

City of
Rancho Santa Margarita
California

2021-2022



**Adopted Operating Budget &
Capital Improvement Plan**



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Introduction



*Rancho Santa Margarita
California*



CITY OF RANCHO SANTA MARGARITA

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June 30, 2021

Honorable Mayor and Members of the City Council:

I am pleased to present the Fiscal Year 2021-22 Adopted Budget for the City of Rancho Santa Margarita. This budget document details the City's anticipated revenues and expenditure plan in accordance with City Council goals and priorities. Restoring quality service to the community and facilitating economic recovery is the primary objective of the policies and expenditure allocations of the Fiscal Year 2021-22 Adopted Budget. The resources allocated through the Capital Improvement Program have been set at a level to ensure continued maintenance and improvement of the City's critical infrastructure. Overall, this budget demonstrates the City Council's fiscal responsibility and commitment to prudent stewardship of the public treasury as the City moves beyond the recent public health emergency.

The Fiscal Year 2021-22 Adopted Budget is comprised of two primary funds, the General Fund and the Capital Improvement Projects Fund. The General Fund, which is the City's main operating fund, is balanced with a structural surplus of \$1,365,145; however, much of the surplus is based on the receipt of and ability to expend American Rescue Plan Act (ARPA) funds. These funds have been allocated towards costs associated with the re-opening of the Bell Tower Regional Community Center (BTRCC). Major General Fund revenues are estimated to increase by 14.12 percent with the incorporation of the ARPA funds. However, when you factor out the ARPA funds, the General Fund revenue reflects a growth of 6.97 percent. Sales tax is anticipated to have a strong recovery during the fiscal year. The City continues to experience growth in property tax and property tax in-lieu of VLF; although, the Orange County Assessor's Office increased the property tax roll by 1.036%, which is below the maximum allowable increase of 2%.

General Fund

General Fund expenditures are allocated to the regular ongoing operations of the City for services such as public safety, planning and community development, general government, and public works. Community Services and Building Maintenance reflect significant increases as expenditures have been budgeted at pre-pandemic levels in order to re-establish services at the Bell Tower Regional Community Center (BTRCC) beginning July 1, 2021. Approximately 52 percent of the City's General Fund expenditures are allocated toward the law enforcement contract with the Orange County Sheriff's Department (OCSD). Other public safety costs include parking citation services, Animal Control and Crossing Guard Services, which equate to approximately four percent of the General Fund. The FY 2021-22 OCSD contract is projected to be 3.97% higher than the prior year. It is anticipated that future contract increases may be higher based on the approval of future OCSD salary and benefits increases by the County Board of Supervisors. Although FY 2021-22 reflects a significant increase in expenditures, especially in the areas Public Safety and the Community Center, the City is also projecting higher revenues and the ability to use ARPA funds to offset costs in FY 2021-22; therefore, no notable reductions to the budget were implemented.

Many of the City's other municipal services are also contracted out to private consulting firms, resulting in a lower-than-average percentage of the budget allocated to personnel costs; for instance, in most years, salary and benefit costs accounted for approximately 18% of the General

Fund. Due to the circumstances surrounding the COVID-19 restrictions on gatherings and physical distancing requirements, resulting in the temporary closure of the BTRCC, the FY 2020-21 budget reflected a reduction in both full-time and part-time staff within the Community Services Division. The current budget reflects an increase compared to the prior year as the City begins to offer BTRCC programs, rentals, and events to the residents of the City of Rancho Santa Margarita.

The City of Rancho Santa Margarita continues to maintain a healthy reserve balance with minimal debt service. The City's total reserves, including special revenue funds restricted for specific purposes, are projected to be \$27.3 million at fiscal year-end and includes ARPA funds of \$2.5 million. The General Fund reserve, including operating, emergency and restricted categories, totals \$22,851,129, which reflects an increase from the prior year due to higher projected General Fund revenues as the economy recovers from the pandemic, as well as a nominal use of reserves for Capital Improvement Projects. This use of reserves totals \$339,700 which includes the purchase of a police motorcycle, as well as certain CIP projects.

The refinancing of the Certificates of Participation for the Civic Center buildings that was completed in fiscal year 2012-13 continues to yield an annual savings of approximately \$102,000 per year. Debt service accounts for 4 percent of the General Fund expenditures. Another source of financial burden for cities is unfunded liabilities for retirement and other post-retirement benefits. The City of Rancho Santa Margarita was one of the first cities in Orange County to implement pension reform in the manner of a second tier retirement formula and a requirement that all new employees pay the entire employee share of the retirement benefit. As a result, and combined with the lower number of employees, the City's pension liabilities are very low. Overall, the City's current financial situation is sound with a positive long-term outlook.

Capital Improvement Program

This year's Capital Improvement Program is mostly comprised of maintenance and repair projects, as well as a special project that will bring a new recreational amenity to Central Park. Twenty-two projects totaling \$5,089,000 are planned for Fiscal Year 2021-22, which is an increase of \$1,506,000 from the previous Fiscal Year. A significant number of these projects utilize special revenue funds such as Gas Tax, AQMD, Highway Bridge Program funds, Local Park Trust Funds or Measure M funds. Of the \$5,089,000, \$305,000, or 6 percent, is funded with Capital Improvement Program funds or General Fund reserves. The use of reserve funds of \$305,000 has been appropriated towards the Traffic Signal Enhancement project, the close-out of the Upper Oso habitat restoration project, and replacement of the City Hall Digital Carillon System. Other major projects with the CIP budget include road maintenance, the Central Park Splash Pad, HVAC unit upgrades at City Hall and the BTRCC, as well as additional bridge projects.

This budget document also serves as a policy document to outline the City Council's desired service levels, programs, priorities and staffing for the City over the coming year. Information related to the City's community profile, demographics, and organizational structure is included to accompany the budgetary policies and priorities, which are a demonstration of the City's commitment to its residents and businesses. In addition, the budget document includes combined and individual fund summary data on estimated revenues, appropriations, transfers, fund balances, and capital projects, organized as operational and budgetary divisions of the various governmental functions. Lastly, detailed Capital Improvement Plan information and appendices of budgetary policies, procedures and related budgetary presentation items are presented. City

staff places a high priority on transparency throughout the budgeting process, and this document is designed to provide the public with accurate accessible information in an easy-to-read format.

In summary, the City staff and I are proud of the thoughtful and thorough work that has gone into the preparation of the Fiscal Year 2021-22 budget, and we appreciate the City Council's careful consideration and adoption of the City's spending plan for the coming year. With this budget, Rancho Santa Margarita is poised to continue the delivery of essential services to residents and businesses in a prudent and fiscally responsible manner that captures the City Council's vision and direction.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jennifer M. Cervantez".

Jennifer M. Cervantez
City Manager

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CITY OF RANCHO SANTA MARGARITA

CITY COUNCIL

MAYOR	L. ANTHONY BEALL
MAYOR PRO TEM	ANNE D. FIGUEROA
COUNCIL MEMBER	CAROL A. GAMBLE
COUNCIL MEMBER	JERRY HOLLOWAY
COUNCIL MEMBER	BRADLEY J. McGIRR

CITY OFFICIALS

CITY MANAGER/CITY TREASURER.....	JENNIFER CERVANTEZ
FINANCE DIRECTOR	STEFANIE TURNER
PUBLIC WORKS DIRECTOR/CITY ENGINEER	BRENDAN DUGAN
PLANNING/COMMUNITY Dev. DIRECTOR	CHERYL KUTA
CITY CLERK	AMY DIAZ
CITY ATTORNEY	GREGORY E. SIMONIAN
CHIEF OF POLICE SERVICES	CPT. MIHAELA KENNEDY
COMMUNITY SERVICES SUPERVISOR	WENDI REDINGTON

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

COMMUNITY PROFILE

Date of Incorporation	January 1, 2000
Location	South Orange County, California
Form of Government.....	Council – Manager
Population (1)	48,183
Incorporation Election, November 2, 1999:	
Registered Voters (2)	21,656
Voter Turnout (2)	26.9%
Number of Parcels (3)	16,509
Police	contract with Orange County Sheriff's Department
Fire	One Station; contract with Orange County Fire Authority
Library	One Branch, Orange County Public Library System
Parks:	
County owned and operated	1
Privately owned and operated	21
Schools:	
Elementary Schools	11
Middle Schools	2
High Schools	1
Number of Master Home Owners Associations	7

(1) - Source: California Department of Finance, Demographic Research Unit 1/1/21

(2) - Source: County of Orange

(3) - Source: Orange County Auditor-Controller

City of Rancho Santa Margarita

Demographic Information Federal Census Data

**Fiscal Year
2010⁽²⁾**

Population: (1) (2) (3) **47,896**

Median Age: **37.6**

Number of Households: **16,665**

Average Household Size: **2.87**

Average Family Size: **3.33**

Home-Ownership Rate **71%**

Total Workforce **24,812**

Race:

Asian	8.9
Black	1.6
Hispanic	18.6
White	67.0
Other	3.9

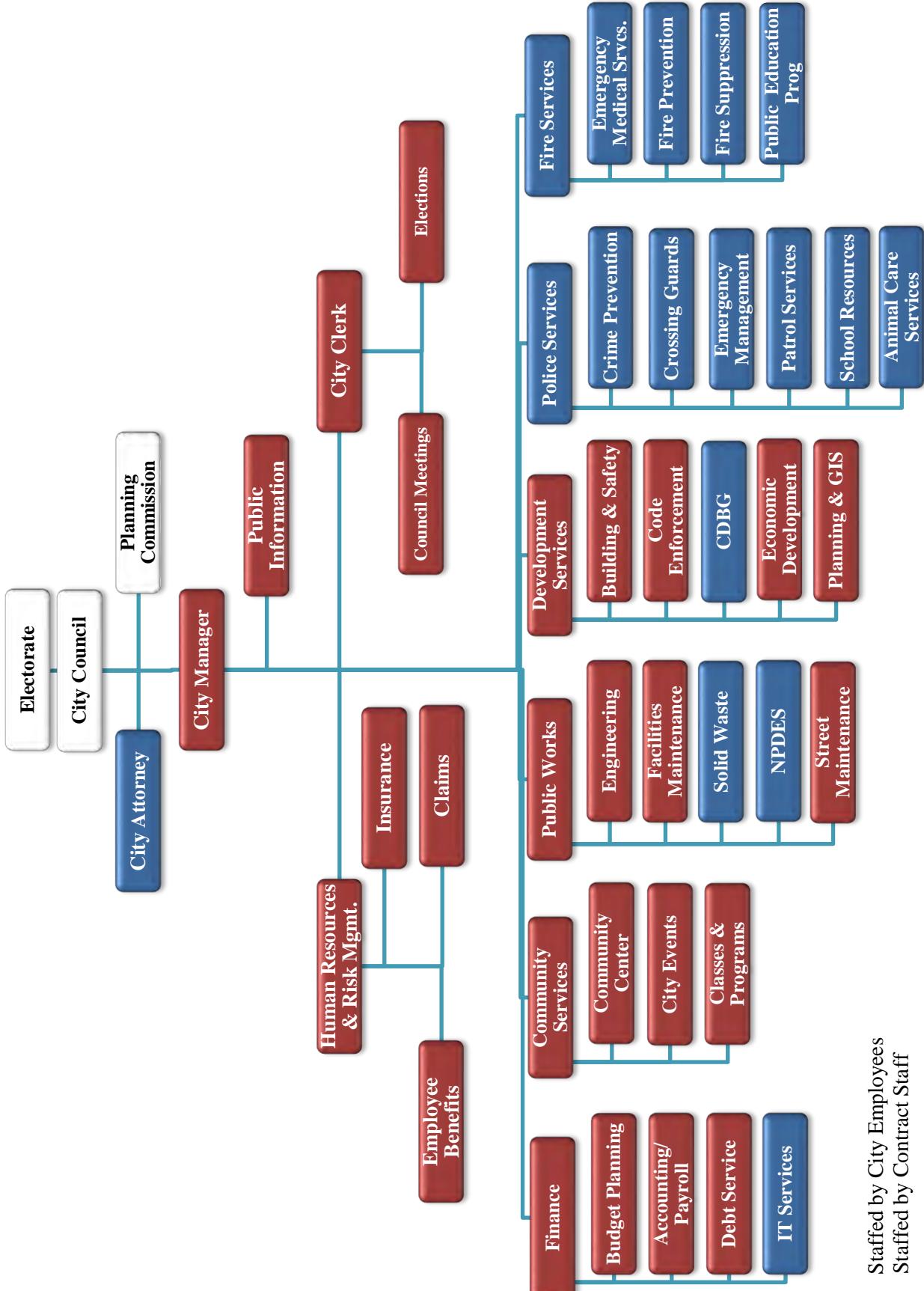
Sex:

Female	51.1
Male	48.9

- 1) As of 4/10/10 census data release. **Estimated population as of 1/1/21 is 48,183** per the California Department of Finance, Demographic Research Unit.
- 2) Due to the COVID-19 pandemic, the new census information for the year 2020 isn't available.
- 3) The California Department of Finance population estimates incorporate 2010 Census counts as the benchmark. Therefore, the population estimates for 2010, and 2021 published in this report might be noticeably different from the previous year estimates.

As of June 2021, total unemployment was 5.3%

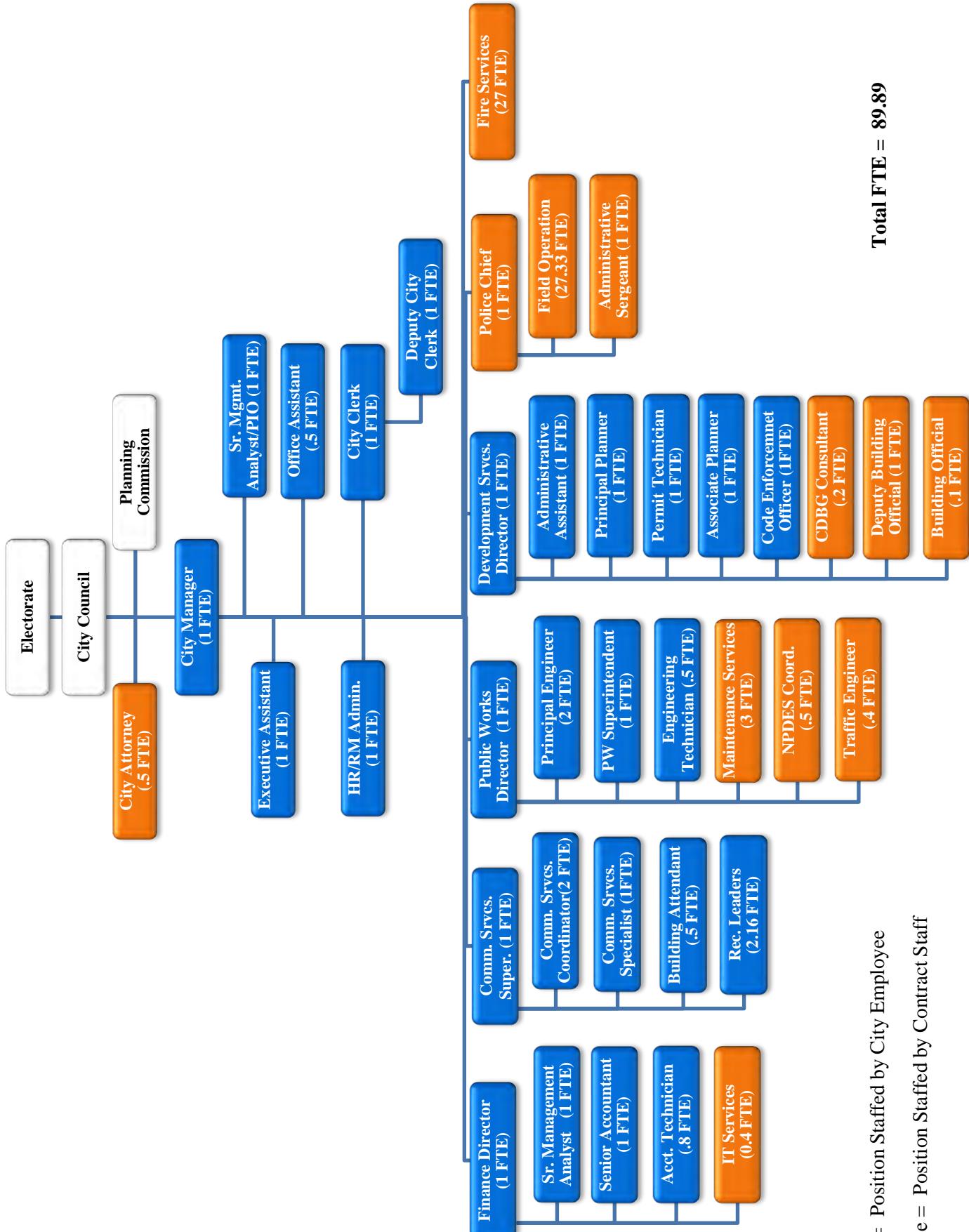
City of Rancho Santa Margarita
 ORGANIZATION CHART BY DEPARTMENT FUNCTION
 as of Fiscal Year 2021-2022



Red = Staffed by City Employees
 Blue = Staffed by Contract Staff

City of Rancho Santa Margarita

ORGANIZATION CHART BY CITY EMPLOYEES & CONTRACT STAFF as of Fiscal Year 2021-2022



Blue = Position Staffed by City Employee

Orange = Position Staffed by Contract Staff

Total FTE = 89.89

City of Rancho Santa Margarita
City Employees and Contract Staff Summary

FY 2021/22

Full Time Equivalent Positions
City Staff Contract Staff

<u>City Manager:</u>	City Manager	1.00
	Executive Assistant	1.00
	Senior Management Analyst/Public Information Officer	1.00
	Office Assistant	0.50
	City Clerk	1.00
	Deputy City Clerk	1.00
	HR / Risk / Emergency Management	1.00
<u>City Attorney:</u>	City Attorney	0.50
<u>Finance:</u>	Finance Director	1.00
	Senior Management Analyst	1.00
	Senior Accountant	1.00
	Accounting Technician	0.80
	IT Services	0.40
<u>Community Services:</u>	Community Services Supervisor	1.00
	Community Services Coordinator	2.00
	Community Services Specialist	1.00
	Building Attendant	0.50
	Recreation Leaders	2.16
<u>Police Services:</u>	Police Chief	1.00
	Administrative Sergeant	1.00
	Field Operations	27.33
<u>Development Services:</u>	Development Services Director	1.00
	Administrative Assistant	1.00
	Principal Planner	1.00
	Associate Planner	1.00
	Permit Technician	1.00
	Code Enforcement	1.00
	Building Official	0.10
	Deputy Building Official	1.00
	CDBG Consultant	0.20
<u>Public Works:</u>	Public Works Director	1.00
	Principal Engineer	2.00
	Engineering Technician	0.50
	Traffic Engineer	0.40
	Public Works Superintendent	1.00
	NPDES Coordinator	0.50
	Maintenance Services	3.00
<u>Fire Services:</u>	Field Operations	27.00
<u>TOTAL</u>	27.46	62.43

Budget Summaries



*Rancho Santa Margarita
California*

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

Description	Fund Balance 6/30/2017	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 6/30/2018	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 6/30/2019
General Fund - 100	17,554,185	19,764,525	18,604,721	18,713,989	19,890,471	17,982,481	20,621,979
Special Revenue Funds:							
Gas Tax - 210	1,162,311	1,301,022	1,508,178	955,155	984,241	1,239,309	700,087
Measure M - 212	124,412	709,875	491,238	343,049	767,202	648,018	462,233
Air Quality Improvement - 214	170,050	64,685	1,457	233,278	70,226	46,364	257,140
Traffic Congestion Relief - 218	-	55,415	-	55,415	57,569	-	112,984
Local Park Trust Fund - 220	1,444,140	212,289	193,766	1,462,663	37,826	67,785	1,432,704
Supplemental Law Enforce - 222	113,112	141,412	106,735	147,789	153,474	126,634	174,629
PEG Fees - 224	827,844	10,230	157,734	680,340	17,298	3,339	694,299
RMRA - 226	-	-	-	-	939,571	658,239	281,332
CARES - 228					-	-	-
ARP - 230					-	-	-
Subtotal-Special Revenue Funds	3,841,869	2,494,928	2,459,108	3,877,689	3,027,407	2,789,688	4,115,408
Capital Projects Fund - 410	3,621	2,609,973	2,420,778	192,816	2,124,115	2,112,774	204,157
<u>RSM DEBT SERVICE</u>							
RSM PFA Debt Svc. Fund - 530	1,526,835	734,952	2,261,673	114	728,265	727,838	541
GRAND TOTAL - ALL FUNDS	22,926,510	25,604,378	25,746,280	22,784,608	25,770,258	23,612,781	24,942,085

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

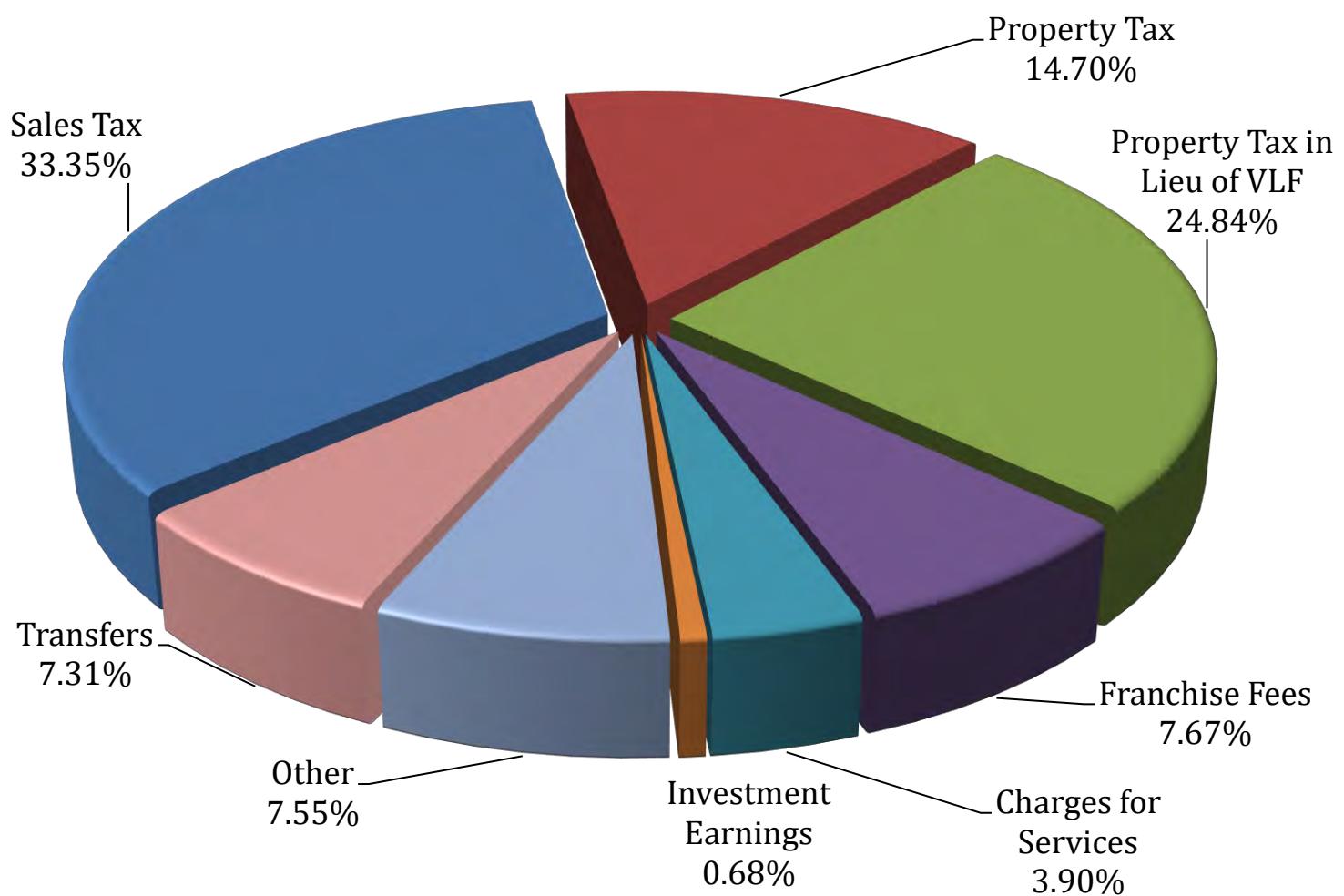
Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/20	Estimated Revenues & Interfund Transfers	Estimated Expenditures & Interfund Transfers	Estimated Fund Balance 06/30/21	Projected Revenues & Interfund Transfers	Projected Expenditures & Interfund Transfers	Projected Fund Balance 06/30/22
18,782,073	18,039,174	21,364,878	18,635,238	18,174,432	21,825,684	21,158,577	20,133,132	22,851,129
1,101,996	1,023,553	778,530	1,139,540	1,600,313	317,757	1,253,699	1,322,949	248,507
766,780	1,078,079	150,934	693,802	614,354	230,382	715,329	810,029	135,682
67,008	219,149	104,999	60,000	5,130	159,869	60,000	57,000	162,869
57,404	131,000	39,388	-	34,000	5,388	-	5,000	388
31,748	81,103	1,383,349	-	1,000,000	383,349	-	200,000	183,349
160,971	123,061	212,539	158,373	130,340	240,572	100,000	143,491	197,081
15,432	973	708,758	-	16,727	692,031	-	59,286	632,745
859,998	643,223	498,107	873,739	117,500	1,254,346	956,908	2,050,000	161,254
429,243	787,612	(358,369)	603,275	244,906	-	-	-	-
-	-	-	2,360,444	-	2,360,444	2,368,144	2,183,151	2,545,437
3,490,580	4,087,753	3,518,235	5,889,173	3,763,270	5,644,138	5,454,080	6,830,906	4,267,312
3,226,944	3,692,284	(261,183)	5,640,334	5,146,930	232,221	5,089,006	5,089,006	232,221
735,413	735,138	816	731,596	731,596	816	732,438	732,438	816
26,235,010	26,554,349	24,622,746	30,896,341	27,816,228	27,702,859	32,434,101	32,785,482	27,351,478

City of Rancho Santa Margarita

Summary of Operating Budgeted Revenues

General Fund

Fiscal Year 2021-2022



City of Rancho Santa Margarita
Revenue Summary - All Funds

	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET
<u>GENERAL FUND</u>						
100 GENERAL FUND	19,764,525	19,890,470	18,782,073	18,540,592	18,635,238	21,158,577
<u>SPECIAL REVENUE FUNDS</u>						
210 GAS TAX	1,301,022	984,241	1,101,996	1,167,296	1,139,540	1,253,699
212 MEASURE M	709,875	767,202	766,780	652,515	693,802	715,329
214 AIR QUALITY IMPROVEMENT	64,685	70,226	67,008	60,000	60,000	60,000
218 TRAFFIC CONGESTION RELIEF	55,415	57,569	57,404	-	-	-
220 LOCAL PARK TRUST	212,289	37,826	31,748	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT	141,412	153,474	160,971	100,000	158,373	100,000
224 PEG FEE	10,230	17,298	15,432	-	-	-
226 ROAD MAINTENANC & REHABILITATION	-	939,571	859,998	846,658	873,739	956,908
228 CARES	-	-	429,243	346,700	603,275	-
230 AMERICAN RESCUE PLAN	-	-	-	-	2,360,444	2,368,144
<i>SUBTOTAL</i>						
<i>ALL SPECIAL REVENUE FUNDS</i>		2,494,928	3,027,407	3,490,580	3,173,169	5,889,173
<i>CAPITAL PROJECTS FUND</i>						
410 CAPITAL PROJECTS FUND	2,609,973	2,124,115	3,226,944	6,998,906	5,640,334	5,089,006
<u>RSM DEBT SERVICE FUND</u>						
530 RSM PFA DEBT SERVICE FUND	734,952	728,265	735,413	731,638	731,596	732,438
<i>SUBTOTAL</i>						
<i>ALL FUND TYPES</i>		25,604,378	25,770,257	26,235,010	29,444,305	30,896,341
<i>LESS INTERFUND TRANSFERS</i>		4,785,289	3,467,646	4,618,477	5,392,369	4,089,283
<i>GRAND TOTAL - ALL FUND TYPES</i>		20,819,089	22,302,611	21,616,533	24,051,936	26,807,058
						26,107,342

