209	538,022	493,666	491,137	495,381		

Administrative Services Department
HUMAN RESOURCES/RISK MANAGEMENT

DESCRIPTION

Human Resources/Risk Management is an internal services function providing direct support to other Departments and to the City. Human Resources is responsible for recruitment and selection of City staff including application screening, applicant testing and orientations; managing the health benefit programs offered to employees; maintaining position classification and compensation system, providing training for employees and ensuring compliance with mandated training. Risk Management evaluates and monitors the loss exposures and recommends programs to minimize loss to City assets; administers the liability and workers compensation claims administration programs; acts as liaison to the City's insurance pool ensuring compliance with pool rules and regulations; administers safety and wellness programs and assists with disaster preparedness and recovery efforts.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Recruited the position of Principal Engineer.
2. Implemented a City standard Request for Proposal template for use by City staff.
3. Revised and implemented the Personal Policies and Procedures and distributed to staff.
4. Coordinated the Open Enrollment process for employee benefits.
5. Performed the employee total compensation survey.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Revise Claims Administration Policy.
2. Provide training to staff on Injury and Illness Prevention Program (IIPP).
3. Complete and implement an Intern policy and a Volunteer policy.
4. Continue employee safety, security and workplace training.
5. Conduct an insurance performance audit for risk assessment.
6. Continue to update the Part-Time Staff Employee Handbook.
7. Continue evaluation of insurance, benefits, and deferred compensation program options.

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

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET
<u>HUMAN RESOURCES/RISK MANAGEMENT</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	-	-	106,090	95,913	97,533	100,490
515.000	Temporary Personnel	-	-	-	1,500	750	1,500
521.000	Medicare	-	-	1,795	1,391	1,414	1,457
522.000	Retirement	-	-	21,390	20,218	19,782	21,448
523.000	Unemployment Insurance	-	-	-	-	-	210
530.000	Benefits	-	-	15,724	15,852	12,568	15,852
TOTAL PERSONNEL (1 FTE)		-	-	144,999	134,874	132,047	140,957
OPERATIONS							
610.000	Membership & Dues	-	-	3,374	3,450	3,450	2,800
611.000	Training	-	-	398	1,500	1,500	1,500
612.000	Travel/Conf/Meetings	-	-	666	500	500	-
622.010	Special Dept. Expense	-	-	469	2,000	2,000	1,500
626.000	Books & Periodicals	-	-	489	300	300	300
665.000	Recruitment	-	-	2,090	3,715	3,715	2,230
690.001	Insurance G/L	-	-	100,605	110,000	135,192	135,000
690.002	Insurance W/C	-	-	78,189	88,000	89,271	90,000
690.003	Insurance Property	-	-	11,807	12,500	14,143	14,000
690.004	Insurance Other	-	(1,274)	12,131	4,300	4,103	3,300
Subtotal		-	(1,274)	210,218	226,265	254,174	250,630
700.004	Professional Services	-	-	2,585	1,000	778	2,500
TOTAL OPERATIONS		-	(1,274)	212,803	227,265	254,952	253,130
TOTAL EXPENDITURES		-	(1,274)	357,802	362,139	386,999	394,087
FUNDING SOURCES							
100	General Fund	-	(1,274)	357,802	362,139	386,999	394,087
TOTAL FUNDING SOURCES		-	(1,274)	357,802	362,139	386,999	394,087

Administrative Services Department
ANIMAL CARE AND CONTROL

DESCRIPTION

Orange County Animal Care, under the OC Community Resources Department, provides contractual animal field services, licensing, sheltering, impounding, pet care, pet recovery, and pet education/training for residents.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Explored cost sharing opportunities with surrounding communities for enhanced local services.
2. Monitored animal care contract and expected service levels.
3. Issued RFP for animal care field and shelter services.
4. Evaluated RFP sole response from Orange County and recommended service continuation with Orange County.
5. Implemented City participation in new renewal contract format; reviewed and confirmed contract continuation via Notice of Intent format implementation.
6. Monitored activities in neighboring cities related to animal care services studies and surveys.
7. Participated in Orange County Animal Care Dog License amnesty program through City website, Community Services community outreach and other media.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Monitor animal care contract and expected service levels.
2. Participate with the City Manager's Office as a member of the Financial/Operational Advisory Board of OC Animal Care.
3. Explore avenues to enhance services, including but not limited to: monitoring the development of a new County-run shelter in Tustin and encouraging the development of written policies reflecting the humane practices espoused by, and the educational opportunities offered by, Orange County Animal Care.
4. Consider other alternative services delivery options as they may be presented.
5. Publish timely information and links to Orange County Community Resources Department as related to animal care activities.

Department Expense Summary
Animal Control Fund 100, Division 320

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET
<u>ANIMAL CONTROL</u>							
<i>EXPENDITURES</i>							
<i>OPERATIONS</i>							
720.002	Animal Control Contract	27,327	70,485	65,826	79,512	79,512	75,812
TOTAL OPERATIONS		27,327	70,485	65,826	79,512	79,512	75,812
TOTAL EXPENDITURES		27,327	70,485	65,826	79,512	79,512	75,812
<i>FUNDING SOURCES</i>							
100	General Fund	27,327	70,485	65,826	79,512	79,512	75,812
TOTAL FUNDING SOURCES		27,327	70,485	65,826	79,512	79,512	75,812

Administrative Services Department

COMMUNITY SERVICES

DESCRIPTION

Community Services is responsible for developing, arranging, promoting and presenting community programs and activities. This includes the coordination and facilitation of vendor services, special events, City promotion, volunteer staffing, and provision of services, facilities and programs provided for resident and business usage.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Updated and maintained the Community Services Division pages of the City's website.
2. Planned and presented the 9th Annual "Celebrating Family & Friends" event and partnered with volunteers, community organizations, and businesses.
3. Maintained and updated the Community Events Calendar on City's website.
4. Sponsored the 5th Annual Healthy Community Expo, 5K Fun Run/Walk, and Kids Fun Run with over 1,300 runners and 2,600 attendees.
5. Generated \$66,741 in sponsorships and fees to offset costs of four annual events.
6. Partnered with SAMLARC and The Bell Tower Foundation to conduct the 4th annual City-hosted Summer Concerts.
7. Managed the Senior Mobility Program which provided transportation services for senior residents through the sale of over 480 taxi vouchers.
8. Produced three issues of the Community Living Magazine.
9. Promoted events, programs, and facilities at SMWD Water Awareness Day.
10. Attended "The Art of Living Well" Expo at Park Terrace to promote the Senior Mobility Program, classes, activities and services available to seniors.
11. Developed the 10th Anniversary Photo Contest: "Rancho Santa Margarita through Your Eyes."

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue to collaborate with community partners regarding programs and events reflective of the needs of the community of Rancho Santa Margarita.
2. Plan and present the 10th Annual "Celebrating Family & Friends" event celebrating 10 Years of Cityhood, offer new entertainment, and new opportunities for local businesses to participate.
3. Develop a strategic plan to increase sponsorship by 10% for the "Celebrating Family and Friends" event.
4. Partner with SAMLARC to implement the 5th Annual City-hosted Summer Concerts.
5. Build awareness of the Senior Mobility Program to expand ridership by 10%.
6. Continue to build and gain support from non-profit organizations, churches, schools and youth organizations to maintain successful partnerships and increase event participation.
7. Develop a recognition event for the volunteers participating at City events.

Department Expense Summary
Community Services Fund 100, Division 710

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	ADOPTED BUDGET	FY 2009/10	FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	YEAR-END ESTIMATE	ADOPTED BUDGET			
<u>COMMUNITY SERVICES</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	135,609	159,337	93,279	72,603	74,369	64,580			
515.000	Temporary Personnel	-	-	-	-	-	-			
521.000	Medicare	2,066	4,476	3,493	1,053	1,167	936			
522.000	Retirement	31,491	25,032	20,686	13,939	13,381	13,784			
523.000	Unemployment Insurance	-	-	-	-	270	210			
530.000	Benefits	13,985	15,616	21,534	15,852	11,623	15,852			
TOTAL PERSONNEL (1 FTE)		183,151	204,461	138,992	103,447	100,810	95,362			
OPERATIONS										
611.000	Training	10	20	-	420	329	465			
612.000	Travel/Conf/Meetings	3,253	2,192	894	-	(45)	150			
614.000	Newsletter/Class Schedule	116,455	125,356	77,981	49,500	45,468	41,100			
622.000	Supplies	36	1,239	-	-	-	-			
622.010	Special Depart. Expense	948	907	1,050	-	-	-			
623.000	Printing	-	992	-	-	-	-			
643.000	Storage Facility Rental	1,500	1,500	1,500	-	-	-			
672.000	Historical Society	-	-	2,408	-	(25)	-			
674.000	Senior Mobility Program	7,669	5,746	5,078	14,000	14,000	7,000			
675.000	Recreation Programs	4,718	4,672	-	-	-	-			
675.103	BTRCC Admin	-	-	(2)	-	291	-			
675.002	NYE Event	52,058	73,380	55,362	36,890	31,680	25,500			
675.003	5K Fun Run Event	42,693	65,019	52,765	49,680	36,053	-			
675.004	Taste of Rancho	29,067	74,893	53,026	-	-	-			
675.005	Summer Concert Series	21,456	30,385	39,177	24,701	34,702	20,500			
	Subtotal	279,900	386,301	289,239	175,191	162,453	94,715			
700.028	PS - Public Relations	-	-	36,768	18,600	18,600	-			
	Subtotal	-	-	36,768	18,600	18,600	-			
TOTAL OPERATIONS		279,900	386,301	326,007	193,791	181,053	94,715			
TOTAL EXPENDITURES		463,051	590,762	464,999	297,238	281,863	190,077			
FUNDING SOURCES										
100	General Fund	373,071	434,010	336,814	215,539	201,857	155,613			
100	Senior Mobility Grant	11,248	11,957	12,699	12,699	13,464	13,464			
100	GF - Community Center	-	-	-	-	-	-			
100	GF - Insurance Reimb.	-	-	-	-	-	-			
100	GF - Com. Svcs. Revenue	78,732	144,795	115,486	69,000	66,542	21,000			
TOTAL FUNDING SOURCES		463,051	590,762	464,999	297,238	281,863	190,077			

Administrative Services Department
BELL TOWER REGIONAL COMMUNITY CENTER

DESCRIPTION

Community Services Division is responsible for the day to day operations of the Bell Tower Regional Community Center encompassing the development and presentation of recreational programs and meeting room/facility rentals. Programs management includes the development and coordination of contractual independent service providers, class registrations and activities development. Rental activities at the Center include scheduling meeting spaces for community and non-profit groups and events reserved by residents and businesses of the City and region.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Offered recreation class and seasonal camp offerings for children and adults.
2. Facilitated AARP program to prepare 2009 tax returns for seniors and low income residents.
3. Created a new Facility Use Application to streamline the rental process at the BTRCC.
4. Developed promotional advertisements focused on facility rental for placement in the Community Living Magazine.
5. Continued to meet with Community Center tenants regarding space and operational needs.
6. Developed and implemented a program to offer low cost event insurance to patrons of facility rentals.
7. Researched and purchased a new automated registration system for recreation programs and special events.
8. Assisted Age Well Senior Services with the promotion of their programs in the Community Living Magazine, City's website and lobby electronic screen.
9. Provided support and meeting space for Age Well Senior Services for six Twilight Dinners serving 367 meals.
10. Provided support and space for Age Well Senior Services daily Congregate Lunch to serve over 4,000 meals and the Meals on Wheels program which delivered over 29,600 meals to homebound seniors in the Rancho Santa Margarita area.
11. Offered six vaccination clinics and licensing opportunities to help residents maintain the health of their pets.
12. Hosted two "Free Class Weeks" for patrons to experience a class at no cost.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Explore sustainable revenue strategies and pursue opportunities to identify funding that will support community services programs, classes, workshops and seminars.
2. Continue to increase program offerings each quarter.
3. Identify new marketing strategies for the Bell Tower Regional Community Center facility rental opportunities and recreation programs.
4. Build wedding clientele by including Bell Tower Regional Community Center information on wedding websites and researching wedding expos.
5. Increase awareness of the Bell Tower Regional Community Center meeting facilities to Rancho Santa Margarita employers via direct mail and increased electronic and social media marketing.
6. Implement a new automated recreation registration software system.

