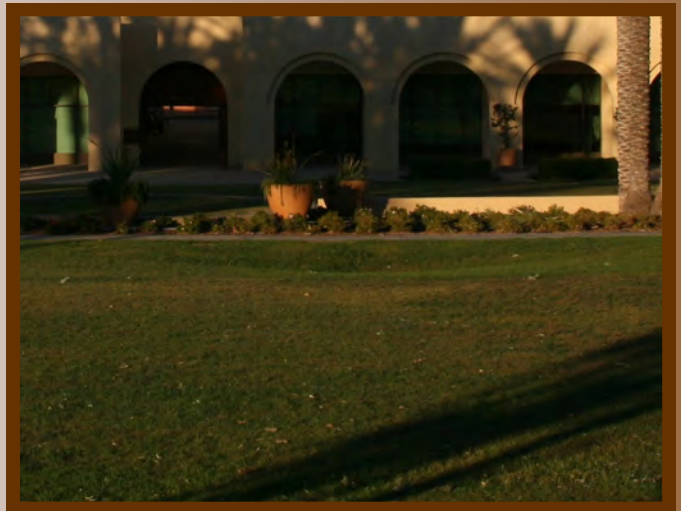
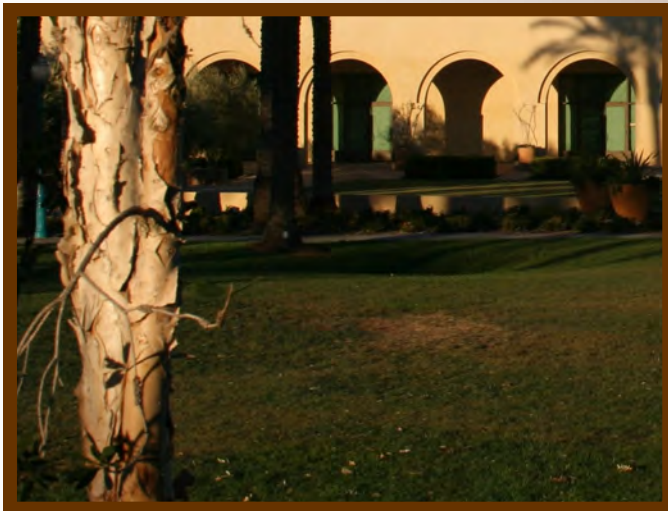


City of Rancho Santa Margarita California



Adopted Operating Budget And Capital Improvement Plan

Fiscal Year 2009-2010

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INTRODUCTION



City of Rancho Santa Margarita, California



CITY OF RANCHO SANTA MARGARITA

July 22, 2009

Mayor

Gary Thompson

Mayor Pro Tempore

Jerry Holloway

Council Members

L. Anthony Beall

Neil C. Blais

James M. Thor

City Manager

Steven E. Hayman

Honorable Mayor and Members of the City Council:

The Fiscal Year 2009-10 Adopted Budget for the City of Rancho Santa Margarita is presented herein in its final bound form. This budget document displays the estimated financial resources available to the community and the allocation of those resources to the most critical needs and priorities. This plan remains fiscally responsible and committed to the values and goals established through your leadership.

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

The Fiscal Year 2009-10 Adopted Budget, as presented, is balanced with the use of General Fund reserve allocations. The budget focuses on the two major sources of funding for the City's financial activities, namely General Operating Revenues and Special Revenues. Those revenues were conservatively estimated for this budget based on the best information available at the time of its development and assume no additional changes in allocation and distribution formulae by the State which would affect the receipt of revenues by local governments. Appropriations are reduced from the prior year, but are consistent with the City Council's intent to continue municipal service delivery to the fullest extent possible given the current economic downturn's effects on local, regional and state-wide resources and revenues. In short, this budget provides essential services to Rancho Santa Margarita residents and businesses in a prudent and fiscally responsible manner and captures the vision and direction that Council has provided to staff.

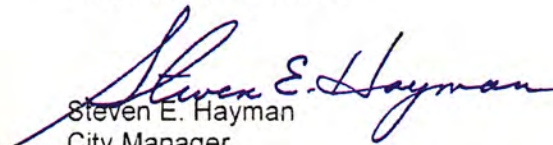
The City's community profile, demographic information, organizational structure and staffing is highlighted in the budget document's introductory section for the coming fiscal year. Combined and individual fund summary data on estimated revenues, appropriations, transfers, fund balances, and capital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



function, as well as a summary of the accomplishments during the 2008-09 fiscal year and a list of goals and objectives for the 2009-10 fiscal year. Lastly, detailed Capital Improvement Plan information and appendices of budgetary policies, procedures and related budgetary presentations items are included in the budget document.