City of Rancho Santa Margarita
Revenues - Detail of All Funds

	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET
100 GENERAL FUND						
Property Tax	2,531,933	2,639,135	2,716,191	2,725,522	2,747,805	2,830,179
Sales Tax	6,658,452	7,109,635	6,729,367	6,022,641	6,616,733	7,056,438
Real Property Transfer Tax	355,744	262,145	289,637	250,000	296,868	280,000
Franchise Fees - Cable TV	742,529	715,634	658,006	675,000	622,500	628,725
Franchise Fees - Gas	65,617	60,870	70,365	71,068	74,631	75,377
Franchise Fees - Electricity	388,206	382,484	363,277	366,909	412,610	420,862
Franchise Fees - Refuse Collection	172,623	180,387	184,685	193,027	200,741	200,741
Franchise Fees - Refuse Agmnt Reimb.	-	-	-	100,000	100,000	200,000
Motor Vehicle License Fee	25,583	23,678	38,750	24,214	35,787	36,145
Property Tax in Lieu of VLF	4,578,787	4,797,263	4,967,587	5,104,196	5,129,117	5,256,832
State Mandated Cost Reimburse	13,236	13,827	14,461	14,967	12,153	34,554
Beverage Container Recycling Grant	12,326	12,506	12,292	13,000	13,000	13,000
Building Permit Fees	526,182	407,523	367,252	378,515	451,452	391,865
CASP Program Revenue	-	5,430	5,015	5,500	5,716	5,500
Zoning PC	-	6,738	29,073	15,369	28,675	15,830
Permit Imaging	-	2,069	8,206	7,812	9,013	8,046
Building-Plan Check Fees	70,747	79,325	69,112	82,683	79,820	82,215
Site Development Permits/Fees	8,161	6,428	9,071	3,250	2,449	3,250
Site Development Permits/Deposits	40,959	71,086	44,812	30,000	7,500	30,000
Massage Establishment Permit	2,746	4,098	3,228	3,220	2,454	2,500
Planning - Plan Check Fees	49,397	40,067	8,375	13,900	6,910	13,900
Other Planning Revenues	3,633	25,892	40,054	3,500	2,304	3,000
Local Early Action Planning grant (LEAP)	-	-	-	132,000	32,000	100,000
SB2 Grant Funding	-	-	-	25,000	22,500	19,896
CDBG Grant	57,041	65,525	31,667	208,968	188,968	114,550
CDBG-CV Grant	-	-	-	410,749	119,393	288,639
Engineering Permits	42,663	66,913	79,086	57,508	60,117	61,920
AB933 - Recycling Grant	91,566	93,764	100,785	97,170	97,170	98,142
Waste Disposal Agreement Revenue	88,066	97,563	103,239	100,883	108,883	113,900
Solid Waste Diversion Permits	44,330	27,848	68,752	14,007	15,340	15,490
Court Fines	65,951	81,864	89,810	70,000	87,330	89,950
Parking Citation Revenue	62,613	76,721	107,212	115,000	92,420	115,000
Parking Citation - DMV	9,660	10,720	19,054	12,000	10,365	15,000
Miscellaneous Police Grants/Revenue	-	7,023	6,181	7,000	6,197	7,000
Passport Revenue	14,371	22,440	13,101	22,000	-	11,000
BTRCC Revenue - Misc.	1,664	300	100	-	445	-
Community Services Revenue	45,000	57,000	39,264	25,000	-	25,000
Advertising Income	520	-	-	-	-	-
BTRCC Program Revenue	275,561	233,766	116,314	61,177	-	102,857
BTRCC Rental Revenue	186,227	169,824	57,175	70,914	-	81,091
Senior Mobility Grant	27,005	28,842	29,075	24,630	24,636	27,105
Senior Mobility Voucher Revenue	1,578	-	-	-	-	-
Investment Earnings	225,462	461,284	415,645	235,690	141,683	143,000
Other Revenue	24,427	789,758	84,736	14,000	34,796	15,000
Donations	-	-	-	-	-	-
DS Lease Payment Contribution	-	-	-	-	-	-
SCE Rule 20A	53,607	-	57,458	-	-	31,059
American Rescue Plan	-	-	-	-	-	547,698
Transfer from Gas Tax Fund	220,279	213,074	219,627	242,731	240,403	254,141
Transfer from Measure M	453,238	510,713	514,976	489,872	494,354	515,029
Transfer from AQMD	-	29,309	-	-	-	-
Transfer from ARP Fund	-	-	-	-	-	777,151
Transfer from Debt Service Fund	1,526,835	-	-	-	-	-
TOTAL GENERAL FUND	19,764,525	19,890,470	18,782,073	18,540,592	18,635,238	21,158,577
SPECIAL REVENUE FUNDS						
210 GAS TAX FUND:						
Gas Tax 2105 (Prop. 111)	259,119	269,307	252,003	259,516	259,679	285,821
Gas Tax 2106	174,821	181,427	159,061	171,406	169,356	186,404
Gas Tax 2107	344,269	338,449	319,500	312,200	338,712	372,810
Gas Tax 2107.5	6,000	6,000	6,000	6,000	6,000	6,000
Gas Tax 2103	190,385	165,918	350,114	413,674	361,293	397,664
Measure M - RMRA	284,786	-	-	-	-	-
Interest Income	14,422	22,221	15,318	4,500	4,500	5,000
Transfer from CIP	27,220	919	-	-	-	-
TOTAL GAS TAX FUND	1,301,022	984,241	1,101,996	1,167,296	1,139,540	1,253,699

City of Rancho Santa Margarita
Revenues - Detail of All Funds

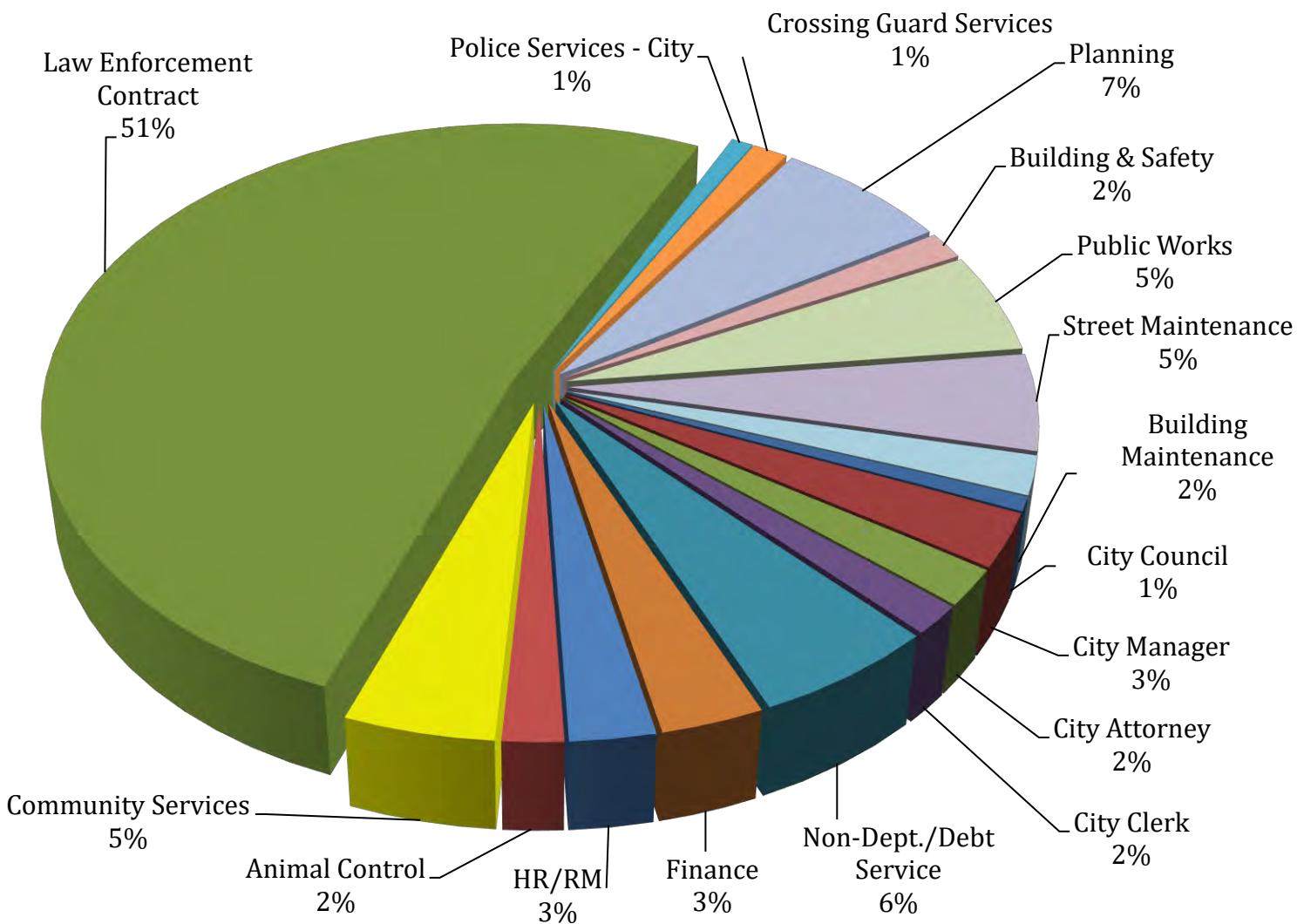
	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET
212 MEASURE M FUND:						
Measure M (Local Turnback)	707,882	758,220	757,501	651,315	691,265	712,329
Interest Income	1,993	8,982	9,279	1,200	2,537	3,000
TOTAL MEASURE M FUND	709,875	767,202	766,780	652,515	693,802	715,329
214 AIR QUALITY IMPROVEMENT FUND:						
AQMD (AB 2766)	62,264	63,983	61,953	59,672	59,672	59,672
Interest Income	2,421	6,243	5,055	328	328	328
TOTAL AQMD FUND	64,685	70,226	67,008	60,000	60,000	60,000
218 TRAFFIC CONGESTION RELIEF FUND:						
TCRF Funds	55,252	55,629	55,042	-	-	-
Interest Income	163	1,940	2,362	-	-	-
TOTAL TCRF FUND	55,415	57,569	57,404	-	-	-
220 LOCAL PARK TRUST FUND:						
Park Fees	190,436	-	-	-	-	-
Interest Income	21,853	37,826	31,748	-	-	-
TOTAL LOCAL PARK TRUST FUND	212,289	37,826	31,748	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT:						
Supplemental Law Enforcement	139,416	148,747	156,006	99,453	157,273	99,453
Interest Income	1,996	4,727	4,965	547	1,100	547
TOTAL SUPPL. ENFORCEMENT	141,412	153,474	160,971	100,000	158,373	100,000
224 PEG FEE FUND:						
PEG Fees	10,441	-	-	-	-	-
Interest Income	(211)	17,298	15,432	-	-	-
TOTAL PEG FEE FUND	10,230	17,298	15,432	-	-	-
226 ROAD MAINTENANCE & REHABILITATION						
Transfer from Gas Tax Fund	-	29,801	-	-	-	-
RMRA - Section 2032	-	904,605	847,981	841,458	866,424	949,408
Interest Income	-	5,165	12,017	5,200	7,315	7,500
TOTAL RMRA FUND	-	939,571	859,998	846,658	873,739	956,908
228 CARES FUND						
CARES Grant	-	-	428,657	346,700	602,454	-
Interest Income	-	-	586	-	821	-
TOTAL CARES FUND	-	-	429,243	346,700	603,275	-
230 AMERICAN RESCUE PLAN (ARP)						
ARP Funds	-	-	-	-	2,360,444	2,360,444
Interest Income	-	-	-	-	-	7,700
TOTAL CARES FUND	-	-	-	-	2,360,444	2,368,144
SUBTOTAL - ALL SPECIAL REVENUE	2,494,928	3,027,407	3,490,580	3,173,169	5,889,173	5,454,080
410 CAPITAL PROJECTS FUND						
Transfer from General Fund	571,689	351,400	994,417	310,000	298,390	305,000
Transfer from Gas Tax Fund	1,021,646	724,338	516,783	1,146,000	1,047,910	730,000
Transfer from Measure M Fund	38,000	137,305	563,103	145,000	120,000	295,000
Transfer from Air Quality Improve.	1,458	17,056	219,149	54,000	5,130	57,000
Transfer from TCRF Fund	-	-	131,000	34,000	34,000	5,000
Transfer from Local Park Trust Fund	193,766	67,785	81,103	1,339,128	1,000,000	200,000
Transfer from RMRA Fund	-	658,239	643,223	900,000	117,500	2,050,000
Transfer from ARPA Fund	-	-	-	-	-	406,000
HBP	147,314	20,638	72,374	2,863,000	2,903,563	557,000
CDBG Grant	277,342	111,414	2,020	-	113,841	197,006
CTFP	91,960	-	-	-	-	20,000
State Capita Park (Prop. 68)	-	-	-	207,778	-	207,000
PARSAC Grant	-	-	-	-	-	60,000
Interest Income	1,681	5,096	3,772	-	-	-
SUBTOTAL - CAPITAL PROJECTS	2,609,973	2,124,115	3,226,944	6,998,906	5,640,334	5,089,006
<u>RSM DEBT SERVICE FUND</u>						
530 RSM PFA DEBT SERVICE FUND:						
Interest Income	3,794	557	317	-	-	-
Transfer from General Fund	731,158	727,708	735,096	731,638	731,596	732,438
TOTAL RSM PFA DEBT SERVICE	734,952	728,265	735,413	731,638	731,596	732,438
SUBTOTAL - ALL FUND TYPES	25,604,378	25,770,257	26,235,010	29,444,305	30,896,341	32,434,101
LESS: INTERFUND TRANSFERS	4,785,289	3,467,646	4,618,477	5,392,369	4,089,283	6,326,759
GRAND TOTAL - ALL FUND TYPES	20,819,089	22,302,611	21,616,533	24,051,936	26,807,058	26,107,342

City of Rancho Santa Margarita

Summary of Operating Budgeted Expenditures

General Fund

Fiscal Year 2021-2022



City of Rancho Santa Margarita
Appropriations Summary - All Funds

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET
	AMENDED BUDGET	YEAR-END ESTIMATE				
<u>GENERAL FUND</u>						
City Council	131,204	135,768	153,174	145,261	141,809	151,661
City Manager	476,564	505,525	562,394	558,562	564,370	581,987
City Attorney	448,345	490,867	445,139	400,000	294,252	400,000
City Clerk	275,987	306,483	308,607	350,115	345,589	321,654
Non-Departmental	1,257,633	406,989	315,055	390,895	314,423	381,292
Finance	591,727	604,821	640,116	588,696	576,228	619,044
Human Resources/Risk Management	348,451	368,615	376,692	454,038	421,622	514,885
Police Services	9,096,759	9,366,948	8,874,312	10,208,849	10,215,335	10,654,886
Animal Control	310,272	283,342	314,637	341,979	320,740	366,830
Planning	766,230	874,090	812,671	1,559,713	1,083,973	1,341,764
Building	366,642	329,000	330,315	295,875	376,716	301,251
Public Works	848,591	844,271	895,551	954,751	955,172	1,093,526
Street Maintenance	927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506
Building Maintenance	329,092	327,890	300,868	291,220	286,729	416,929
Community Services	1,126,501	1,069,411	977,633	566,341	227,129	903,479
Transfer to Capital Projects Fund	571,689	351,400	994,417	310,000	298,390	305,000
Use of Emergency Reserves	-	-	-	500,000	-	-
Transfer to RSM PFA Debt Service Fund	731,158	727,709	735,096	731,638	731,596	732,438
TOTAL GENERAL FUND	18,604,721	17,982,481	18,039,174	19,666,138	18,174,432	20,133,132
<u>SPECIAL REVENUE FUNDS</u>						
GAS TAX						
Street Lighting	266,252	272,097	287,143	288,000	312,000	338,808
Transfer to General Fund	220,280	213,074	219,627	242,731	240,403	254,141
Transfer to RMRA Fund	-	29,800	-	-	-	-
Transfer to Capital Projects Fund	1,021,646	724,338	516,783	1,146,000	1,047,910	730,000
MEASURE M						
Transfer to General Fund	453,238	510,713	514,976	489,872	494,354	515,029
Transfer to Capital Projects Fund	38,000	137,305	563,103	145,000	120,000	295,000
AIR QUALITY IMPROVEMENT						
Transfer to General Fund	-	29,308	-	-	-	-
Transfer to Capital Projects Fund	1,457	17,056	219,150	54,000	5,130	57,000
TRAFFIC CONGESTION RELIEF						
Transfer to Capital Projects Fund	-	-	131,000	34,000	34,000	5,000
LOCAL PARK TRUST						
Transfer to Capital Projects Fund	193,766	67,785	81,103	1,339,128	1,000,000	200,000
SUPPLEMENTAL LAW ENFORCE	106,735	126,634	123,061	142,539	130,340	143,491
PEG FEE	157,734	3,339	973	44,211	16,727	59,286
ROAD MAINTENANCE & REHABILITATION						
Transfer to Capital Projects Fund	-	658,239	643,222	900,000	117,500	2,050,000
CARES FUND	-	787,612	346,700	244,906	-	-
AMERICAN RESCUE PLAN FUND						
ARP grant expenditures	-	-	-	-	-	1,000,000
Transfer to General Fund	-	-	-	-	-	777,151
Transfer to Capital Projects Fund	-	-	-	-	-	406,000
TOTAL SPECIAL REVENUE FUNDS	2,459,108	2,789,688	4,087,753	5,172,181	3,763,270	6,830,906
<u>CAPITAL PROJECTS FUND</u>						
Transfer to General Fund	-	-	-	-	-	-
Capital Outlay	2,393,558	2,111,855	3,692,284	6,998,906	5,146,930	5,089,006
Transfer to Gas Tax Fund	27,220	919	-	-	-	-
TOTAL CAPITAL PROJECT FUND	2,420,778	2,112,774	3,692,284	6,998,906	5,146,930	5,089,006
<u>RSM DEBT SERVICE FUNDS</u>						
RSM PFA DEBT SERVICE FUND	734,838	727,838	735,138	731,638	731,596	732,438
Transfer to General Fund	1,526,835	-	-	-	-	-
TOTAL RSM DEBT SRVC. FUNDS	2,261,673	727,838	735,138	731,638	731,596	732,438
SUBTOTAL - ALL FUND TYPES	25,746,280	23,612,781	26,554,349	32,568,863	27,816,228	32,785,482
LESS INTERFUND TRANSFERS	4,785,289	3,467,646	4,618,477	5,392,369	4,089,283	6,326,759
GRAND TOTAL - ALL FUND TYPES	20,960,991	20,145,135	21,935,872	27,176,494	23,726,945	26,458,723

Fund Expense Summary
GENERAL FUND

DESCRIPTION	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21		FY 2021/22
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
City Council	131,204	135,768	153,174	145,261	141,809	151,661
City Manager	476,564	505,525	562,394	558,562	564,370	581,987
City Attorney	448,345	490,867	445,139	400,000	294,252	400,000
City Clerk	275,987	306,483	308,607	350,115	345,589	321,654
Non-Departmental	1,257,633	406,989	315,055	390,895	314,423	381,292
Finance	591,727	604,821	640,116	588,696	576,228	619,044
Human Resources/Risk Management	348,451	368,615	376,692	454,038	421,622	514,885
Police Services	9,096,759	9,366,948	8,874,312	10,208,849	10,215,335	10,654,886
Animal Control	310,272	283,342	314,637	341,979	320,740	366,830
Planning	766,230	874,090	812,671	1,559,713	1,083,973	1,341,764
Building	366,642	329,000	330,315	295,875	376,716	301,251
Public Works	848,591	844,271	895,551	954,751	955,172	1,093,526
Street Maintenance	927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506
Building Maintenance	329,092	327,890	300,868	291,220	286,729	416,929
Community Services	1,126,501	1,069,411	977,633	566,341	227,129	903,479
Transfer to Capital Projects Fund	571,689	351,400	994,417	310,000	298,390	305,000
Use of Emergency Reserves	-	-	-	500,000	-	-
Transfer to RSM PFA Debt Service Fund	731,158	727,709	735,096	731,638	731,596	732,438
TOTAL GENERAL FUND	18,604,721	17,982,481	18,039,174	19,666,138	18,174,432	20,133,132

Fund Expense Summary
GAS TAX FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
GAS TAX - Street Lighting	266,252	272,097	287,143	288,000	312,000	338,808
Transfers to General Fund						
Public Works	136,389	125,182	122,853	142,735	142,735	151,001
Street Maintenance	83,891	87,892	96,774	99,996	97,668	103,140
Transfers to RMRA Fund	-	29,800	-	-	-	-
Transfers to Capital Projects Fund	-	-	-	-	-	-
Slurry Seal Program	267,295	350,861	103,584	465,000	433,330	-
Residential Overlay	(22,486)	5,340	157,141	-	-	205,000
Antonio Pkwy. Pavement Rehab	178,043	960	-	-	-	-
El Paseo Corridor Improvements	-	-	10,547	-	-	-
Coto de Caza/La Promesa Pavement Rehab.	247	-	-	-	-	-
SMP Pavement Rehabilitation	251,936	1,360	-	-	-	-
Avenida Empressa Pavement Rehabilitation	254,985	95,000	-	-	-	-
Median Hardscape Renovation	22,763	60,000	14,140	-	-	-
Melinda Road Median Improvements	-	-	-	-	-	150,000
Plano Trabuco Median Landscape Renovation	-	-	5,493	10,000	10,000	185,000
Traffic Signal Enhancement	13,711	-	-	-	-	-
SMP Bridge Hinge Repair (Westbound)	(3,768)	11,356	55,406	371,000	327,080	23,000
SMP Bridge (Eastbound)	-	-	-	-	-	33,000
Antonio Parkway Bridge	-	-	-	-	-	16,000
Annual Concrete Repair	718	92,488	73,757	90,000	87,000	93,000
ADA Curb Ramp Installation	-	53,460	9,000	-	-	-
Verde Laguna Sidewalk Improvements	19,731	-	-	-	-	-
Emergency Vehicle Pre-emption (2&3)	-	2,000	-	-	-	-
Transit Planning Feasibility Study	(2,895)	-	-	-	-	-
Trash Reduction Catch Basin Inserts	1,380	-	-	-	-	-
Storm Drain System/Study	263	3,918	62,236	135,000	118,500	-
Auto Center Signage	39,463	-	-	-	-	-
La Promesa Slurry Seal	-	-	14,747	-	-	-
Citywide Red Curb Evaluation	-	37,993	9,966	-	-	-
Traffic Signal Mod. Banderas/Esperanza	260	9,602	-	-	-	-
Protected Left Turn Study	-	-	766	-	-	-
Traffic Signal System Maintenance	-	-	-	65,000	65,000	-
Rancho/Plano Trabucco Rd Knuckle Enhancment	-	-	-	10,000	7,000	-
Plano Trabuco Catch Basin / Sidewalk Repair Proj.	-	-	-	-	-	25,000
TOTAL GAS TAX FUND	1,508,178	1,239,309	1,023,553	1,676,731	1,600,313	1,322,949

Fund Expense Summary
MEASURE M FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
MEASURE M						
Transfers to General Fund						
Street Maintenance	453,238	510,713	514,976	489,872	494,354	515,029
Transfers to Capital Projects Fund						
Slurry Seal Program	-	-	300,000	-	-	-
Antonio Pkwy. Slurry Seal	-	-	114,059	-	-	-
Avenida Empresa Pavement Rehabilitation	-	25,000	-	-	-	-
Median Hardscape Renovation	-	60,000	-	-	-	-
Plano Trabuco Median Landscape Renovation	-	-	2,500	-	-	-
Traffic Calming Avenida de los Fundadores	-	-	6,469	-	-	-
Traffic Signal Enhancements	38,000	52,305	85,692	145,000	120,000	145,000
Traffic Signal System Maintenance	-	-	-	-	-	85,000
Antonio Pkwy. Gateway Improvements	-	-	54,383	-	-	65,000
TOTAL MEASURE M FUND	491,238	648,018	1,078,079	634,872	614,354	810,029

Fund Expense Summary
AIR QUALITY IMPROVEMENT FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
AIR QUALITY IMPROVEMENT						
Transfers to General Fund	-	29,308	-	-	-	-
Transfers to Capital Projects Fund						
SMP Signal & Equipment Upgrade	1,020	-	6,058	-	-	-
Antonio Pkwy. Signal & Equipment Upgrade	437	2,305	(2,305)	-	-	-
Los Alisos/Melinda Signal Equip. Upgrade	-	-	5,130	54,000	5,130	52,000
Traffic Signal Battery Backup System	-	8,951	90,276	-	-	-
Emergency Vehicle Pre-emption	-	5,799	89,991	-	-	-
Traffic Calming Avenida de los Fundadores	-	-	30,000	-	-	-
SMP Signal Sync Project	-	-	-	-	-	5,000
TOTAL AIR QUALITY IMPROVEMENT	1,457	46,364	219,150	54,000	5,130	57,000

Fund Expense Summary
 TRAFFIC CONGESTION RELIEF FUND

DESCRIPTION	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21		FY 2021/22
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
TRAFFIC CONGESTION RELIEF						
Transfers to Capital Projects Fund						
Storm Drain System/Study	-	-	131,000	34,000	34,000	-
Traffic Signal System Maintenance	-	-	-	-	-	5,000
TOTAL TRAFFIC CONGESTION RELIEF	-	-	131,000	34,000	34,000	5,000

Fund Expense Summary
LOCAL PARK TRUST FUND

DESCRIPTION	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21		FY 2021/22
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
LOCAL PARK TRUST						
Transfers to Capital Projects Fund						
Skate Park Renovations	2,346	13,809	-	-	-	-
Dog Park Renovations	97,500	407	-	-	-	-
BTRCC Youth Lounge Courtyard	93,920	5,297	-	-	-	-
Splash Pad at Central Park	-	48,273	81,103	1,339,128	1,000,000	200,000
TOTAL LOCAL PARK TRUST	193,766	67,785	81,103	1,339,128	1,000,000	200,000

Fund Expense Summary
 SUPPLEMENTAL LAW ENFORCEMENT FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
SUPPLEMENTAL LAW ENFORCEMENT						
Additional Police Services	106,735	126,634	123,061	142,539	130,340	143,491
TOTAL SUPPLEMENTAL LAW	106,735	126,634	123,061	142,539	130,340	143,491

Fund Expense Summary
PEG FEE FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
PEG FEE						
Public Education Grant Expenditures	157,734	3,339	973	44,211	16,727	59,286
TOTAL PEG FEE	157,734	3,339	973	44,211	16,727	59,286

Fund Expense Summary
ROAD MAINTENANCE & REHABILITATION

DESCRIPTION	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21		FY 2021/22
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
ROAD MAINTENANCE & REHABILITATION						
Transfers to Capital Projects Fund						
Annual Slurry Seal	-	-	-	-	-	580,000
Antonio Pkwy. Slurry Seal	-	-	111,890	-	-	-
Avenida de Las Flores Slurry Seal	-	239,939	93,733	-	-	-
La Promesa Slurry Seal	-	-	55,000	-	-	-
Vista Drive Street Repair Project	-	-	382,599	-	-	-
Arroyo Vista Pavement Rehabilitation	-	-	-	600,000	2,500	920,000
Antonio Pkwy. Pavement Rehabilitation	-	-	-	300,000	115,000	-
Avenida Empresa Pavement Rehabilitation	-	418,300	-	-	-	-
Antonio Pkwy. Overlay (Alas de Paz to SMP)	-	-	-	-	-	550,000
TOTAL ROAD MAINTENANCE & REHAB.	-	658,239	643,222	900,000	117,500	2,050,000

Fund Expense Summary
CARES FUND

DESCRIPTION				-----FY 2020/21-----		FY 2021/22
	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
CARES FUND						
Grant Expenditures	-	-	787,612	346,700	244,906	-
TOTAL CARES FUND	-	-	787,612	346,700	244,906	-

Fund Expense Summary
AMERICAN RESCUE PLAN FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
AMERICAN RESCUE PLAN FUND						
ARP Grant Expenditures	-	-	-	-	-	1,000,000
Transfers to General Fund	-	-	-	-	-	777,151
Transfers to Capital Projects Fund						
HVAC Unit Upgrades	-	-	-	-	-	406,000
TOTAL AMERICAN RESCUE PLAN	-	-	-	-	-	2,183,151