Department Expense Summary

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET		
<u>BTRCC</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular		-	-	145,733	255,197	228,772	229,558		
515.000	Temporary Personnel		-	-	113,134	-	32,102	-		
521.000	Medicare		-	-	14,753	3,700	4,000	3,328		
522.000	Retirement		-	-	16,240	46,497	45,302	38,080		
523.000	Unemployment Insurance		-	-	-	-	2,350	1,418		
530.000	Benefits		-	-	-	59,445	38,917	43,593		
TOTAL PERSONNEL (4.74 FTE)			-	-	289,860	364,839	351,443	315,977		
OPERATIONS										
640.101	Utilities		-	-	53,721	62,100	55,001	57,000		
640.102	Maintenance		-	-	70,914	59,850	65,169	83,190		
640.103	Phones		-	-	2,978	2,880	2,735	5,880		
675.101	Programs		-	-	75,210	119,972	144,000	144,000		
675.102	Rental Expenses		-	-	16,108	18,600	15,439	16,200		
675.103	Admin Expenses		-	-	104,182	70,850	57,619	50,195		
Subtotal			-	-	323,113	334,252	339,963	356,465		
700.031	Youth Center		-	-	131,608	120,040	131,608	120,000		
700.033	Senior Program		-	-	71,403	67,000	68,478	68,000		
793.002	Contribution to BTF		700,030	763,000	-	-	-	-		
Subtotal			700,030	763,000	203,011	187,040	200,086	188,000		
TOTAL OPERATIONS										
TOTAL EXPENDITURES										
FUNDING SOURCES										
100	General Fund		700,030	763,000	469,653	531,331	526,492	487,242		
100	GF - BTRCC Revenue		-	-	346,331	354,800	365,000	373,200		
TOTAL FUNDING SOURCES			700,030	763,000	815,984	886,131	891,492	860,442		

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Police Services

		FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----		FY 2010/11
					ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
POLICE SERVICES							
310	Police Services	6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077
310	Police Services SLESF	126,762	139,979	119,778	130,863	133,728	137,958
TOTAL EXPENDITURES		6,439,905	7,602,964	7,954,070	7,772,415	7,728,353	7,473,035



Police Services Department

POLICE SERVICES

DESCRIPTION

Police Services is responsible for public safety and general law enforcement within the City including: patrol services, traffic and parking enforcement, criminal investigations, crime prevention programs, emergency management activities, and other community awareness programs.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Provided law enforcement services enabling the City to remain one of the safest cities in the region and the third safest city in Orange County.
2. Continued successful community programs including: Business Watch, Neighborhood Watch, Senior Safety presentations, child car seat inspections, child fingerprinting services, vacation safety checks of residents' homes, and proof of correction citation sign-offs.
3. Continued school related activities including: Drug & DUI presentations, Internet Safety & Stranger Danger presentations, coordination of semi-annual Mayor's meeting with school officials, and updating school emergency information binders.
4. Continued Traffic Safety programs including DUI checkpoints, roving patrols, and special enforcement requests at schools and neighborhoods.
5. Provided security, additional staff, and police assistance at City sponsored events.
6. Assisted in planning and execution of Emergency Management activities including: training, exercises, and drills for City staff; facilitated well-attended Community Emergency Preparedness Academy (CEPA), coordinated multi-agency Point of Dispensing Vaccination Exercise and H1N1 Flu Vaccination Clinic, obtained UASI grant for emergency management efforts, actively participated in OCEMO and other disaster planning agency meetings, conducted Hazard Analysis workshop, coordinated City's participation in Golden Guardian Operation Area Exercise.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue to expand and develop new methods of police related community outreach activities for residents and businesses.
2. Continue to respond to the City's traffic enforcement needs and handle special enforcement requests.
3. Continue to offer and expand police related educational programs available to the schools and students.
4. Continue to assist the Emergency Management Coordinator with training and exercises for City staff as well as providing emergency preparedness programs for the community.
5. Continue to serve the residents in the Rancho Santa Margarita community by providing superior law enforcement services to meet their needs.

Department Expense Summary
Police Services Fund 100, Division 310

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET		
<u>POLICE SERVICES</u>										
EXPENDITURES - PERSONNEL										
512.000	Salaries - Regular	48,030	52,573	53,044	52,998	52,893	52,788			
515.000	Temporary Personnel	-	-	-	-	-	-			
521.000	Medicare	722	951	979	768	767	765			
522.000	Retirement	11,003	10,395	10,683	11,172	11,099	11,267			
523.000	Unemployment Insurance	-	-	-	-	-	210			
530.000	Benefits	13,185	19,355	18,254	15,852	15,874	15,852			
TOTAL PERSONNEL (1 FTE)			72,940	83,274	82,960	80,790	80,633	80,882		
OPERATIONS										
610.000	Membership & Dues	90	30	60	60	60	60			
611.000	Training	602	-	819	400	400	400			
612.000	Travel/Conf/Meetings	1,066	1,160	917	805	805	535			
622.010	Special Dept. Expense	2,580	5,949	12,929	6,800	6,800	11,800			
628.000	Uniforms	1,587	4,269	1,760	1,000	1,548	595			
642.000	Radio Maint. Contract	3,633	4,353	4,753	5,200	6,163	6,200			
643.000	Storage Facility Rental	12,000	12,000	12,000	12,000	12,000	-			
646.000	Maintenance-Motorcycles	1,539	5,896	5,668	5,800	5,800	7,000			
646.001	Maintenance-Van	132	3,568	918	1,200	1,200	1,500			
646.003	Maintenance-Bicycles	-	685	-	300	300	-			
649.000	Fuel - Motorcycles	1,147	2,365	2,605	3,300	3,006	3,000			
649.001	Fuel - Van	718	318	264	420	327	360			
649.002	Fuel - Autos	63,651	79,013	66,417	72,000	72,235	81,600			
670.000	Community Support	8,960	7,655	8,546	8,546	8,546	5,966			
Subtotal			97,705	127,261	117,656	117,831	119,190	119,016		
720.001	Law Enforcement Contract	5,850,867	6,989,763	7,414,672	7,209,995	7,158,976	6,898,679			
720.003	Crossing Guard	184,503	195,068	194,228	205,300	205,300	205,300			
720.005	Misc. Grant Expenditures	20,990	8,355	-	-	-	-			
720.006	Parking Citation Process.	39,767	37,994	24,776	27,636	30,526	31,200			
Subtotal			245,260	241,417	219,004	232,936	235,826	236,500		
TOTAL OPERATIONS			6,193,832	7,358,441	7,751,332	7,560,762	7,513,992	7,254,195		
CAPITAL OUTLAY										
825.000	Technology Eqpt. - Grant	14,111	-	-	-	-	-			
826.000	Police Eqpt.	32,260	21,270	-	-	-	-			
826.003	COPS Grant Equipment	-	-	-	-	-	-			
TOTAL CAPITAL OUTLAY			46,371	21,270	-	-	-	-		
TOTAL EXPENDITURES			6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077		
FUNDING SOURCES										
100	General Fund	5,928,360	7,142,888	7,550,925	7,415,199	7,329,521	7,056,381			
100	GF - Police Revenue	338,571	320,097	274,251	226,353	255,137	266,229			
100	Miscellaneous Grants	27,456	-	9,116	-	9,967	12,467			
216	CLEEP/COPS grants	18,756	-	-	-	-	-			
TOTAL FUNDING SOURCES			6,313,143	7,462,985	7,834,292	7,641,552	7,594,625	7,335,077		
<u>POLICE SERVICES - SLESF</u>										
EXPENDITURES - OPERATIONS										
622.010	SLESF-Special Dept. Exp.	(2,786)	1,873	872	800	800	1,750			
646.004	SLESF-800 Mhz Maint.	5,840	5,896	7,964	8,000	8,000	8,000			
720.010	SLESF-Spec Enforcement	-	13,691	20,026	20,000	20,000	15,000			
826.001	SLESF-Police Equip	-	-	-	-	-	-			
826.002	SLESF-MDC Maintenance	85,446	80,488	63,776	102,063	104,928	113,208			
TOTAL OPERATIONS			88,500	101,948	92,638	130,863	133,728	137,958		
CAPITAL OUTLAY										
826.001	SLESF-Police Eqpt.	38,262	38,031	27,140	-	-	-			
TOTAL CAPITAL OUTLAY			38,262	38,031	27,140	-	-	-		
TOTAL EXPENDITURES			126,762	139,979	119,778	130,863	133,728	137,958		
FUNDING SOURCES										
222	SLESF	126,762	139,979	119,778	130,863	133,728	137,958			
TOTAL FUNDING SOURCES			126,762	139,979	119,778	130,863	133,728	137,958		

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Development Services

		FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----		FY 2010/11 ADOPTED BUDGET
					ADOPTED BUDGET	YEAR-END ESTIMATE	
DEVELOPMENT SERVICES							
410	Planning	809,221	910,480	868,378	869,129	900,088	911,761
510	Building & Safety	279,313	223,830	191,319	108,000	179,543	156,000
TOTAL EXPENDITURES		<u>1,088,534</u>	<u>1,134,310</u>	<u>1,059,697</u>	<u>977,129</u>	<u>1,079,631</u>	<u>1,067,761</u>



Development Services Department

PLANNING

DESCRIPTION

As part of the Development Services Department, the Planning function is primarily responsible for implementation of the goals and strategies 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. As such, the Development Services Department holds responsibility for all entitlement, environmental, building, code enforcement (including NPDES), housing (including CDBG) and economic development functions of the City. The Development Services Department also monitors and responds to development in neighboring jurisdictions and ensures the City's planning and environmental compliance with all regional authorities and State law. In addition, this function includes responsibilities associated with the City's Planning Commission and Economic Development Committee.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Completed review of over 183 permits, 21 discretionary entitlements and 45 special event permits.
2. Completed the General Plan Annual Monitoring Report.
3. Implemented the FY 2009-10 Annual Action Plan for CDBG and prepared the FY 2010-11 Annual Action Plan.
4. Completed the Housing Element Update through 2014.
5. Coordinated City involvement in the Sphere of Influence development proposal.
6. Restructured the Economic Development Committee into three working groups.
7. Completed the development of City marketing materials for Economic Development.
8. Coordinated 16 Planning Commission and 5 Economic Development Committee meetings.
9. Implemented the Commercial Business Registration Program.
10. Created a Code Enforcement case tracking database.
11. Participated with SCAG in the preparation of the 2012 Regional Transportation Plan.
12. Participated in SCAG Conceptual Land Use Scenario 2003-2030 process.
13. Participated in the Development Fee schedule update.
14. Completed RFP process for Development Consultant Services Agreements.
15. Prepared various Zoning Code Amendments.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Complete the General Plan Annual Monitoring Report.
2. Approve a Specific Plan for residential development at the former Morasha school site.
3. Provide Planning support for Chiquita Ridge Open Space assessment.
4. Provide staff support for Planning Commission and Economic Development Committee.
5. Implement the FY 2010-11 Annual Action Plan for CDBG and prepare FY 2011-12 Annual Action Plan and the Consolidated Plan.
6. Prepare several Zoning Code Amendments in compliance with State housing law.
7. Develop and prepare the strategy for maintaining the City's Auto Center.
8. Work with the public to revise appropriate planning documents to protect the Rose Canyon (The Flower Fields) site as intended by the City Council.
9. Participate in Regional Planning activities through SCAG and OCCOG.

Department Expense Summary
Planning Fund 100, Division 410

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET		
<u>PLANNING</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	249,305	292,314	291,632	323,927	337,161	335,548			
521.000	Medicare	3,624	5,009	5,897	4,697	4,876	4,865			
522.000	Retirement	54,688	59,106	53,774	68,284	63,450	64,532			
523.000	Unemployment Insurance	-	-	-	-	1,685	1,050			
530.000	Benefits	32,167	30,821	29,174	47,556	38,090	47,556			
TOTAL PERSONNEL (3.75 FTE)		339,784	387,250	380,477	444,464	445,262	453,551			
OPERATIONS										
610.000	Membership & Dues	1,415	1,892	1,080	540	540	650			
611.000	Training	375	480	-	200	200	400			
612.000	Travel/Conf/Meetings	5,726	9,069	2,539	550	3,626	3,404			
617.000	Stipend - Commissioners	5,475	3,300	4,500	4,125	5,049	4,500			
622.010	Special Dept. Expense	1,495	4,204	1,151	750	750	682			
623.001	Mapping/Reproduction	1,175	2,223	-	500	166	450			
626.000	Books & Periodicals	233	223	131	-	-	-			
Subtotal		15,894	21,391	9,401	6,665	10,331	10,086			
700.005	PS - Non-recoverable	161,697	155,629	164,485	98,000	89,650	60,540			
700.011	PS - Recoverable	93,313	33,850	19,096	10,000	20,791	38,000			
700.014	PS - Code Enforcement	11,507	98	8,309	-	-	2,400			
700.022	PS - CDBG	19,825	27,224	34,526	37,000	37,000	53,410			
700.023	Economic Development	97,628	114,781	80,083	85,000	85,000	48,750			
700.025	CDBG - Eligible Projects	3,939	-	-	100,000	100,000	125,000			
700.026	CDBG - Public Services	41,235	38,126	37,800	46,000	46,000	40,024			
700.027	PS-Recoverable Deposits	-	61,303	93,849	40,000	54,859	75,000			
700.030	PS - Beautification Program	-	52,454	24,644	-	-	-			
700.035	PS - NPDES (Plan)	-	-	135	-	-	-			
700.036	PS - Solid Waste (Plan)	-	-	481	-	-	-			
700.037	PS - Chiquita Ridge	-	-	-	-	6,233	5,000			
Subtotal		429,144	483,465	463,408	416,000	439,533	448,124			
TOTAL OPERATIONS		445,038	504,856	472,809	422,665	449,864	458,210			
CAPITAL OUTLAY										
851.000	General Plan & Elements	60	15,960	14,143	2,000	3,971	-			
852.000	Comp. Zoning Code	24,339	2,414	949	-	991	-			
TOTAL CAPITAL OUTLAY		24,399	18,374	15,092	2,000	4,962	-			
TOTAL EXPENDITURES										
		809,221	910,480	868,378	869,129	900,088	911,761			
FUNDING SOURCES										
100	General Fund	619,056	675,413	663,847	628,129	625,183	530,327			
100	CDBG Grant	64,898	65,975	71,701	183,000	183,000	218,434			
100	GF - Planning Revenues	125,267	169,092	132,830	58,000	91,905	163,000			
TOTAL FUNDING SOURCES		809,221	910,480	868,378	869,129	900,088	911,761			

Development Services Department **BUILDING AND SAFETY**

DESCRIPTION

As part of the Development Services Department, Building and Safety is responsible for the review of building plans, issuance of permits, public counter services, continuous project inspections, and building code compliance within the City.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Processed over 160 building plan checks.
2. Issued over 660 building permits.
3. Completed over 1,570 building inspection requests.
4. Provided 100% of requests for next day building inspections.
5. Assisted over 1,230 people at the front counter.
6. Transitioned from existing valuation based fee structure to a cost based Building fee schedule.
7. Continued expanding the Building and Safety webpage handouts for customer convenience.
8. Logged, created files and archived all expired building permits.
9. Created, processed and mailed 80 mail-in water heater permits within 48 hours of receipt.
10. Provided research and documentation to the City Clerk for 50 Requests for Public Records, permits and plans.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Provide 100 percent of next day building inspection requests.
2. Continue the customer service policy goal of providing a two-hour inspection window.
3. Maintain 5 to 10 day plan check turnaround time and provide counter plan check services at the Building Counter.
4. Continue to update, develop and simplify the Building and Safety Procedures Manual.
5. Update, maintain, and maximize Building and Safety webpage content to serve public needs.
6. Continue progress on the Business Registration/ Certificate of Use & Occupancy backlog.
7. Prepare for the adoption of the new 2010 California Building Codes.
8. Represent the City at Orange County Building Official meetings.
9. Integrate the Building Permit database with the Code Enforcement database to better monitor code compliance.