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

Respectfully submitted,


Steven E. Hayman
City Manager

CITY OF RANCHO SANTA MARGARITA

CITY COUNCIL

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

CITY OFFICIALS

CITY MANAGER/CITY TREASURER	STEVEN E. HAYMAN
CITY ENGINEER/PUBLIC WORKS DIRECTOR	DEREK WIESKE
CITY CLERK	MOLLY McLAUGHLIN
ADMINISTRATIVE SERVICES DIRECTOR	PAUL BOYER
CITY ATTORNEY	GREGORY E. SIMONIAN
PLANNING/COMMUNITY DEV. DIRECTOR	KATHLEEN HATON
CHIEF OF POLICE SERVICES	LIEUTENANT CHUCK WILMOT
COMMUNITY SERVICES SUPERVISOR	WENDI REDINGTON

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

COMMUNITY PROFILE

Date of Incorporation	January 1, 2000
Location	South Orange County, California
Form of Government.....	Council – Manager
Population (1)	49,704
Incorporation Election, November 2, 1999:	
Registered Voters (2)	21,656
Voter Turnout (2)	26.9%
Number of Parcels (3)	16,289
Police	contract with Orange County Sheriff’s Department
Fire	One Station; contract with Orange County Fire Authority
Library	One Branch, Orange County Public Library System
Parks:	
County owned and operated	1
Privately owned and operated	17
Schools:	
Elementary Schools	11
Middle Schools	2
High Schools	1
Number of Master Home Owners’ Associations	7