Fund Expense Summary
CAPITAL PROJECTS FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	FY 2020/21 ADOPTED BUDGET	FY 2021/22 ADOPTED BUDGET
<u>CAPITAL PROJECTS FUND</u>							
Transfer to Gas Tax Fund	27,220	919	-	-	-	-	-
Annual Slurry Seal Program	267,295	350,861	403,584	500,000	468,330	580,000	
Antonio Pkwy. Slurry Seal	-	-	114,059	-	-	-	-
Avenida De Las Banderas Slurry Seal	-	-	111,890	-	-	-	-
Avenida de Las Flores Slurry Seal	-	239,939	93,733	-	-	-	-
La Promesa Slurry Seal	-	-	69,747	-	-	-	-
Annual Residential Overlay	(22,486)	5,340	157,141	600,000	2,500	205,000	
Arroyo Vista Pavement Rehabilitation	-	-	-	-	-	920,000	
Vista Drive Street Repair Project	-	25,551	737,665	-	-	-	-
Antonio Pkwy. Pavement Rehabilitation	298,773	960	382,599	300,000	115,000	-	-
Coto de Caza/La Promesa Pavement Rehab.	247	-	-	-	-	-	-
SM Pkwy Pavement Rehabilitation	382,727	1,360	-	-	-	-	-
Avenida Empresa Pavement Rehabilitation	254,985	538,300	-	-	-	-	-
Median Hardscape Renovations	165,763	214,934	-	-	-	-	-
Melinda Road Median Improvements	-	-	14,140	-	-	150,000	
Auto Center Drive Signage	39,463	-	-	-	-	-	-
Antonio Pkwy. Gateway Improvements	-	-	54,383	-	-	65,000	
City Hall Landscaping Renovation	127,726	-	-	-	-	-	-
El Paseo Corridor Improvements	-	2,214	108,547	-	-	-	-
Plano Trabuco Median Landscaping Renovation	-	-	7,993	10,000	10,000	185,000	
Citywide Red Curb Evaluation	-	37,993	9,966	-	-	-	-
SMP Signal & Equipment Upgrade	1,020	-	6,058	-	-	-	-
Antonio Pkwy. Signal & Equipment Upgrade	438	2,305	(2,305)	-	-	-	-
Traffic Signal Enhancements	51,711	52,305	85,692	145,000	120,000	405,000	
Avenida Banderas Traffic Signal Modification	260	-	-	-	-	-	-
Traffic Signal Modification Banderas/Esperanza	-	9,602	-	-	-	-	-
Los Alisos/Melinda Road Signal Equipment Upgrade	-	-	5,130	54,000	5,130	52,000	
Traffic Signal Battery Backup System	-	8,951	90,276	-	-	-	-
Traffic Calming Avenida de los Fundadores	-	-	36,469	-	-	-	-
SMP Bridge Hinge Repair	12,927	55,676	483,050	3,234,000	2,851,080	201,000	
SMP Bridge (Eastbound)	-	-	-	-	-	289,000	
Annual Concrete - Sidewalk Repairs	718	92,488	73,757	90,000	87,000	93,000	
ADA Curb Ramp Installation	102,093	164,874	124,861	-	-	197,006	
Verda Laguna Sidewalk & Landscape	194,981	-	-	-	-	-	-
Transit Planning Feasibility	18,546	-	-	-	-	-	-
Building Improvements	1,037	-	-	-	-	-	-
City Hall Server Rm. Fire Suppression Sys.	33,487	-	-	-	-	-	-
City Hall & BTRCC Flooring/Carpeting	-	-	3,131	145,000	133,390	-	-
BTRCC Youth Center Lounge Courtyard	93,920	5,297	-	-	-	-	-
City Hall / BTRCC Interior Painting	24,030	32	-	-	-	-	-
City Hall / BTRCC Stain & Seal Exterior Wood	30,491	32	-	-	-	-	-
City Hall / BTRCC Exterior Lighting	-	14,728	-	-	-	-	-
BTRCC Kitchen Equipment Replacement	-	4,660	-	-	-	-	-
City Hall / BTRCC Renovation of Ledges	-	25,000	-	-	-	-	-
Chiquita Ridge Open Space Assessment	962	-	-	-	-	-	-
Chiquita Ridge Habitat Restoration	210,955	184,247	155,622	30,000	30,000	20,000	
Emergency Vehicle Pre-Emption	-	7,799	89,991	-	-	-	-
Skate Park Renovations.	2,346	13,809	-	-	-	-	-
Dog Park Renovations	97,500	407	-	-	-	-	-
Splash Pad at Central Park	-	48,273	81,103	1,546,906	1,000,000	407,000	
Storm Drain (NPDES)	-	3,918	193,236	169,000	152,500	-	-
CCTV Inspection of Storm Drain System	263	-	-	-	-	-	-
Trash Reduction Catch Basin Inserts	1,380	-	-	-	-	-	-
Protected Left Turn Study	-	-	766	-	-	-	-
Traffic Signal System Maintenance	-	-	-	65,000	65,000	90,000	
City Hall Bell System Replacement	-	-	-	-	-	25,000	
HVAC Unit Upgrades	-	-	-	100,000	100,000	406,000	
Rancho Trabuco/Plano Trabuco Road Knuckle Enhancement	-	-	-	10,000	7,000	-	-
Plano Trabuco Catch Basin and Sidewalk Repair Project	-	-	-	-	-	25,000	
Antonio Parkway Overlay (Alas de Paz to SMP)	-	-	-	-	-	550,000	
Building Access Card System Maintenance Upgrades	-	-	-	-	-	60,000	
SMP Signal Sync Project	-	-	-	-	-	25,000	
Antonio Pkwy. Bridge	-	-	-	-	-	139,000	
TOTAL CAPITAL PROJECTS FUND	2,420,778	2,112,774	3,692,284	6,998,906	5,146,930	5,089,006	

Fund Expense Summary
 RSM PFA DEBT SERVICE FUND

DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	-----FY 2021/22-----	
				AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSM PFA DEBT SERVICE FUND</u>						
Debt Service Payment	734,838	727,838	735,138	731,638	731,596	732,438
Transfer to General Fund	1,526,835	-	-	-	-	-
TOTAL RSM PFA DEBT SERVICE	2,261,673	727,838	735,138	731,638	731,596	732,438

SUMMARY OF EXPENDITURES BY ACCOUNT GROUP

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021
GENERAL FUND							
 SALARIES AND BENEFITS	% of total	3,198,147 17%	3,315,461 18%	3,532,460 20%	3,249,008 17%	3,085,442 17%	3,582,641 18%
 LAW ENFORCEMENT CONTRACT	% of total	8,711,446 47%	8,961,489 50%	8,523,300 47%	9,787,757 50%	9,787,076 54%	10,180,378 51%
 PROFESSIONAL SERVICES	% of total	1,182,967 6%	1,235,991 7%	1,093,106 6%	1,653,801 8%	1,248,595 7%	1,422,217 7%
 OTHER CONTRACT SERVICES	% of total	1,624,033 9%	1,656,868 9%	1,610,999 9%	1,691,544 9%	1,645,930 9%	1,841,262 9%
 OTHER SUPPLIES AND SERVICES	% of total	1,468,997 8%	1,416,586 8%	1,362,958 8%	1,410,400 7%	1,196,731 7%	1,754,628 9%
 CAPITAL EXPENDITURES	% of total	267,629 1%	232,634 1%	186,838 1%	831,990 4%	180,672 1%	314,568 2%
 DEBT SERVICE	% of total	731,158 4%	727,709 4%	735,096 4%	731,638 4%	731,596 4%	732,438 4%
 MITIGATION	% of total	848,655 5%	84,343 0%	- 0%	- 0%	- 0%	- 0%
 TRANSFERS/ ALLOCATIONS	% of total	571,689 3%	351,400 2%	994,417 6%	310,000 2%	298,390 2%	305,000 2%
Subtotal General Fund Expenditures		18,604,721 100%	17,982,481 100%	18,039,174 100%	19,666,138 100%	18,174,432 100%	20,133,132 100%
SPECIAL FUNDS							
 SLESF FUND Police Services		106,735	126,634	123,061	142,539	130,340	143,491
 GAS TAX FUND Street Lighting		266,254	272,097	287,141	288,000	312,000	338,808
Subtotal Special Funds Expenditures		372,989	398,731	410,202	430,539	442,340	482,299
TOTAL OPERATING EXPENDITURES		18,977,710	18,381,212	18,449,376	20,096,677	18,616,772	20,615,431

SUMMARY OF EXPENDITURES BY DEPARTMENT/DIVISION

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET 6/9/2021
GENERAL GOVERNMENT					AMENDED BUDGET	YEAR-END ESTIMATE	
110	City Council	131,204	135,768	153,174	145,261	141,809	151,661
120	City Manager	476,564	505,525	562,394	558,562	564,370	581,987
140	City Attorney	448,345	490,867	445,139	400,000	294,252	400,000
160	City Clerk	275,987	306,483	308,607	350,115	345,589	321,654
220	HR / Risk Management	348,451	368,615	376,692	454,038	421,622	514,885
	Subtotal	1,680,551	1,807,258	1,846,006	1,907,976	1,767,642	1,970,187
FINANCE							
170	Non-departmental	2,560,480	1,486,098	2,044,568	1,932,533	1,344,409	1,418,730
210	Finance	591,727	604,821	640,116	588,696	576,228	619,044
	Subtotal	3,152,207	2,090,919	2,684,684	2,521,229	1,920,637	2,037,774
POLICE SERVICES							
310	Police Services	9,096,759	9,366,948	8,874,313	10,208,849	10,215,335	10,654,886
320	Animal Control	310,272	283,342	314,637	341,979	320,740	366,830
	Subtotal	9,407,031	9,650,290	9,188,950	10,550,828	10,536,075	11,021,716
DEVELOPMENT SERVICES							
410	Planning	766,230	874,090	812,671	1,559,713	1,083,973	1,341,764
510	Building & Safety	366,642	329,000	330,315	295,875	376,716	301,251
	Subtotal	1,132,872	1,203,090	1,142,986	1,855,588	1,460,689	1,643,015
PUBLIC WORKS							
610	Public Works	848,591	844,271	895,551	954,751	955,172	1,093,526
620	Street Maintenance	927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506
640	Building Maintenance	329,092	327,890	300,868	291,220	286,729	416,929
	Subtotal	2,105,559	2,161,513	2,198,916	2,264,176	2,262,260	2,556,961
COMMUNITY SERVICES							
710	Community Services	1,126,501	1,069,411	977,633	566,341	227,129	903,479
	Subtotal	1,126,501	1,069,411	977,633	566,341	227,129	903,479
	Total General Fund Expenditures	18,604,721	17,982,481	18,039,174	19,666,138	18,174,432	20,133,132
SPECIAL FUNDS							
310	SLESF Police Services	106,735	126,634	123,061	142,539	130,340	143,491
630	GAS TAX FUND Street Lighting	266,254	272,097	287,141	288,000	312,000	338,808
	Total Special Funds Operating Expenditures	372,989	398,731	410,202	430,539	442,340	482,299
	TOTAL OPERATING EXPENDITURES	18,977,710	18,381,212	18,449,376	20,096,677	18,616,772	20,615,431

SCHEDULE OF INTERFUND TRANSFERS

FUND	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
OPERATING TRANSFERS IN:						
100 Transfer from Gas Tax Fund	220,280	213,074	219,627	242,731	240,403	254,141
100 Transfer from Measure M Fund	453,238	510,713	514,976	489,872	494,354	515,029
100 Transfer from Air Quality Fund	-	29,308	-	-	-	-
100 Transfer from Debt Service Fund	1,526,835	-	-	-	-	-
210 Transfer from Capital Project Fund	27,220	919	-	-	-	-
226 Transfer from Gas Tax Fund	-	29,801	-	-	-	-
230 Transfer from ARP Fund	-	-	-	-	-	777,151
410 Transfer from General Fund	571,689	351,400	994,417	310,000	298,390	305,000
410 Transfer from Gas Tax Fund	1,021,646	724,338	516,783	1,146,000	1,047,910	730,000
410 Transfer from Measure M Fund	38,000	137,305	563,103	145,000	120,000	295,000
410 Transfer from Air Quality Fund	1,457	17,056	219,149	54,000	5,130	57,000
410 Transfer from Traffic Congestion Fund	-	-	131,000	34,000	34,000	5,000
410 Transfer from Local Park Trust Fund	193,766	67,785	81,103	1,339,128	1,000,000	200,000
410 Transfer from RMRA Fund	-	658,239	643,223	900,000	117,500	2,050,000
410 Transfer from ARP Fund	-	-	-	-	-	406,000
530 Transfer from General Fund	731,158	727,708	735,096	731,638	731,596	732,438
TOTAL	4,785,289	3,467,646	4,618,477	5,392,369	4,089,283	6,326,759
OPERATING TRANSFERS OUT:						
100 Transfer to Capital Projects Fund	571,689	351,400	994,417	310,000	298,390	305,000
100 Transfer to RSM PFA Debt Service Fund	731,158	727,709	735,096	731,638	731,596	732,438
210 Transfer to General Fund	220,280	213,074	219,627	242,731	240,403	254,141
210 Transfer to Capital Projects Fund	1,021,646	754,138	516,783	1,146,000	1,047,910	730,000
212 Transfer to General Fund	453,238	510,713	514,976	489,872	494,354	515,029
212 Transfer to Capital Projects Fund	38,000	137,305	563,103	145,000	120,000	295,000
214 Transfer to General Fund	-	29,308	-	-	-	-
214 Transfer to Capital Projects Fund	1,457	17,056	219,149	54,000	5,130	57,000
218 Transfer to Capital Projects Fund	-	-	131,000	34,000	34,000	5,000
220 Transfer to Capital Projects Fund	193,766	67,785	81,103	1,339,128	1,000,000	200,000
226 Transfer to Capital Projects Fund	-	658,239	643,223	900,000	117,500	2,050,000
230 Transfer to General Fund	-	-	-	-	-	777,151
230 Transfer to Capital Projects Fund	-	-	-	-	-	406,000
410 Transfer to Gas Tax Fund	27,220	919	-	-	-	-
530 Transfer to General Fund	1,526,835	-	-	-	-	-
530 Transfer to Capital Projects Fund	-	-	-	-	-	-
TOTAL	4,785,289	3,467,646	4,618,477	5,392,369	4,089,283	6,326,759

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General Government



*Rancho Santa Margarita
California*

General Government

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET 6/9/2021
GENERAL GOVERNMENT					AMENDED BUDGET	YEAR-END ESTIMATE	
110	City Council	131,204	135,768	153,174	145,261	141,809	151,661
120	City Manager	476,564	505,525	562,394	558,562	564,370	581,987
140	City Attorney	448,345	490,867	445,139	400,000	294,252	400,000
160	City Clerk	275,987	306,483	308,607	350,115	345,589	321,654
220	HR/Risk Management	348,451	368,615	376,692	454,038	421,622	514,885
TOTAL EXPENDITURES		1,680,551	1,807,258	1,846,006	1,907,976	1,767,642	1,970,187



General Government **CITY COUNCIL**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Provided policy direction to the City Manager on all matters affecting Rancho Santa Margarita.
2. Provided guidance and support for the City's emergency operations during COVID-19 pandemic.
3. Provided leadership and guided policies and legislation to protect the City's interest at the Federal, State, and County levels.
4. Worked in cooperation with staff and various partner agencies during the COVID-19 response.
5. Served as stewards of the public trust through a high level of transparency and of the public treasury through prudent fiscal policy decisions.
6. Participated in business retention and attraction through support of the RSM Chamber of Commerce.
7. Approved implementation of an emergency Outdoor Dining exemption for local restaurants, followed by a formal program allowing outdoor business activity.
8. Supported public safety programs with an emphasis on crime prevention to maintain safest city designation.
9. Continued implementation of a multi-year strategy for improving and restoring landscaping and infrastructure throughout Rancho Santa Margarita at City entrances and civic areas, including the El Paseo Corridor Enhancements and traffic signal enhancements.
10. Provided support and guidance to continue best practices in open, transparent, publicly-accessible government.
11. Provided support and direction during the construction phase of the Splash Pad project at Central Park.

City Council
(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Provide leadership during the reopening and development process of COVID-19 policies, protocols.
2. Continue to lead the City's recovery efforts for COVID-19 losses with business interruption and public and business assistance programs.
3. Focus on local priorities while maintaining support and commitment to agency affiliates and organizations, including: the Orange County Fire Authority, the Transportation Corridor Agencies, the Library Board, SAMLARC, and various other community organizations.
4. Sustain support of public safety programs with an increased focus on crime prevention outreach and education.
5. Continue to provide policy direction to ensure and increase financial stability and growth while addressing changing budgetary conditions due to the coronavirus health crisis.
6. Strengthen relationships and partnerships in the community through collaborative, participatory efforts, and maintain ongoing involvement with and support to the City's adopted 2nd Battalion, 5th Marines.
7. Provide support and direction regarding aesthetic improvements throughout the community to remain competitive with surrounding communities.

Department Expense Summary
City Council **Fund 100, Division 110**

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	FY 2021/22 ADOPTED BUDGET 6/9/2021		
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>CITY COUNCIL</u>								
EXPENDITURES								
PERSONNEL								
511.000	Salaries - Elected	27,810	28,274	28,274	27,810	26,072		
521.000	Medicare	403	410	410	403	378		
522.000	Retirement	3,448	3,448	3,506	3,448	3,233		
530.000	Benefits	91,407	95,295	96,815	97,500	96,129		
TOTAL PERSONNEL		123,068	127,427	129,004	129,161	135,161		
OPERATIONS								
610.000	Membership & Dues	4,036	7,576	23,530	15,600	15,997		
612.000	Travel/Conf/Meetings	140	765	640	500	-		
618.000	Council Support	1,860	-	-	-	-		
670.000	Community Support	2,100	-	-	-	-		
700.028	PS - Public Relations	Subtotal	8,136	8,341	24,170	16,100		
TOTAL OPERATIONS			8,136	8,341	24,170	16,100		
TOTAL EXPENDITURES			131,204	135,768	153,174	145,261		
FUNDING SOURCES								
100	General Fund	131,204	135,768	153,174	145,261	141,809		
TOTAL FUNDING SOURCES		131,204	135,768	153,174	145,261	151,661		

General Government **CITY MANAGER**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Operational and oversight accomplishments include:
 - Maintaining organizational and financial stability during the COVID-19 pandemic.
 - Developed and implemented a balanced budget in accordance with Council priorities and goals, identifying funding for priority projects.
 - Directed the activities of all City staff and departments to efficiently and effectively implement the policies established by the City Council.
 - Ensured oversight and accountability of the City's finances to position the City for continued long-term stability and growth.
 - Fostered a collaborative team environment to provide a safe working environment for our employees by encouraging working from home where applicable, responding to the community's needs during the pandemic and continuing to provide essential services to our residents.
 - Navigating new state and federal requirements from the State of California covering a variety of issues and programs.
 - Continued to represent the City in related discussions regarding the Countywide homelessness issue.
2. COVID-19 Response
 - Identified and developed a project spending plan for approximately \$1 million in CARES Act funding from the State and County; expended all funds within the required timeframe.
 - Participated in weekly conference calls with the County CEO, County Health Officer and the Orange County City Managers to discuss COVID response and issues.
 - Identified impacts of the new COVID school schedule on the City's crossing guard contract and met with the school districts in an attempt to mitigate the costs.
 - Initially implemented an emergency Outdoor Dining exemption for local restaurants, followed by a formal program allowing outdoor business activity; issued 27 no-cost permits for businesses.
 - Organized, drafted and distributed letters to the Orange County congressional delegation requesting funding for cities.
 - Assisted RSM businesses with applying for the County Small Business Grant Program, resulting in over 100 businesses obtaining over \$1 million.

City Manager (continued)

- Reviewed all regulations and guidance, and responded accordingly with City facilities, including the Skate Park, City Hall and the BTRCC; issued numerous Executive Orders and reviewed and confirmed the Emergency Proclamation as necessary.
- Closed the BTRCC, and moved staff and Age Well to City Hall to respond to COVID-19, and temporarily reduced or eliminated expenditures for services and programs that were not permitted.

3. Provided leadership for the successful implementation of key capital improvement projects including:

- Central Park Splash Pad
- Annual Residential Slurry Seal Project
- Annual Residential Overlay (Annual Concrete Repair Program)
- Americans with Disabilities Act (ADA) Curb Ramp Installation Project
- La Promesa Slurry Seal (Antonio Parkway to Richard Reese Way)
- Antonio Pkwy Slurry Seal (Santa Margarita Parkway to Avenida de Las Flores)
- Vista Drive Street Repair
- City Hall/BTRCC Courtyard Gate
- Traffic Calming at Avenida de Los Fundadores (design)
- Los Alisos/Melinda Road Signal Equipment Upgrades
- Traffic Signal Enhancements (four additional intersections)
- Santa Margarita Parkway Bridge Hinge Project

4. Expanded communication and public relations relating to City priorities, projects, programs, and activities via several platforms, including:

- Facebook (16% increase to 5,055 followers),
- Twitter (24% increase to 3,569 followers), and
- Instagram (33% increase to 3,820 followers).
- Updated format and platform of the monthly eNewsletter (10K subscribers)

5. Represented the City's interests on local, regional, and statewide issues, including:

- Analyzed legislation and preparing correspondence in support or opposition as appropriate.
- Participated in regional discussions and meetings regarding Countywide homelessness.
- Served as Chair of the OCFA City Managers' Budget and Finance committee and participated in the City Manager's OCFA Technical Advisory Committee. Served on the OCCOG Executive Committee.

City Manager
(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Continue to represent the City's interests in local, regional, and statewide issues.
2. Continue to provide leadership and direction through the COVID-19 health crisis and resulting ramifications in the area of budget, staffing, recovery stages, and reopening protocols.
3. Issue additional Executive Orders as appropriate and modify existing orders during the COVID-19 pandemic.
4. Continue participation in meetings with Federal, State, and County officials regarding COVID-19 management and recovery.
5. Ensure the highest level of management over the City's contracts and consultants.
6. Continue to ensure strategic communication and public relations relating to City priorities, projects, programs, and activities.
7. Provide guidance and oversight for the implementation of capital improvement projects and infrastructure improvements, including:
 - Annual Residential Slurry Seal Project (Zone 4)
 - Annual Concrete Repair Program
 - Americans with Disabilities Act (ADA) Curb Ramp Installation Project
 - Arroyo Vista Pavement Rehabilitation Project
 - Plano Trabuco Catch Basin and Sidewalk Repair
 - Annual Residential Overlay
 - Antonio Parkway/Alas De Paz Overlay
 - Splash Pad at Central Park
 - Traffic Signal Enhancements (7 Locations)
 - Plano Trabuco Median Landscaping Renovation
 - Antonio Parkway Gateway Enhancements Design Project
 - Traffic Signal System Maintenance
 - Melinda Median Extension Construction
 - Santa Margarita Parkway Signal Synchronization Project (Design)
8. Participate in economic development activities to assist existing businesses and encourage new business in the community.
9. Review and identify service delivery options to ensure cost-effective and efficient services for the community.
10. Continue to familiarize the City with the County homelessness issue and participate in related discussions.
11. Chair the OCFA Budget and Finance committee and continue to participate in the City Manager's OCFA Technical Advisory Committee.

Department Expense Summary
City Manager **Fund 100, Division 120**

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET	
					AMENDED BUDGET	YEAR-END ESTIMATE	6/9/2021	
<u>CITY MANAGER</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	408,731	419,837	481,516	435,648	464,852	432,465	
521.000	Medicare	6,033	6,060	6,954	6,289	6,712	6,243	
522.000	Retirement	29,868	55,084	51,199	55,925	54,290	59,446	
523.000	Unemployment Insurance	819	672	896	700	778	483	
530.000	Benefits	27,134	18,290	16,947	58,500	17,391	62,100	
TOTAL PERSONNEL (3 FTE)		472,585	499,943	557,512	557,062	544,023	560,737	
OPERATIONS								
610.000	Membership & Dues	382	607	643	-	239	500	
611.000	Training	-	-	-	-	18,000	18,000	
612.000	Travel/Conf/Meetings	3,597	4,975	4,239	500	1,687	1,750	
615.000	CM Discretionary Account	-	-	-	-	-	-	
622.010	Special Department Expense	-	-	-	1,000	421	1,000	
Subtotal		3,979	5,582	4,882	1,500	20,347	21,250	
700.001 Professional Services								
TOTAL OPERATIONS		3,979	5,582	4,882	1,500	20,347	21,250	
TOTAL EXPENDITURES		476,564	505,525	562,394	558,562	564,370	581,987	
FUNDING SOURCES								
100	General Fund	476,564	505,525	562,394	558,562	564,370	581,987	
TOTAL FUNDING SOURCES		476,564	505,525	562,394	558,562	564,370	581,987	

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Department Expense Summary
City Attorney **Fund 100, Division 140**

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	FY 2021/22 ADOPTED BUDGET 6/9/2021		
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>CITY ATTORNEY</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
700.003	Professional Services	448,345	420,594	401,707	400,000	285,848		
700.032	PS - Special Counsel	-	70,273	43,432	-	8,404		
TOTAL OPERATIONS		448,345	490,867	445,139	400,000	400,000		
TOTAL EXPENDITURES		448,345	490,867	445,139	400,000	400,000		
<i>FUNDING SOURCES</i>								
100	General Fund	448,345	490,867	445,139	400,000	294,252		
TOTAL FUNDING SOURCES		448,345	490,867	445,139	400,000	400,000		

General Government **CITY CLERK'S OFFICE**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Conducted the General Municipal Election in November 2020.
2. Managed and completed the City Records Destruction for 2020.
3. Managed and completed the City Building Plan imaging and destruction.
4. Managed and maintained an organized Central File Room and TAB file system.
5. Coordinated the publishing, audio streaming and minutes for all City Council and Public Financing Authority meetings.
6. Assisted the public and media in compliance with the Public Records Act.
7. Participated in the distribution of information through the City's website.
8. Managed the City Records Imaging projects including the scanning and migration of the City's building plans and vital records.
9. Managed and completed Claims submitted to the City in collaboration with Risk Management.
10. Coordinated the annual filing of the Fair Political Practices Commission Form 700's.
11. Coordinated and maintained campaign disclosure filing for open committees.
12. Managed AB 1234 Ethics training for City officials.
13. Provided community support through presentations and certificates of recognitions.
14. Managed updates to the Rancho Santa Margarita Municipal Code.
15. Received re-certification as Passport Acceptance Agents to process Passports for the City.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Continue community support efforts through student recognitions, presentations, and certificates of recognitions.
2. Respond to public and media requests for information in compliance with the Public Records Act.
3. Update the Conflict of Interest Code.

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

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	FY 2021/22 ADOPTED BUDGET 6/9/2021	
		AMENDED BUDGET	YEAR-END ESTIMATE				
<u>CITY CLERK</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	228,326	228,333	247,507	205,815	245,129	
521.000	Medicare	3,294	3,287	3,565	2,961	3,531	
522.000	Retirement	22,221	26,731	27,551	29,549	29,305	
523.000	Unemployment Insurance	546	617	541	350	470	
526.000	FICA Cost		127	7	-	322	
530.000	Benefits	190	215	217	39,000	201	
TOTAL PERSONNEL (2.5 FTE)		254,577	259,310	279,387	277,675	278,636	
						291,098	
OPERATIONS							
610.000	Membership & Dues	485	505	1,113	580	515	
611.000	Training	-		1,150	-	-	
612.000	Travel/Conf/Meetings	1,154	35	397	-	1,000	
622.010	Special Dept. Expense	3,186	4,329	3,260	5,800	5,500	
622.011	Codification Supplements	6,391	3,691	3,426	7,500	6,253	
623.001	Mapping/Reproduction	3,356	2,119	7,912	5,000	5,000	
624.000	Legal Notices	5,856	5,426	6,825	5,000	5,496	
626.000	Books & Periodicals	108	58	58	60	120	
646.000	Maintenance & Repair	-	611	3,511	-	611	
	Subtotal	20,536	16,774	27,651	23,940	22,884	
						28,556	
700.001	Professional Services	-			-	-	
700.002	Elections	874	29,378	1,568	47,000	43,004	
700.029	Election Language Assist.	-	1,021	-	1,500	1,065	
	Subtotal	874	30,399	1,568	48,500	44,069	
						2,000	
TOTAL OPERATIONS		21,410	47,173	29,220	72,440	66,953	
						30,556	
TOTAL EXPENDITURES							
		275,987	306,483	308,607	350,115	345,589	
						321,654	
FUNDING SOURCES							
100	General Fund	275,987	306,483	308,607	350,115	345,589	
TOTAL FUNDING SOURCES		275,987	306,483	308,607	350,115	321,654	

General Government
**HUMAN RESOURCES, RISK, AND EMERGENCY
MANAGEMENT**

DESCRIPTION

The Human Resources, Risk, and Emergency Management Division works in the areas of recruitment, employee relations, training and development, performance management, classification and compensation, leave management, workers' compensation, special-event assessments, safety, and emergency preparedness. The Division administers employee benefit programs, oversees the personnel rules, acts as liaison to the City's risk-sharing pool and the County's Operational Area; and investigates liability claims, administers the self-insurance programs, manages disaster response, and recovery efforts; and recommends risk-transfer mechanisms.