Department Expense Summary
Building & Safety Fund 100, Division 510

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	-----FY 2009/10-----		FY 2010/11		
			ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET		
<u>BUILDING & SAFETY</u>										
<i>EXPENDITURES</i>										
<i>OPERATIONS</i>										
610.000	Membership & Dues	160	-	-	-	-	-	-		
612.000	Travel/Conf/Meetings	-	105	-	-	-	-	-		
622.010	Special Dept. Expense	-	141	-	-	-	-	-		
623.000	Mapping/Reproduction	655	10,305	-	-	-	-	-		
626.000	Books & Periodicals	-	965	-	-	-	-	-		
	Subtotal	815	11,516	-	-	-	-	-		
700.007	PS - Non-recoverable	-	-	-	-	-	-	-		
700.012	PS - Recoverable	278,498	212,314	191,319	108,000	179,543	156,000			
	Subtotal	278,498	212,314	191,319	108,000	179,543	156,000			
TOTAL OPERATIONS										
TOTAL EXPENDITURES										
		279,313	223,830	191,319	108,000	179,543	156,000			
<i>FUNDING SOURCES</i>										
100	General Fund	(87,661)	(115,110)	(96,153)	(51,000)	(92,086)	(73,410)			
100	GF - Building Revenue	366,974	338,940	287,472	159,000	271,629	229,410			
	TOTAL FUNDING SOURCES	279,313	223,830	191,319	108,000	179,543	156,000			

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Public Works

		FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10		FY 2010/11 ADOPTED BUDGET
<i>PUBLIC WORKS DEPARTMENT</i>					ADOPTED BUDGET	YEAR-END ESTIMATE	
610	Public Works	1,058,945	1,220,630	1,187,659	945,974	931,918	938,328
620	Street Maintenance	904,384	1,023,147	970,601	857,000	863,434	903,799
630	Gas Tax Fund Street Lighting	235,849	249,627	262,477	289,200	271,740	300,000
<i>TOTAL EXPENDITURES</i>		<u>2,199,178</u>	<u>2,493,404</u>	<u>2,420,737</u>	<u>2,092,174</u>	<u>2,067,092</u>	<u>2,142,127</u>



Public Works Department

PUBLIC WORKS

DESCRIPTION

The Public Works Administration/Engineering Division is responsible for engineering services; the stormwater program; solid waste collection and recycling program; and long term planning of municipal facilities, including public streets, traffic signals and storm drains. Responsibilities also include investigating and resolving citizen inquiries, administering contracts for maintenance and professional services, initiating design and construction of all capital improvement projects, analyzing development applications to determine public works and transportation impacts and issuing all transportation, grading and encroachment permits.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Applied for approximately \$3.3 million in grant funds from various sources.
2. Responded to 278 citizen requests for service through Request Partner.
3. Completed and submitted this year's Annual Program Effectiveness Evaluation Report as required by the NPDES Permit (Stormwater Program).
4. Continued to maintain the City's compliance with State diversion requirements.
5. Conducted 5 traffic-related studies based on citizen requests. Reviewed and commented on 3 major traffic impact analysis reports and responded to 15 citizen and Police Services requests for No Parking zones and traffic control signs.
6. Participated in regional transportation discussions and maintained eligibility for Measure M funds thru OCTA.
7. Retained and trained new consultant staff in three positions.
8. Met with SDRWQCB staff, County staff, and other South Orange County cities to review and consider proposed provisions of new NPDES Permit.
9. Participated in discussions with SAMLARC for a Bus Stop Maintenance Agreement.
10. Prepared a report to the Planning Commission on alternatives to Traffic Review Panel.
11. Implemented State's Model Water Efficient Landscaping Ordinance for AB 1881.
12. Updated and validated speed limits for one half of the City streets.
13. Entered into Cooperative Agreement with OCTA for the preparation of Bus/Shuttle Planning Studies.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Continue to maintain a minimum State required Solid Waste diversion rate.
2. Continue to seek grant opportunities.
3. Bring all City/SAMLARC Maintenance Agreement efforts to closure.
4. Implement initial phases for Sign Reduction Program.
5. Adopt Local Traffic Signal Synchronization Program.
6. Work with OCTA staff to complete Bus/Shuttle Local Circulator Study.

Department Expense Summary
Public Works Fund 100, Division 610

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----	FY 2010/11 ADOPTED BUDGET		
					ADOPTED BUDGET			
PUBLIC WORKS EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	236,986	365,975	402,001	308,309	224,498		
515.000	Temporary Personnel	10,036	-	-	1,200	600		
521.000	Medicare	3,752	6,874	7,807	4,470	3,868		
522.000	Retirement	54,776	64,040	62,720	64,991	41,501		
523.000	Unemployment Insurance	-	-	-	-	31		
530.000	Benefits	20,096	20,689	12,123	47,556	5,192		
TOTAL PERSONNEL (3.0 FTE)		325,646	457,578	484,651	426,526	275,690		
OPERATIONS								
610.000	Membership & Dues	-	681	698	370	370		
611.000	Training	-	398	-	600	600		
612.000	Travel & Meetings	5,204	6,347	2,400	3,000	3,000		
622.010	Special Dept. Expense	2,844	4,523	1,595	500	500		
622.020	Underground Service Alert	-	117	255	300	371		
626.000	Books & Periodicals	6	-	91	250	250		
643.000	Storage Facility Rental	3,000	3,000	3,000	3,000	3,000		
650.000	Storm Water (NPDES)	200,415	199,090	215,014	247,200	230,771		
660.000	Solid Waste Management	89,140	87,526	60,981	55,200	55,200		
660.001	Solid Waste Management	-	-	39,474	-	4,130		
661.000	Landscape Maintenance	2,939	3,233	4,895	1,020	1,488		
661.001	Park Maintenance	(5,388)	8,638	2,859	4,000	3,125		
Subtotal		298,160	313,553	331,262	315,440	302,805		
730.001	Santiago Fire	-	5,877	(6,928)	-	-		
700.006	PS - Non-recoverable	196,276	161,927	176,573	54,000	196,298		
700.010	PS - Geotechnical Engin.	997	280	-	2,000	2,000		
700.013	PS - Recoverable	50,470	77,753	47,033	32,000	30,158		
700.015	PS - Traffic Engineering	114,889	130,730	145,759	102,008	110,967		
Subtotal		362,632	370,690	369,365	190,008	339,423		
TOTAL OPERATIONS		660,792	690,120	693,699	505,448	642,228		
CAPITAL OUTLAY								
832.000	GIS Mapping Software	24,755	37,222	-	-	-		
853.000	GASB 34 Infrastructure	3,600	-	-	-	-		
871.000	Speed/Volume Study	-	19,900	5,000	-	-		
872.001	Design - Local Projects	30,220	4,146	-	6,000	6,000		
874.000	Pavement Mgmt System	13,932	11,664	4,309	8,000	8,000		
TOTAL CAPITAL OUTLAY		72,507	72,932	9,309	14,000	14,000		
TOTAL EXPENDITURES								
FUNDING SOURCES								
100	General Fund	654,775	750,355	796,385	605,152	378,349		
100	Antonio Fire OES Reimb.	-	-	-	-	-		
210	Gas Tax	182,671	183,052	185,382	181,808	253,953		
214	AQMD	-	-	-	-	5,000		
218	TCRF	-	-	-	-	161,615		
100	Waste Recycling Grant	64,799	64,877	66,996	65,920	65,862		
100	Beverage Recycling Grant	13,215	13,057	13,043	13,043	1,000		
100	GF-Public Works Revenue	143,485	209,289	125,853	80,051	66,139		
TOTAL FUNDING SOURCES		1,058,945	1,220,630	1,187,659	945,974	931,918		

Public Works Department
STREET MAINTENANCE

DESCRIPTION

The Street Maintenance function involves keeping the City's public infrastructure clean and in good working order. The function includes pavement and sidewalk maintenance, storm drain maintenance, maintenance of traffic control devices (signs), street sweeping, graffiti removal and traffic signal maintenance within the public right-of-way.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Managed the performance of street maintenance, signal maintenance and street sweeping contractors totaling over \$1,000,000 in maintenance and improvements.
2. Performed approximately 12,300 square feet of pavement repair.
3. Replaced 1,315 square feet of failed sidewalk.
4. Repainted approximately 15,200 linear feet of curb and painted new red curb as directed.
5. Installed or replaced 458 signs.
6. Cleaned 782 City catch basins and any associated catch basin screens.
7. Cleaned 1,614 linear feet of gutter.
8. Completed grinding at 737 sidewalk locations.
9. Completed crack sealing program on arterials.
10. Provided 85 man hours for emergency call-outs.
11. Provided traffic control for 5K Run.
12. Spent nearly 150 hours on removal of graffiti, stickers and political signs.
13. Issued and inspected 130 transportation or encroachment permits.
14. Worked with Santa Margarita Water District on major sewer break at Tijeras Creek to minimize the impact on the community.
15. Responded in January 2010 to extensive flooding which was declared as a disaster by the State of California.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Maintain the City's roadways, sidewalks and right-of-way free from hazards, litter, debris or weeds by maintaining an effective roadway maintenance program.
2. Maintain a positive aesthetic appearance through proactive, continuous inspection of the City's right of way.
3. Continue policy of prompt graffiti eradication within 24 hours.
4. Install catch basin screens at key locations to improve water quality.
5. Update City's website sweeping maps.
6. Partner with merchants to identify alternatives to City crew pickup of shopping carts.
7. Identify areas for crack filling on residential streets.
8. Continue in developing improved specifications and inspection techniques to ensure highest quality pavement quality.
9. Continue to work with Southern California Edison and other utility companies to ensure work completion with minimal impact on City residents.

Department Expense Summary
Street Maintenance Fund 100, Division 620

ACCT DIVISION NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10-----	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET		
					ADOPTED BUDGET				
<u>STREET MAINTENANCE</u>									
EXPENDITURES									
OPERATIONS									
700.019	PS - Contract Admin	82,710	77,220	80,370	75,000	81,216	75,960		
720.000	Misc. Street Maintenance	120,909	112,797	125,282	102,000	102,000	96,400		
720.004	Street Maint. Contract	411,097	524,286	508,818	450,000	450,000	501,000		
720.007	Street Sweeping	100,120	100,120	93,001	90,000	90,000	92,700		
720.008	Traffic Signal Maintenance	126,582	138,400	91,316	90,000	90,000	92,739		
720.011	Traffic Improvements	22,619	21,383	15,662	10,000	10,218	5,000		
720.012	NPDES Improvements	6,065	7,906	3,327	-	-	-		
720.014	Street Maint - NPDES	34,282	41,035	52,825	40,000	40,000	40,000		
	Subtotal	821,674	945,927	890,231	782,000	782,218	827,839		
TOTAL EXPENDITURES		904,384	1,023,147	970,601	857,000	863,434	903,799		
FUNDING SOURCES									
100	General Fund	350,000	350,000	350,000	350,000	350,000	350,000		
100	GF Used Oil Grant	-	-	-	-	-	-		
100	Urban Water Runoff Grant	-	-	-	-	-	-		
218	TCRF	-	-	-	-	230,000	-		
212	Measure M Fund	454,263	-	-	417,000	193,434	461,099		
210	Gas Tax Fund	100,121	673,147	620,601	90,000	90,000	92,700		
	TOTAL FUNDING SOURCES	904,384	1,023,147	970,601	857,000	863,434	903,799		

Public Works Department
STREET LIGHTING

DESCRIPTION

The Street Lighting function includes budgeting for the power and maintenance costs of operating street lights on public streets.

ACCOMPLISHMENTS: FISCAL YEAR 2009-10

1. Maintained City-owned street lights and continued work with Southern California Edison on street light maintenance.
2. Addressed resident requests for additional street lighting.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-2011

1. Continue to work with representatives from Southern California Edison on identifying new technology to improve energy efficiency of street lights and traffic signals.
2. Complete the conversion of illuminated street name signs on arterial and collector roads to non-illuminated reflective signs to reduce power costs.
3. Continue to investigate resident requests for additional street lighting.

Department Expense Summary
Street Lighting Fund 210, Division 630

ACCT DIVISION	NUMBER	DESCRIPTION	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	-----FY 2009/10----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2010/11 ADOPTED BUDGET
<u>STREET LIGHTING</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
631.003	Utilities	235,849	249,627	262,477	283,200	271,740	297,000	
720.000	Misc. Street Maintenance	-	-	-	6,000	-	3,000	
	TOTAL OPERATIONS	235,849	249,627	262,477	289,200	271,740	300,000	
	TOTAL EXPENDITURES	235,849	249,627	262,477	289,200	271,740	300,000	
<i>FUNDING SOURCES</i>								
210	Gas Tax Fund	235,849	249,627	262,477	289,200	271,740	300,000	
	TOTAL FUNDING SOURCES	235,849	249,627	262,477	289,200	271,740	300,000	

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CAPITAL IMPROVEMENT PLAN

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 2009-10

1. Completed the design for Melinda Road Pavement Rehabilitation.
2. Completed the design for Robinson Ranch Road Traffic Calming.
3. Completed the design for Annual Slurry Seal for Zone 1.
4. Completed design of the Intersection Improvements of Avenida Empresa and Santa Margarita Parkway.
5. Completed the design for Antonio Parkway Pavement Rehabilitation.
6. Completed construction of the Melinda Flashing Beacon.
7. Completed the construction for Emergency Vehicle Pre-emption Phase I.
8. Completed the construction for Alicia Parkway Pavement Resurfacing.
9. Completed the construction for Robinson Ranch Road Ramp Improvements.
10. Completed the construction for Laurel Road/Via Ricardo Sidewalk Repair.
11. Received funding obligation from Caltrans for Robinson Ranch Road and Alicia Parkway Rehabilitation.
12. Received funding obligation from Caltrans for Traffic Signal Synchronization.

GOALS AND OBJECTIVES: FISCAL YEAR 2010-11

1. Complete the design for Zone 2 Slurry Seal Project.
2. Complete the design for Traffic Signal Battery Backup.
3. Complete the design for Antonio Parkway Slurry Seal.
4. Complete construction of the Melinda Road Pavement Rehabilitation.
5. Complete construction of the Crosswalk Bulb-Out Upgrade.
6. Complete construction of the Zone 1 Slurry Seal Improvements.
7. Complete construction of the FY 2009-10 Residential Overlay.
8. Complete construction of the Traffic Signal Synchronization Phase III.
9. Complete construction of the Reflective Street Name Signs Upgrade.
10. Complete construction of the Robinson Ranch Road Overlay.
11. Complete construction of the Antonio Parkway/Tijeras Creek Storm Drain.
12. Initiate study of Santa Margarita Parkway and Avenida de Las Flores Widening Project.
13. Convert irrigation on the Plano Trabuco Landscape Median to reclaimed water.