(1) - Source: California Department of Finance, Demographic Research Unit 1/1/09

(2) - Source: County of Orange

(3) - Source: Orange County Auditor-Controller

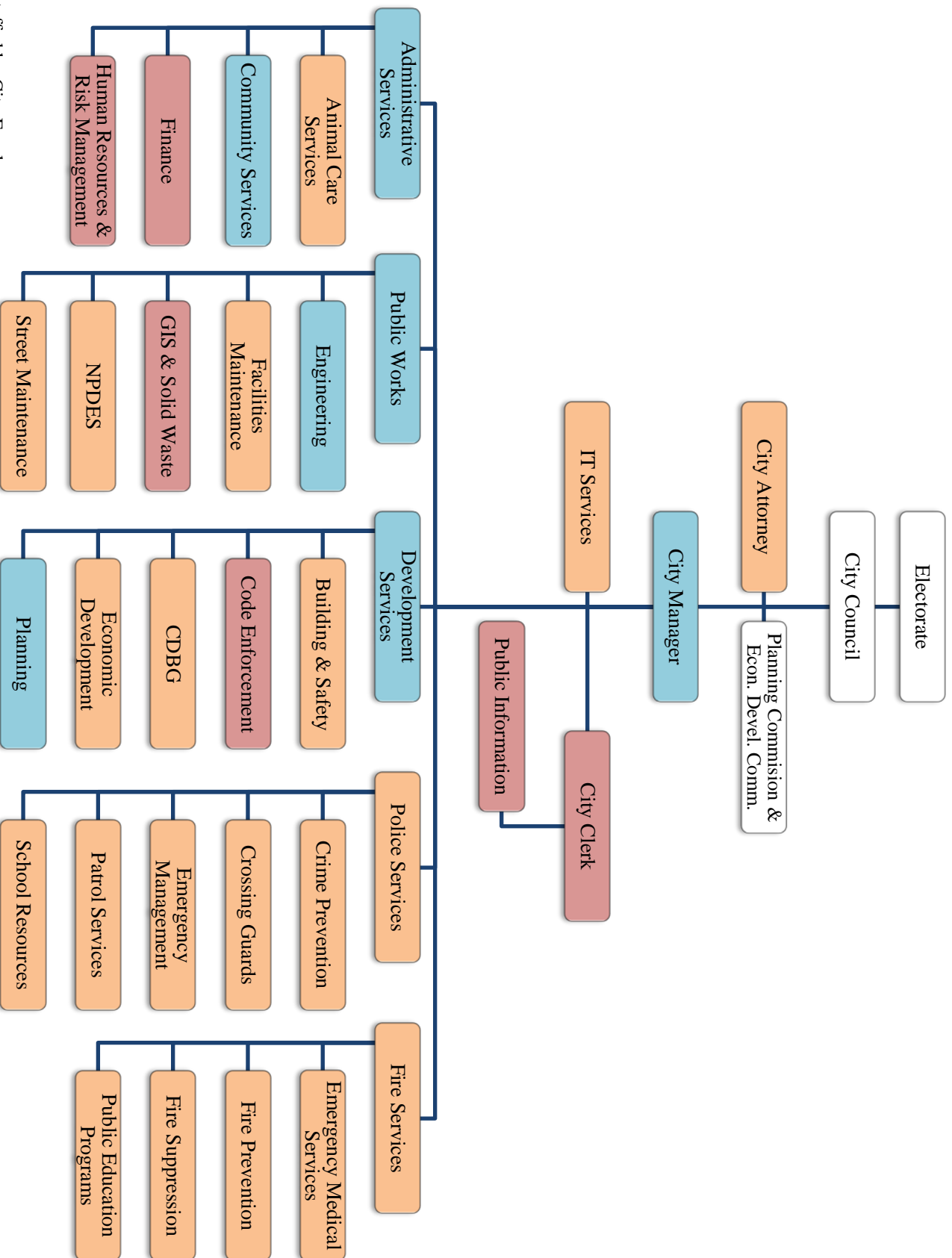
City of Rancho Santa Margarita

Demographic Information Federal Census Data

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

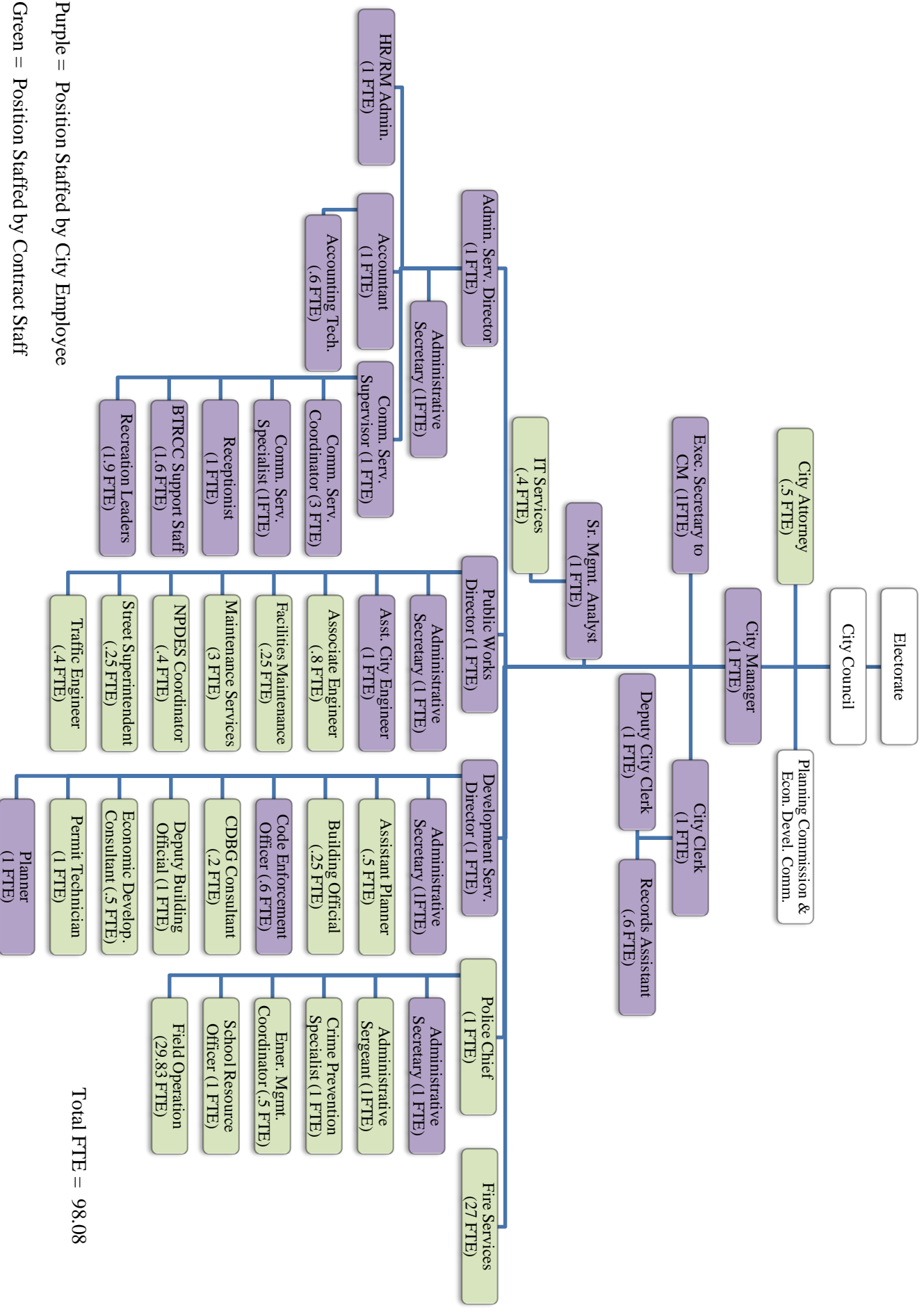
(1) – Census is available every ten years. **Population January 1, 2009 is 49,704**
Source: California Department of Finance, Demographic Research Unit

City of Rancho Santa Margarita
ORGANIZATION CHART BY DEPARTMENT FUNCTION
as of Fiscal Year 2009-2010



Red = Staffed by City Employee
Orange = Staffed by Contract Staff
Blue = Staffed by City & Contract Staff

City of Rancho Santa Margarita
ORGANIZATION CHART BY CITY EMPLOYEES & CONTRACT STAFF
as of Fiscal Year 2009-2010



Total FTE = 98.08

Purple = Position Staffed by City Employee
Green = Position Staffed by Contract Staff