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Learned and implemented Cal/OSHA COVID-19 Emergency Temporary Standards, including adopting a written COVID-19 Prevention Program.
2. Secured Personal Protective Equipment (PPE), cleaning and disinfecting supplies, and implemented workplace safety measures and protocols.
3. Administered new benefit program provisions enacted through the Coronavirus Aid, and Economic Security Act (CARES Act).
4. Supported the County's Operation Independence to vaccinate individuals against COVID-19, including working at the Soka University Point of Dispensing (POD).
5. Researched and applied paid leave requirements pursuant to the Families First Coronavirus Response Act.
6. Secured emergency management and risk management grants, which were used to fund COVID-19 safety measures, and upgrades to the EOC.
7. Continuously worked with the County's Operational Area, monitored state and county health orders, and adapted the City's response accordingly.
8. Participate on the Board of Directors for the Public Agency Risk Sharing Authority of California (PARSAC), the City's risk-sharing pool for general liability workers' compensation, and property programs.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Support the City's identification and use of the American Response Plan Act funds.
2. Update COVID-19 policies, protocols, and employee training for all City facilities.
3. Update curriculum, and offer Community Emergency Preparedness Academy.
4. Recruit and staff Community Center vacancies, and support the reopening.
5. Administer employee benefit programs, including the annual Open Enrollment event; and participate on the PRISM Employee Benefits Committee.
6. Implement risk-transfer mechanisms for the City's new Splash Pad facility.

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

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021	
<u>HUMAN RESOURCES/RISK MANAGEMENT</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	121,420	131,315	139,603	139,944	140,213	160,578	
512.000	Salaries/Benefit Adjustments	-	-	-	-	-	-	
516.000	Leave Time Program	-	-	-	10,000	4,167	12,000	
521.000	Medicare	1,748	1,888	2,008	2,013	2,017	2,313	
522.000	Retirement	9,785	18,612	16,721	18,262	18,146	21,057	
523.000	Unemployment Insurance	273	224	175	175	175	322	
530.000	Benefits	18,347	18,922	19,655	19,500	19,501	20,700	
TOTAL PERSONNEL (1.2 FTE)		151,573	170,961	178,163	189,894	184,219	216,970	
OPERATIONS								
610.000	Membership & Dues	599	884	1,030	675	964	840	
611.000	Training	657	-	1,263	1,500	1,500	3,000	
612.000	Travel/Conf/Meetings	891	1,045	755	2,000	-	2,000	
622.010	Special Dept. Expense	(4,323)	1,336	16,580	23,000	2,223	11,100	
626.000	Books & Periodicals	234	141	143	500	150	500	
627.002	EOC Program	-	2,165	-	2,500	1,042	3,000	
665.000	Recruitment	26,601	11,462	1,705	4,000	-	5,000	
690.001	Insurance G/L	100,384	110,398	105,482	122,788	131,367	132,864	
690.002	Insurance W/C	48,839	45,583	36,192	48,021	36,886	71,311	
690.003	Insurance Property	18,108	19,884	23,633	28,360	31,214	35,000	
690.004	Insurance Other	750	750	900	3,000	951	3,000	
690.005	Insurance SIR	-	1,688	-	25,000	25,000	25,000	
700.004	Professional Services	Subtotal	192,740	195,336	187,683	261,344	231,297	292,615
			4,138	2,318	10,846	2,800	6,106	5,300
TOTAL OPERATIONS		196,878	197,654	198,529	264,144	237,403	297,915	
TOTAL EXPENDITURES		348,451	368,615	376,692	454,038	421,622	514,885	
FUNDING SOURCES								
100	General Fund	340,898	361,592	370,511	447,038	415,425	495,885	
100	Emergency Management Grant	7,553	7,023	6,181	7,000	6,197	7,000	
230	American Rescue Plan	-	-	-	-	-	12,000	
TOTAL FUNDING SOURCES		348,451	368,615	376,692	454,038	421,622	514,885	

Finance



*Rancho Santa Margarita
California*

Finance

	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET 6/9/2021
				AMENDED BUDGET	YEAR-END ESTIMATE	
FINANCE						
170 Non-departmental	2,560,480	1,486,098	2,044,568	1,932,533	1,344,409	1,418,730
210 Finance	591,727	604,821	640,116	588,696	576,228	619,044
TOTAL EXPENDITURES	<u>3,152,207</u>	<u>2,090,919</u>	<u>2,684,684</u>	<u>2,521,229</u>	<u>1,920,637</u>	<u>2,037,774</u>



Finance
NON-DEPARTMENTAL/FINANCE

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Prepared a structurally balanced budget for FY 2021-22 that strived to bring the City back to pre-pandemic levels.
2. Received the Government Finance Officers Association (GFOA) Financial Reporting Certificate of Excellence for the 2019-20 Annual Comprehensive Financial Report (ACFR).
3. Completed the FY 2019-20 City-wide Audit with no adjustments or deficiencies.
4. Prepared a budget for the Coronavirus Aid, Relief, and Economic Security Act (CARES) for the use of both the County of Orange and the State of California CARES Act allocations.
5. Managed and complied with the purchasing requirements and reporting deadlines for the CARES Act funding.
6. Updated the General Fund 10-year operating analysis and forecasting model and the Special Revenue Funds restricted reserves forecasting model.
7. Monitored and reported financial updated to Council based on the on-going COVID-19 health crisis, and propose changes to the budget as needed.
8. Complied with state mandate for compensation transparency by filing applicable reports with:
 - State Controller's Office,
 - OC Grand Jury, and
 - Posting reports to the City's website.
9. Implemented technology upgrades, including:
 - Continued to work on updating outdated equipment such as PCs, monitors and various software applications.
 - Worked with the Community Services Department to inventory all equipment at the Bell Tower Regional Community Center, and purchase any equipment needed for the reopening.
 - Updated all network servers both at City Hall and the Bell Tower Regional Community Center with the required patches to ensure data security.
 - Installed conference phones to provide call in access to those participating remotely in City Council meetings.

Non-departmental/Finance

(continued)

- Prepared a strategic plan to move IT equipment and workstations for the City Hall carpet installation project

10. Prepared annual Investment Policy review and update and renewed financial services contract with Fieldman Rolapp.

11. Monitored the law enforcement contract overtime cost and vacancy credit monthly. Worked directly with police services to develop year-end projections and estimates.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Develop a balanced budget for Fiscal Year 2022-23.
2. Direct annual City-wide financial statement audit and submit 2020-21 ACFR to GFOA award program.
3. Refine software modeling for budget forecasting and long-term trend analysis.
4. Manage and monitor the American Rescue Plan Act funding issued by the Federal Government in response to the COVID-19 crisis.
5. Maintain management of the City's technology in a cost-conscious manner while providing a viable infrastructure in compliance with City policies and strategic information technology guidelines.
6. Adopt a resolution that adjusts the City's user fee schedule based on the Consumer Price Index (CPI).
7. Monitor the City's financials and propose changes to the budget as needed.

Department Expense Summary
Non-Departmental Fund 100, Division 170

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET			
		AMENDED BUDGET	YEAR-END ESTIMATE	6/9/2021						
<u>NON-DEPARTMENTAL</u>										
<i>EXPENDITURES</i>										
<i>PERSONNEL</i>										
530.000	Benefits	8,222	8,216	10,024	11,905	12,051	12,528			
TOTAL PERSONNEL		8,222	8,216	10,024	11,905	12,051	12,528			
<i>OPERATIONS</i>										
610.000	Membership & Dues	6,239	6,263	7,153	6,710	6,506	6,660			
622.000	Office Supplies	22,230	22,027	20,224	20,000	18,110	20,000			
625.000	Postage	7,855	6,864	6,108	8,030	4,828	7,630			
627.000	EOC Supplies/Training	3,437	4,841	1,524	9,280	5,660	4,786			
636.001	Utilities-Telephone	30,669	29,325	29,950	35,028	30,250	35,700			
642.000	Equipment Leases	15,175	12,921	12,944	16,848	11,595	16,860			
663.000	Property Tax Admin. Costs	19,360	16,422	16,561	20,000	16,561	17,600			
664.000	LAFCO Reforms (AB 2838)	6,699	6,828	7,073	7,304	7,023	7,260			
690.000	Insurance	-	1,567	873	1,600	900	1,600			
	Subtotal	111,664	107,058	102,409	124,800	101,433	118,096			
700.001	Prof. Svcs. - Admin.	28,126	7,357	6,841	8,500	7,360	8,000			
700.008	Prof. Svcs. - Computer	89,012	81,546	85,937	95,000	90,874	95,000			
700.017	Prof. Svcs. - Website	9,091	9,470	6,754	-	-	-			
700.040	PS - Financing Costs	2,000	2,000	2,000	2,000	2,833	2,000			
	Subtotal	128,229	100,373	101,532	105,500	101,067	105,000			
TOTAL OPERATIONS		239,893	207,431	203,941	230,300	202,500	223,096			
<i>TRANSFERS</i>										
790.410	Transfer to Cap. Projects	571,689	351,400	994,417	310,000	298,390	305,000			
	Subtotal	571,689	351,400	994,417	310,000	298,390	305,000			
<i>MITIGATION</i>										
802.000	Mit. Obligation - Tax Incr.	848,655	84,343	-	-	-	-			
	Subtotal	848,655	84,343	-	-	-	-			
<i>DEBT SERVICE</i>										
790.530	Transfer to RSM PFA	731,158	727,709	735,096	731,638	731,596	732,438			
<i>CAPITAL OUTLAY</i>										
826.000	Equipment - Police	49,018	-	-	-	-	-			
832.000	GIS System	18,474	18,804	19,060	19,675	19,575	20,205			
841.001	Comp. Licenses/HW/SW	93,371	88,195	74,992	84,015	79,797	100,463			
990.000	Contingency	-	-	7,038	45,000	500	25,000			
990.000	Use of Emergency Reserves	-	-	-	500,000	-	-			
	Subtotal	160,863	106,999	101,090	648,690	99,872	145,668			
TOTAL EXPENDITURES		2,560,480	1,486,098	2,044,568	1,932,533	1,344,409	1,418,730			
<i>FUNDING SOURCES</i>										
100	General Fund	2,560,480	1,486,098	2,044,568	1,932,533	1,344,409	1,407,230			
230	American Rescue Plan	-	-	-	-	-	11,500			
TOTAL FUNDING SOURCES		2,560,480	1,486,098	2,044,568	1,932,533	1,344,409	1,418,730			

Department Expense Summary

ACCT DIVISION	NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	-----FY 2020/21----- YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021	
<u>FINANCE</u>									
EXPENDITURES									
PERSONNEL									
512.000	Salaries - Regular	431,217	443,172	498,980	403,725	448,437		423,385	
515.000	Temporary Personnel	1,337	8,098	-	-	-			
521.000	Medicare	6,240	6,407	7,212	5,830	6,479		6,116	
522.000	Retirement	79,385	79,234	65,935	62,400	61,788		68,175	
523.000	Unemployment Insurance	1,428	1,169	966	700	836		644	
530.000	Benefits	17,506	18,177	14,147	58,500	7,733		62,100	
TOTAL PERSONNEL (3.8 FTE)		537,113	556,257	587,240	531,155	525,273		560,420	
OPERATIONS									
610.000	Membership & Dues	1,021	1,021	797	305	305		614	
611.000	Training	-	-	34	500	-		500	
612.000	Travel/Conf/Meetings	256	167	170	875	135		1,039	
622.010	Special Dept. Expense	2,629	3,108	2,706	4,255	3,851		5,295	
626.000	Books & Periodicals	765	745	745	1,270	904		904	
700.004	Professional Services	Subtotal	4,671	5,041	4,453	7,205	5,195	8,352	
			49,943	43,523	48,423	50,336	45,760	50,272	
TOTAL OPERATIONS			54,614	48,564	52,876	57,541	50,955	58,624	
TOTAL EXPENDITURES			591,727	604,821	640,116	588,696	576,228	619,044	
FUNDING SOURCES									
100	General Fund	591,727	604,821	640,116	588,696	576,228		619,044	
TOTAL FUNDING SOURCES			591,727	604,821	640,116	588,696	576,228	619,044	

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Police Services



*Rancho Santa Margarita
California*

Police Services

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET 6/9/2021
POLICE SERVICES							
310	Police Services	9,096,759	9,366,948	8,874,313	10,208,849	10,215,335	10,654,886
310	Police Services SLESF	106,735	126,634	123,061	142,539	130,340	143,491
310	Total Police Services	<u>9,203,494</u>	<u>9,493,582</u>	<u>8,997,374</u>	<u>10,351,388</u>	<u>10,345,675</u>	<u>10,798,377</u>
320	Animal Control - MV	310,272	283,342	314,637	341,979	320,740	366,830
TOTAL EXPENDITURES		<u>9,513,766</u>	<u>9,776,924</u>	<u>9,312,011</u>	<u>10,693,367</u>	<u>10,666,415</u>	<u>11,165,207</u>



Police Services
POLICE SERVICES/ANIMAL CARE AND CONTROL

DESCRIPTION

The City contracts with the Orange County Sheriff's Department for police services. Police Services is responsible for public safety and general law enforcement within the City of Rancho Santa Margarita. Public safety and general law enforcement includes patrol services, traffic and parking enforcement, criminal investigations, crime prevention programs, child safety programs, critical incident management, community awareness programs, crossing guard services, assistance through the Trauma Intervention Program, animal field services including animal licensing, sheltering and pet care/recovery.

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Provided effective law enforcement services ensuring the City remains as one of the safest cities in the State of California. Safewise.com ranked Rancho Santa Margarita as the second safest city in the State.
2. Successfully implemented a more robust traffic enforcement plan with the focus on pedestrian safety, traffic speeds and noise abatement.
3. Obtained grant funding and hosted a DUI checkpoint and multiple roving DUI enforcement activities.
4. Recruited and trained a new deputy to distribute information via the Police Services social media pages.
5. Successfully used two (2) Homeless Liaison Officers (HLO) to work with Mercy House, HCA and the OCSD Homeless Outreach Team to respond to issues with the transient population and the opening of the Joplin House run by the Illumination Foundation.
6. Successfully trained three new deputies for RSM Police Services.
7. Reopened RSM Police Services front counter allowing community members to come to police services to ask questions, report incidents, obtain proof of correction citation sign-offs, and request vacation safety checks of residents' homes.
8. The Child Safety Deputy submitted nominations to the Cops Care Program and the Association of Orange County Deputy Sheriffs for children attending RSM Intermediate School who lost their home to the Bond Fire. Our RSM children were selected and received a \$2000 donation from Cops Care Program and \$200 in Target Gift Cards from the Association of Orange County Deputy Sheriffs.
9. Continued with the public education campaign utilizing the City website and social media platforms.
10. Conducted numerous tobacco enforcement events at local retailers by utilizing undercover personnel. The enforcement was funded through the State of California Tobacco Grant.
11. Once school campuses began their hybrid schedules, the Child Safety Deputy provided significant interaction on school campuses by participating in law enforcement related events such as "Every 15 minutes", and delivered presentations on how to build a work resume for seniors graduating from high school. Our Child Safety Deputy successfully assisted our school administrators to transition from a hybrid school schedule to on campus class schedule.
12. Police services coordinated another "Pumpkin Patch" drive thru giveaway to special needs students at several schools, participated in the Secret Santa giveaway with two deserving families in RSM and supported the "Team Kids Challenge".
13. Worked in cooperation with the DEA (Drug Enforcement Administration) for Operation "Drug Take-Back", allowing residents to turn in unwanted prescription medication.

Police Services/Animal Care and Control

(continued)

14. Successfully utilized Sheriff's Department resources to respond to large protests within the city.
15. Fulfilled the police services contract while redeploying staffing resources to respond to the City Manager's State of Emergency related to the spread of the COVID-19 and to the numerous protests launched throughout the city.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Provide exceptional and responsive law enforcement services to the 50,000 residents in the City of Rancho Santa Margarita.
2. Continue to maintain consistent hours of operation at the Police Services front lobby to enable residents to speak with sworn personnel for ticket sign offs, reporting of incidents and general law enforcement inquiries.
3. Continue to monitor and ensure 5-minute or less Part 1 Crime response times.
4. Proactively address major issues that can adversely affect the quality of life within the City of Rancho Santa Margarita including addressing law enforcement's response to homelessness, traffic issues and emerging crime trends.
5. Ensure our two Homeless Liaison Officers (HLO) collaborate with our newly formed Behavior Health Bureau for the purpose of providing mental health services to our citizens.
6. Educate the public through OCSD sponsored events such as the "Stay Safe OC" campaign and "Fraud-Scam-Crime" seminars.
7. Increase public outreach by attending City sponsored events, increasing our social media presence and coordinating events such as Tip-a-Cop, Drug Take Back and the School Pumpkin Patch Giveaway for special needs students.
8. In process of recruiting two additional deputies to distribute information via the Police Services social media pages. These deputies work hybrid positions and will be trained in CPTED (Crime Prevention through Environmental Design) to provide community outreach and community engagement on part time basis.
9. Manage the deployment of resources for maximum coverage and efficiency while working within the new overtime and vacancy credit parameters of the budget.
10. Successfully train another deputy for RSM Police Services.
11. Increase Critical Incident Response Team rifle program by training additional field personnel.
12. Continue to implement traffic safety measures including DUI enforcement, speed enforcement and crosswalk/pedestrian safety enforcement for improved traffic safety.
13. Conduct additional traffic enforcement supported by grant funding and recruit and train additional deputies on LIDAR speed enforcement
14. Acquired and implemented a new motorcycle for the motor officer.
15. Work with OCFA, County Emergency Services and City Emergency Personnel to enhance the City Emergency Operations response.
16. Recruit and train additional RSM staff on preparation for and response to disasters.
17. Work with schools and families as they re-open from the Covid-19 closures.
18. Recruit and train an additional School Safety Deputy as a hybrid position to assist with school safety.
19. Maintain fiscal accountability while responding to issues including protests and city events.

Department Expense Summary
Police Services Fund 100, Division 310

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET 6/9/2021				
		AMENDED BUDGET	YEAR-END ESTIMATE								
<u>POLICE SERVICES</u>											
OPERATIONS											
612.000	Travel/Conf/Meetings	870	525	234	600	150	690				
622.010	Special Dept. Expense	4,037	5,598	1,648	4,540	2,340	4,340				
628.000	Uniforms	126	211	25	150	150	150				
642.000	Radio Maint. Contract	5,078	5,613	6,630	3,972	6,056	5,200				
646.000	Maintenance-Motorcycles	14,973	10,808	14,930	9,000	12,000	4,000				
646.003	Maintenance-Bicycles	-	185	-	200	-	200				
649.000	Fuel - Motorcycles	4,525	4,773	4,798	6,000	4,813	6,000				
649.002	Fuel - Autos	91,788	101,003	83,561	96,000	69,253	98,000				
670.000	Community Support	5,966	11,932	-	6,000	5,966	6,000				
	<i>Subtotal</i>	127,363	140,648	111,827	126,462	100,728	124,580				
720.001	Law Enforcement Contract	8,711,446	8,961,489	8,523,300	9,787,757	9,787,076	10,180,378				
720.003	Crossing Guard	203,579	201,399	150,011	243,019	288,739	272,769				
720.006	Parking Citation Process.	25,905	34,176	43,920	50,245	37,426	45,000				
720.018	Automated Fingerprint ID	27,136	29,236	27,960	25,835	25,836	22,910				
720.201	Contract Discount	-	-	(12,120)	(24,469)	(24,470)	(25,451)				
	<i>Subtotal</i>	256,620	264,811	209,771	294,630	327,531	315,228				
	TOTAL OPERATIONS	9,095,429	9,366,948	8,844,898	10,208,849	10,215,335	10,620,186				
CAPITAL OUTLAY											
826.000	Police Equipment	-	-	29,414	-	-	34,700				
	TOTAL CAPITAL OUTLAY	-	-	29,414	-	-	34,700				
	TOTAL EXPENDITURES	9,096,759	9,366,948	8,874,313	10,208,849	10,215,335	10,654,886				
FUNDING SOURCES											
100	General Fund	8,958,535	9,228,724	8,684,198	9,988,899	10,025,220	10,434,936				
100	GF - Police Revenue	138,224	138,224	190,115	219,950	190,115	219,950				
	TOTAL FUNDING SOURCES	9,096,759	9,366,948	8,874,313	10,208,849	10,215,335	10,654,886				
<u>POLICE SERVICES - SLESF</u>											
EXPENDITURES - OPERATIONS											
646.004	SLESF-800 Mhz Maint.	7,340	11,960	13,256	13,283	13,284	13,616				
720.010	SLESF-Spec Enforcement	-	-	-	9,000	-	9,000				
826.001	SLESF-Police Equipment	-	12,691	-	5,000	1,800	5,000				
826.002	SLESF-MDC Maintenance	99,395	101,983	109,805	115,256	115,256	115,875				
	TOTAL OPERATIONS	106,735	126,634	123,061	142,539	130,340	143,491				
	TOTAL EXPENDITURES	106,735	126,634	123,061	142,539	130,340	143,491				
FUNDING SOURCES											
222	SLESF	106,735	126,634	123,061	142,539	130,340	143,491				
	TOTAL FUNDING SOURCES	106,735	126,634	123,061	142,539	130,340	143,491				

Department Expense Summary
Animal Control Fund 100, Division 320

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021
<u>ANIMAL CONTROL</u>							
EXPENDITURES							
OPERATIONS							
720.002	OC Animal Control Contract	4,932	-	-	-	-	-
720.019	MV Animal Control Contract	305,340	283,342	314,637	341,979	320,740	366,830
TOTAL OPERATIONS		310,272	283,342	314,637	341,979	320,740	366,830
TOTAL EXPENDITURES		310,272	283,342	314,637	341,979	320,740	366,830
FUNDING SOURCES							
100	General Fund	310,272	283,342	314,637	341,979	320,740	366,830
TOTAL FUNDING SOURCES		310,272	283,342	314,637	341,979	320,740	366,830

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Development Services



*Rancho Santa Margarita
California*

Development Services

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET 6/9/2021
DEVELOPMENT SERVICES							
410	Planning	766,230	874,090	812,671	1,559,713	1,083,973	1,341,764
510	Building & Safety	366,642	329,000	330,315	295,875	376,716	301,251
TOTAL EXPENDITURES		1,132,872	1,203,090	1,142,986	1,855,588	1,460,689	1,643,015



Development Services
PLANNING/BUILDING AND SAFETY

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Pandemic Response
 - “Open for Business” and “Take Out and Delivery Available” signs were printed by a local small business and made available free of charge to local businesses to allow for easy identification of essential business which were open during the Statewide stay-at-home orders.
 - Distributed CDBG CV funds to public service grant recipients who provided direct benefits to the community, and implemented a small business assistance grant program which provided over \$80,000 in grants to small businesses in need.
 - Implemented a Temporary Outdoor Business Permit program to allow businesses to operate outdoors during indoor operating restrictions issued pursuant to the State’s Blueprint for a Safer Economy.
 - Building Division modified daily services to respond respect social distancing while continuing to provide essential building and safety services including: electronic plan check, new plan drop-off procedures, and virtual inspections.
2. Housing Element Update
 - Monitored and participated in Regional Housing Needs Allocation (RHNA) process; submitted appeal of City’s Draft RHNA.
 - Commenced required Housing Element Update for the 6th cycle.
 - Implemented public outreach including surveys, focus groups, and Planning Commission workshop, to determine most acceptable development types for the required Housing Element Sites Inventory.

Development Services

(continued)

3. The Building Division processed a variety of plan checks, permits and inspections:
 - Conducted 1,004 plan checks.
 - Issued 1,645 building permits.
 - Performed 4,003 building inspections.
 - Responded to 187 building records requests.
4. The Planning Division:
 - Processed 17 discretionary entitlements.
 - Issued 6 special event permits.
 - Processed 28 temporary outdoor business permits.
 - Conducted 8 Planning Commission meetings.
5. Code Enforcement:
 - Opened and investigated 44 cases.
 - Closed 28 cases.
 - Issued 981 street sweeping parking citations and 34 warnings.
6. Notable Economic Development activities include the following:
 - Worked collaboratively with retail property managers to distribute “Open for Business” signs, pandemic-related business assistance information, and temporary outdoor business permits.
 - Worked cooperatively with the RSM Chamber of Commerce through staff participation in Chamber activities.
7. Ongoing annual reporting and a comprehensive update to the City’s General Plan activities for the fiscal year include:
 - The comprehensive General Plan Update was approved by the City Council on March 11, 2020 and updated the Land Use, Economic Development, Safety, Conservation Open Space, and Noise Elements of the General Plan.
 - Completed the 2020 General Plan Annual Progress Report and submitted it to State Housing and Community Development Department (HCD).
8. Planning Division Accomplishments include:
 - Responded to inquiries and issues surrounding the Dove Canyon Plaza application for rezone.
 - Completed Zoning Code updates related to accessory dwelling units and inactive permits.
 - Continued to work cooperatively with Applied Medical on multiple building expansion projects.
9. CDBG Accomplishments include:
 - Implemented the FY 2020-21 Annual Action Plan and the FY 2019-20 Amended Annual Action Plan.
 - Distributed funds received through the CARES Act.
 - Prepared the FY 2021-22 Annual Action Plan.
10. Participation in Regional Planning Activities include:
 - Orange County Council of Governments Technical Advisory Committee.
 - Participation in Regional Economic Development Activities through the Orange County Economic Development Working Group.

Development Services
(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Complete the General Plan Housing Element and Safety Element update.
2. Begin implementation of the programs in the updated Housing Element.
3. Complete annual review of the Local Hazard Mitigation Plan.
4. Generate the 2021 General Plan Annual Progress Report and submit it to HCD.
5. Implement the FY 2021-22 Annual Action Plan for CDBG.
6. Participate in Regional Planning activities through the Orange County Council of Governments Technical Advisory Committee.
7. Participate in Regional Economic Development Activities through the Orange County Economic Development Working Group.
8. Continue economic development activities such as continued participation with the RSM Chamber of Commerce and continued business retention and attraction activities.
9. Participate in the International Council of Shopping Centers (ICSC) 2022 Recon and local conferences.