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10		FY 2010/11	
		ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET	
CAPITAL PROJECTS								
EXPENDITURES - CAPITAL OUTLAY								
911.000	Slurry Seal Program	372,266	248,413	-	518,000	15,000	607,000	
911.001	Melinda Road/ Los Alisos Slurry	-	-	-	-	-	142,000	
911.002	Antonio Pkwy Slurry Seal	-	-	-	-	-	30,000	
912.000	Residential Overlay	4,937	859,694	1,320	506,000	20,000	520,000	
913.000	Rehabilitation of Arterials	167	-	-	-	-	-	
913.001	SMP Overlay Design	5,514	1,420	-	-	-	-	
913.002	Antonio Overlay Design	1,059	-	-	-	-	-	
913.003	SMP/Antonio Overlay Construction	2,551,401	-	-	-	-	-	
913.004	Alicia Parkway Rehabilitation	(8,000)	-	27,956	375,000	340,000	-	
913.005	Melinda Road/Altisima	-	-	42,293	800,000	30,000	739,000	
913.006	Robinson Ranch Pmnt. Plano/N.Pk	-	-	-	239,000	12,000	230,000	
913.007	Antonio Pkwy Pavement Rehabilitation	-	-	-	60,000	32,000	23,000	
913.008	SMP/ De Las Flores Widening	-	-	-	-	-	100,000	
915.000	Median Improve. (Plano)	(19,510)	-	-	-	-	-	
915.002	Reclaimed Water Connect Plano Median	-	-	-	24,000	-	24,000	
917.001	Intersection Improvement (Empresa)	-	-	24,031	401,000	375,000	-	
921.001	Traffic Signal Synchronization	-	2,001	5,342	260,000	35,000	271,000	
923.001	Traffic Safety Enhancements	-	6,015	-	-	-	-	
923.002	Critical Intersection Analysis	-	23,796	2,747	-	-	-	
923.003	Traffic Signal Battery Backup System	-	-	-	-	-	60,000	
923.004	Count Down Signal Head	-	-	-	-	10,000	-	
924.001	Reflective SNS Conversion	-	-	-	100,000	10,000	100,000	
931.002	SMP Bridge Joint Replacement	-	21,525	344,829	-	-	-	
931.003	SMP Bridge Lighting/Rail System	206,936	10,190	195,312	-	-	-	
931.004	SMP Bridge Hinge Repair	-	-	-	132,000	1,000	132,000	
934.000	El Corazon Sidewalk Repair	-	64,436	-	-	-	-	
934.001	Street Maintenance - Sidewalk Repair	-	-	-	30,000	15,000	30,000	
934.002	Laurel/Via Ricardo Sidewalk Repair	-	-	-	57,323	55,000	-	
934.003	Robinson Ranch Access Ramps	-	-	-	67,000	60,000	-	
934.004	Crosswalk Bulk-Out Upgrade Project	-	-	-	-	-	195,000	
935.000	Antonio/SMP/Alas de Paz	-	15,130	-	-	-	-	
940.000	Bus Stop Improvements	-	104,198	477,386	-	-	-	
940.001	Measure M2 Project V Bus/Shuttle Srv.	-	-	-	-	-	6,000	
943.000	Go Local Study (OCTA)	-	59,518	35,333	-	-	-	
952.001	Chiquita Ridge Open Space Assessment	-	-	-	-	-	187,000	
953.008	Antonio/Empresa Synchronization	2,051	52,079	-	-	-	-	
953.011	Camino Altozano T.S.	-	6,895	132,296	-	-	-	
954.000	Midblock Crosswalk Improvements	2,174	166,391	27	-	-	-	
954.001	Robinson Ranch Traffic Calming	34,552	1,957	30,303	425,000	35,000	-	
954.002	Melinda Heights Flashing Beacon	-	5,328	7,626	115,000	75,762	-	
954.003	SMP/Antonio Video Surveillance	-	-	90	-	-	-	
954.004	Emergency Vehicle Pre-Emption	-	-	10,175	220,000	180,000	-	
961.001	Skate Park	-	18,188	14,046	-	-	-	
962.000	Sm Dog Park Improvements	-	596	1,088	-	-	-	
970.000	Storm Drain (NPDES)	284	-	-	-	-	-	
970.003	Antonio/Tijeras Creek Storm Drain	-	-	30,292	100,000	-	70,000	
791.100	Transfer to General Fund	-	-	200,000	300,000	500,000	500,000	
790.210	Transfer to Gas Tax Fund	-	74,908	-	-	-	-	
790.212	Transfer to Measure M Fund	-	-	-	-	166,840	-	
790.214	Transfer to Air Quality Improve. Fund	-	38,122	-	-	-	-	
TOTAL CAPITAL OUTLAY		3,153,831	1,780,800	1,582,492	4,729,323	1,967,602	3,966,000	
TOTAL EXPENDITURES		3,153,831	1,780,800	1,582,492	4,729,323	1,967,602	3,966,000	
FUNDING SOURCES								
410	Capital Project Fund	-	-	215,818	534,601	500,000	687,000	
210	Trans. From Gas Tax Fund	951,685	190,268	125,789	649,900	-	73,000	
212	Trans. From Measure M Fund	452,664	280,243	540,896	1,048,000	127,570	936,000	
214	Transfer from Air Quality Improve. Fund	2,051	38,122	119,866	-	10,000	113,385	
218	Trans. From TCRF Fund	572,767	-	-	1,049,000	35,000	786,000	
423.003	GMA #9	-	141,855	-	75,000	45,062	-	
423.005	OCTA - AHRP	-	1,136,953	-	-	-	-	
423.007	OCTA - Go Local	-	100,000	-	-	-	-	
423.008	ARRA TP	-	-	-	500,000	340,000	125,000	
423.009	ARRA EE	-	-	-	100,000	10,000	-	
423.011	EECBG	-	-	-	-	-	100,000	
423.012	RAC	-	-	-	-	-	80,000	
423.013	HBP	-	-	-	-	-	89,000	
423.014	TCRF Prop 42 County	-	-	-	-	272,840	-	
470.001	Interest Income/Other	59,078	72,049	36,680	56,195	56,195	-	
479.001	TEA-LU	-	-	-	125,000	-	100,000	
479.002	Safe Route to School	-	-	-	-	68,187	-	
485.004	CDBG Comm Ctr. Grant	330,780	-	-	-	-	-	
485.005	Prop. 12 and 40 Grants	220,000	-	-	-	-	-	
485.007	SAMLARC	-	-	85,000	-	-	-	
485.011	Prop 1B (State)	-	799,680	-	-	2,750	704,000	
485.012	CA Tire Recycling Grant	-	35,879	-	-	-	-	
485.014	CDBG Grant	-	253,963	285,754	235,627	115,000	172,615	
485.015	Prop 1B (County)	-	-	195,000	-	-	-	
485.018	HSIP	-	-	177,689	-	-	-	
485.019	CTFP	-	-	-	356,000	366,000	-	
TOTAL FUNDING SOURCES		2,589,025	3,049,012	1,782,492	4,729,323	1,948,604	3,966,000	

CAPITAL PROJECTS & SPECIAL FUNDS

6/30/2009 Fund Balance

FY 2010	Estimated Revenue	
	Transfer from Measure M	
	Transfer from AQMD	
	Transfer from TCRF	
	Transfer to GF Street Lighting	
	Transfer to GF for St. Maint. in CIP Program	863,434
	Transfer to GF Public Works	
	Transfer to GF Non-departmental	
	Transfer to Measure M Fund	
	Transfer to Capital	
	Estimated Expenses	

6/30/2010 Estimated Fund Balance

FY 2011 **Estimated Revenue**

410-000-423.008	ARRA-TP
410-000-423.011	EECBG
410-000-423.012	RAC
410-000-423.013	HBP
410-000-479.001	TEA-LU
410-000-485.011	Prop 1B (State)
410-000-485.014	CDBG Grant
410-000-740.001	Interest Income

Revenues Available for Capital Projects & St. Maint.

Transfer to GF Street Lighting		
Transfer to GF for St. Maint. in CIP Program	903,799	
Transfer to GF Public Works		
Transfer to GF Non-departmental		
Transfer to CIP - Street Maintenance MOE		
		Total Transfers from GF & Restricted Funds

Estimated Expenses

410-900-911.000	Slurry Seal Program	607,000	Prop 1B (State)
410-900-911.001	Melinda Road/ Los Alisos Slurry	142,000	
410-900-911.002	Antonio Pkwy Slurry Seal	30,000	
410-900-912.000	Residential Overlay	520,000	
410-900-913.005	Melinda Road/Altisima	739,000	Prop 1B (State)F
410-900-913.006	Robinson Ranch Pvmt. Plano/North Peak	230,000	ARRA-TP
410-900-913.007	Antonio Pkwy. Pavement Rehabilitation	23,000	
410-900-913.008	SMP/ De Las Flores Widening	100,000	
410-900-915.002	Reclaimed Water Connection Plano Median	24,000	
410-900-921.001	Traffic Signal Synchronization	271,000	TEA-LU
410-900-923.003	Traffic Signal Battery Backup System	60,000	
410-900-924.001	Reflective SNS Conversion	100,000	EECBG
410-900-931.004	SMP Bridge Hinge Repair	132,000	HBP
410-900-934.001	Street Maintenance - Sidewalk Repairs	30,000	
410-900-934.004	Crosswalk Bulb-Out Upgrade Project	195,000	CDBG-PFI
410-900-940.001	Measure M2 Project V Bus/ Shuttle Service	6,000	
410-900-952.001	Chiquita Ridge Open Space Assessment	187,000	CIP/GF
410-900-970.003	Antonio/Tijeras Creek Storm Drain	70,000	
	Total Capital Projects Expenditures	3,466,000	-
	Total CIP Program Expenditures	4,369,799	

6/30/2011 Estimated Fund Balance

410 CIP	210 GAS TAX	212 MEASURE M	214 AQMD	218 TCRF	Total All Funds
2,079,242	535,608	1,318,599	223,993	423,563	4,581,005
1,276,034	800,000	501,355	64,890	470,708	3,112,987
127,570	-	-	-	-	127,570
10,000	-	-	-	-	10,000
35,000	-	-	-	-	35,000
-	(271,740)	-	-	-	(271,740)
-	(90,000)	(193,434)	-	(230,000)	(513,434)
-	(253,953)	-	(5,000)	(161,615)	(420,568)
(500,000)	-	-	-	-	(500,000)
(166,840)	-	166,840	-	-	-
-	-	(127,570)	(10,000)	(35,000)	(172,570)
(1,300,762)	-	-	-	-	(1,300,762)
1,560,244	719,915	1,665,790	273,883	467,656	4,687,488
	782,675	436,976	59,400	490,612	1,769,663
125,000	-	-	-	-	125,000
100,000	-	-	-	-	100,000
80,000	-	-	-	-	80,000
89,000	-	-	-	-	89,000
100,000	-	-	-	-	100,000
704,000	-	-	-	-	704,000
172,615	-	-	-	-	172,615
-	7,906	4,414	600	4,956	17,876
1,370,615	-	790,581	441,390	60,000	495,568
	(300,000)	-	-	-	(300,000)
(350,000)	(92,700)	(461,099)	-	-	(903,799)
-	(253,953)	-	-	(151,457)	(405,410)
(500,000)	-	-	-	-	(500,000)
350,000	-	-	-	-	350,000
(500,000)	-	(646,653)	(461,099)	-	(1,759,209)
(512,000)	-	-	-	(95,000)	(607,000)
-	-	(142,000)	-	-	(142,000)
-	(30,000)	-	-	-	(30,000)
-	-	(34,000)	-	(486,000)	(520,000)
(272,000)	-	(467,000)	-	-	(739,000)
(125,000)	-	-	-	(105,000)	(230,000)
-	-	(23,000)	-	-	(23,000)
-	-	(100,000)	-	-	(100,000)
-	-	(24,000)	-	-	(24,000)
(100,000)	-	(86,000)	(85,000)	-	(271,000)
-	-	(60,000)	-	-	(60,000)
(100,000)	-	-	-	-	(100,000)
(89,000)	(43,000)	-	-	-	(132,000)
-	-	-	-	(30,000)	(30,000)
(172,615)	-	-	(22,385)	-	(195,000)
-	-	-	(6,000)	-	(6,000)
(187,000)	-	-	-	-	(187,000)
-	-	-	-	(70,000)	(70,000)
(1,557,615)	-	(73,000)	(936,000)	(113,385)	(786,000)
873,244	-	790,843	710,081	220,498	25,767
2,620,433					