City of Rancho Santa Margarita		FY 2009/10	
City Employees and Contract Staff Summary		Full Time Equivalent Positions	
		City Staff	Contract Staff
<u>City Manager:</u>	City Manager	1.00	
	Senior Management Analyst	1.00	
	Executive Secretary	1.00	
	IT Services		0.40
	City Clerk	1.00	
	Deputy City Clerk	1.00	
	Records Assistant	0.60	
<u>City Attorney:</u>	City Attorney		0.50
<u>Administrative Services:</u>	Administrative Services Director	1.00	
	Administrative Secretary	1.00	
	Accountant	1.00	
	Accounting Technician	0.60	
	Community Services Supervisor	1.00	
	Community Services Coordinator	3.00	
	Community Services Specialist	1.00	
	BTRCC Support Staff	1.60	
	Recreation Leader	1.90	
	HR/RiskManagement Administrator	1.00	
	Receptionist	1.00	
<u>Police Services:</u>	Administrative Secretary	1.00	
	Police Chief		1.00
	Administrative Sergeant		1.00
	Crime Prevention Specialist		1.00
	Emergency Management Coordinator		0.50
	School Resource Officer		1.00
	Field Operations		29.83
<u>Development Services:</u>	Development Services Director	1.00	
	Planner	1.00	
	Code Enforcement Officer	0.60	
	Administrative Secretary	1.00	
	Assistant Planner		0.50
	Building Official		0.25
	Permit Technician		1.00
	Deputy Building Official		1.00
	CDBG Consultant		0.20
	Economic Development Consultant		0.50
<u>Public Works:</u>	Public Works Director/City Engineer	1.00	
	Assistant City Engineer	1.00	
	Administrative Secretary	1.00	
	Traffic Engineer		0.40
	Associate Engineer		0.80
	Street Superintendent		0.25
	Facilities Maintenance		0.25
	NPDES Coordinator		0.40
	Maintenance Services		3.00
<u>Fire Services:</u>	Field Operations		27.00
TOTAL		27.30	70.78

BUDGET SUMMARIES



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

Description	Fund Balance 06/30/05	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/06	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/07
General Fund - 100	9,578,780	17,535,084	14,335,418	12,778,446	18,048,379	14,737,944	16,088,881
Special Revenue Funds:							
Gas Tax - 210	1,782,512	1,234,098	1,310,438	1,706,172	1,005,396	1,530,326	1,181,242
Measure M - 212	1,027,312	582,406	367,984	1,241,734	650,162	906,927	984,969
Air Quality Improvement - 214	109,581	63,475	14,051	159,005	68,540	2,051	225,494
CA Law Enforcement Equip - 216	197	-	-	197	-	-	197
Traffic Congestion Relief - 218	550	753,949	208,303	546,196	26,571	572,767	-
Local Park Trust Fund - 220	-	-	-	-	-	-	-
Supplemental Law Enforce - 222	198,070	108,874	82,502	224,442	112,568	126,762	210,248
Subtotal-Special Revenue Funds	3,118,222	2,742,802	1,983,278	3,877,746	1,863,237	3,138,833	2,602,150
Capital Projects Fund - 410	1,169,652	1,310,553	1,088,551	1,391,654	2,589,025	3,153,831	826,848
<u>RSM NONPROFIT</u>							
RSM Debt Service Fund - 500	870,578	573,468	575,548	868,498	575,932	575,547	868,883
RSM Capital Projects Fd - 520	-	-	-	-	-	-	-
GRAND TOTAL - ALL FUNDS	14,737,232	22,161,907	17,982,795	18,916,344	23,076,573	21,606,155	20,386,762