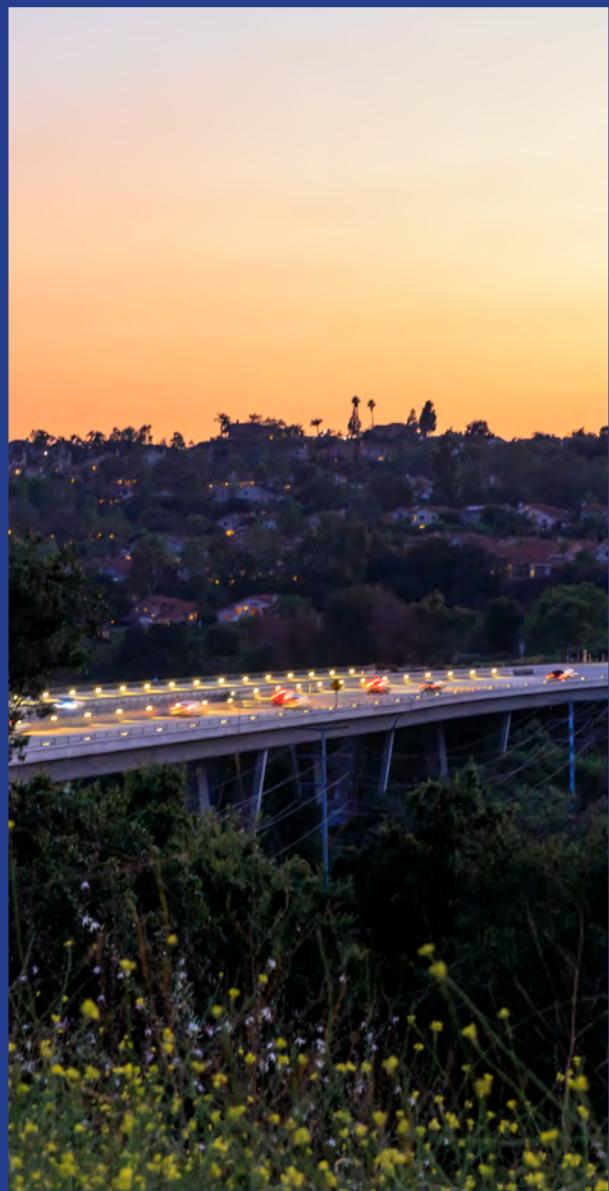
Department Expense Summary
Planning Fund 100, Division 410

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>PLANNING</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	440,062	487,176	524,719	495,015	538,903	513,967	
515.000	Temporary personnel	-	-	12,210	-	-	-	
521.000	Medicare	6,335	7,017	7,571	7,138	7,949	7,413	
522.000	Retirement	48,631	64,180	55,063	65,185	67,061	74,509	
523.000	Unemployment Insurance	1,365	1,161	1,099	875	1,275	805	
530.000	Benefits	58,704	37,921	43,698	97,500	53,105	103,500	
TOTAL PERSONNEL (4.6 FTE)		555,097	597,455	644,361	665,713	668,293	700,194	
OPERATIONS								
610.000	Membership & Dues	2,836	2,770	1,995	2,250	2,250	2,470	
611.000	Training	94	-	-	-	-	100	
612.000	Travel/Conf/Meetings	1,369	1,859	1,040	940	120	1,770	
617.000	Stipend - Commissioners	3,675	3,600	3,525	4,500	4,500	4,500	
622.010	Special Dept. Expense	151	2,197	19	895	400	595	
623.001	Mapping/Reproduction	-	-	-	300	300	300	
624.000	Legal Notices	-	250	210	1,500	2,000	1,500	
626.000	Books & Periodicals	280	-	275	250	250	250	
Subtotal		8,405	10,676	7,065	10,635	9,820	11,485	
677.000	PS - Hazard Mitigation Plan	-	55,661	14,260	-	-	-	
700.005	PS - Non-recoverable	-	-	-	-	-	-	
700.011	PS - Recoverable	378	128	-	10,000	-	10,000	
700.014	PS - Code Enforcement	4,314	2,400	2,400	2,400	2,400	2,400	
700.022	PS - CDBG	28,376	27,133	35,333	41,468	41,468	40,300	
700.023	Economic Development	48,785	41,555	7,142	57,248	16,200	57,600	
700.025	CDBG - Eligible Projects	-	6,108	6,111	20,000	6,000	14,000	
700.026	CDBG - Public Services	28,665	32,284	31,758	147,500	147,500	60,250	
700.027	PS-Recoverable Deposits	13,878	29,190	19,664	31,500	12,899	31,500	
700.041	CDBG-CV	-	-	3,879	308,400	36,893	271,507	
700.042	CDBG-CV Sm Business Grants	-	-	-	85,217	82,500	-	
700.043	PS-CDBG CV	-	-	-	17,132	-	17,132	
700.XXX	PLHA Grant	-	-	-	-	-	12,326	
700.XXX	PS-PLHA Admin	-	-	-	-	-	5,070	
Subtotal		124,396	194,459	120,547	720,865	345,860	522,085	
TOTAL OPERATIONS		132,801	205,135	127,612	731,500	355,680	533,570	
CAPITAL OUTLAY								
851.000	General Plan & Elements	78,122	71,500	39,858	132,000	32,000	100,000	
852.000	Comp. Zoning Code	210	-	840	30,500	28,000	8,000	
TOTAL CAPITAL OUTLAY		78,332	71,500	40,698	162,500	60,000	108,000	
TOTAL EXPENDITURES								
FUNDING SOURCES								
100	General Fund	526,171	589,494	719,529	730,346	699,495	766,029	
100	Use of General Fund Reserves	78,122	71,500	39,858	-	-	-	
100	Planning Grants	-	-	-	157,000	54,500	119,896	
100	CDBG Grants	57,041	65,525	31,667	619,717	308,361	403,189	
100	GF - Planning Revenues	104,896	147,571	21,617	52,650	21,617	52,650	
TOTAL FUNDING SOURCES		766,230	874,090	812,671	1,559,713	1,083,973	1,341,764	

Department Expense Summary
Building & Safety Fund 100, Division 510

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET	
					AMENDED BUDGET	YEAR-END ESTIMATE	6/9/2021	
<u>BUILDING & SAFETY</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	70,241	73,506	79,008	61,594	81,324	63,965	
521.000	Medicare	1,018	1,066	1,146	893	1,179	928	
522.000	Retirement	3,830	7,556	8,776	9,553	9,792	11,337	
523.000	Unemployment Insurance	273	224	175	175	175	161	
530.000	Benefits	1,142	1,136	1,116	19,500	1,109	20,700	
TOTAL PERSONNEL (1 FTE)		76,504	83,488	90,220	91,715	93,579	97,091	
OPERATIONS								
611.000	Training	-	-	-	100	-	100	
612.000	Travel/Conf/Meetings	-	-	-	60	-	60	
	Subtotal	-	-	-	160	-	160	
700.007	PS - Non-recoverable	290,138	245,512	240,095	204,000	283,137	204,000	
700.012	PS - Recoverable	290,138	245,512	240,095	204,000	283,137	204,000	
	Subtotal	290,138	245,512	240,095	204,000	283,137	204,000	
TOTAL OPERATIONS		290,138	245,512	240,095	204,160	283,137	204,160	
TOTAL EXPENDITURES		366,642	329,000	330,315	295,875	376,716	301,251	
FUNDING SOURCES								
100	General Fund	(230,287)	(172,085)	(244,361)	(194,004)	(197,960)	(202,205)	
100	GF - Building Revenue	596,929	501,085	574,676	489,879	574,676	503,456	
	TOTAL FUNDING SOURCES	366,642	329,000	330,315	295,875	376,716	301,251	

Public Works



*Rancho Santa Margarita
California*

Public Works

		FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21 AMENDED BUDGET	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021
PUBLIC WORKS DEPARTMENT							
610	Public Works	848,591	844,271	895,551	954,751	955,172	1,093,526
620	Street Maintenance	927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506
630	GAS TAX FUND <i>Street Lighting</i>	266,254	272,097	287,141	288,000	312,000	338,808
640	Building Maintenance	329,092	327,890	300,868	291,220	286,729	416,929
TOTAL EXPENDITURES		595,346	599,987	588,008	2,552,176	2,574,260	2,895,769



Public Works
OPERATIONS AND FACILITY MAINTENANCE

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Issued permits for and inspected work in the Public Right of Way:
 - 79 Encroachment Permits,
 - 22 Transportation/Oversized Load Permits,
 - 2 Film Permit.
2. Issued Engineering Permits:
 - 1 Grading Permit.
3. Engineering and Traffic Engineering Accomplishments include:
 - Completed the design and began construction on the Splash Pad at Central Park Project.
 - Inspected numerous large utility infrastructure upgrades from various utility companies.
 - Applied for multiple grants to offset funding needs for various projects. Currently selected for two (2) and awaiting results on two (2) additional applications.
 - Maintained eligibility for Senate Bill 1 (SB-1) or Road Repair and Accountability Act funds by providing all required documentation and reports to the State Controller's Office.
 - Maintained eligibility for Measure M2 funds through Orange County Transportation Authority (OCTA) by providing all required reports and studies.
 - Completed the construction phase for the Santa Margarita Parkways Bridge Hinge repair project.
 - Managed the contracts and performance of street maintenance, traffic signal maintenance, and street sweeping contractors.
 - Maintained compliance with San Diego Regional Water Quality Control Board MS4 Permits.
 - Maintained compliance with all state-mandated solid waste disposal requirements.
 - Implemented three (3) CARES Act funded Projects to enhance City Hall and the BTRCC and make it safer for staff and visitors at both locations.
4. On-going Facility and Street Maintenance includes:
 - Managed the contracts and performance of traffic signal maintenance, solid waste, and street sweeping contractors.
 - Navigating the state issued mandates of SB 1383 and renegotiation of the City's solid waste franchise agreement to remain in compliance.
 - Continued to ensure removal of graffiti within 24 hours utilizing the Graffiti Hotline.
 - Performed on-going maintenance of City facilities and landscape areas.

Public Works

(continued)

- Completed various maintenance tasks Citywide including weekly litter collection, patching of potholes, repair of damaged asphalt, and as needed sign replacement.
- Installed new holiday décor around City Hall and the BTRCC during the December holiday season.
- Completed the maintenance and oversight activities at the 82-acre habitat restoration area near Upper Oso Reservoir.

5. Held successful electronic waste/document shredding event and Paint Collection Event.
6. Participated in regional meetings of the watershed management group, CalRecycle, and OCTA Technical Advisory Committee.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Continue to remain in compliance with San Diego Regional Board and CalRecycle requirements for the Stormwater and Solid Waste programs.
2. Provide quick restoration of operations to lights and signals that are damaged due to any source of outage.
3. Keep the City's roadways, sidewalks, and right-of-way free from hazards, litter, debris or weeds by maintaining an effective roadway maintenance program.
4. Maintain a positive aesthetic appearance through proactive and continuous inspection of the City's right-of-way.
5. Continue prompt graffiti removal within 24 hours of notification.
6. Identify potential improvements to the City's Pavement Management Program to ensure that the City's streets remain in an acceptable condition and utilize the most cost effective maintenance processes.
7. Proactively address neighborhood traffic management issues as they arise.
8. Coordinate with utility companies to ensure work completion with minimal impact on City residents, streets, and businesses.
9. Continue to identify Grant funding opportunities for future City construction projects.
10. Complete the construction of the Splash Pad at Central Park.
11. Begin the design phase of the Eastbound Santa Margarita Parkway Bridge and Antonio Parkway Bridge Maintenance Projects.

Department Expense Summary
Public Works **Fund 100, Division 610**

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21		FY 2021/22 ADOPTED BUDGET	
					AMENDED BUDGET	YEAR-END ESTIMATE	6/9/2021	
PUBLIC WORKS								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	328,235	320,170	338,035	451,535	490,103	467,425	
512.001	Salaries - Allocated to CIP	-	-	(309)	(150,000)	(155,302)	(110,000)	
521.000	Medicare	6,702	6,393	6,942	6,508	7,014	6,738	
522.000	Retirement	68,063	43,039	46,215	50,492	51,787	59,791	
523.000	Unemployment Insurance	1,656	1,523	879	788	788	725	
526.000	FICA Cost			2,141	2,247	1,736	-	
530.000	Benefits	36,576	41,759	29,454	68,250	27,757	72,450	
TOTAL PERSONNEL (4.36 FTE)		441,232	412,884	423,357	429,820	423,883	497,129	
OPERATIONS								
610.000	Membership & Dues	573	147	228	1,912	-	935	
611.000	Training	360	-	120	-	-	2,000	
612.000	Travel & Meetings	407	35	35	-	-	1,150	
622.010	Special Dept. Expense	928	191	579	-	2,202	2,000	
622.020	Underground Service Alert	498	738	1,023	1,000	1,000	1,000	
626.000	Books & Periodicals	-	-	-	-	-	500	
643.000	Storage Facility Rental	6,000	6,000	8,750	7,020	9,000	9,000	
650.000	Storm Water (NPDES)	179,412	170,020	210,027	225,514	223,058	242,535	
660.000	Solid Waste Management	28,615	39,358	53,871	70,973	70,973	98,717	
660.001	Solid Waste Recycling	-	-	-	-	-	-	
660.002	Beverage Recycling Expenditures	-	1,666	1,762	1,800	1,800	1,800	
661.000	Landscape Maintenance	14,045	17,740	28,906	40,604	40,604	42,200	
661.001	Park Maintenance	11,183	12,817	26,303	33,508	33,508	34,800	
	Subtotal	242,021	248,712	331,603	382,331	382,145	436,637	
700.006	PS - Non-recoverable	-	-	-	-	-	-	
700.013	PS - Recoverable	21,136	23,976	20,800	-	6,544	2,000	
700.015	PS - Traffic Engineering	115,768	104,564	104,156	121,800	121,800	131,560	
	Subtotal	136,904	128,540	124,956	121,800	128,344	133,560	
TOTAL OPERATIONS		378,925	377,252	456,559	504,131	510,489	570,197	
CAPITAL OUTLAY								
844.000	City Vehicle	-	29,308	-	-	-	-	
871.000	Speed/Volume Study	9,448	7,970	750.00	3,800	3,800	7,800	
872.001	Design - Local Projects	2,575	-	-	-	-	3,000	
874.000	Pavement Mgmt System	16,411	16,857	14,885.3	17,000	17,000	15,400	
TOTAL CAPITAL OUTLAY		28,434	54,135	15,635	20,800	20,800	26,200	
TOTAL EXPENDITURES		848,591	844,271	895,551	954,751	955,172	1,093,526	
FUNDING SOURCES								
100	General Fund	433,251	420,496	476,568	530,803	517,927	640,073	
210	Gas Tax	136,389	125,181	125,181	141,380	142,735	151,001	
100	Waste Recycling Grant	91,566	93,764	97,170	97,170	97,170	98,142	
100	Waste Disposal Agreement	88,066	97,563	108,883	100,883	108,883	113,900	
100	Beverage Recycling Grant	12,326	12,506	12,292	13,000	13,000	13,000	
100	GF-Public Works Revenue	86,993	94,761	75,457	71,515	75,457	77,410	
TOTAL FUNDING SOURCES		848,591	844,271	895,551	954,751	955,172	1,093,526	

Department Expense Summary
Street Maintenance Fund 100, Division 620

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	-----FY 2020/21----- YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET 6/9/2021
<u>STREET MAINTENANCE</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	54,242	54,638	59,296	60,216	59,791	62,514
521.000	Medicare	784	788	891	866	867	899
522.000	Retirement	3,906	7,334	6,635	6,870	7,164	7,978
523.000	Unemployment Insurance	381	112	87	88	88	81
530.000	Benefits	3,422	9,765	10,123	9,750	9,310	10,350
TOTAL PERSONNEL (.5 FTE)		62,735	72,637	77,033	77,790	77,220	81,822
OPERATIONS							
700.019	PS - Contract Admin	-	-	-	-	-	-
720.000	Misc. Street Maintenance	72,110	80,822	94,847	95,775	95,775	96,000
720.004	Street Maint. Contract	559,193	559,153	556,942	584,200	584,200	584,200
720.007	Street Sweeping	83,890	87,892	96,774	99,996	97,668	103,140
720.008	Traffic Signal Maintenance	109,136	93,408	120,794	112,944	112,944	112,944
720.009	Special Repairs	(5,878)	49,826	13,522	-	5,052	14,000
720.011	Traffic Improvements	3,139	4,833	220	5,100	5,100	5,400
720.014	Street Maint - NPDES	41,661	38,891	39,984	40,000	40,000	45,000
720.016	Bus Shelter Maintenance	1,890	1,890	2,381	2,400	2,400	4,000
Subtotal		865,141	916,715	925,464	940,415	943,139	964,684
TOTAL EXPENDITURES		927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506
FUNDING SOURCES							
100	General Fund	390,748	390,747	390,747	428,337	428,337	428,337
212	Measure M Fund	453,238	510,713	514,976	489,872	494,354	515,029
210	Gas Tax Fund	83,890	87,892	96,774	99,996	97,668	103,140
TOTAL FUNDING SOURCES		927,876	989,352	1,002,497	1,018,205	1,020,359	1,046,506

Department Expense Summary
Street Lighting Fund 210, Division 630

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET		
					AMENDED BUDGET		6/9/2021		
<u>STREET LIGHTING</u>									
<i>EXPENDITURES</i>									
<i>OPERATIONS</i>									
631.003	Utilities	266,254	272,097	287,141	288,000	312,000	338,808		
TOTAL OPERATIONS		266,254	272,097	287,141	288,000	312,000	338,808		
TOTAL EXPENDITURES		266,254	272,097	287,141	288,000	312,000	338,808		
<i>FUNDING SOURCES</i>									
210	Gas Tax Fund	261,639	272,097	287,141	288,000	312,000	338,808		
TOTAL FUNDING SOURCES		261,639	272,097	287,141	288,000	312,000	338,808		

Department Expense Summary
Building Maintenance Fund 100, Division 640

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----	YEAR-END ESTIMATE	FY 2021/22 ADOPTED BUDGET		
					AMENDED BUDGET		6/9/2021		
<u>BUILDING MAINTENANCE</u>									
EXPENDITURES									
OPERATIONS									
640.001	City Hall Elect/Water	64,070	64,934	68,566	76,908	79,512	82,920		
640.002	City Hall Facility Maint.	111,479	118,097	99,338	113,785	122,825	127,211		
640.101	BTRCC Utilities	64,363	61,572	57,548	38,052	39,952	81,468		
640.102	BTRCC Facility Maint.	87,982	82,999	75,415	58,985	40,950	120,330		
640.104	BTRCC Improvements	1,198	288	-	3,490	3,490	5,000		
	Subtotal	329,092	327,890	300,868	291,220	286,729	416,929		
640.003	City Hall Facility Mgmt.	-	-	-	-	-	-		
	Subtotal	-	-	-	-	-	-		
TOTAL OPERATIONS		329,092	327,890	300,868	291,220	286,729	416,929		
TOTAL EXPENDITURES		329,092	327,890	300,868	291,220	286,729	416,929		
FUNDING SOURCES									
100	General Fund	329,092	327,890	300,868	291,220	286,729	343,079		
230	American Rescue Plan	-	-	-	-	-	73,850		
	TOTAL FUNDING SOURCES	329,092	327,890	300,868	291,220	286,729	416,929		

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Community Services



*Rancho Santa Margarita
California*

Community Services

	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET 6/9/2021
				AMENDED BUDGET	YEAR-END ESTIMATE	
COMMUNITY SERVICES						
710 Community Services	1,126,501	1,069,411	977,633	566,341	227,129	903,479
TOTAL EXPENDITURES	1,126,501	1,069,411	977,633	566,341	227,129	903,479



Community Services
COMMUNITY SERVICES
BELL TOWER REGIONAL COMMUNITY CENTER

DESCRIPTION

Community Services is responsible for enhancing the daily lives of the vibrant community that they serve. It is accomplished by aligning with high-quality vendor services and sharing a common goal of providing the public with excellent service and attention through special events, City promotion, provision of services, and providing a state-of-the-art recreational facility for residents and businesses usage. The Community Services Department continues to adapt and fulfill the needs communicated by the people that they serve.

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Planned a small socially distanced Patriot Day Commemoration outside by the City Hall flag poles.
2. Worked with RSM Cares on a number of activities including the RSM Arts program, Breakfast with Santa and the RSM Food Bank securing many locations for food donation boxes.
3. Provided a variety of senior programs in partnership with Age Well Senior Services including: Meals on Wheels, Grab-n-Go Lunch and implemented the Pet Food Pantry.
4. Provided drive-thru Flu Shot Clinic with over 60 participants.
5. Managed Senior Mobility Program, which provided reliable transportation services to over 200 senior citizens.
6. Supported the City's Adopted 2/5 Marines - participated in drive-thru homecomings, deployments, cleaning of the barracks, and drive-thru holiday events.
7. Offered 9 drive-thru pet vaccination clinics to help residents maintain the health of their pets with more than 150 cats and/or dogs receiving these services.
8. Supported Boys and Girls Club outdoor programs and special holiday activities.
9. Performed a seamless reopening transition of the Bell Tower Regional Community Center.
10. Attended a number of monthly Zoom meetings with other cities.

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

1. Perform a seamless reopening transition of Bell Tower Regional Community Center.
2. Ensure all programs, services and events adhere to current health guidelines.
3. Review and revise activity waivers, registration system, instructor agreements, contracts, rental packet, facility use agreement, and procedures.
4. Rebuild and enhance program offerings at the Bell Tower Regional Community Center.
5. Maintain sponsorship program and engage businesses in events and programs.
6. Continue to support RSM Chamber, RSM Cares, Rotary SAMLARC and other organizations.
7. Renovate the Quiet Lounge at the Bell Tower Regional Community Center.
8. Continue to build and gain support from non-profit organizations, churches, and schools to maintain partnerships and increase community participation.
9. Increase marketing for facility rentals, recreation programs and community events.
10. Implement the City's special events successfully and safely.

Department Expense Summary
Community Services Fund 100, Division 710

ACCT DIVISION NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	-----FY 2020/21-----		FY 2021/22 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
COMMUNITY SERVICES								
<i>EXPENDITURES</i>								
<i>PERSONNEL</i>								
512.000	Salaries - Regular	291,538	303,346	375,261	145,536	96,229	225,893	
515.000	Part Time Personnel	72,970	94,056	64,423	48,100	-	92,574	
521.000	Medicare	5,261	5,731	6,344	2,793	1,380	4,260	
522.000	Retirement	90,361	69,799	74,591	48,029	38,545	53,726	
523.000	Unemployment Insurance	3,580	2,886	1,966	678	175	1,288	
526.000	FICA Cost	3,175	4,789	3,899	2,982	-	-	
530.000	Benefits	47,226	46,276	29,675	39,000	16,124	51,750	
TOTAL PERSONNEL (6.4 FTE)		514,111	526,883	556,159	287,118	152,453	429,491	
<i>OPERATIONS</i>								
610.000	Membership & Dues	1,279	1,303	1,279	185	77	1,133	
611.000	Training	75	10	240	-	900	-	
612.000	Travel/Conf/Meetings	335	349	35	285	216	635	
614.000	Newsletter/Class Schedule	48,224	44,197	28,999	22,650	-	29,600	
618.001	Community Support 2/5	194	2,477	2,231	2,500	2,500	5,000	
622.010	Special Depart. Expense	983	130	1,933	-	-	15,000	
640.103	Phones	7,557	8,407	8,993	6,660	7,697	8,760	
674.000	Senior Mobility Program	54,487	18,002	9,769	24,000	6,624	26,400	
675.002	NYE Event	29,778	30,312	38,625	20,000	-	30,300	
675.005	Summer Concert Series	53,029	47,852	61,040	30,700	-	62,800	
675.007	Patriot Day	368	368	209	-	178	700	
675.101	Programs	183,537	163,727	82,003	42,824	-	72,000	
675.102	Rental Expenses	13,512	12,679	9,653	4,800	-	4,800	
675.103	BTRCC Admin	27,032	20,725	15,569	9,859	2,864	21,440	
	Subtotal	420,390	350,528	260,348	164,703	20,156	279,468	
675.001	Youth Center	120,000	120,000	89,126	60,000	-	120,000	
675.006	Seniors Program	72,000	72,000	72,000	54,520	54,520	74,520	
700.028	PS - Public Relations	-	-	-	-	-	-	
TOTAL OPERATIONS		Subtotal	612,390	542,528	421,474	279,223	74,676	
<i>CAPITAL OUTLAY</i>								
840.000	Furniture & Fixtures	-	-	-	-	-	-	
TOTAL CAPITAL OUTLAY								
TOTAL EXPENDITURES								
<i>FUNDING SOURCES</i>								
100	General Fund	590,524	579,679	952,552	384,620	202,048	(12,375)	
100	Senior Mobility Grant	27,005	28,842	24,636	24,630	24,636	27,105	
230	American Rescue Plan Act	-	-	-	-	-	679,801	
100	GF - Com. Svcs. Revenue	508,972	460,890	445	157,091	445	208,948	
TOTAL FUNDING SOURCES		1,126,501	1,069,411	977,633	566,341	227,129	903,479	

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Capital Improvement Plan



*Rancho Santa Margarita
California*

CAPITAL IMPROVEMENT PROGRAM

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2020-21

1. Completed the design and construction of various street improvement projects including:
 - Antonio Parkway Pavement Rehabilitation from Via Ladera to Avenida de las Banderas
 - Annual Residential Overlay
 - Annual Residential Slurry Seal
 - Annual Concrete Repair Program consisting of as needed repairs to sidewalk and curb and gutter Citywide
 - Santa Margarita Bridge Hinge Replacement
2. Installed the following traffic improvements:
 - Antonio Parkway and La Promesa, and Antonio Parkway and Ave. de Las Banderas Intersection Traffic Signal Enhancements.
 - Traffic Signal System Maintenance - citywide
3. Initiated Projects to be continued in FY 2021/22:
 - Splash Pad at Central Park

GOALS AND OBJECTIVES: FISCAL YEAR 2021-22

Public Works will implement 22 Capital Improvement Program projects for Fiscal Year 2021-22, totaling approximately \$5.089 M, listed below. Additionally, the City will continue to seek grant opportunities and other one-time revenue sources for capital projects.

1. Seven street improvement/maintenance projects:
 - Annual Slurry Seal Project – Zone 4
 - Annual Concrete Repair Program consisting of as needed repairs to sidewalk and curb and gutter Citywide
 - ADA Concrete Repair Program
 - Arroyo Vista Pavement Rehabilitation from Avenida Empresa to end (Tijeras Creek Golf Course)
 - Plano Trabuco Catch Basin and Sidewalk Repair Project
 - Annual Residential Overlay
 - Antonio Parkway/Alas de Paz Overlay Project
2. Two special projects:
 - Upper Oso Habitat Restoration Project (closeout)
 - Central Park Splash Pad
3. Three Landscape/Renovation projects:
 - Traffic Signal Enhancements (Seven Intersections)
 - Plano Trabuco Median Landscaping Renovation
 - Antonio Parkway Gateway Enhancement (Design)

Capital Improvement Program

(continued)

4. Three City Hall and Bell Tower Regional Community Center projects:
 - HVAC Unit Upgrades
 - City Hall Bell System Replacement
 - Building Access Control System Maintenance Upgrades
5. Four traffic improvement projects:
 - Los Alisos/ Melinda Road Signal and Equipment Upgrades
 - Traffic Signal Maintenance Project
 - Melinda Median Extension
 - Santa Margarita Parkway Signal Synchronization (Design)
6. Three Bridge project:
 - Santa Margarita Parkway Bridge Hinge Repair Project (Habitat Monitoring)
 - Santa Margarita Parkway Bridge – Eastbound Bridge Project (Design)
 - Antonio Parkway Bridge Project (Design)