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2010/2011 through 2016/2017

FUNDING SOURCE

#	PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)	10/11	11/12	12/13	13/14	14/15	15/16	16/17
1	ANNUAL RESIDENTIAL SLURRY SEAL	General Fund (MOE) MM Turnback MM Fair Share Gas Tax TCRF (State)	\$ 2,450 \$ 973 \$ 1,120 \$ 1,729 \$ 1,236	34% 14% 16% 24% 17%	\$ 2,450 \$ 973 \$ 1,120 \$ 1,328 \$ 1,236	\$ 350 \$ 461 \$ 512 \$ 92 \$ 51	\$ 350 \$ 428 \$ 428 \$ 107 \$ 107	\$ 350 \$ 336 \$ 234 \$ 167 \$ 167	\$ 350 \$ 232 \$ 232 \$ 192 \$ 192	\$ 350 \$ 302 \$ 302 \$ 1,020 \$ 1,048	\$ 350 \$ 122 \$ 302 \$ 1,076 \$ 1,104	
2	ANNUAL RESIDENTIAL OVERLAY	Gas Tax 1B (State) TCRF (State)	\$ 3,465 \$ 512 \$ 95	88% 13% 2%	\$ 3,465 \$ 512 \$ 95	\$ 565 \$ 512 \$ 95	\$ 565 \$ 570 \$ 600	\$ 565 \$ 575 \$ 600	\$ 565 \$ 575 \$ 600	\$ 565 \$ 580 \$ 585	\$ 560	
3	STREET MAINTENANCE - SIDEWALK REPAIRS	Annual Residential Overlay: 410-900-912,000 Annual Sidewalk Repairs: 410-900-934,001	\$ 3,850 \$ 252	100% 100%	\$ 3,850 \$ 252	\$ 95 \$ 252	\$ 95 \$ 300	\$ 95 \$ 320	\$ 95 \$ 340	\$ 95 \$ 360	\$ 95 \$ 380	
4	MELINDA ROAD PAVEMENT REHABILITATION	MM Turnback 1B (State) RAC	\$ 467 \$ 192 \$ 80	63% 26% 11%	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	\$ 467 \$ 192 \$ 80	
5	TRAFFIC SYNCHRONIZATION PHASE III	TEA LU AQMD MM Turnback	\$ 739 \$ 100 \$ 86	100% 37% 32%	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	\$ 739 \$ 100 \$ 86	
6	REFLECTIVE STREET NAME SIGN UPDATES	Conversion of internally illuminated street name signs to reflective	\$ 271	100%	\$ 271	\$ 271	\$ 271	\$ 271	\$ 271	\$ 271	\$ 271	
7	MELINDA ROAD & LOS ALIOS SLURRY SEAL	EECBG MM Turnback	\$ 100 \$ 142	100% 100%	\$ 100 \$ 142	\$ 100 \$ 142	\$ 100 \$ 142	\$ 100 \$ 142	\$ 100 \$ 142	\$ 100 \$ 142	\$ 100 \$ 142	
8	ROBINSON RANCH ROAD PAVEMENT REHABILITATION	ARRA -TP TCRF (State)	\$ 125 \$ 105	54% 46%	\$ 125 \$ 105	\$ 125 \$ 105	\$ 125 \$ 105	\$ 125 \$ 105	\$ 125 \$ 105	\$ 125 \$ 105	\$ 125 \$ 105	
9	SANTA MARGARITA PARKWAY/AVENIDA DE LAS FLORES WIDENING	Conceptual Design and Environmental Review 100k Rehabilitation Limits: Raintree Lane to North Peak Drive	\$ 230	100%	\$ 230	\$ 230	\$ 230	\$ 230	\$ 230	\$ 230	\$ 230	
10	MEASURE M2 PROJECT V BUS/SHUTTLE SERVICE PLANNING (Performed By OCTA)	OCTA*** AQMD	\$ 33 \$ 6	100% 18%	\$ 33 \$ 6	\$ 100 \$ 125	\$ 100 \$ 125	\$ 100 \$ 125	\$ 100 \$ 125	\$ 100 \$ 125	\$ 100 \$ 125	
11	CROSSWALK BULB-OUT UPGRADE	CDBG AQMD	\$ 172 \$ 23	88% 12%	\$ 172 \$ 23	\$ 172 \$ 23	\$ 172 \$ 23	\$ 172 \$ 23	\$ 172 \$ 23	\$ 172 \$ 23	\$ 172 \$ 23	
12	RECLAIMED WATER CONNECTION FOR THE PLANO TRABUCO MEDIAN	MM Turnback	\$ 24	100%	\$ 24	\$ 24	\$ 24	\$ 24	\$ 24	\$ 24	\$ 24	

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2010/2011 through 2016/2017

FUNDING SOURCE

#	PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)	10/11	11/12	12/13	13/14	14/15	15/16	16/17
FUNDING SOURCE												
13	ANTONIO/TJERAS CREEK STORM DRAIN Install new catch basin to protect the Tjeras Creek Bridge Account: 410-900-970.003	TCRF (State)	\$ 70	100%	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	
14	CHIQUITA RIDGE OPEN SPACE ASSESSMENT Feasibility Study	CIP Fund	\$ 375	100%	\$ 375	\$ 375	\$ 187	\$ 187	\$ 188	\$ 188	\$ 188	
15	ANTONIO PARKWAY PAVEMENT REHABILITATION Rehabilitation Limits: Via Honest to Coto de Caza FY09/10 Design 23K, PCI = 70-76 Account: 410-900-913.007	TCSP MM Turnback AHRP* Gas Tax	\$ 95 \$ 23 \$ 562 \$ 562	8% 2% 45% 45%	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	\$ 95 \$ 23 \$ 562 \$ 562	
16	ANTONIO PARKWAY SLURRY SEAL Slurry Seal Limits: Coto de Caza to Bienvenidos, Design 30K, PCI = 48-73	Gas Tax	\$ 330	100%	\$ 330	\$ 330	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 300
17	SANTA MARGARITA PARKWAY BRIDGE HINGE REPAIR (Study, Design, Construction) Account: 410-900-931.004	HBP Gas Tax AHRP*	\$ 1,106 \$ 404 \$ 230	64% 23% 13%	\$ 1,106 \$ 404 \$ 230	\$ 1,106 \$ 404 \$ 230	\$ 89 \$ 43 \$ 19	\$ 88 \$ 31 \$ 19	\$ 929 \$ 330 \$ 211			
18	TRAFFIC SIGNAL BATTERY BACKUP SYSTEM Battery backup at signalized intersections Design: 30K	MM Turnback AQMD	\$ 60 \$ 290	17% 83%	\$ 60 \$ 290	\$ 60 \$ 290	\$ 60 \$ 60	\$ 1,470				
19	SANTA MARGARITA PARKWAY PAVEMENT REHABILITATION Rehabilitation Limits: Las Flores to Antonio Parkway Design 140K, Santa Margarita Pkwy PCI = 66-72	Gas Tax AHRP*	\$ 1,075 \$ 925	54% 46%	\$ 1,075 \$ 925	\$ 1,075 \$ 925	\$ 132	\$ 138	\$ 138	\$ 138	\$ 138	
20	ROBINSON RANCH TRAFFIC CALMING (Design 55K Completed FY09/10)	MM Turnback AQMD	\$ 296 \$ 120	71% 28%	\$ 296 \$ 120	\$ 296 \$ 120	\$ 296 \$ 120	\$ 296 \$ 120	\$ 296 \$ 120	\$ 296 \$ 120	\$ 296 \$ 120	
21	WAYFINDING SIGNS Installation of Wayfinding Signage throughout the City	Gas Tax	\$ 416 \$ 60	100% 100%	\$ 416 \$ 60	\$ 416 \$ 60	\$ 416 \$ 60	\$ 416 \$ 60	\$ 416 \$ 60	\$ 416 \$ 60	\$ 416 \$ 60	\$ 445
22	HABITAT RESORATION (ENVIRONMENTAL, DESIGN, CONSTRUCTION) Habitat restoration of Chadita Ridge	General Fund	\$ 1,065	100%	\$ 1,065	\$ 1,065	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 1,000
23	CITYWIDE STORM DRAIN MASTER PLAN Study of Citywide Storm Drain System	General Fund	\$ 100	100%	\$ 100	\$ 100						
24	EMERGENCY VEHICLE PRE-EMPTION PHASE II Installation of traffic signal pre-emption equipment	Prop 1B **	\$ 183	100%	\$ 183	\$ 183						
25	DOGSKATE PARK LIGHTING Installation of lighting	CIP Fund	\$ 200	100%	\$ 200	\$ 200						
26	INLET IMPROVEMENTS AT ROBINSON RIDGE Install trash rack and remove chain link fence	Gas Tax	\$ 35	100%	\$ 35	\$ 35						
27	ANTONIO PARKWAY PAVEMENT REHABILITATION Rehabilitation Limits: Santa Margarita Pkwy to Comercio. Design 70K, PCI 71-84	Gas Tax AHRP*	\$ 490 \$ 420	54% 48%	\$ 490 \$ 420	\$ 490 \$ 420	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 420
28	AVENIDA EMPRESA PAVEMENT REHABILITATION Rehabilitation Limits: Santa Margarita Pkwy to Comercio.	Gas Tax	\$ 350	100%	\$ 350	\$ 350	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 300
29	CITY HALL AND BELL TOWER LIGHTING UPGRADE Installation of lighting upgrades to City Hall	General Fund	\$ 30 \$ 30	100% 100%	\$ 30 \$ 30	\$ 30 \$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	
30	CANADA VISTA PARK RESTROOM HOLDING TANK ALARM SYSTEM Installation of overflow alarm for holding tank	CIP Fund	\$ 18	100%	\$ 18	\$ 18						

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2010/2011 through 2016/2017

FUNDING SOURCE

#	PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)	FUNDING SOURCE					
						10/11	11/12	12/13	13/14	14/15	15/16
31	CITY HALL AND BELL TOWER MEDIA/ COMPUTER SUPPRESSION SYSTEM	General Fund	\$ 127	100%	\$ 127						\$ 127
	Retrofitting existing fire suppression system		\$ 127	100%	TOTAL	\$ 127					\$ 127
32	CITY HALL AND COMMUNITY CENTER PAINTING (Interior)	General Fund	\$ 145	100%	\$ 145						\$ 145
	Facility Maintenance		\$ 145	100%	TOTAL	\$ 145					\$ 145
33	VEREDA LAGUNA SIDEWALK AND LANDSCAPING REPAIR	Gas Tax	\$ 34	100%	\$ 34						\$ 34
	Relandscaping of damaged slope, Construction of		\$ 34	100%	TOTAL	\$ 34					\$ 34
34	PROTECTED PERMISSIVE TRAFFIC SIGNAL	AQMD	\$ 68	100%	\$ 68						\$ 68
	Installation of permissive traffic signal equipment		\$ 68	100%	TOTAL	\$ 68					\$ 68
35	CITY HALL AND COMMUNITY CENTER PAINTING (Exterior)	General Fund	\$ 86	100%	\$ 86						\$ 86
	Facility Maintenance		\$ 86	100%	TOTAL	\$ 86					\$ 86
36	SEALCOAT OF CITY HALL & COMMUNITY CENTER PARKING LOTS	General Fund	\$ 25	100%	\$ 25						\$ 25
	Facility Maintenance		\$ 25	100%	TOTAL	\$ 25					\$ 25
37	ELECTRIC VEHICLE CHARGING STATIONS	AQMD	\$ 72	100%	\$ 72						\$ 72
	Installation of EV Charging Station at City Hall		\$ 72	100%	TOTAL	\$ 72					\$ 72
38	TRABUCO CREEK CLASS 1 BIKE TRAIL - GAP CLOSURE	AQMD	\$ 148	26%	\$ 143						\$ 43
	Construction of Class 1 Bike Trail	TE*	\$ 422	74%	\$ 427						\$ 427
	SUBTOTAL		\$ 570	100%	TOTAL	\$ 570					\$ 470
	LESS SPECIAL FUNDS		\$ 20,609		\$ 3,493	\$ 5,308	\$ 3,747	\$ 3,031	\$ 1,570	\$ 1,706	\$ 1,754
	TOTAL CAPITAL EXPENDITURES		\$ 20,582		\$ 3,466	\$ 5,308	\$ 3,747	\$ 3,031	\$ 1,570	\$ 1,706	\$ 1,754

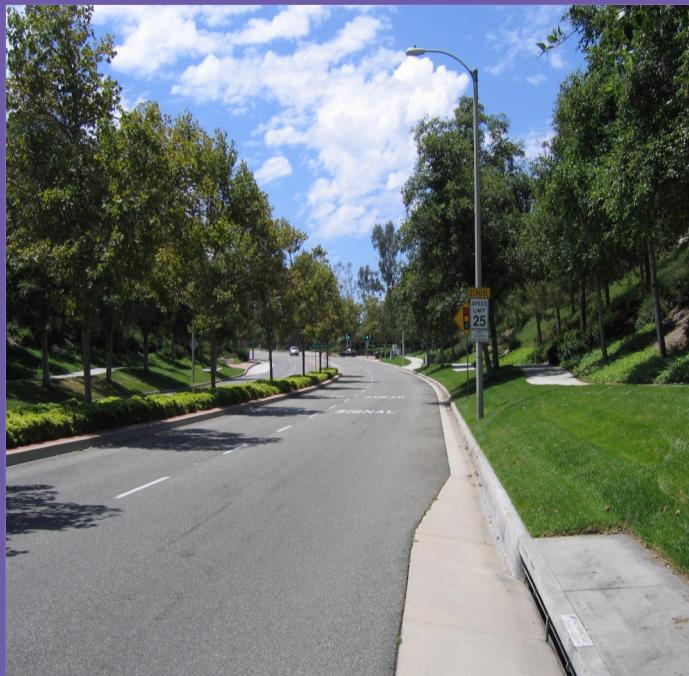
Notes:

* Pending Approval of Grant Funding

** FY11/12 Prop. 1B Allocation

*** Special Funds (OCTA)

City of Rancho Santa Margarita Capital Improvement Project Information



MELINDA ROAD

PROJECT TITLE:

Melinda Road Pavement Rehabilitation Project

DEPARTMENT:

Public Works

PROJECT TYPE:

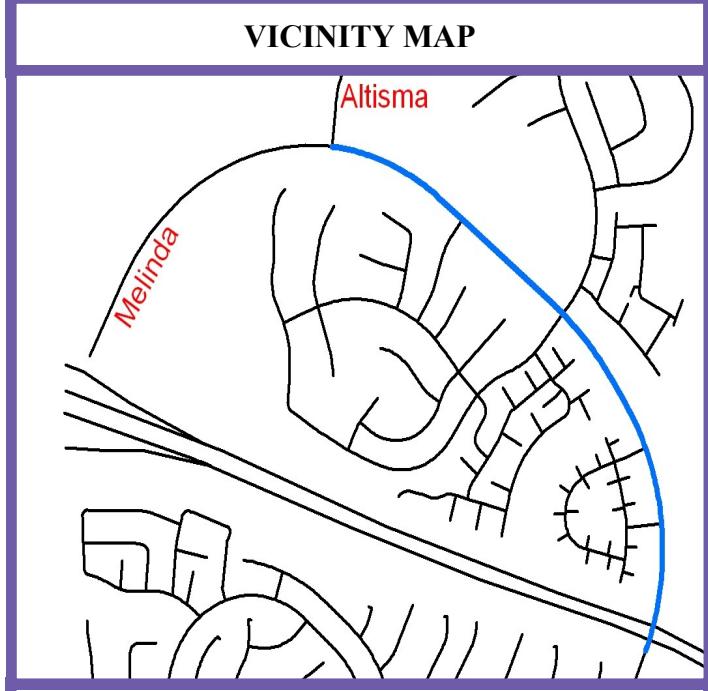
Pavement Rehabilitation

PROJECT DESCRIPTION:

The project consists of removal and replacement of asphalt and sidewalk on Melinda Road from Ametrine to Altisma.