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

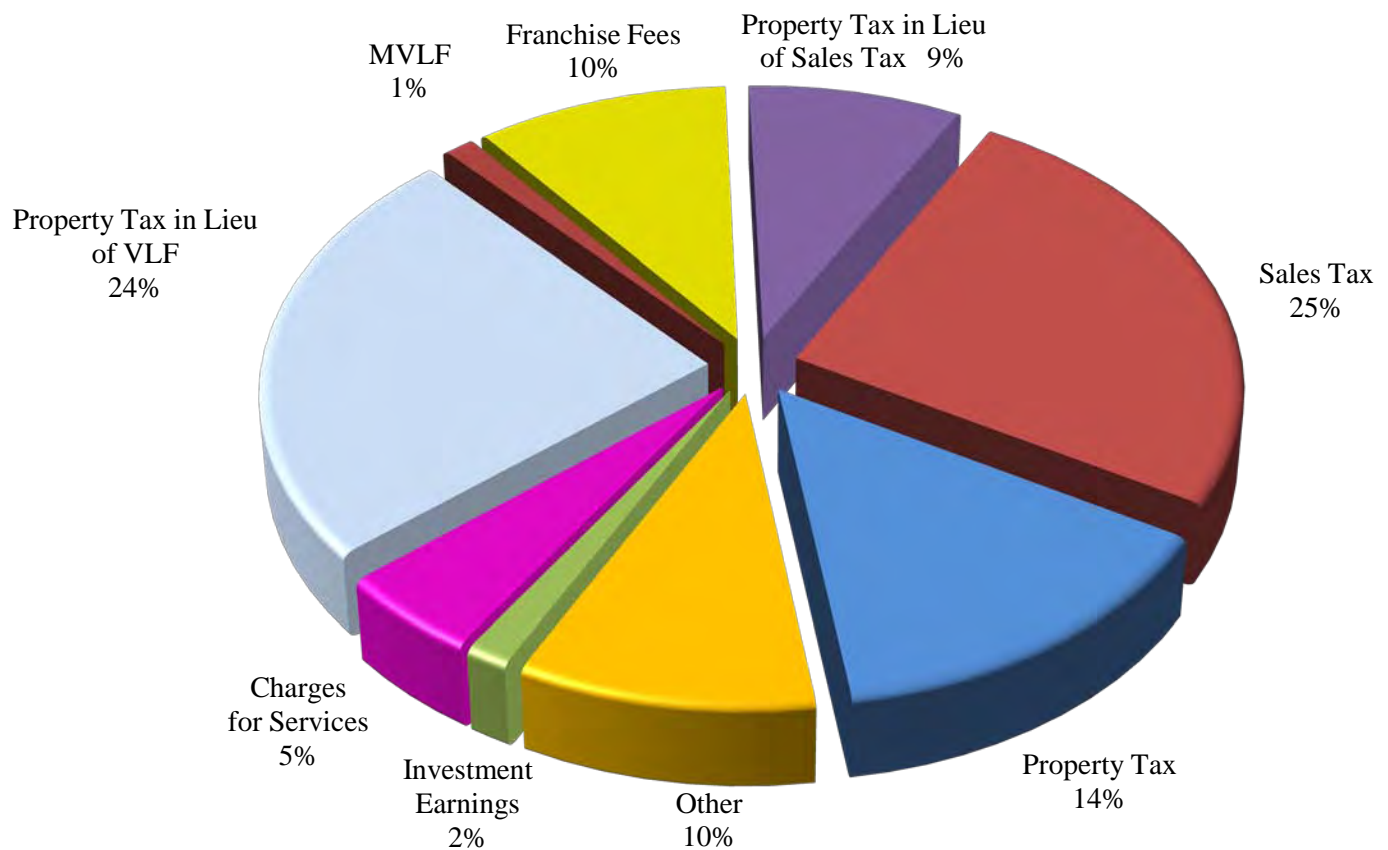
Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/08	Estimated Revenues & Interfund Transfers	Estimated Expenditures & Interfund Transfers	Estimated Fund Balance 06/30/09	Projected Revenues & Interfund Transfers	Projected Expenditures & Interfund Transfers	Projected Fund Balance 06/30/10
17,421,699	16,449,209	17,061,371	15,973,000	19,507,279	13,527,092	14,922,077	15,491,282	12,957,887
1,019,752	1,296,094	904,900	787,400	1,185,794	506,506	800,000	1,210,908	95,598
624,199	280,243	1,328,925	511,927	731,981	1,108,871	501,355	1,509,000	101,226
107,822	38,122	295,194	28,189	121,246	202,137	64,890	-	267,027
-	-	197	-	-	197	-	-	197
1,051	-	1,051	428,811	-	429,862	753,548	1,049,000	134,410
-	-	-	-	-	-	-	-	-
108,063	139,979	178,332	100,000	126,276	152,056	100,000	130,863	121,193
1,860,887	1,754,438	2,708,599	1,856,327	2,165,297	2,399,629	2,219,793	3,899,771	719,651
3,049,012	1,780,800	2,095,060	1,817,298	2,066,670	1,845,688	4,194,722	4,729,323	1,311,087
835,785	836,241	868,427	857,000	857,000	868,427	842,760	842,760	868,427
-	-	-	-	-	-	-	-	-
23,167,383	20,820,688	22,733,457	20,503,625	24,596,246	18,640,836	22,179,352	24,963,136	15,857,052

City of Rancho Santa Margarita

Summary of Budgeted Revenues

General Fund

Fiscal Year 2009-2010



City of Rancho Santa Margarita
Revenue Summary - All Funds

	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2009/10 ADOPTED BUDGET
100 GENERAL FUND	17,535,084	18,048,379	17,421,699	17,686,946	15,973,000	14,922,077
 <u>SPECIAL REVENUE FUNDS</u>						
210 GAS TAX	1,234,098	1,005,396	1,019,752	880,338	787,400	800,000
212 MEASURE M	582,406	650,162	624,199	561,554	511,927	501,355
214 AIR QUALITY IMPROVEMENT	63,475	68,540	107,822	63,013	28,189	64,890
216 CA LAW ENFORCEMENT EQUIP.	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF	753,949	26,571	1,051	166,840	428,811	753,548
220 LOCAL PARK TRUST	-	-	-	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT	108,874	112,568	108,063	100,000	100,000	100,000
 SUBTOTAL						
ALL SPECIAL REVENUE FUNDS	2,742,802	1,863,237	1,860,887	1,771,745	1,856,327	2,219,793
 410 CAPITAL PROJECTS FUND	1,310,553	2,589,025	3,049,012	2,789,523	1,817,298	4,194,722
 <u>RSM NONPROFIT</u>						
500 RSMNP DEBT SERVICE FUND	-	-	835,785	-	857,000	842,760
520 RSMNP CAPITAL PROJECTS	-	-	-	-	-	-
 SUBTOTAL						
ALL FUND TYPES	21,588,439	22,500,641	23,167,383	22,248,214	20,503,625	22,179,352
 LESS INTERFUND TRANSFERS	1,712,372	2,776,222	2,271,638	2,484,341	2,838,417	4,622,468
 GRAND TOTAL - ALL FUND TYPES	19,876,067	19,724,419	20,895,745	19,763,873	17,665,208	17,556,884