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CAPITAL IMPROVEMENT PLAN

Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2020/21----- FY 2021/22 Proposed BUDGET	
CAPITAL PROJECTS								
EXPENDITURES - CAPITAL OUTLAY								
790.210	Transfer to Gas Tax Fund	27,220	919	-	-	-	-	
911.000	Annual Slurry Seal Program	267,295	350,861	403,584	500,000	468,330	580,000	
911.002	Antonio Pkwy. Slurry Seal	-	-	114,059	-	-	-	
911.003	Avenida De Las Banderas Slurry Seal	-	-	111,890	-	-	-	
911.004	Avenida de Las Flores Slurry Seal	-	239,939	93,733	-	-	-	
911.005	La Promesa Slurry Seal	-	-	69,747	-	-	-	
912.000	Annual Residential Overlay	(22,486)	5,340	157,141	600,000	2,500	205,000	
912.003	Arroyo Vista Pavement Rehabilitation	-	-	-	-	-	920,000	
912.004	Vista Drive Street Repair Project	-	25,551	737,665	-	-	-	
913.007	Antonio Pkwy. Pavement Rehabilitation	298,774	960	382,599	300,000	115,000	-	
913.009	Coto de Caza/La Promesa Pavement Rehab.	247	-	-	-	-	-	
913.010	SM Pkwy. Pavement Rehabilitation	382,727	1,360	-	-	-	-	
913.011	Avenida Empresa Pavement Rehabilitation	254,985	538,300	-	-	-	-	
913.012	Esperanza Restriping	-	-	-	-	-	-	
915.000	Median Hardscape Renovation	165,763	214,934	-	-	-	-	
915.003	Melinda Road Median Improvements	-	-	14,140	-	-	150,000	
916.002	Auto Center Drive Signage	39,463	-	-	-	-	-	
916.003	Antonio Parkway Gateway Improvements	-	-	54,383	-	-	65,000	
916.004	Rancho Trabuco/Plano Trabuco Road Knuckle Enhancement	-	-	-	10,000	7,000	-	
918.001	Santa Margarita Pkwy./Empresa Landscaping	-	-	-	-	-	-	
918.002	City Hall Landscaping Renovation	127,726	-	-	-	-	-	
918.003	El Paseo Corridor Improvements	-	2,214	108,547	-	-	-	
918.004	Plano Trabuco Median Landscape Renovation	-	-	7,993	10,000	10,000	185,000	
919.000	Citywide Red Curb Evaluation	-	37,993	9,966	-	-	-	
921.003	SMP Signal & Equipment Upgrade	1,020	-	6,058	-	-	-	
921.004	Antonio Pkwy. Signal & Equipment Upgrade	438	2,305	(2,305)	-	-	-	
921.005	Traffic Signal Enhancements	51,711	52,305	85,692	145,000	120,000	405,000	
921.006	Avenida De Las Banderas Traffic Signal Modification	260	-	-	-	-	-	
921.007	Traffic Signal Modification Banderas/Esperanza	-	9,602	-	-	-	-	
921.008	Los Alisos/Melinda Road Signal Equipment Upgrade	-	-	5,130	54,000	5,130	52,000	
923.003	Traffic Signal Battery Backup System	-	8,951	90,276	-	-	-	
923.005	Traffic Calming at Avenida de los Fundadores	-	-	36,469	-	-	-	
931.004	SMP Bridge Hinge Repair	12,927	55,676	483,050	3,234,000	2,851,080	201,000	
931.005	SMP Bridge (Eastbound)	-	-	-	-	-	289,000	
934.001	Annual Concrete - Sidewalk Repairs	718	92,488	73,757	90,000	87,000	93,000	
934.007	ADA Curb Ramp Installation	102,093	164,874	124,861	-	-	197,006	
934.009	Vereda Laguna Sidewalk & Landscape Renovation	194,982	-	-	-	-	-	
940.001	Transit Planning Feasibility Study	18,546	-	-	-	-	-	
951.006	Building Improvements	1,037	-	-	-	-	-	
951.007	City Hall IT/Server Room Fire Suppression System	33,487	-	-	-	-	-	
951.008	City Hall & BTRCC Flooring/Carpeting	-	-	3,131	145,000	133,390	-	
951.013	BTRCC Youth Lounge Courtyard Improvement	93,920	5,297	-	-	-	-	
951.014	BTRCC Ball Room Flooring	-	-	-	-	-	-	
951.015	City Hall / BTRCC Interior Painting	24,030	33	-	-	-	-	
951.016	City Hall / BTRCC Stain & Seal Exterior Wood	30,491	33	-	-	-	-	
951.017	City Hall / BTRCC Exterior Lighting	-	14,728	-	-	-	-	
951.018	BTRCC Kitchen Equipment Replacement	-	4,660	-	-	-	-	
951.019	City Hall / BTRCC Renovation of Ledges	-	25,000	-	-	-	-	
951.022	HVAC Unit Upgrades	-	-	-	100,000	100,000	406,000	
952.001	Chiquita Ridge Open Space Assessment	963	-	-	-	-	-	
952.002	Chiquita Ridge Habitat Restoration	210,955	184,247	155,622	30,000	30,000	20,000	
954.005	Emergency Vehicle Pre-Emption/Phase 2 & 3	-	7,799	89,991	-	-	-	
954.010	Protected Left Turn Study	-	-	766	-	-	-	
961.002	Skate Park Renovations	2,346	13,809	-	-	-	-	
962.000	Dog Park Renovation	97,500	407	-	-	-	-	
965.000	Splash Pad at Central Park	-	48,273	81,103	1,546,906	1,000,000	407,000	
970.000	Storm Drain System / Study	-	-	193,236	169,000	152,500	-	
970.004	CCTV Inspection of Storm Drain System	263	3,918	-	-	-	-	
970.005	Trash Reduction Catch Basin Inserts	1,380	-	-	-	-	-	
921.009	Traffic Signal System Maintenance	-	-	-	65,000	65,000	90,000	
NEW	City Hall Bell System Replacement	-	-	-	-	-	25,000	
NEW	Plano Trabuco Catch Basin and Sidewalk Repair Project	-	-	-	-	-	25,000	
NEW	Antonio Parkway Overlay (Alas de Paz to SMP)	-	-	-	-	-	550,000	
NEW	Building Access Card System Maintenance Upgrades	-	-	-	-	-	60,000	
NEW	SMP Signal Sync Project	-	-	-	-	-	25,000	
NEW	Antonio Pkwy. Bridge	-	-	-	-	-	139,000	
TOTAL CAPITAL OUTLAY		2,420,781	2,112,776	3,692,284	6,998,906	5,146,930	5,089,006	
TOTAL EXPENDITURES		2,420,781	2,112,776	3,692,284	6,998,906	5,146,930	5,089,006	

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2017/18 ACTUAL	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	AMENDED BUDGET	FY 2020/21 YEAR-END ESTIMATE	FY 2021/22 Proposed BUDGET
FUNDING SOURCES							
XXX	Use of City Reserves	-	-	-	310,000	298,390	305,000
100	Transfer From General Fund	571,689	351,400	994,417	-	-	-
210	Transfer From Gas Tax Fund	1,021,646	724,338	516,783	1,146,000	1,047,910	730,000
212	Transfer From Measure M Fund	38,000	137,305	563,103	145,000	120,000	295,000
214	Transfer From Air Quality Improve. Fund	1,458	17,056	219,149	54,000	5,130	57,000
218	Transfer From TCRF Fund	-	-	131,000	34,000	34,000	5,000
220	Transfer From Park Trust	193,766	67,785	81,103	1,339,128	1,000,000	200,000
226	Transfer From RMRA Fund	-	658,239	643,223	900,000	117,500	2,050,000
230	Transfer From ARPA Fund	-	-	-	-	-	406,000
423.013	HBP	147,314	20,638	72,374	2,863,000	2,903,563	557,000
423.016	APM	220,676	-	-	-	-	-
470.001	Interest Income/Other	1,766	3,485	1,241	-	-	-
470.002	Unrealized Gain/Loss on Invest	(85)	1,611	2,531	-	-	-
485.014	CDBG Grant	277,343	111,414	2,020	-	113,841	197,006
	State Capita Park Grant (Prop. 68)	-	-	-	207,778	-	207,000
485.021	APM	-	30,844	-	-	-	-
485.019	CTFP	91,961	-	-	-	-	20,000
New	PARSAC Grant	-	-	-	-	-	60,000
485.020	Project V	44,442	-	-	-	-	-
485.023	Project P TSSP	-	-	-	-	-	-
TOTAL FUNDING SOURCES		2,609,976	2,124,115	3,226,944	6,998,906	5,640,334	5,089,006

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

6/30/2021 Estimated Fund Balance

FY 2021/22 Estimated Revenue

	CIP	410	GAS TAX	MEASURE M	AQMD	214	218	220	226	RMRA	Total
	232,221	317,757	230,382	159,869	5,388	383,349	1,254,346	2,583,308	2,583,308	All Funds	

FY 21/22 Revenues Available for Capital Projects & St. Maint.

Gas Tax Expenditure for Street Lighting											
Transfer to GF for budgeted purpose											
Transfer to GF for Street Maintenance											
Transfer to GF for Public Works											
Transfer to CIP from General Fund											
Transfer to CIP - Street Maintenance MOE											
Total Transfers from GF & Restricted Funds											
	BUDGET										
410-900-911.000	Annual Slurry Seal Program										
410-900-912.000	Annual Residential Overlay										
410-900-912.003	Arroyo Vista Pavement Rehabilitation										
410-900-915.003	Melinda Road Median Improvements										
410-900-916.003	Antonio Pkwy. Median Improvements										
410-900-918.004	Plano Trabuco Median Landscaping Renovation										
410-900-921.005	Traffic Signal Enhancements										
410-900-921.008	Los Alisos/Melinda Road Signal Equipment Update										
410-900-921.009	Traffic Signal System Maintenance										
410-900-931.004	SMP Bridge Hinge Repair (Westbound)										
410-900-931.005	SMP Bridge (Eastbound)										
410-900-931.006	Annual Concrete Repair										
410-900-934.001	ADA Curb Ramp Installation										
410-900-932.002	Upper Oso Habitat Restoration Closeout										
410-900-932.002	Splash Pad at Central Park										
410-900-951.021	City Hall Bell System Replacement										
410-900-951.022	HVAC Unit Upgrades										
NEW	Plano Trabuco Catch Basin and Sidewalk Repair Project										
NEW	Antonio Parkway Overlay (Alas de Paz to Santa Margarita Pkwy)										
NEW	Building Access Card System Maintenance Upgrades										
NEW	SMP Signal Sync Project										
NEW	Antonio Pkwy. Bridge										
	Total Capital Projects Expenditures										
	Total Capital Expenditures & Street Maintenance										

	1,253,699	715,329	60,000	-	-	956,908	2,985,936	-	-	-	-
	557,000	197,006	-	-	-	-	-	557,000	197,006	-	-
Interest Income											
APM											
HBP											
CDBG											
Project P TSSP											
State Capita Park Grant (Prop. 68)											
CTFP											
PARSAC grant funds											
American Rescue Plan Act											
Traffic Signal Enhancements											
Upper Oso Habitat Restoration Closeout											
City Hall Bell System Replacement											
HVAC Unit Upgrades											
	1,253,699	715,329	60,000	-	-	956,908	2,985,936	-	-	-	-
	1,752,006	1,253,699	715,329	60,000	-	-	956,908	4,737,942	-	-	-
	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)	(338,808)
	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)	(104,337)
	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)	(151,001)
	428,337	428,337	428,337	428,337	428,337	428,337	428,337	428,337	428,337	428,337	428,337
	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)	(592,949)
	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)	(1,107,978)

	580,000	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)	(205,000)
	205,000	-	-	-	-	-	-	-	-	-	-
	920,000	-	-	-	-	-	-	-	-	-	-
	150,000	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
	65,000	-	-	-	-	-	-	-	-	-	-
	185,000	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)	(185,000)
	405,000	Reserves	(260,000)	(260,000)	(260,000)	(260,000)	(260,000)	(260,000)	(260,000)	(260,000)	(260,000)
	52,000	Project P TSSP	90,000	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
	201,000	HBP	(178,000)	(178,000)	(178,000)	(178,000)	(178,000)	(178,000)	(178,000)	(178,000)	(178,000)
	289,000	HBP	(256,000)	(256,000)	(256,000)	(256,000)	(256,000)	(256,000)	(256,000)	(256,000)	(256,000)
	93,000	CDBG	(197,006)	(197,006)	(197,006)	(197,006)	(197,006)	(197,006)	(197,006)	(197,006)	(197,006)
	20,000	Reserves	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
	407,000	Prop 68	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
	406,000	ARP	(406,000)	(406,000)	(406,000)	(406,000)	(406,000)	(406,000)	(406,000)	(406,000)	(406,000)
	25,000	-	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
	550,000	-	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
	60,000	PARSAC grant	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
	25,000	CTFP	(123,000)	(123,000)	(123,000)	(123,000)	(123,000)	(123,000)	(123,000)	(123,000)	(123,000)
	139,000	HBP	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)	(1,752,006)
	5,089,006	-	-	-	-	-	-	-	-	-	-
	6,135,512	-	-	-	-	-	-	-	-	-	-
	232,221	248,507	135,682	162,869	388	183,349	161,254	1,124,266	1,124,266	1,124,266	1,124,266

Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2021/22 through 2027/28

No.	PROJECT DESCRIPTION	Fund Source	STREET IMPROVEMENT/MAINTENANCE PROJECTS		Total Estimated Cost (1,000's)	Year 1 21/22	Year 2 22/23	Year 3 23/24	Year 4 24/25	Year 5 25/26	Year 6 26/27	Year 7 27/28	Status
	Street Maintenance Program												
	General Fund Reserves (MOE)	\$ 3,224	\$ 428	\$ 428	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	\$ 480	500
	Measure M	\$ 3,665	\$ 515	\$ 500	\$ 510	\$ 520	\$ 530	\$ 540	\$ 540	\$ 550	\$ 550	\$ 550	
	Gas Tax	\$ 771	\$ 103	\$ 105	\$ 107	\$ 110	\$ 113	\$ 115	\$ 115	\$ 118	\$ 118	\$ 118	
	TOTAL	\$ 7,660	\$ 1,046	\$ 1,033	\$ 1,045	\$ 1,110	\$ 1,123	\$ 1,135	\$ 1,135	\$ 1,168	\$ 1,168	\$ 1,168	
	Annual Residential Slurry Seal Program												
1	Zone 4												
	Annual Slurry Seal: 410-900-911,000												
	Annual Concrete Repair Program												
2	Account: 410-900-934,001												
	Americans with Disabilities Act (ADA) Curb Ramp Installation Project												
3	Account: 410-900-934,007												
	Arroyo Vista Pavement Rehabilitation												
4	Limits: Tijeras Creek Golf Course to Avenida Empresa												
	Account: 410-900-912,003												
	Plano Trabuco Catch Basin and Sidewalk Repair Project												
5	Account: NEW												
	Annual Residential Overlay												
6	Zone 4												
	Account: 410-900-912,000												
	Antonio Parkway Overlay (Alas de Paz to Santa Margarita Parkway)												
7	Alias De Paz Overlay (Antonio Parkway to Plano Trabuco)												
	Antonio Parkway Pavement Rehabilitation												
8	Limits: Ave de las Banderas to Avenida Empresa												
	Account: NEW												
	Trabuco Canyon Road Pavement Rehabilitation												
9	Limits: Plano Trabuco Road to City Limits												
	Account: NEW												
	Esperanza Overlay												
10	Account: NEW												
	El Camino Montana Pavement Repair												
11	Account: NEW												
	Upper Oso Habitat Restoration Closeout												
12	Account: 410-900-952,002												
	Splash Pad at Central Park - Closeout												
13	Construction Phase												
	Account: 410-900-965,000												
	Skatepark Improvement Project												
14	Construction Phase												
	Account: 400-900-961,002												
	Dog Park Revitalization Project												
15	Turf Repair & Play Piece Upgrades												
	Account: 410-900-921,005												
	Landscaping / Renovation Projects												
16	Traffic Signal Enhancements												
	Measure M	\$ 831	\$ 145	\$ 135	\$ 136	\$ 137	\$ 138	\$ 139	\$ 140	\$ 140	\$ 140	\$ 140	
	LED Upgrade, Painting, bases, etc. at Antonio/Empresa, Melindra at Alisima & Via												
	General Fund Reserves (MOE)	\$ 1,266	\$ 405	\$ 260	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35	
	Account: 410-900-921,005												
	General Fund Reserves												
	Total	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	

Seven-Year Capital Improvement Program and Street Maintenance Program Fiscal Years 2021/22 through 2027/2028

Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2021/22 through 2027/2028

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1 21/22	Year 2 22/23	Year 3 23/24	Year 4 24/25	Year 5 25/26	Year 6 26/27	Year 7 27/28	Status
BRIDGE PROJECTS											
35	SANTA MARGARITA PKWY. BRIDGE HINGE REPAIR (Westbound) (Restoration Requirements) Account: 410-900-931.004	HBP** Gas Tax	\$ 178	\$ 178	\$ 23	\$ 23					C
	SANTA MARGARITA PKWY. BRIDGE (Eastbound) (Design - Year 1, Environmental + Construction - Year 2) Account: 410-900-931.005	HBP** Gas Tax	\$ 1,539	\$ 201	\$ 1,539	\$ 256	\$ 1,283				
36	ANTONIO PKWY. BRIDGE (Design - Year 1, Environmental + Construction - Year 2) Account: 410-900-931.006	HBP** Gas Tax	\$ 1,738	\$ 1,738	\$ 199	\$ 33	\$ 166				
37			\$ 631	\$ 631	\$ 123	\$ 16	\$ 508				
	SUBTOTAL CAPITAL PROJECTS EXPENDITURES	TOTAL	\$ 713	\$ 139	\$ 574						
	TOTAL CAPITAL PROJECTS & STREET MAINTENANCE EXPENDITURES										
			\$ 22,046	\$ 5,089	\$ 6,714	\$ 2,912	\$ 2,132	\$ 1,909	\$ 1,988	\$ 1,478	
			\$ 29,706	\$ 6,135	\$ 7,747	\$ 3,957	\$ 3,242	\$ 3,032	\$ 3,123	\$ 2,646	

Notes:

D	Project Deferred from Fiscal Year 2020-21
C	Project Continued from Fiscal Year 2020-21
N	New Project
A	Project Advanced from Previous 7Yr. CIP
P	Project Postponed to a later year
	No Change in Status from Previous 7Yr. CIP

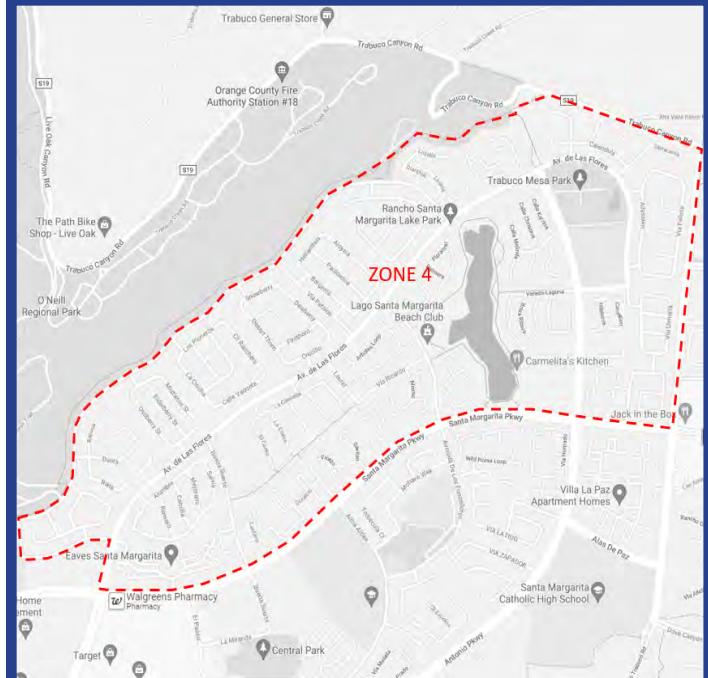
Seven-Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2021/22 through 2027/2028

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	Year 1 21/22	Year 2 22/23	Year 3 23/24	Year 4 24/25	Year 5 25/26	Year 6 26/27	Year 7 27/28
CIP FUND EXPENDITURES (WITHOUT MAINTENANCE)										
				Year 1 21/22	Year 2 22/23	Year 3 23/24	Year 4 24/25	Year 5 25/26	Year 6 26/27	Year 7 27/28
	Gas Tax	\$730	\$1,640	\$1,549	\$873	\$1,415	\$1,484	\$962		
	RMRA	\$2,050	\$1,192	\$600	\$600	\$0	\$0	\$0		
	Measure M	\$295	\$445	\$269	\$233	\$237	\$241	\$245		
	ACMD	\$57	\$160	\$50	\$0	\$0	\$0	\$0		
	CDBG	\$197	\$203	\$209	\$215	\$222	\$228	\$235		
	Park Fees	\$200	\$183	\$0	\$0	\$0	\$0	\$0		
	Prop 68	\$207	\$0	\$0	\$0	\$0	\$0	\$0		
	HB**	\$557	\$1,791	\$0	\$0	\$0	\$0	\$0		
	STP	\$0	\$150	\$0	\$0	\$0	\$0	\$0		
	CTFP	\$20	\$60	\$120	\$0	\$0	\$0	\$0		
	PARSAC	\$60	\$0	\$0	\$0	\$0	\$0	\$0		
	ARP	\$406	\$200	\$0	\$0	\$0	\$0	\$0		
	General Fund Reserves	\$305	\$160	\$135	\$210	\$35	\$35	\$35		
	TCRF	\$5	\$0	\$0	\$0	\$0	\$0	\$0		
	TOTAL CAPITAL PROJECTS	\$5,089	\$6,714	\$2,912	\$2,132	\$1,909	\$1,988	\$1,478		
	STREET MAINTENANCE	\$1,046	\$1,033	\$1,045	\$1,110	\$1,123	\$1,135	\$1,168		
	TOTAL CAPITAL AND & STREET MAINTENANCE EXPENDITURES	\$6,135	\$7,747	\$3,957	\$3,242	\$3,032	\$3,123	\$2,646		
CATEGORY EXPENDITURES (WITHOUT MAINTENANCE)										
				Year 1 21/22	Year 2 22/23	Year 3 23/24	Year 4 24/25	Year 5 25/26	Year 6 26/27	Year 7 27/28
	STREET IMPROVEMENT/MAINTENANCE PROJECTS	\$2,570	\$2,025	\$1,643	\$1,689	\$1,637	\$1,712	\$1,198		
	SPECIAL PROJECTS	\$427	\$183	\$50	\$-	\$-	\$-	\$-		
	LANDSCAPE / RENOVATION PROJECTS	\$655	\$770	\$721	\$347	\$173	\$174	\$175		
	CITY HALL & BELL TOWER REGIONAL COMMUNITY CENTER PROJECTS	\$491	\$325	\$50	\$-	\$-	\$-	\$-		
	TRAFFIC IMPROVEMENT PROJECTS	\$317	\$1,388	\$448	\$96	\$99	\$102	\$105		
	BRIDGE PROJECTS	\$629	\$2,023	\$-	\$-	\$-	\$-	\$-		
	CIP FUND EXPENDITURES SUBTOTAL	\$ 5,089	\$ 6,714	\$ 2,912	\$ 2,132	\$ 1,909	\$ 1,988	\$ 1,478		

City of Rancho Santa Margarita Capital Improvement Project Information



RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:

Annual Residential Slurry Seal Program
Zone 4

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

RMRA

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-911.000

PROJECT DESCRIPTION:

The project consists of slurry sealing public residential tracts located in Zone 4 which is bordered by Santa Margarita Parkway, Plano Trabuco Road, State Route 241, and El Camino Montana.

PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 5,100
Construction Estimate	\$ 511,000
Inspection/Construction Management	\$ 15,500
Material Testing	\$ 20,500
Construction Contingency	\$ 24,900
Advertisement	\$ 3,000
Total Proposed Budget	\$ 580,000

City of Rancho Santa Margarita Capital Improvement Project Information



CONCRETE SIDEWALK



CITY WIDE

PROJECT TITLE:

Annual Concrete Repair Program

DEPARTMENT

DEPARTMENT Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design FY 2021/22
Construction FY 2021/22

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-934.001

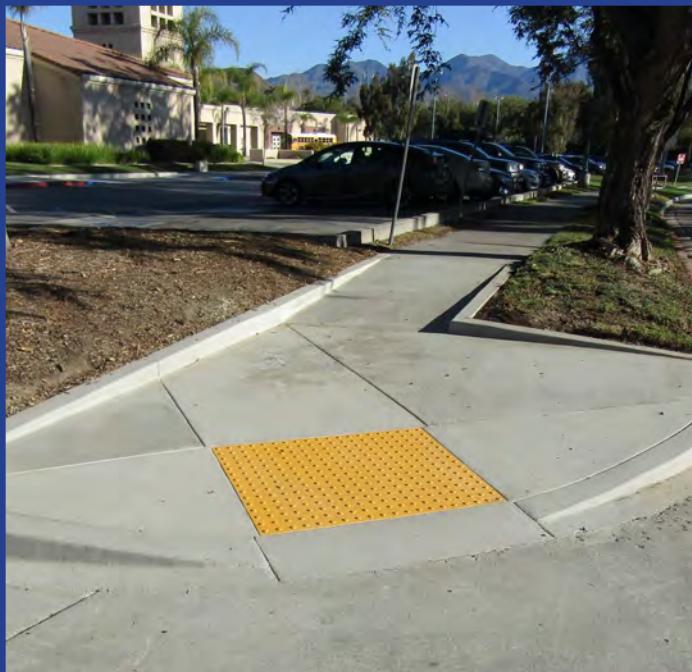
PROJECT DESCRIPTION:

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

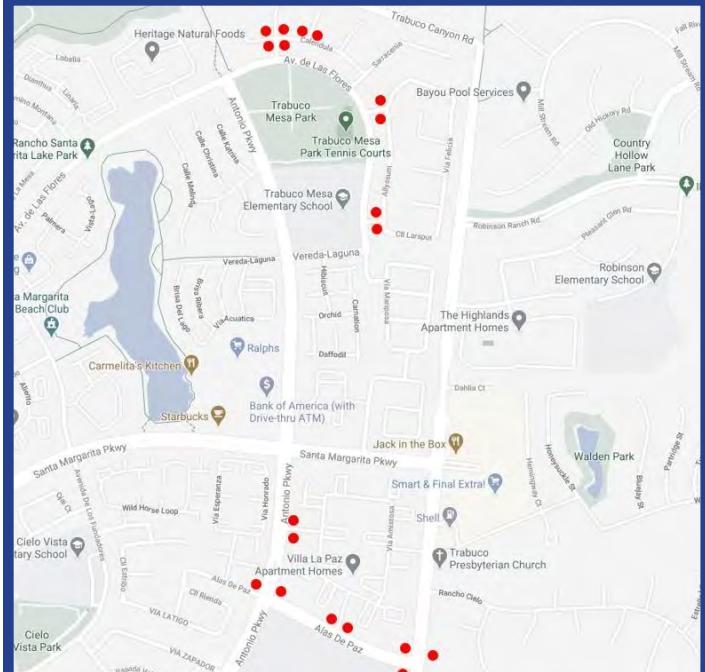
PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 3,700
Construction Estimate	\$ 73,000
Inspection/Construction Management	\$ 7,300
Construction Contingency	\$ 7,300
Material Testing	\$ 2,000
Total Project Budget	\$ 93,000

City of Rancho Santa Margarita Capital Improvement Project Information



ADA CURB RAMP



CITY WIDE

PROJECT TITLE:

Americans with Disabilities Act (ADA)
Curb Ramp Installation Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

CDBG

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-934.007

PROJECT DESCRIPTION:

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

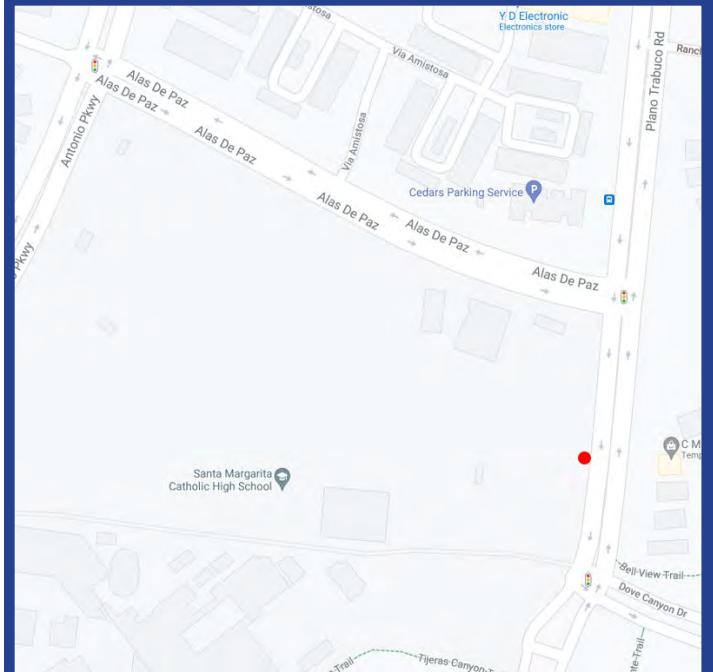
PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 3,386
Construction Estimate	\$ 112,875
Inspection/Construction Management	\$ 5,644
Construction Contingency (for additional ramps, dependent on concrete prices)	\$ 72,644
Advertisement	\$ 2,451
Total Proposed Budget	\$ 197,000

City of Rancho Santa Margarita Capital Improvement Project Information



DAMAGED SIDEWALK AND CATCH BASIN



VICINITY MAP

PROJECT TITLE:

Plano Trabuco Catch Basin and Sidewalk Repair Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

To be determined

PROJECT DESCRIPTION:

The project consists of reconstructing catch basin and sidewalk due to damage caused by overgrown tree from adjacent property.

PROJECT BUDGET:

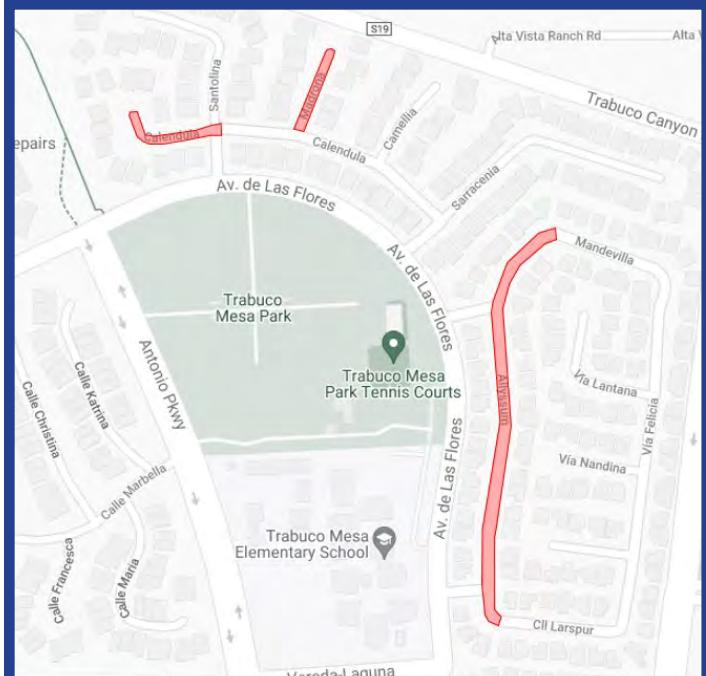
Funds Spent to Date	\$ 0
Design and Construction	\$ 25,000

Total Proposed Budget	\$ 25,000
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City of Rancho Santa Margarita Capital Improvement Project Information



RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:

Annual Residential Overlay
Zone 4

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-912.000

PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by grind and overlay of residential streets in Tracts 12468, 12521, 12380, and 12571.

PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 9,400
Construction Estimate	\$ 162,000
Inspection/Construction Management	\$ 8,100
Material Testing	\$ 6,500
Construction Contingency	\$ 17,000
Advertisement	\$ 2,000
Total Proposed Budget \$	205,000

City of Rancho Santa Margarita Capital Improvement Project Information

**PROJECT TITLE:**

Upper Oso Habitat Restoration Closeout

DEPARTMENT:

Public Works
Development Services

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Administration FY 2021/22

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Public Works Director / City Engineer

CIP ACCOUNT NO.:

410-900-952.002

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

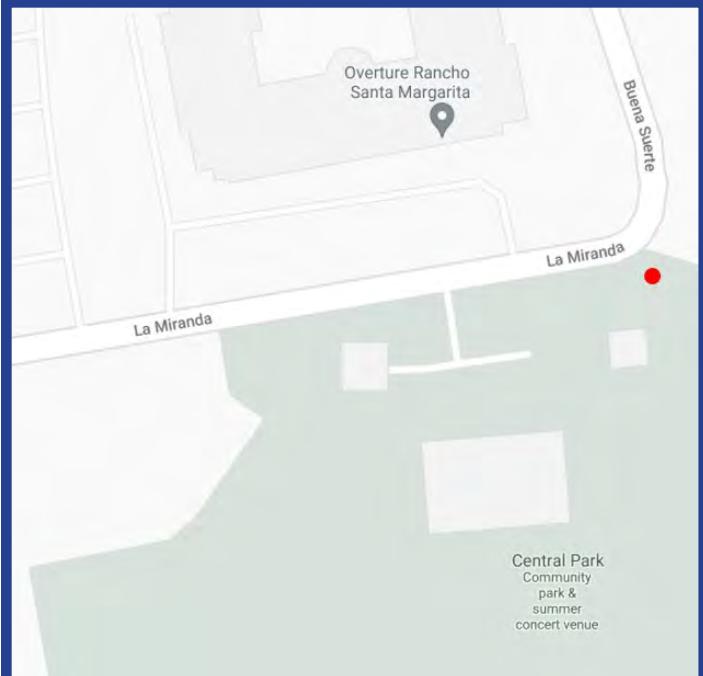
Upper Oso Habitat Restoration Closeout

	\$	20,000
Total Proposed Budget	\$	20,000

City of Rancho Santa Margarita Capital Improvement Project Information



CENTRAL PARK



VICINITY MAP

PROJECT TITLE:
Splash Pad at Central Park—Closeout

DEPARTMENT:
Public Works

PROJECT TYPE:
Special Project

ESTIMATED SCHEDULE:
Construction FY 2021/22

FUNDING SOURCE:
Park Fees
Prop 68

PROJECT MANAGER:
Principal Engineer

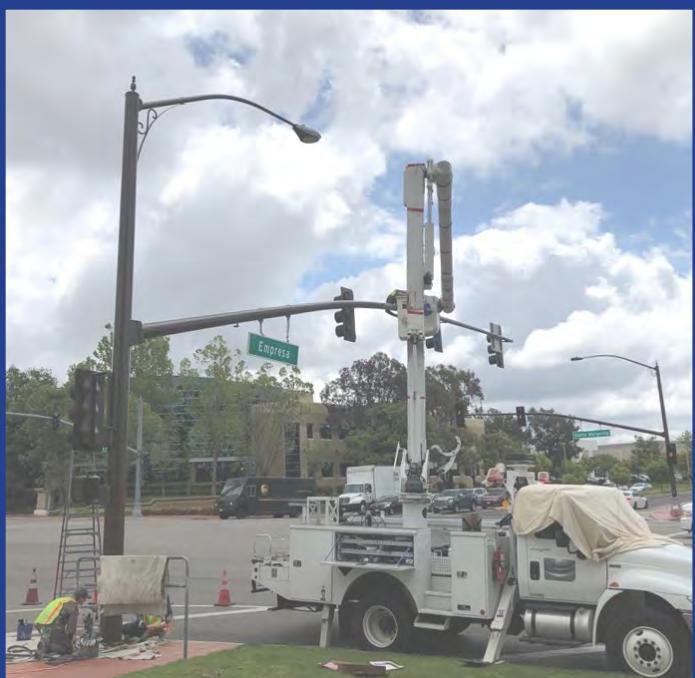
CIP ACCOUNT NO.:
To Be Determined

PROJECT DESCRIPTION:
The project consists of constructing a new Splash Pad at Central Park

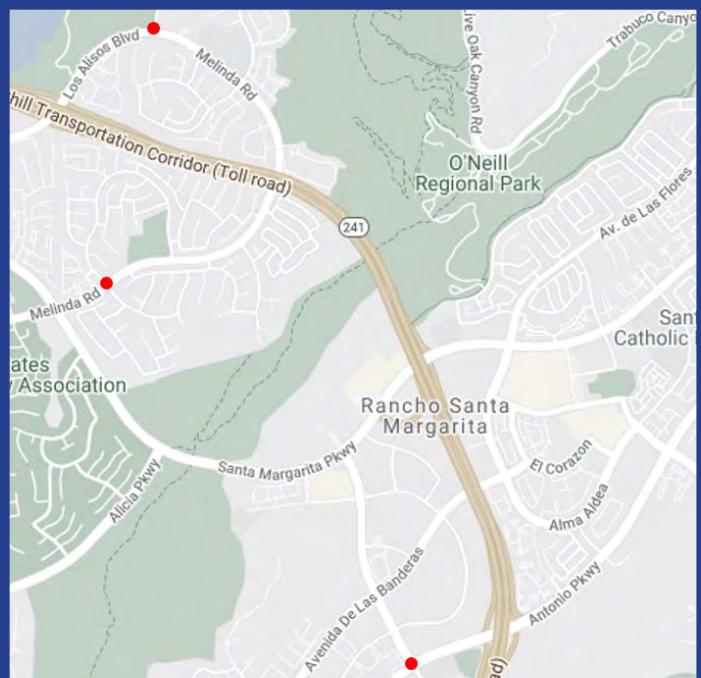
PROJECT BUDGET:

Funds Spent to Date :	(\$ 1,139,906)
Construction Contract (with Alt. Bid Items)	\$ 925,545
Construction Contingency (10%)	\$ 92,554
City Furnish Splash Pad Equipment and Pumps	\$ 475,083
Designer Construction Support	\$ 4,956
Construction Management/ Staff Time	\$ 25,000
City Geotechnical Lab Testing/ Material Support	\$ 9,000
Additional Utility Potholing (As-Needed)	\$ 2,000
Additional Shade Canopy Structure and Regulation Sign	\$ 11,068
Advertisement/ Reproduction	\$ 1,700
Total Proposed Budget	\$ 407,000

City of Rancho Santa Margarita Capital Improvement Project Information



INTERSECTION ENHANCEMENTS



VICINITY MAP

PROJECT TITLE:

Traffic Signal Enhancements

DEPARTMENT·

DEPARTMENT Public Works

PROJECT TYPE:

Landscape/ Renovation Projects

ESTIMATED SCHEDULE:

Design FY 2021/22
Construction FY 2021/22

FUNDING SOURCE:

Measure M General Fund Reserves

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-921.005

PROJECT DESCRIPTION:

The project consists of furnishing, installing and painting traffic intersection at: Antonio Parkway and Avenida Empresa, Melinda Road and Altisima, and Melinda Road and Via Arribo.

PROJECT BUDGET:

Funds Spent to Date	\$ 0
Material Furnishing and Procurement	\$ 200,000
Design	\$ 6,000
Construction Estimate	\$ 177,000
Inspection/Construction Management	\$ 8,000
Construction Contingency	\$ 12,000
Advertisement	\$ 2,000
Total Proposed Budget	\$ 405,000

City of Rancho Santa Margarita Capital Improvement Project Information



HVAC SYSTEM



CITY HALL AND BTRCC

PROJECT TITLE:

HVAC Unit Upgrades

DEPARTMENT

DEPARTMENT Public Works

PROJECT TYPE:

PROJECT TITLE:

City Hall & Bell Tower Regional Community Center (BTRCC)

ESTIMATED SCHEDULE:

INITIATED SCHEDULE:

FUNDING SOURCE:

ARP

PROJECT MANAGER:

Superintendent

CIP ACCOUNT NO.:

410-900-951.022

PROJECT DESCRIPTION:

The project consists of upgrading the HVAC system

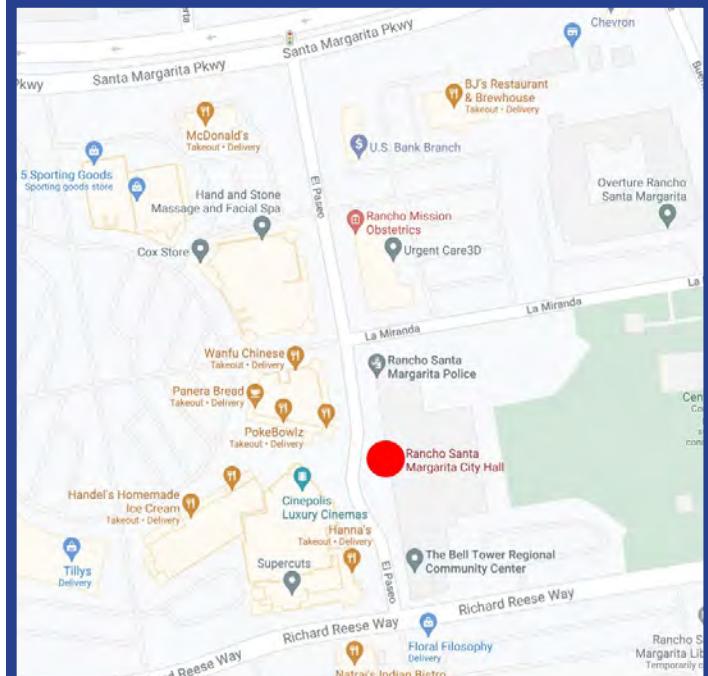
PROJECT BUDGET

Design	\$	5,000
Administration	\$	5,000
Construction Estimate	\$	325,000
Inspection/Construction Management	\$	15,000
Construction Contingency	\$	56,000
Total	\$	406,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL BELL TOWER



VICINITY MAP

PROJECT TITLE:

City Hall Bell System Replacement

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

General Fund

PROJECT MANAGER:

Superintendent

CIP ACCOUNT NO.:

410-900-951.021

PROJECT DESCRIPTION:

The project consists of the repair and upgrade of the currently inoperable bell system with a digital carillon system.

PROJECT BUDGET:

Design	\$	1,000
Administration	\$	2,000
Construction Estimate	\$	18,000
Inspection/Construction Management	\$	1,000
Construction Contingency	\$	3,000
	Total \$	25,000

City of Rancho Santa Margarita Capital Improvement Project Information



ACCESS CONTROL

PROJECT TITLE:

Building Access Control System Maintenance Upgrade

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

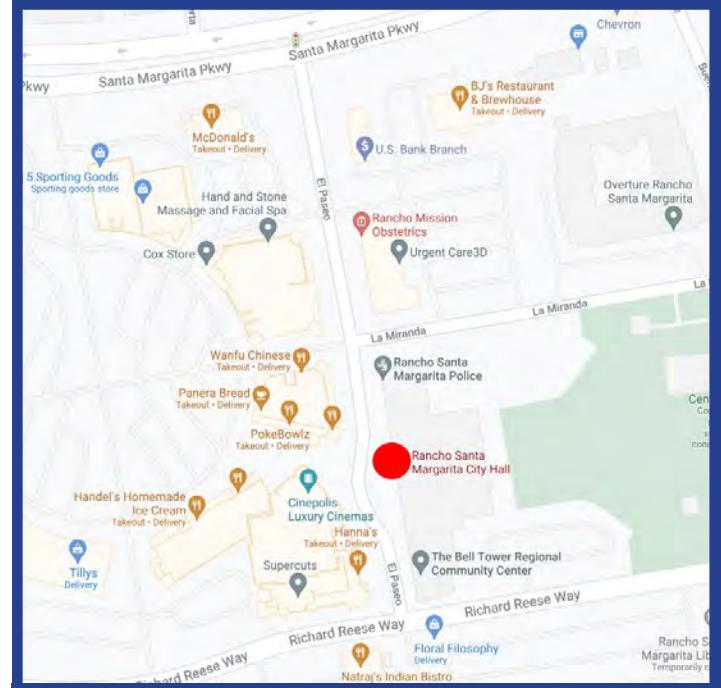
PROJECT DESCRIPTION:

The project consists of the replacement and upgrade of the obsolete computer equipment running the City Hall and BTRCC access system.

PROJECT BUDGET:

Design/ Construction Estimate
Construction Contingency

\$	55,000
\$	5,000
Total	\$ 60,000



CITY HALL AND BTRCC PARKING LOTS

ESTIMATED SCHEDULE:

Design FY 2021/22
Construction FY 2021/22

FUNDING SOURCE:

PARSAC

PROJECT MANAGER:

Superintendent

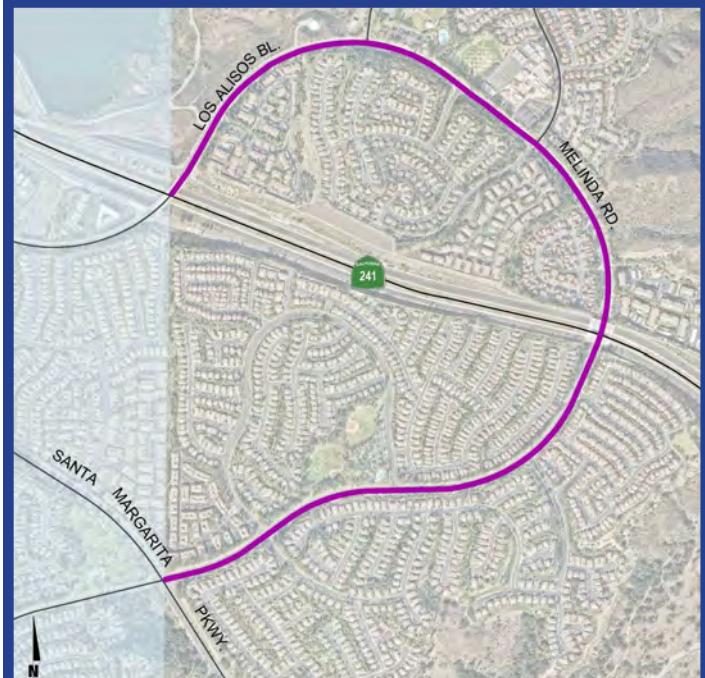
CIP ACCOUNT NO.:

To be determined

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Los Alisos/ Melinda Road Signal and Equipment Upgrade

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Maintenance FY 2021/22

FUNDING SOURCE:

AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.008

PROJECT DESCRIPTION:

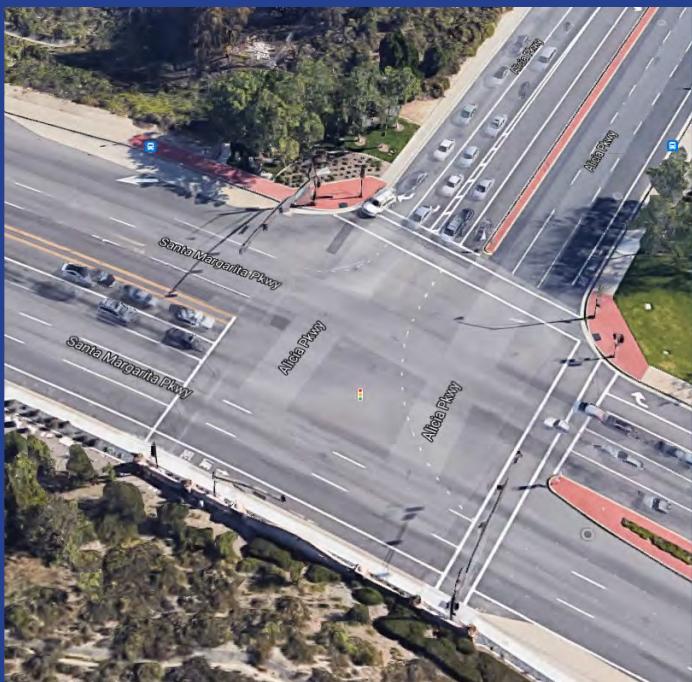
OCTA led corridor timing project (Project Closeout—Invoicing)

PROJECT BUDGET:

Project Close-out

\$	52,000
Total	\$ 52,000

City of Rancho Santa Margarita Capital Improvement Project Information



TRAFFIC INTERSECTION



VICINITY MAP

PROJECT TITLE:

Traffic Signal System Maintenance (Citywide)

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Maintenance FY 2021/22-2027/28

FUNDING SOURCE:

Measure M
TCRF

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.004

PROJECT DESCRIPTION:

Project consist of various deferred maintenance and upgrade items to the City's traffic signal systems.

PROJECT BUDGET:

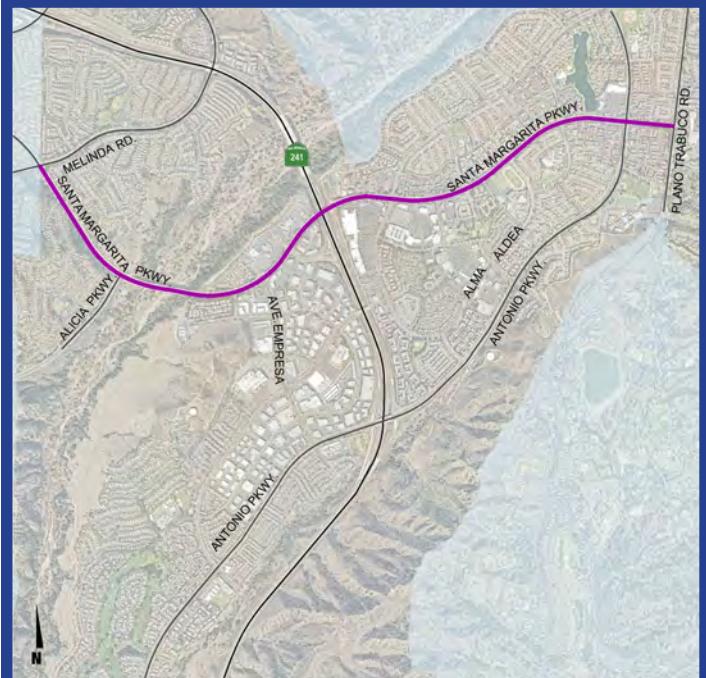
Maintenance/ Construction Estimate

\$	90,000
Total	\$ 90,000

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Signal Sync Project

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2022/23
Maintenance	FY 2022/23-2023/24

FUNDING SOURCE:

CTFP- Project P
AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-915.003

PROJECT DESCRIPTION:

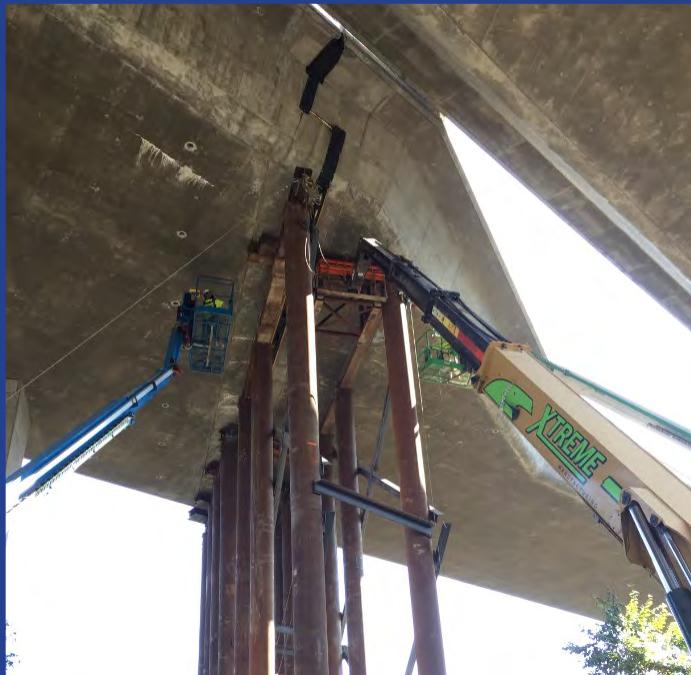
Santa Margarita Parkway signal synchronization coordination with Mission Viejo, Lake Forest, and Caltrans. Various improvements to City's intersection infrastructure.

PROJECT BUDGET:

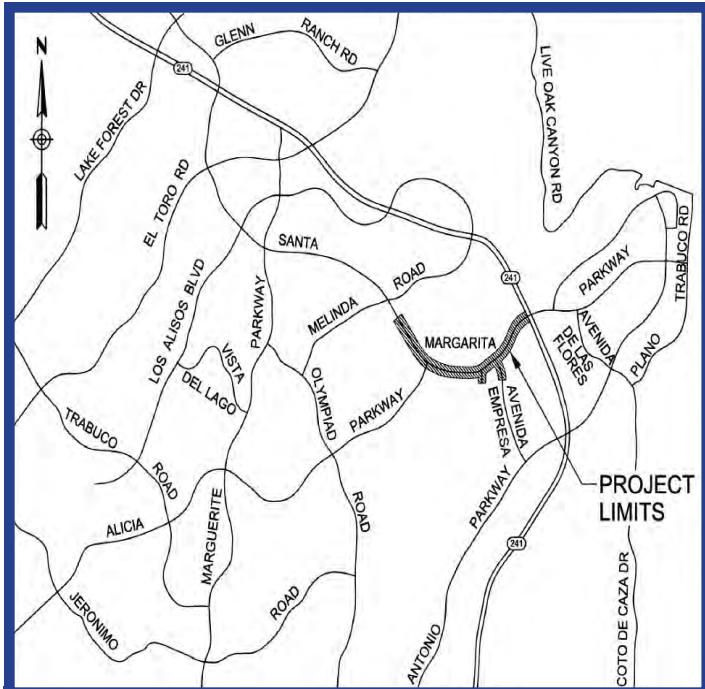
Design/ Program Implementation

\$	25,000
Total	\$ 25,000

City of Rancho Santa Margarita Capital Improvement Project Information



BRIDGE HINGE REPAIR



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Bridge Hinge Repair

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge Preventive Maintenance

ESTIMATED SCHEDULE:

Design	FY 2014/15 - FY 2017/18
Construction	FY 2018/19 - FY 2021/22

FUNDING SOURCE:

HBP	\$ 178,000
Gas Tax	\$ 23,000

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-931.004

PROJECT DESCRIPTION:

Reconstruction of a critical hinge and performing various general preventive bridge maintenance repairs consistent with Bridge Preventive Maintenance Program and Caltrans inspection recommendations.

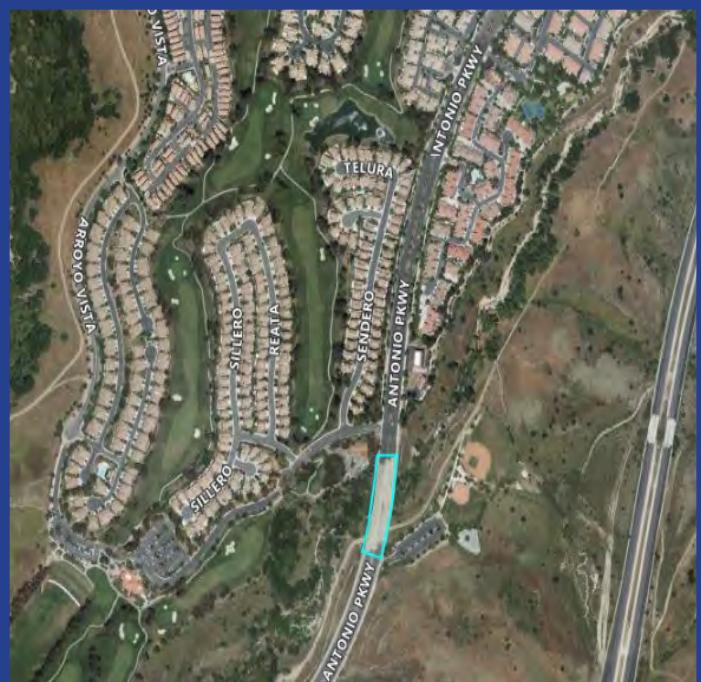
PROJECT BUDGET:

Funds Spent to Date	(\$ 4,100,000)
Preliminary Engineering/Design (FY 2011/12 - FY 2017/18)	\$ 595,000
Construction Management/Inspection/Testing (FY 2019/20 - FY 2020/21)	\$ 650,000
Project Management/Administration (FY 2018/19 - FY 2020/21)	\$ 185,000
Construction Engineering Design Support	\$ 90,000
Construction (FY 2019/20 - FY 2020/21)	\$ 2,550,000
Advertisement/Miscellaneous (FY 2019/20 - FY 2020/21)	\$ 30,000
Habitat Restoration Maintenance/Administration	\$ 201,000
Total	\$ 201,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PKWY BRIDGE



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Bridge Maintenance

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge Preventive Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2022/23

FUNDING SOURCE:

HBP	\$ 123,000
Gas Tax	\$ 16,000

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

NEW

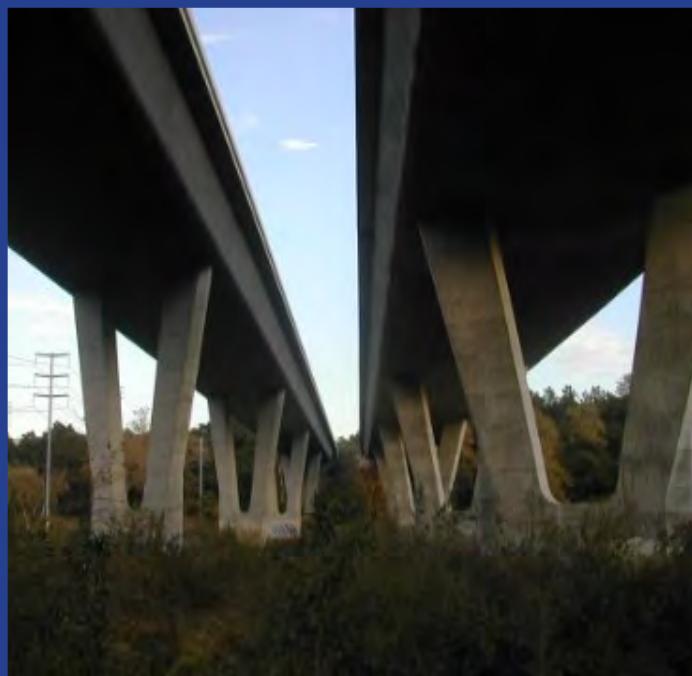
PROJECT DESCRIPTION:

Bridge general preventive maintenance design phase including environmental documentation, permitting, and preparing construction documents. Anticipated future construction costs are \$574,000.

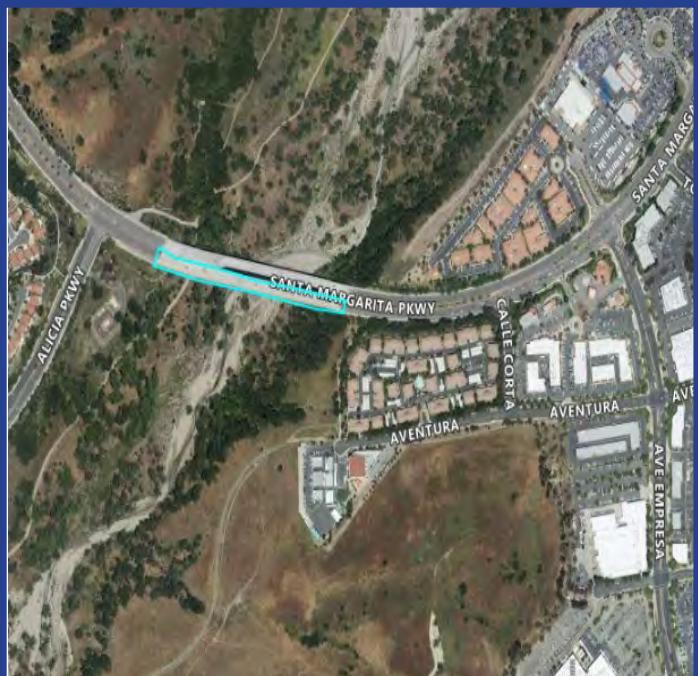
PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 127,000
Administration	\$ 12,000
Total	\$ 139,000

City of Rancho Santa Margarita Capital Improvement Project Information



E/B SANTA MARGARITA PKWY BRIDGE



VICINITY MAP

PROJECT TITLE:

Eastbound Santa Parkway Bridge Maintenance

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge Preventive Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2022/23

FUNDING SOURCE:

HBP	\$ 256,000
Gas Tax	\$ 33,000

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

NEW

PROJECT DESCRIPTION:

Bridge general preventive maintenance design phase including environmental documentation, permitting, and preparing construction documents. Anticipated future construction costs are \$1,449,000.