PROJECT BUDGET:

Design (Completed FY 2009/2010)	\$0
Construction	\$584,000
Inspection/Construction Engineering	\$60,000
Administration	\$45,000
Contingency	<u>\$50,000</u>
Total	\$739,000



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Design Completed FY 2009/2010

Construction FY 2010/2011

FUNDING SOURCES:

Measure M

Proposition 1B (State)

TCRF (State)

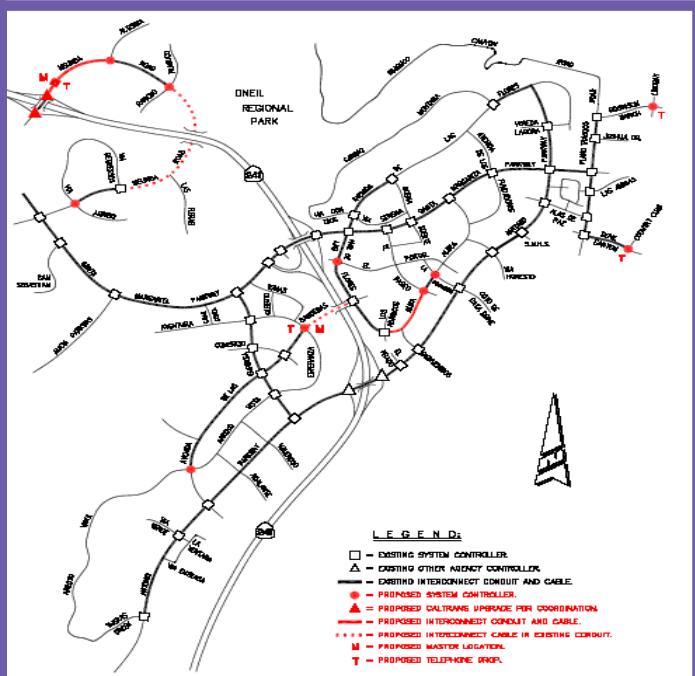
PROJECT MANAGER:

Assistant Engineer

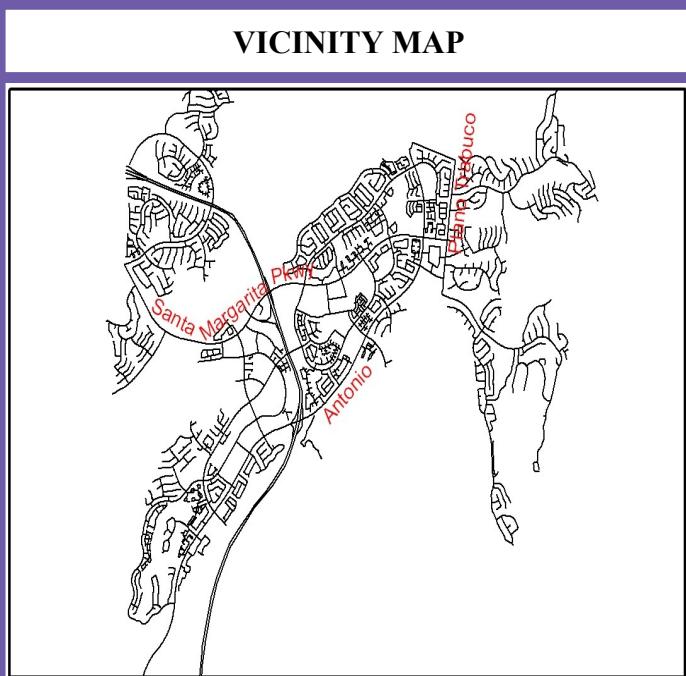
CIP ACCOUNT NO.:

410-900-913.005

City of Rancho Santa Margarita Capital Improvement Project Information



VARIOUS LOCATIONS



CITYWIDE

PROJECT TITLE:

Traffic Signal Synchronization Project - Phase III

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

ESTIMATED SCHEDULE:

Design Completed FY 2009/2010

Construction FY 2010/2011

FUNDING SOURCES:

TEA—LU

AOMD

Measure M

PROJECT MANAGER:

Assistant Engineer

CIP ACCOUNT NO.:

410-900-921001

PROJECT DESCRIPTION:

The project consists of installation of signal interconnect cable and interconnect conduit allowing communication and coordination between the City's traffic signals.

PROJECT BUDGET:

PROJECT BUDGET:	
Design (Completed FY 2009/2010)	\$0
Construction	\$191,000
Inspection/Construction Engineering	\$38,200
Administration	\$23,100
Contingency	<u>\$19,100</u>
Total	\$271,400

City of Rancho Santa Margarita Capital Improvement Project Information



VARIOUS INTERSECTIONS

VICINITY MAP



CITYWIDE

PROJECT TITLE:

Reflective Street Name Sign Conversion Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

ESTIMATED SCHEDULE:

Construction FY 2010/2011

FUNDING SOURCE:

Energy Efficiency & Conservation Block Grant (EECBG)

PROJECT MANAGER:

Assistant Engineer

CIP ACCOUNT NO.:

410-900-924.001

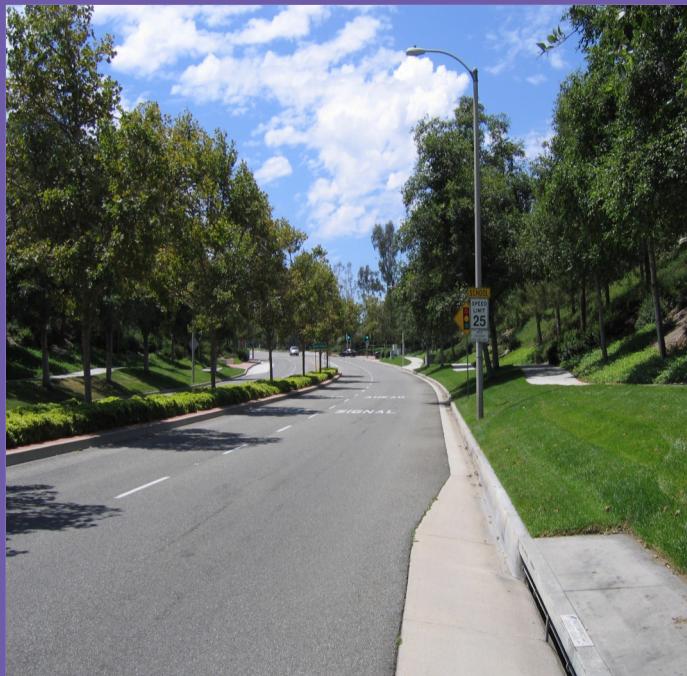
PROJECT DESCRIPTION:

The project consists of replacing internally illuminated street name signs with reflective street name signs.

PROJECT BUDGET:

Design	\$4,000
Construction	\$73,500
Inspection/Construction Engineering	\$5,900
Administration	\$8,900
Contingency	<u>\$7,700</u>
Total	\$100,000

City of Rancho Santa Margarita Capital Improvement Project Information



MELINDA ROAD & LOS ALISOS BLVD.

PROJECT TITLE:

Melinda Road and Los Alisos Slurry Seal Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Pavement Rehabilitation

PROJECT DESCRIPTION:

The project consists of slurry sealing of portions of Melinda Road and Los Alisos Boulevard.

PROJECT BUDGET:

Design	\$9,100
Construction	\$91,500
Inspection/Construction Engineering	\$14,600
Administration	\$13,100
Contingency	\$13,700
Total	\$142,000

VICINITY MAP



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Construction FY 2010/2011

FUNDING SOURCE:

Measure M

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-911.001

City of Rancho Santa Margarita Capital Improvement Project Information



ROBINSON RANCH ROAD

PROJECT TITLE:

Robinson Ranch Road Pavement Rehabilitation Project

DEPARTMENT:

Public Works

PROJECT TYPE:

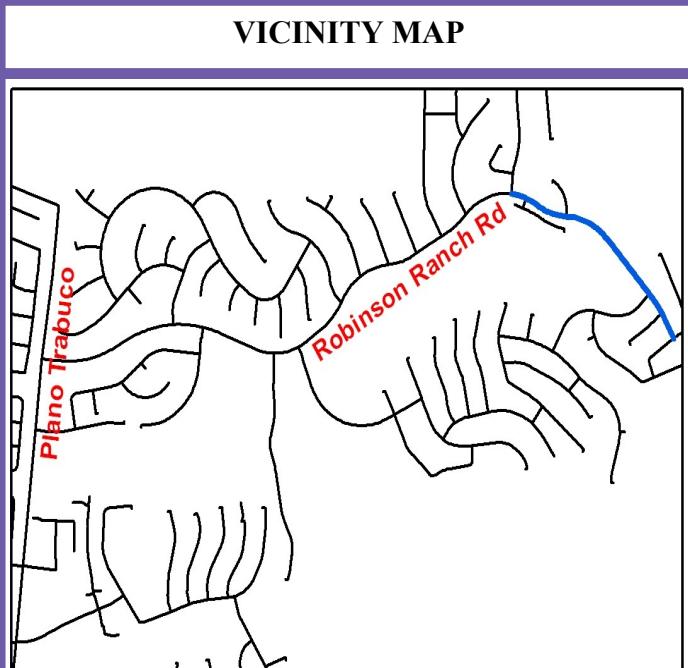
Pavement Rehabilitation

PROJECT DESCRIPTION:

The project consists of grinding approximately 3" of asphalt concrete and replacing it with rubberized asphalt concrete. Utility covers will be adjusted and new striping will be installed.

PROJECT BUDGET:

Design (Completed FY 2009/2010)	\$0
Construction	\$167,000
Inspection/Construction Engineering	\$26,700
Administration	\$20,600
Contingency	<u>\$15,700</u>
Total	\$230,000



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Design Completed FY 2009/2010
Construction FY 2010/2011

FUNDING SOURCES:

American Recovery and Reinvestment Act (ARRA)
TCRF (State)

PROJECT MANAGER:

Assistant Engineer

CIP ACCOUNT NO.:

410-900-913.006

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA PARKWAY

PROJECT TITLE:

Santa Margarita Parkway / Avenida De Las Flores
Widening Project

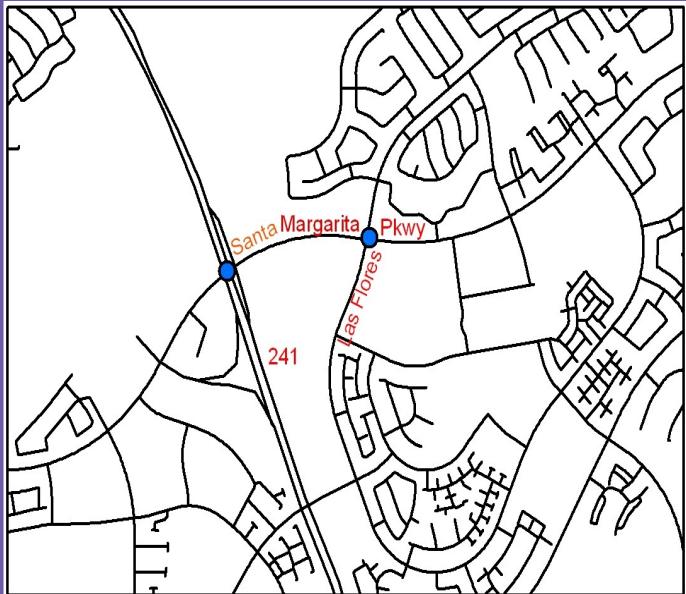
DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

VICINITY MAP



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Conceptual Design FY 2010/2011

FUNDING SOURCE:

Measure M

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-913.008

PROJECT DESCRIPTION:

This is the conceptual phase of the project to widen Santa Margarita Parkway from El Paseo to Northbound SR-241, making improvements to the intersection at Avenida De Las Flores, and create a second dedicated on-ramp lane.

PROJECT BUDGET:

Design (Conceptual)	\$30,000
Construction	\$0
Environmental Review (CEQA)	\$40,000
Administration	\$20,000
Contingency	\$10,000
Total	\$100,000

City of Rancho Santa Margarita Capital Improvement Project Information



FUNDADORES

PROJECT TITLE:

DEPARTMENT: Public Works

PROJECT TYPE:

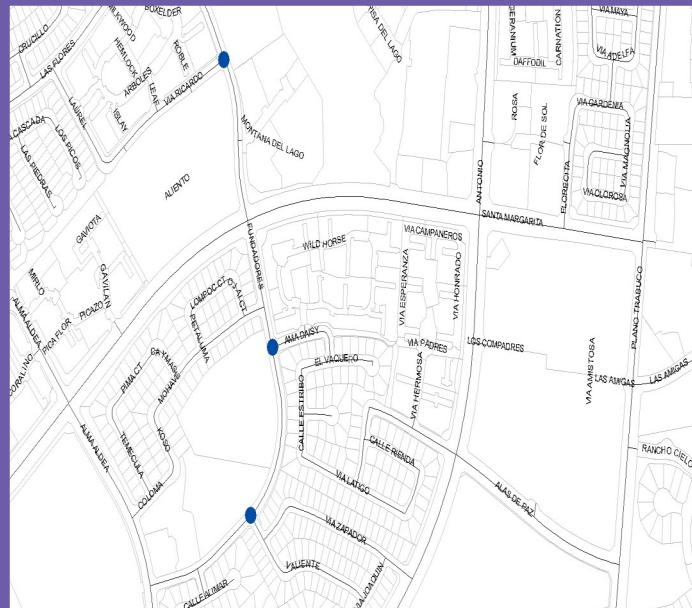
PROJECT DESCRIPTION:

The project consists of the construction of three curb extensions at three existing crosswalk locations with ancillary sidewalk, handicap ramp, minor street reconstruction and street painting.