City of Rancho Santa Margarita
Revenues - Detail of All Funds

	FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	ADOPTED BUDGET
				YEAR-END ESTIMATE	
100 GENERAL FUND					
Property Tax	1,449,752	2,015,510	2,261,933	2,384,697	1,943,230
Sales Tax	4,923,220	4,768,994	4,657,052	4,802,259	3,791,000
Property Tax in Lieu of Sales Tax	1,442,212	1,556,114	1,743,372	1,743,372	1,264,000
Real Property Transfer Tax	476,044	294,601	192,964	202,912	195,227
Franchise Fees - Cable TV	655,503	704,698	748,242	763,341	763,059
Cable - Grant Revenue	53,672	53,672	53,672	-	-
Franchise Fees - Gas	106,262	105,931	104,974	104,974	104,974
Franchise Fees - Electricity	341,498	432,329	410,004	418,204	413,000
Franchise Fees - Refuse Collection	142,439	164,914	149,914	149,902	149,902
Motor Vehicle License Fee	1,182,693	1,110,464	220,371	215,501	177,000
Property Tax in Lieu of VLF	4,091,844	3,833,286	3,905,855	4,060,148	3,635,443
Off-Hwy License Fee	990	-	-	-	-
State Mandated Cost Reimburse	33,509	10,365	2,231	5,000	5,000
Beverage Container Recycling Grant	13,398	13,215	13,057	13,057	13,043
Building Permit Fees	261,997	262,042	247,274	168,000	100,000
Building-Plan Check Fees	110,562	104,932	91,666	72,000	59,000
Site Development Permits/Fees	-	-	1,555	-	1,066
Site Development Permits/Deposits	112,789	105,292	144,992	99,000	71,300
Planning - Plan Check Fees	17,755	14,290	15,980	8,000	20,000
Other Planning Revenues	7,190	5,685	6,565	3,000	16,000
CDBG Grant	-	64,898	65,975	72,680	72,680
Engineering Permits	38,709	94,792	174,752	40,000	40,000
Franchise Fees - Recycling	64,411	64,799	64,877	60,000	60,000
Solid Waste Diversion Permits	-	48,663	31,837	40,000	40,000
Mapping-Engineer/Other Eng. Rev.	-	30	2,700	-	690
Court Fines	163,026	127,715	147,063	102,500	102,500
Parking Citation Revenue	146,020	157,536	131,769	131,000	82,801
Parking Citation - DMV	20,677	19,430	26,796	20,000	17,769
Miscellaneous Police Grants	20,867	27,456	-	8,000	2,231
COPS Grants	-	18,756	-	-	-
Abandoned Vehicle Abatement	33,322	33,890	14,469	10,000	10,000
Community Services Revenue	60,061	78,733	144,795	85,000	118,399
BTRCC Program Revenue	-	-	-	120,000	120,000
BTRCC Rental Revenue	-	-	-	215,000	213,951
Senior Mobility Grant	10,575	11,248	11,957	12,699	12,699
NYE Insurance Reimbursement	50,143	-	-	-	-
Investment Earnings	408,241	710,287	651,986	595,000	347,529
Other Revenue	384,718	6,757	21,882	5,000	17,086
Donations	-	-	-	-	-
DS Lease Payment Contribution	-	230,000	102,969	-	5,250
Transfer from Gas Tax Fund	364,799	342,792	856,199	296,200	873,190
Transfer from Measure M	346,186	454,263	-	660,500	-
Transfer from CIP	-	-	-	-	200,000
TOTAL GENERAL FUND	17,535,084	18,048,379	17,421,699	17,686,946	15,973,000
SPECIAL REVENUE FUNDS					
210 GAS TAX FUND:					
Gas Tax 2105 (Prop. 111)	387,857	298,316	293,665	287,075	252,076
Gas Tax 2106	239,518	188,677	185,131	177,311	155,694
Gas Tax 2107	517,027	398,779	392,974	379,952	333,630
Gas Tax 2107.5	6,000	6,000	6,000	6,000	6,000
Interest Income	83,696	113,624	67,074	30,000	40,000
Transfer from CIP	-	-	74,908	-	-
TOTAL GAS TAX FUND	1,234,098	1,005,396	1,019,752	880,338	787,400
212 MEASURE M FUND:					
Measure M (Local Turnback)	533,962	569,450	571,810	551,554	471,927
Interest Income	48,444	80,712	52,389	10,000	40,000
TOTAL MEASURE M FUND	582,406	650,162	624,199	561,554	511,927