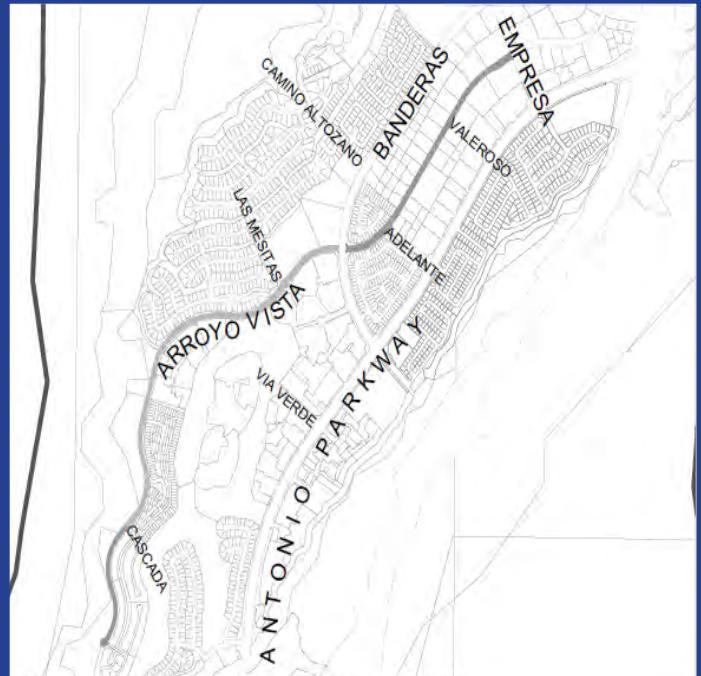
PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 264,000
Administration	\$ 25,000
Total	\$ 289,000

City of Rancho Santa Margarita Capital Improvement Project Information



ARROYO VISTA STREET



VICINITY MAP

PROJECT TITLE:

Arroyo Vista Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Maintenance

ESTIMATED SCHEDULE:

Design	FY 2020/21 - FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

RMRA	\$ 920,000
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PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-912.003

PROJECT DESCRIPTION:

Pavement rehabilitation consisting of either slurry seal or grind & overlay. Miscellaneous work includes crack sealing, striping, and digouts.

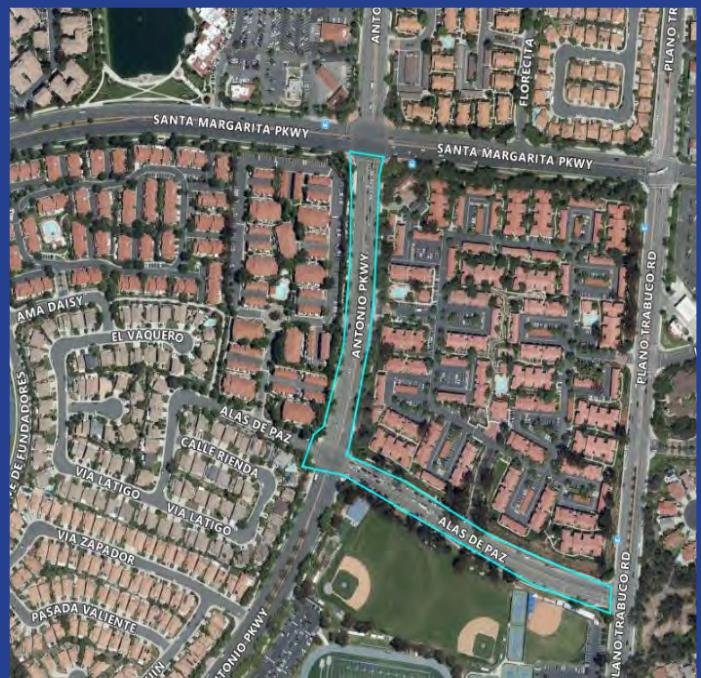
PROJECT BUDGET:

Funds Spent to Date	(\$ 2,400)
Design (FY 2020/21)	\$ 2,400
Design	\$ 10,000
Administration	\$ 5,500
Construction Estimate	\$ 775,000
Inspection/Construction Management	\$ 20,000
Material Testing	\$ 30,000
Construction Contingency	\$ 77,500
Advertisement	\$ 2,000
Total	\$ 920,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PKWY & ALAS DE PAZ



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Overlay
Alas De Paz Overlay

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Maintenance

ESTIMATED SCHEDULE:

Design	FY 2021/22
Construction	FY 2021/22

FUNDING SOURCE:

RMRA	\$ 550,000
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PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

NEW

PROJECT DESCRIPTION:

Pavement rehabilitation consisting of grind & overlay. Miscellaneous work includes crack sealing, striping, and digouts.

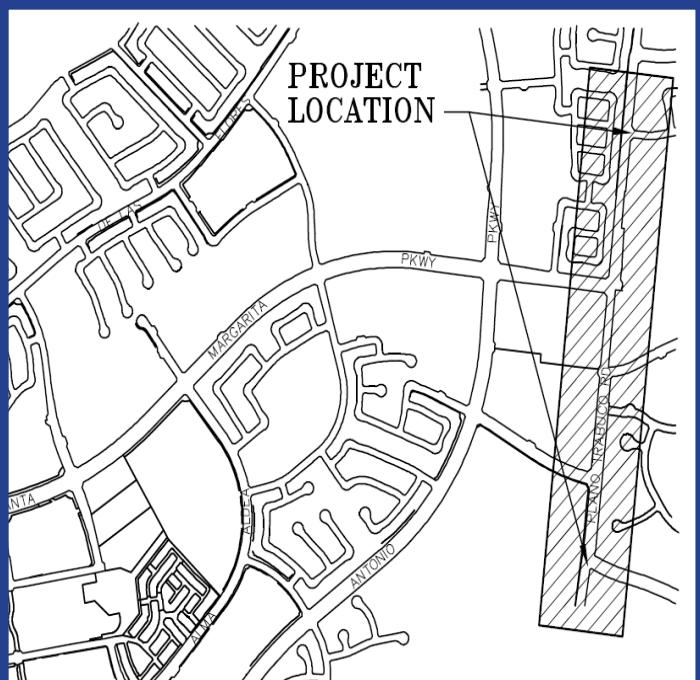
PROJECT BUDGET:

Funds Spent to Date	\$ 0
Design	\$ 13,000
Administration	\$ 13,000
Construction Estimate	\$ 430,000
Inspection/Construction Management	\$ 35,000
Material Testing	\$ 12,000
Construction Contingency	\$ 43,000
Advertisement	\$ 4,000
Total	\$ 550,000

City of Rancho Santa Margarita Capital Improvement Project Information



PLANO TRABUCO MEDIAN



VICINITY MAP

PROJECT TITLE:

Plano Trabuco Median Landscaping Renovation

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscaping / Beautification

ESTIMATED SCHEDULE:

Design	FY 2019/20 - FY 2020/21
Construction	FY 2021/22

FUNDING SOURCE:

Gas Tax	\$	185,000
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PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-918.004

PROJECT DESCRIPTION:

Landscape renovations including installing new irrigation and native and drought resistant plants.

PROJECT BUDGET:

Funds Spent to Date	(\$ 17,500)
Design (FY 2019/20 - FY 2020/21)	\$ 17,500
Administration	\$ 5,000
Construction Estimate	\$ 150,000
Inspection/Construction Management	\$ 10,000
Material Testing	\$ 3,000
Construction Contingency	\$ 15,000
Advertisement	\$ 2,000
Total	\$ 185,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO GATEWAY



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Gateway Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscaping / Beautification

ESTIMATED SCHEDULE:

Design	FY 2019/20 - FY 2021/22
Construction	FY 2022/23

FUNDING SOURCE:

Measure M	\$	65,000
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PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-916.003

PROJECT DESCRIPTION:

Construct raised decorative landscaped median and gateway improvements.

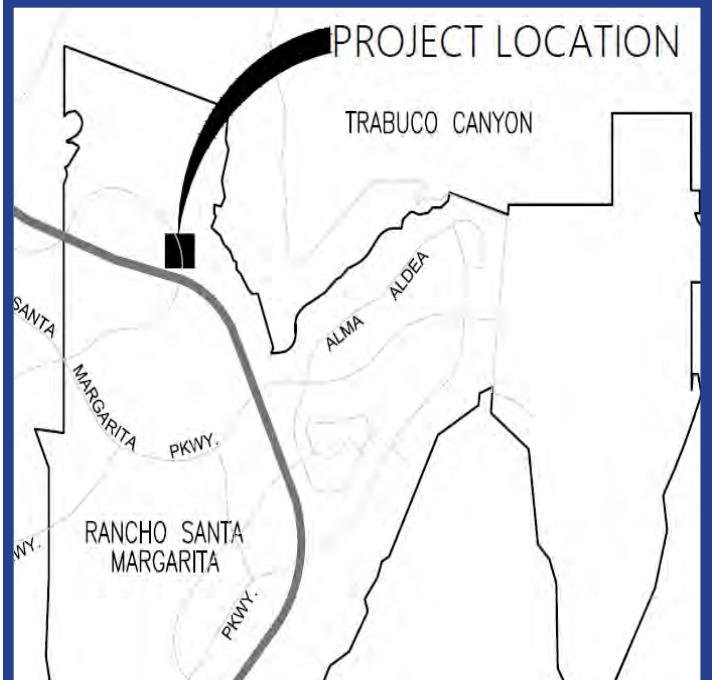
PROJECT BUDGET:

Funds Spent to Date	(\$	55,000)
Design (FY 2019/20)	\$	55,000
Design	\$	60,000
Plan Checking/Administration	\$	5,000
	Total \$	65,000

City of Rancho Santa Margarita Capital Improvement Project Information



MELINDA MEDIAN CONCEPT



VICINITY MAP

PROJECT TITLE:

Melinda Median Extension

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvements

ESTIMATED SCHEDULE:

Design	FY 2019/20
Construction	FY 2021/22

FUNDING SOURCE:

Gas Tax	\$ 150,000
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PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

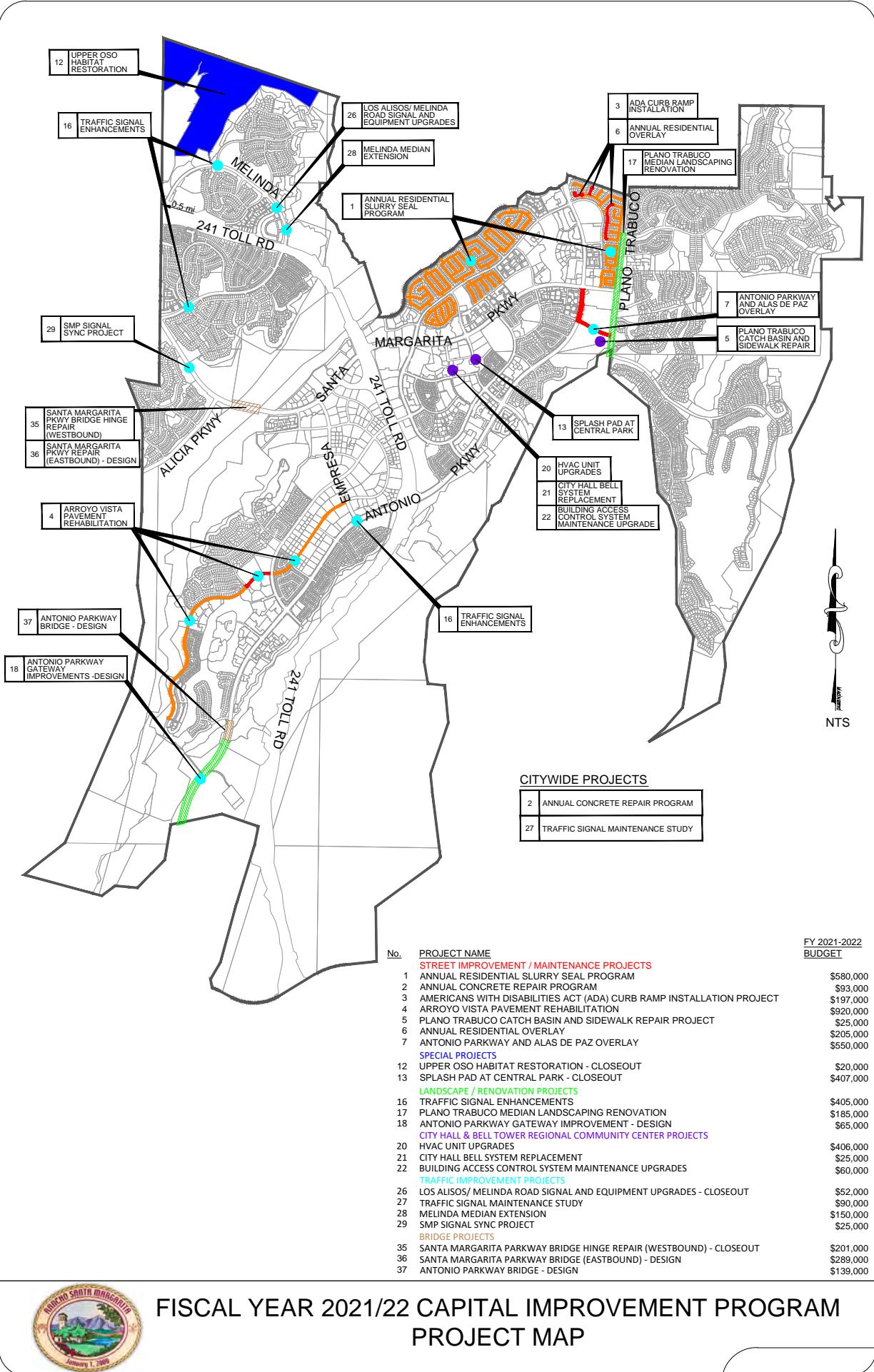
410-900-915.003

PROJECT DESCRIPTION:

Traffic improvements including extending existing decorative median to Paseo Alegria.

PROJECT BUDGET:

Funds Spent to Date	(\$ 14,400)
Design (FY 2019/20)	\$ 14,400
Administration/Construction Engineering Support/Project Management	\$ 4,800
Construction Estimate	\$ 116,000
Inspection/Construction Management	\$ 11,600
Material Testing	\$ 3,500
Construction Contingency	\$ 11,600
Advertisement/Public Outreach	\$ 2,500
Total	\$ 150,000



Appendices



*Rancho Santa Margarita
California*

BASIS OF ACCOUNTING

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

BUDGETARY CONTROL

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

Budgetary control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within the accounts of any fund; however, any revisions between funds must be approved by the City Council. Supplemental appropriations may be adopted by the City Council at any time during the fiscal year by formal action. Except for capital projects, appropriations lapse at fiscal year-end unless they are encumbered at year-end or re-appropriated through the formal budget process. Regarding capital projects, re-appropriation in the following fiscal year of Special Revenue or General Fund dollars is the recommended approach for ongoing capital projects. For any project which is under way (i.e. design complete, construction contract awarded, construction begun) at year-end, the appropriations are allowed to carry forward as re-appropriated for the next year's budget in order to complete the project. Exceptions preventing automatic re-appropriation for capital projects in progress are: use of General Fund dollars for completion or match; use of restricted funding sources no longer deemed eligible or included in eligibility reports; or funds no longer available from original or other special revenue sources and for special revenue funds, available fund balance.

LONG-TERM DEBT

The City of Rancho Santa Margarita is not obligated in any manner for general obligation or special assessment bonded indebtedness. The sales tax mitigation agreement with the County of Orange pursuant to a Revenue Neutrality Agreement was previously dormant but has been triggered with the wind down of the "Triple Flip", therefore, payments towards the remaining balance were completed in Fiscal Year 2018-19. Capital leases also exist for various office equipment within the City. The City issued lease revenue refunding bonds ("LRRBs") on December 19, 2012 via its joint powers authority with the Rancho Santa Margarita Public Financing Authority ("RSMPFA"), in the amount of \$11,230,000. Those bonds refunded the City's Certificates of Participation ("COPs"), reducing the City's debt service interest cost on the Civic Center construction financing from 4.73% to 2.83%, and lowering annual General Fund debt service by an average of approximately \$102,000 annually over the remaining 18 years of bond repayment obligations. The City (as lessee) has covenanted under the related Lease Agreement to make certain Rental Payments to the Rancho Santa Margarita Public Financing Authority (as lessor).

BASIS OF REVENUE ESTIMATES

The City of Rancho Santa Margarita provides many services to its residents such as law enforcement, fire protection, recreation and infrastructure maintenance and improvement (i.e., streets and storm drains, etc.). Provisions of such services are dependent on ongoing revenue. The following describes seven (7) major sources of revenue to the City, representing 77.0% of the FY 2021-22 Estimated Revenues for all funds.

Sales & Use Tax: In accordance with the State Revenue & Taxation Code, the Bradley-Burns Uniform Local Sales & Use Tax Law of 1955, Measure "M2" and Proposition 172, a Sales and Use Tax rate totaling 7.75% is imposed on taxable sales in the City. The City receives 1.00% of local taxable sales with the remaining funds being shared by the State (5.00%), County Mental Health (0.50%), Orange County Transportation Authority – Measure "M2" Funds (0.50%), County Transportation Fund (0.25%) and County Public Safety Fund - Public Safety Augmentation Fund (0.50%). Sales Tax is the single largest source of revenue to the City's General Fund.

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

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

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

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

Road Maintenance and Rehabilitation Program: Senate Bill 1 (SB 1) created the Road Maintenance and Rehabilitation Program to address deferred maintenance on the State Highway System and the local street and road system. The program established additional fuel taxes and vehicle fees which will generate new funding for roadways. A percentage of these funds will be apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code Section 2032, and are restricted for eligible road maintenance, rehabilitation, and critical safety projects on the local streets and roads systems.

Measure “M2” Sales Tax: Measure “M” monies are derived from a special sales tax of 0.50% approved by the voters of the County of Orange in November, 1990. Measure “M” expired March 31, 2011. Renewed Measure “M” (M2) was approved by voters in November 2006, and became effective April 1, 2011. The Measure “M2” sales tax rate is a component of the countywide sales tax rate of 7.75%. Measure “M2” monies are restricted for street and highway improvements and maintenance. Cities receive a portion of the sales tax revenue generated by Measure “M2,” the distribution of which is based on population, Master Plan Arterial Highways miles and total taxable sales. The “Fair Share” portion of these restricted monies is accounted for in a Special Revenue Fund. Other components of the Measure M Program are competitively based and are accounted for in the Capital Projects Fund. Still other program specific revenues are available, such as Senior Mobility and are accounted for in the General Fund or Capital Projects Fund.

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

Appropriations Limit

History

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

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

Analysis

The following table provides an analysis of the City’s Appropriations Limit. For Fiscal Year 2002/03, the City Council approved a provisional Appropriations Limit. In the November 2002 election voters approved the permanent Appropriations Limit of \$10,623,045, for subsequent calculations. Because receipt of additional tax revenues was 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
2013-14	\$16,029,255	\$11,315,215	\$4,714,040
2014-15	\$16,141,123	\$11,808,715	\$4,332,409
2015-16	\$16,938,697	\$12,345,526	\$4,593,171
2016-17	\$18,025,003	\$12,838,173	\$5,186,830
2017-18	\$18,819,087	\$13,207,484	\$5,611,603
2018-19	\$19,644,365	\$13,722,696	\$5,921,669
2019-20	\$20,459,835	\$14,271,997	\$6,187,838
2020-21	\$21,231,476	\$13,606,411	\$7,625,065
2021-22	\$22,259,483	\$14,834,011	\$7,425,472

RESOLUTION NO. 21-06-09-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA,
ESTABLISHING THE APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2021/22

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 2020/21 was approved on June 10, 2020; and

WHEREAS, the proposed appropriations limit to be approved for Fiscal Year 2021/22 is based on the approved appropriations limit for Fiscal Year 2020/21, adjusted using appropriations limit factors for Fiscal Year 2021/22, as they relate to budgeted revenues to be received in Fiscal Year 2021/22; and

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

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

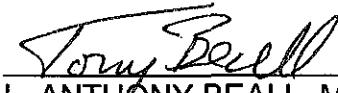
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1 That the appropriations limit for the City of Rancho Santa Margarita for Fiscal Year 2021/22 shall be \$22,259,483 as calculated in Exhibit "1", and incorporated herein by this reference, is hereby established.

SECTION 2 That the inflation factor being utilized to calculate the Fiscal Year 2021/22 appropriations limit is California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the Fiscal Year 2021/22 appropriations limit is the population growth for the County of Orange, California.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2021.



L. ANTHONY BEALL, MAYOR

CERTIFICATE OF ATTESTATION AND ORIGINALITY

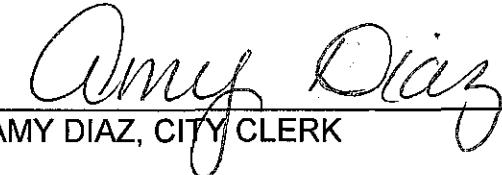
I, Amy Diaz, City Clerk of the City of Rancho Santa Margarita, California, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Rancho Santa Margarita City Council at its regular meeting held on the 9th day of June, 2021, by the following vote:

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

NOES: None (0)

ABSTAIN: None (0)

ABSENT: None (0)



AMY DIAZ, CITY CLERK

City of Rancho Santa Margarita

Gann Limit

FY 2021-22

GENERAL FUND

	Budgeted Revenues 21-22		
	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Property Tax	2,830,179	-	2,830,179
Sales Tax	7,056,438	-	7,056,438
Property Tax In-Lieu of Sales Tax	-	-	-
Real Property Transfer Tax	280,000	-	280,000
Franchise Fees-Cable TV	-	628,725	628,725
Franchise Fees-Gas	-	75,377	75,377
Franchise Fees-Electricity	-	420,862	420,862
Franchise Fees-Refuse Collect	-	400,741	400,741
Franchise Fees-Recycling	-	98,142	98,142
Motor Vehicle License Fee	-	36,145	36,145
Property Tax In-Lieu of VLF	5,256,832	-	5,256,832
State Mandated Costs Reimbursement	-	34,554	34,554
Beverage Container Recycling	-	13,000	13,000
Solid Waste Recycling Permits	-	11,490	11,490
Solid Waste Fees	-	4,000	4,000
CASP Program Revenue	-	5,500	5,500
Building Permit Fees	-	391,865	391,865
Zoning Plan Check	-	15,830	15,830
Permit Imaging	-	8,046	8,046
Bldg-Plan Check Fees	-	82,215	82,215
Site Development Permits	-	3,250	3,250
Site Development Deposits	-	30,000	30,000
Massage Establishment Permit	-	2,500	2,500
Planning-Plan Check Fees	-	13,900	13,900
Other Planning Revenues	-	3,000	3,000
Local Early Action Planning grant (LEAP)	-	100,000	100,000
SB2 Grant Funding	-	19,896	19,896
CDBG Grant	-	114,550	114,550
CDBG-CV	-	288,639	288,639
Engineering Permits	-	61,920	61,920
Waste Disposal Agrmnt. Revenue	-	113,900	113,900
Court Fines	-	89,950	89,950
Parking Citation Revenue	-	115,000	115,000
Parking Citation Revenue - DMV	-	15,000	15,000
Miscellaneous Police Grants	-	7,000	7,000
Passport Revenue	-	11,000	11,000
Sponsorships	-	25,000	25,000
BTRCC Program Revenue	-	102,857	102,857
BTRCC Rental Revenue	-	81,091	81,091
Misc. Revenue	-	15,000	15,000
Senior Mobility Grant	-	27,105	27,105
SCE Rule 20A	-	31,059	31,059
American Rescue Plan	-	547,698	547,698
Investment Earnings	143,000	-	143,000
Total General Fund	15,566,449	4,045,807	19,612,256

SPECIAL REVENUE FUNDS

Gasoline	-	1,248,699	1,248,699
Interest	-	5,000	5,000
Measure M	-	712,329	712,329
Interest	-	3,000	3,000
Air Quality	-	59,672	59,672
Interest	-	328	328
SLSF	-	99,453	99,453
Interest	-	547	547
RMRA	-	949,408	949,408
Interest	-	7,500	7,500
ARP	-	2,360,444	2,360,444
Interest	-	7,700	7,700
CAPITAL PROJECTS FUND	-	1,041,006	1,041,006
Total Other Funds	-	6,495,086	6,495,086
Total Revenue	15,566,449	10,540,893	26,107,342

Appropriations Excluded From Limit (732,438)

NET APPROPRIATIONS SUBJECT TO LIMIT **14,834,011**

FY 2020-21 APPROPRIATIONS LIMIT	21,231,476
FY 2021-22 Appropriations Limit Factor	1.048419 (1)

FY 2021-22 CALCULATED APPROPRIATIONS LIMIT **22,259,483**

FY 2021-22 APPROPRIATIONS UNDER LIMIT **7,425,472**

(1) - Source - California Dept of Finance-County (1.0573 x .9916 = 1.048419)

RESOLUTION NO. 21-06-09-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA, ADOPTING
THE OPERATING BUDGET AND CAPITAL IMPROVEMENT
PROGRAM BUDGET PLAN FOR FISCAL YEAR 2021/22

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

WHEREAS, the City Manager of the City of Rancho Santa Margarita has submitted a Proposed Operating Budget and Capital Improvement Program Budget Plan for Fiscal Year 2021/22 to the City Council; and

WHEREAS, the City Council set June 9, 2021, as the date of the public hearing to consider the FY 2021/22 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 \$32,785,482 for Fiscal Year 2021/22 are hereby appropriated, approved and adopted, as summarized in Exhibit "1" attached hereto.

SECTION 2. That revenues and operating transfers for all funds are estimated to be \$32,434,101 during FY 2021/22.

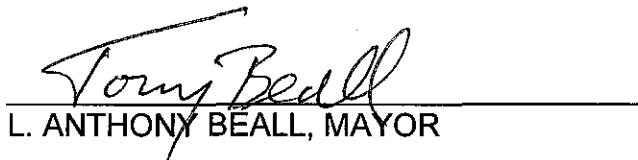
SECTION 3. That available accumulated General Fund Reserves designated for technology are allocated in the amount of \$100,463 for technology expenditures, reserves designated for council strategic are allocated in the amount of \$20,000 for Council strategic expenditures, reserves designated for infrastructure are allocated in the amount of \$260,000, reserves designated for facilities are allocated in the amount of \$25,000, and reserves designated from vehicle reserves are allocated in the amount of \$34,700. All of the above amounts are included in the balanced Fiscal Year 2021/22 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 2021-

2022" will be compiled upon adoption of this budget and shall contain detailed budgetary information and amounts matching the amounts in Exhibit "1" attached hereto and shall set the guidelines for expending these funds.

SECTION 5. That the City Manager is given authority to adjust monies within a fund as long as the goals, total dollars, or intent of the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget and Capital Improvement Plan – Fiscal Year 2021-2022" are not altered.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2021.



L. ANTHONY BEALL, MAYOR

CERTIFICATE OF ATTESTATION AND ORIGINALITY

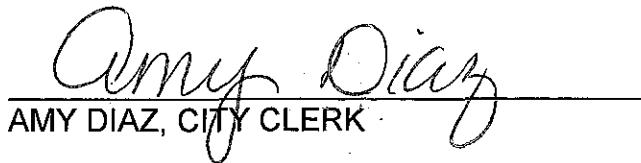
I, Amy Diaz, City Clerk of the City of Rancho Santa Margarita, California, hereby attest to and certify that the foregoing resolution is the original resolution adopted by the Rancho Santa Margarita City Council at its regular meeting held on the 9th day of June, 2021, by the following vote:

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

NOES: None (0)

ABSTAIN: None (0)

ABSENT: None (0)



AMY DIAZ, CITY CLERK

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City of Rancho Santa Margarita

California