PROJECT BUDGET:

Design	\$20,000
Construction	\$106,500
Inspection/Construction Engineering	\$19,500
Administration	\$23,500
Contingency	<u>\$25,500</u>
Total	\$195,000

VICINITY MAP



INTERSECTIONS

ESTIMATED SCHEDULE: Construction FY 2010/2011

FUNDING SOURCE:

Community Development Block Grant

PROJECT MANAGER: Assistant Engineer

CIP ACCOUNT NO.:
410-900-934.004

City of Rancho Santa Margarita Capital Improvement Project Information



PLANO TRABUCO ROAD

PROJECT TITLE:

Reclaimed Water Connection for the Plano Trabuco Median Project

DEPARTMENT:

Public Works

PROJECT TYPE:

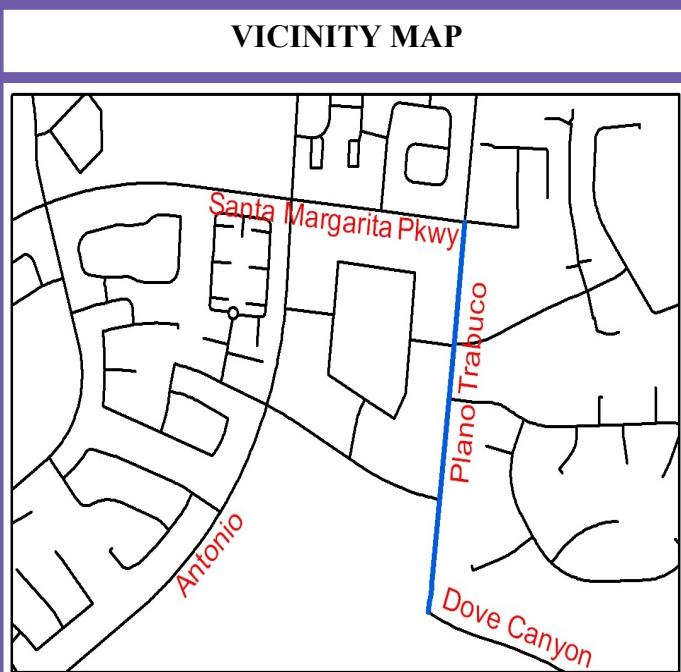
Street Improvement

PROJECT DESCRIPTION:

The project consists of conversion of the irrigation system on the Plano Trabuco Road raised landscape median to the existing reclaimed water system.

PROJECT BUDGET:

Design	\$0
Construction	\$20,000
Inspection/Construction Engineering	\$2,000
Contingency	<u>\$2,000</u>
Total	\$24,000



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Construction FY 2010/2011

Performed by Trabuco Canyon Water District

FUNDING SOURCE:

Measure M

PROJECT MANAGER:

City Engineer

CIP ACCOUNT NO.:

410-900-915.002

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY @ TIJERAS CREEK

PROJECT TITLE:

Drainage Improvements on Antonio Parkway at Tijeras Creek Project.

DEPARTMENT:

Public Works

PROJECT TYPE:

Storm Drain

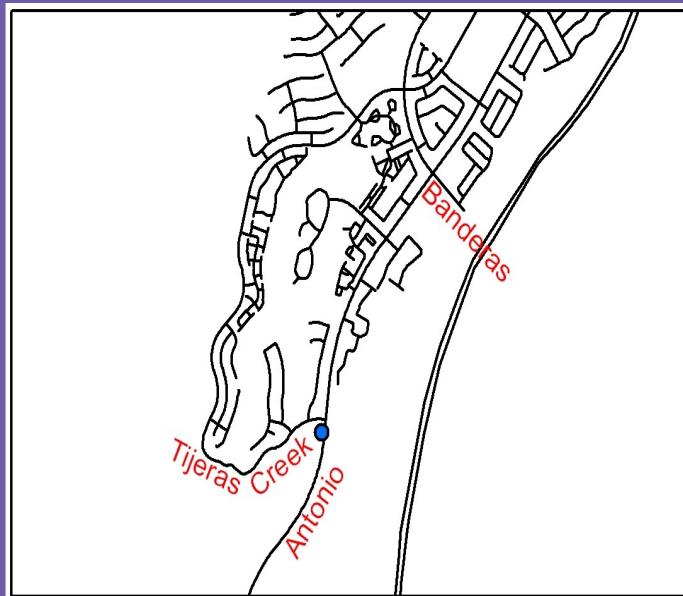
PROJECT DESCRIPTION:

The project consists of installation of parkway drain, overflow drain, and v-gutter for bridge joint preventative maintenance purposes.

PROJECT BUDGET:

Design (Completed FY 2009/2010)	\$0
Construction	\$26,000
Inspection/Construction Engineering	\$8,000
Administration	\$6,000
Contingency	<u>\$5,000</u>
Total	\$45,000

VICINITY MAP



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Design Completed FY 2009/2010
Construction FY 2010/2011

FUNDING SOURCE:

TCRF (State)

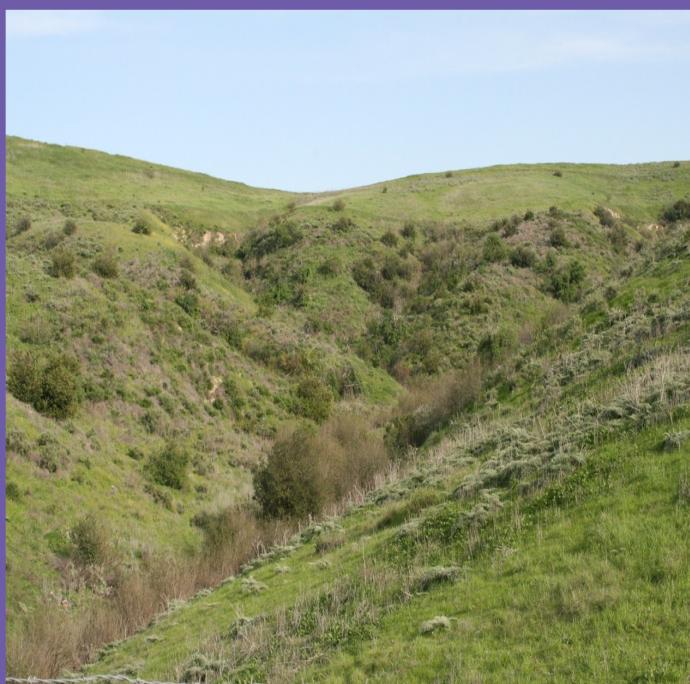
PROJECT MANAGER:

Assistant Engineer

CIP ACCOUNT NO.:

410-900-970.003

City of Rancho Santa Margarita Capital Improvement Project Information



CHIQUITA RIDGE

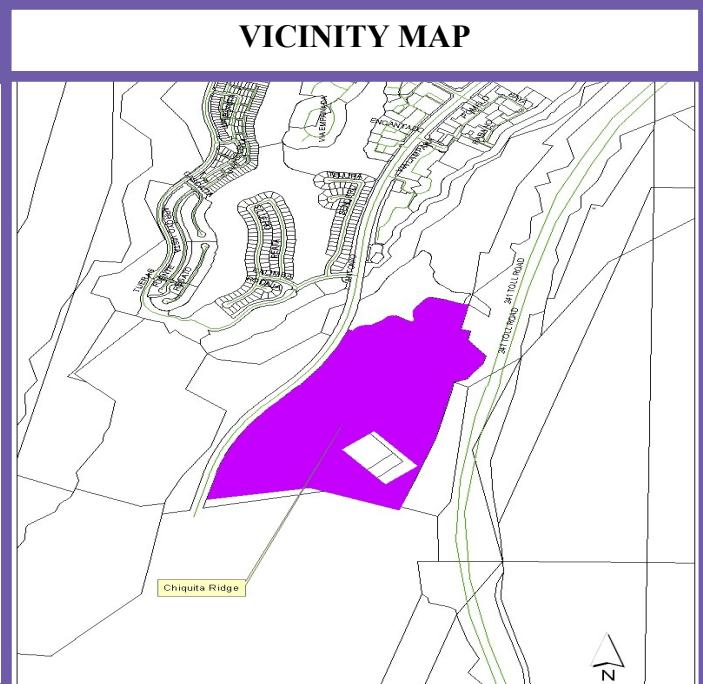
PROJECT TITLE:
Chiquita Ridge Open Space Assessment

DEPARTMENT:
City Manager

PROJECT TYPE:
Feasibility

DESCRIPTION:
The assessment will complete a financial and operation viability analysis and potentially develop a Site Master plan for possible development of 55 acres of Open Space.

ASSESSMENT BUDGET:	
Preliminary Outreach and Public Education Plans	\$45,000
Opportunities and Constraints Report	\$80,000
Strategic Business Plan	\$40,000
Site Master Plan	\$180,000
Contingency	\$30,000
Total	\$375,000



SITE LOCATION

ESTIMATED SCHEDULE:
FY 2009/2010

FUNDING SOURCE:
CIP Fund

PROJECT MANAGER:
City Manager

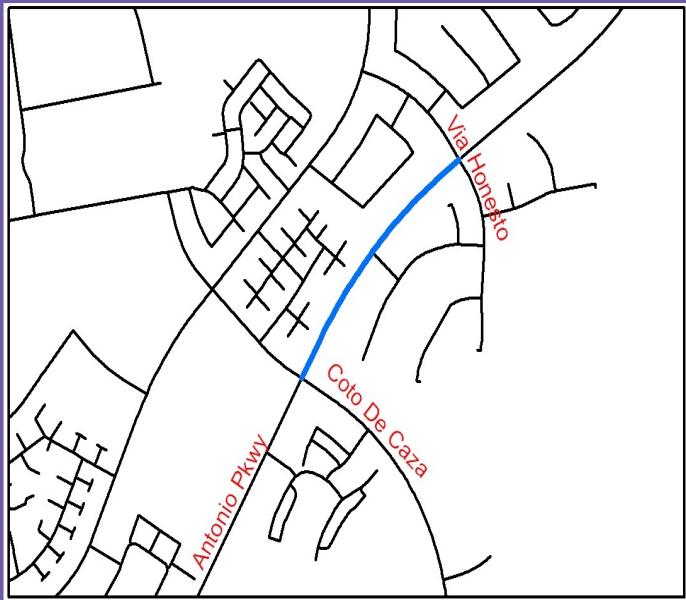
CIP ACCOUNT NO.:
410-900-952.001

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY

VICINITY MAP



LIMITS OF REPAIR

PROJECT TITLE:

Antonio Parkway Pavement Rehabilitation Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Pavement Rehabilitation

ESTIMATED SCHEDULE:

Design FY 2010/2011

Construction FY 2011/2012

FUNDING SOURCES:

TCSP

Measure M

Gas Tax

AHRP*

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-913.007

PROJECT DESCRIPTION:

The project consists of grinding down approximately 3" of asphalt concrete and replacing it with asphalt rubber hot mix. Utility covers will be adjusted and new loops and striping will be installed.

PROJECT BUDGET:

Design	\$23,000
Construction	\$914,000
Inspection/Construction Engineering	\$165,000
Administration	\$48,000
Contingency	<u>\$92,000</u>
Total	\$1,242,000

City of Rancho Santa Margarita Capital Improvement Project Information



VICINITY MAP



CITYWIDE

PROJECT TITLE:
Measure M2 Project V

DEPARTMENT:
Public Works

PROJECT TYPE:
Traffic

ESTIMATED SCHEDULE:
Planning FY 2010/2011

FUNDING SOURCES:
AQMD
Measure M

PROJECT MANAGER:
Traffic Engineer

CIP ACCOUNT NO.:
410-900-940.001

PROJECT DESCRIPTION:

This project is performed by Orange County Transportation Authority. The project is the planning of a potential intra-city transit service in the City.

PROJECT BUDGET:

Planning	\$30,000
Contingency	\$3,000
Total	\$33,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY

PROJECT TITLE:
Antonio Parkway Slurry Seal Project

DEPARTMENT: Public Works

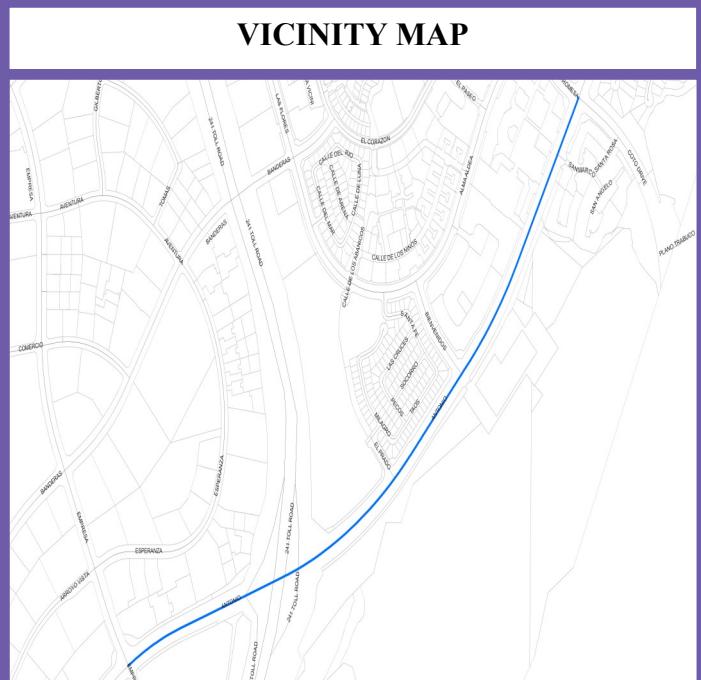
PROJECT TYPE:

PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by slurry seal on Antonio Parkway from Coto De Caza/La Promesa to Avenida Empresa.