City of Rancho Santa Margarita
Revenues - Detail of All Funds

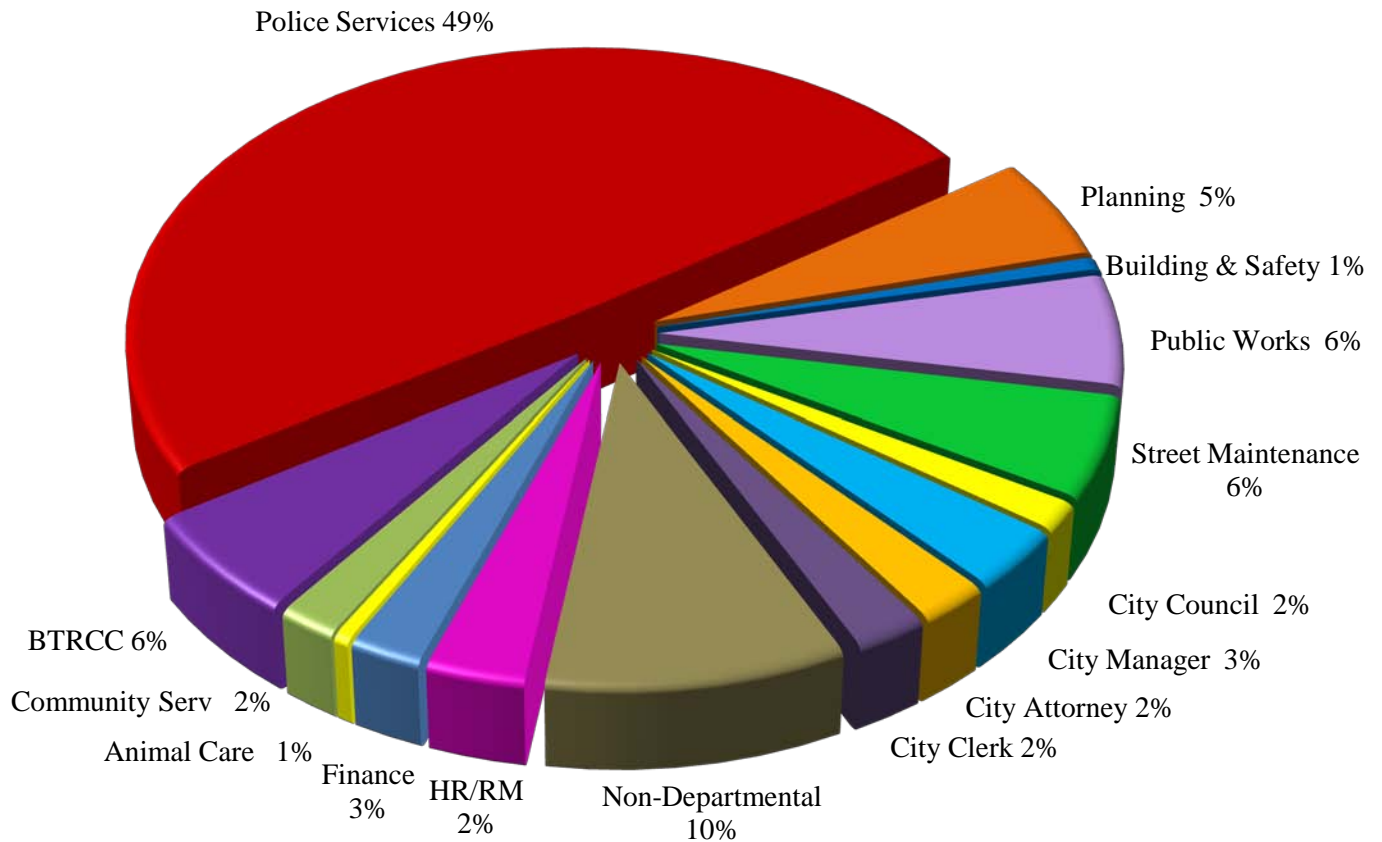
	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2009/10 ADOPTED BUDGET
214 AIR QUALITY IMPROVEMENT FUND:						
AQMD (AB 2766)	58,582	59,122	59,381	62,013	22,189	60,828
Interest Income	4,893	9,418	10,319	1,000	6,000	4,062
Transfer from CIP	-	-	38,122	-	-	-
TOTAL AQMD FUND	63,475	68,540	107,822	63,013	28,189	64,890
216 CA LAW ENFORCEMENT EQUIP. PROGRAM:						
CLEEP Grant	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
TOTAL CLEEP FUND	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF FUND:						
TCRF Funds	750,690	-	-	163,840	427,466	751,972
Interest Income	3,259	26,571	1,051	3,000	1,345	1,576
TOTAL TCRF FUND	753,949	26,571	1,051	166,840	428,811	753,548
220 LOCAL PARK TRUST FUND:						
Interest Income	-	-	-	-	-	-
TOTAL LOCAL PARK TRUST FUND	-	-	-	-	-	-
222 SUPPLEMENTAL LAW ENFORCEMENT:						
Supplemental Law Enforcement	100,244	100,209	100,002	99,000	99,000	97,284
Interest Income	8,630	12,359	8,061	1,000	1,000	2,716
TOTAL SUPPL. ENFORCEMENT	108,874	112,568	108,063	100,000	100,000	100,000
SUBTOTAL - ALL SPECIAL REVENUE	2,742,802	1,863,237	1,860,887	1,771,745	1,856,327	2,219,793
410 CAPITAL PROJECTS FUND						
Transfer from General Fund	28,406	-	-	-	-	-
Transfer from Gas Tax Fund	728,830	951,685	190,268	1,154,164	55,000	649,900
Transfer from Measure M Fund	21,797	452,664	280,243	176,279	731,981	1,048,000
Transfer from Air Quality Fund	14,051	2,051	38,122	30,358	121,246	-
Transfer from Traffic Congestion Fd	208,303	572,767	-	166,840	-	1,049,000
Transfer from Local Park Trust Fund	-	-	-	-	-	-
Measure M - Signal Improvements	-	-	141,855	-	-	-
Measure M - Growth Mgmt. Area #9	21,870	-	-	50,000	50,000	75,000
OCTA - Go Local	-	-	100,000	-	-	-
OCTA - AHRP	-	-	1,136,952	-	-	-
Interest Income	32,904	59,078	72,050	-	115,628	56,195
TEA-LU Grant	92,852	-	-	145,000	-	125,000
Safe Route to School	-	-	-	98,100	-	-
CDBG Community Center Grant	-	330,780	-	-	-	-
Prop. 12 and 40 Grants	161,540	220,000	-	-	-	-
Homeowners' Association	-	-	-	85,000	85,000	-
CDBG Grant	-	-	253,964	376,642	285,754	235,627
CA Tire Recycling Grant	-	-	35,878	-	-	-
HSIP	-	-	-	283,140	177,689	-
CTFP	-	-	-	29,000	-	356,000
ARRA TP	-	-	-	-	-	500,000
ARRA EE	-	-	-	-	-	100,000
Prop 1B (County)	-	-	-	195,000	195,000	-
Prop 1B (State)	-	-	799,680	-	-	-
SUBTOTAL - CAPITAL PROJECTS	1,310,553	2,589,025	3,049,012	2,789,523	1,817,298	4,194,722
<u>RSM NONPROFIT</u>						
500 RSMNP DEBT SERVICE:						
Interest Income	-	-	42,009	-	-	-
Transfer from General Fund	-	-	793,776	-	857,000	842,760
TOTAL RSMNP DEBT SERVICE	-	-	835,785	-	857,000	842,760
520 RSMNP CAPITAL PROJECTS:						
Long Term Debt Issued	-	-	-	-	-	-
TOTAL RSMNP CAPITAL PROJECTS	-	-	-	-	-	-
SUBTOTAL - ALL FUND TYPES	21,588,439	22,500,641	23,167,383	22,248,214	20,503,625	22,179,352
LESS: INTERFUND TRANSFERS	1,712,372	2,776,222	2,271,638	2,484,341	2,838,417	4,622,468
GRAND TOTAL - ALL FUND TYPES	19,876,067	19,724,419	20,895,745	19,763,873	17,665,208	17,556,884