PROJECT BUDGET:

Design (FY 2010/2011)	\$22,000
Construction	\$212,000
Inspection/Construction Engineering	\$38,000
Administration (FY 2010/2011)	\$8,000
Construction Administration	\$18,000
Contingency	<u>\$32,000</u>
Total	\$330,000



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Design FY 2010/2011

Construction FY 2012/2013

FUNDIN

PROJECT MANAGER: Principal Engineer

CIP ACCOUNT NO.:
410-900-911 002

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA PARKWAY

PROJECT TITLE:

Santa Margarita Parkway Bridge Hinge Repair Project

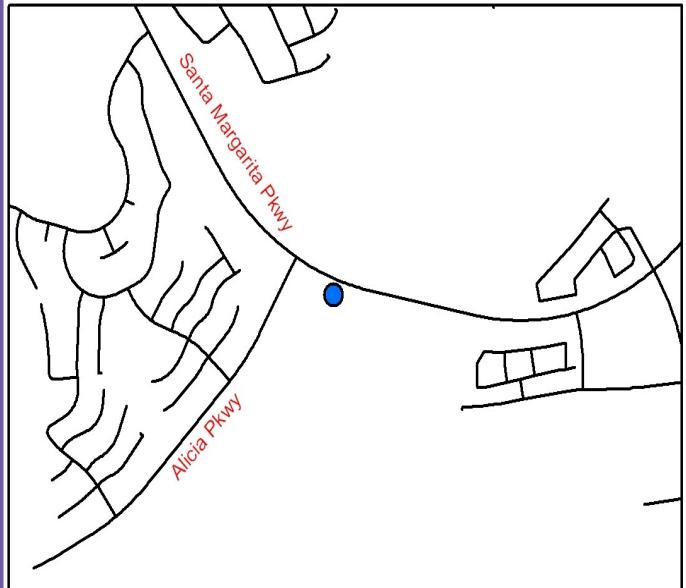
DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge

VICINITY MAP



LIMITS OF REPAIR

ESTIMATED SCHEDULE:

Study FY 2010/2011
Design FY 2011/2012
Construction FY 2012/2013

FUNDING SOURCES:

Gas Tax
Highway Bridge Program (HBP)
AHRP*

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-931.004

PROJECT DESCRIPTION:

This project will study the existing condition of the Santa Margarita Parkway bridges especially the hinge on the westbound bridge to determine the extent of necessary repairs.

PROJECT BUDGET:

Study (FY 2010/2011)	\$132,000
Design (FY 2011/2012)	\$137,500
Construction (FY 2012/2013)	\$106,500
Inspection/Construction Engineering	\$19,500
Administration	\$23,500
Contingency	<u>\$25,500</u>
Total	\$1,740,000

City of Rancho Santa Margarita Capital Improvement Project Information



VARIOUS INTERSECTIONS

VICINITY MAP



CITY WIDE

PROJECT TITLE:

Traffic Signal Battery Backup System Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

ESTIMATED SCHEDULE:

Design FY 2010/2011

Construction Phase I FY 2011/2012

Construction Phase II FY 2012/2013

FUNDING SOURCES:

Measure M

AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-923.003

PROJECT DESCRIPTION:

The project consists of installation of battery backup systems for all traffic signals throughout the City. Construction will be completed in two phases. Systems will provide power in the event of a power outage.

PROJECT BUDGET:

Design (FY 2010/2011)	\$40,000
Construction	\$225,000
Inspection/Construction Engineering	\$38,000
Administration (FY 2010/2011)	\$10,000
Construction Administration	\$17,000
Contingency	<u>\$20,000</u>
Total	\$350,000

RANCHO SANTA MARGARITA NONPROFIT CORPORATION CAPITAL PROJECTS

Regional Community Center and City Hall: During Fiscal Year 2003/04, the City began construction of a Regional Community Center and City Hall to be located within the City. The project was completed in Fiscal Year 2004/05. The City formed a nonprofit entity named the Rancho Santa Margarita Nonprofit Corporation to issue Certificates of Participation (COPs) to partially fund this major project. In November 2003, \$12,795,000 in COPs were issued, resulting in \$10,695,000 available for design and construction of the buildings. Expenditures financed with these COPs were accounted for in the Rancho Santa Margarita Nonprofit Capital Projects Fund. The balance of the project was recorded in the City's Capital Projects Fund, along with the related funding sources. Construction of the Regional Community Center and City Hall was completed in October 2004 and City operations moved to the new facility in November 2004. This project was the City's largest endeavor since incorporation and was completed on schedule and below budget. There have been no transactions in the Rancho Santa Margarita Nonprofit Corporation Capital Projects Fund since Fiscal Year 2004/05.

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 resolution. Except for capital projects, appropriations lapse at fiscal year-end unless they are encumbered at year end or reappropriated through the formal budget process. Regarding capital projects, for any project which is under construction at year-end, the appropriations are allowed to carry forward with the amount being adopted for the current year budget. 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. Total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation, pursuant to California Government Code Section 43605. Current debt obligations include a mitigation obligation payable to the County of Orange pursuant to the Revenue Neutrality Agreement and capital leases for various office equipment. During Fiscal Year 2003/04, the City formed the City of Rancho Santa Margarita Nonprofit Corporation to issue Certificates of Participation. The proceeds of the Certificates were used to finance a portion of the costs of certain capital improvements constituting a City Hall and a Regional Community Center to be located within the City. The City (as lessee) has covenanted under the related Lease Agreement to make certain Rental Payments to the Rancho Santa Margarita Nonprofit Corporation (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 (i.e., streets and storm drains, etc.). These services are not without a cost to the taxpayer. It is the task of City officials to produce the necessary revenue to satisfy the ever-growing demand for local services. The following describes 6 major sources of revenue to the City, representing 80% of the FY 2010-11 Estimated Revenues for all funds.

Motor Vehicle License Fees and Property Tax in-lieu of Vehicle License Fees: The Motor Vehicle License Fee is a state fee imposed on motorists for the privilege of operating a motor vehicle on the public highways. This fee is two percent of the depreciated value of all motor vehicles (and is imposed in-lieu of a local personal property tax – circa 1936). The Motor Vehicle License Fee revenue is the second largest source of revenue for the City's General Fund. Beginning in FY 2004-05, the State reduced this fee by two-thirds and now remits Property Tax in-lieu of Vehicle License Fees for the balance.

Sales & Use Tax and Property Tax in-lieu of Sales Tax: In accordance with the State Revenue & Taxation Code, the Bradley-Burns Uniform Local Sales & Use Tax Law of 1955, Measure "M" and Proposition 172, a Sales and Use Tax rate totaling 8.75% is imposed on taxable sales in the City. The City receives 1.00% of the levy with the remaining funds being shared by the State (4.75%), County Mental Health (0.50%), Orange County Transportation Authority – Measure "M" 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. Beginning in FY 2004-05, twenty-five percent of the 1.00% received by the City will be paid with a corresponding amount of property tax in-lieu of sales tax.

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.

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 of assessed valuation (subject to annual growth limitations of 2%). The base amount the City will receive in property tax was determined in the Revenue Neutrality agreement with the County of Orange which was negotiated prior to incorporation. Subsequent to that agreement the City has received growth on this base amount. 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.

Measure "M" 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. The Measure "M" sales tax rate is a component of the county-wide sales tax rate of 8.75%. Measure "M" monies are restricted for street and highway improvements and maintenance. Cities receive a portion of the sales tax revenue generated by Measure "M," the distribution of which is based on population, Master Plan Arterial Highways miles and total taxable sales. The Local Turnback portion of these restricted monies is accounted for in a Special Revenue Fund. Other components of the Measure M Program are competitively based and include the Signal Improvement Plan, Master Plan for Arterial Highways and Growth Management Area #9; these are accounted for in the Capital Projects 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.

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 on voter approved bonded indebtedness. 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
2003-04	\$12,047,754	\$10,399,714	\$1,648,040
2004-05	\$13,619,661	\$10,333,875	\$3,285,786
2005-06	\$15,497,993	\$11,365,926	\$4,132,067
2006-07	\$17,245,446	\$12,254,170	\$4,991,276
2007-08	\$18,223,797	\$14,935,745	\$3,288,052
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

RESOLUTION NO. 10-06-23-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA,
ESTABLISHING THE APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2010/11

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 2009/10 was approved on June 24, 2009; and

WHEREAS, the proposed appropriations limit to be approved for Fiscal Year 2010/11 is based on the approved appropriations limit for Fiscal Year 2009/10, adjusted using appropriations limit factors for Fiscal Year 2010/11, as they relate to budgeted revenues to be received in Fiscal Year 2010/11; 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 City office for fifteen (15) days prior to the scheduled adoption of this Resolution, in accordance with Government Code Section 7910 requirements.

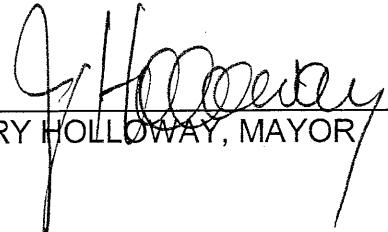
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That the appropriations limit for the City of Rancho Santa Margarita for Fiscal Year 2010/11 shall be \$14,137,413 as calculated in Exhibit A, and incorporated herein by this reference, is hereby established.

SECTION 2. That the inflation factor being utilized to calculate the Fiscal Year 2010/11 appropriations limit is California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the Fiscal Year 2010/11 appropriations limit is the population growth for the City of Rancho Santa Margarita.

PASSED, APPROVED, AND ADOPTED THIS 23RD DAY OF JUNE 2010.



JERRY HOLLOWAY, MAYOR

ATTEST:

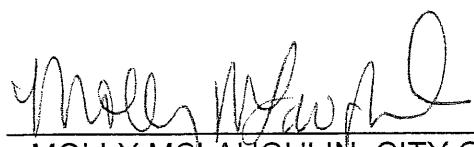


MOLLY MC LAUGHLIN, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF RANCHO SANTA MARGARITA)

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 10-06-23-04 adopted by the City Council of the City of Rancho Santa Margarita, California, at a Regular Meeting thereof held on the 23rd day of June 2010, by the following vote:

AYES:	3	COUNCIL MEMBERS:	Blais, Thor and Mayor Pro Tempore Beall
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	2	COUNCIL MEMBERS:	Thompson and Mayor Holloway



MOLLY MC LAUGHLIN, CITY CLERK

City of Rancho Santa Margarita

Gann Limit

FY 2010-11

GENERAL FUND

	<i>Budgeted Revenues 10-11</i>		
	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Property Tax	1,931,563		1,931,563
Sales Tax	3,562,162		3,562,162
Property Tax In-Lieu of Sales Tax	1,000,000		1,000,000
Real Property Transfer Tax	203,472		203,472
Franchise Fees-Cable TV	730,001		730,001
Cable - Grant Revenue	53,672		53,672
Franchise Fees-Gas	72,694		72,694
Franchise Fees-Electricity	401,895		401,895
Franchise Fees-Refuse Collect	181,070		181,070
Motor Vehicle License Fee	118,708		118,708
Property Tax In-Lieu of VLF	3,475,263		3,475,263
Off-Hwy License Fee	-		-
State Mandated Costs Reimbursement	2,500		2,500
Beverage Container Recycling	1,000		1,000
Solid Waste Fees	2,160		2,160
State Building Permit Fees	185		185
Building Permit Fees	152,940		152,940
Bldg-Plan Check Fees	76,470		76,470
Site Development Permits	2,000		2,000
Site Development Deposits	90,000		90,000
Planning-Plan Check Fees	69,000		69,000
Other Planning Revenues	2,000		2,000
CDBG Grant	218,434		218,434
Engineering Pernits	29,150		29,150
AB 939 Solid Waste Recycling	67,937		67,937
Solid Waste Diversion Permits	40,000		40,000
Other Engineering Revenue	-		-
Court Fines	130,000		130,000
Parking Citation Revenue	104,616		104,616
Parking Citation Revenue - DMV	13,000		13,000
Miscellaneous Police Revenue	31,080		31,080
Community Services Revenue	21,000		21,000
BTRCC Program Revenue	174,996		174,996
BTRCC Rental Revenue	189,996		189,996
BTRCC Misc. Revenue	8,208		8,208
Senior Mobility Grant	13,465		13,465
Investment Earnings	87,291	21,823	109,114
Other Revenue		1,000	1,000
Total General Fund	10,378,459	2,902,292	13,280,751

SPECIAL REVENUE FUNDS

Gasoline	782,675	782,675
Interest (at 1%)	7,906	7,906
Measure M	436,976	436,976
Interest	4,414	4,414
Air Quality	59,400	59,400
Interest	600	600
TCRF (AB2928)/ Prop 42	490,612	490,612
Interest	4,956	4,956
SLSF	75,240	75,240
Interest	760	760
CAPITAL PROJECTS FUND	1,370,615	1,370,615
Total Other Funds	3,234,154	3,234,154

Total Revenue

10,378,459

6,136,446

16,514,905

Appropriations Excluded From Limit

(842,685)

NET APPROPRIATIONS SUBJECT TO LIMIT

FY 2009-10 APPROPRIATIONS LIMIT

14,417,913

FY 2010-11 Appropriations Limit Factor

0.980545 (1)

FY 2010-11 CALCULATED APPROPRIATIONS LIMIT

14,137,413

FY 2010-11 APPROPRIATIONS UNDER LIMIT

4,601,639

EXHIBIT A

RESOLUTION NO. 10-06-23-03

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 2010/11

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 Revised Proposed Operating Budget and Capital Improvement Program Budget Plan for Fiscal Year 2010/11 to the City Council; and

WHEREAS, the City Council set June 23, 2010, as the date of the public hearing to consider the FY 2010/11 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 \$20,725,184 for Fiscal Year 2010/11 are hereby appropriated, approved and adopted.

SECTION 2. That revenues and operating transfers for all funds are estimated to be \$23,228,335 during FY 2010/11.

SECTION 3. That available accumulated General Fund Reserves of \$377,138 are allocated to balance Fiscal Year 2010/11 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 2010-2011" 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 2010-2011" are not altered.

PASSED, APPROVED, AND ADOPTED THIS 23RD DAY OF JUNE 2010.



JERRY HOLLOWAY, MAYOR

ATTEST:



MOLLY McLAUGHLIN, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF RANCHO SANTA MARGARITA)

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 10-06-23-03 adopted by the City Council of the City of Rancho Santa Margarita, California, at a Regular Meeting thereof held on the 23RD day of June 2010, by the following vote:

AYES:	3	COUNCIL MEMBERS:	Blais, Thor and Mayor Pro Tempore Beall
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	2	COUNCIL MEMBERS:	Thompson and Mayor Holloway



MOLLY McLAUGHLIN, CITY CLERK

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