City of Rancho Santa Margarita

Summary of Budgeted Expenditures

General Fund

Fiscal Year 2009-2010



City of Rancho Santa Margarita
Appropriations Summary - All Funds

				-----FY 2008/09-----		
	FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	FY 2009/10
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	ADOPTED BUDGET
<u>GENERAL FUND</u>						
City Council	120,710	173,985	202,023	335,032	310,014	234,471
City Manager	599,524	665,990	756,017	546,688	463,714	506,211
City Attorney	344,676	376,751	409,549	500,000	453,557	350,000
City Clerk	220,742	296,081	298,742	525,450	418,076	361,774
Non-Departmental	3,031,254	2,311,088	1,338,848	1,920,015	3,500,286	655,725
Less Transfer from Gas Tax Fund	(60,000)	(60,000)	-	-	-	-
Finance	298,426	358,635	386,209	523,682	516,944	493,666
Human Resources/Risk Management	-	-	(1,274)	359,260	347,672	362,139
Police Services	5,898,081	6,313,143	7,462,985	7,951,653	7,957,545	7,641,552
Animal Control	48,367	27,327	70,485	74,363	74,363	79,512
Planning	680,372	809,221	910,480	853,456	849,121	869,129
Building	292,760	279,313	223,830	166,010	150,000	108,000
Public Works	1,122,793	1,058,945	1,220,630	1,185,680	1,228,378	945,974
Less Transfer from Gas Tax Fund	(214,812)	(182,671)	-	(188,000)	-	-
Street Maintenance	786,174	904,384	1,023,147	1,118,700	1,037,000	857,000
Less Transfer from Gas Tax Fund	(89,987)	(100,121)	-	(108,200)	-	-
Less Transfer from Measure M Fund	(346,186)	(454,263)	-	(660,500)	-	-
Community Services	287,325	463,051	590,762	605,092	544,675	297,238
BTRCC	575,807	700,030	763,000	916,017	798,934	886,131
Transfer to Capital Projects Fund	28,406	-	-	-	-	-
Transfer to RSMNP Debt Service Fund	-	-	793,776	-	857,000	842,760
TOTAL GENERAL FUND	13,624,432	13,940,889	16,449,209	16,624,398	19,507,279	15,491,282
<u>SPECIAL REVENUE FUNDS</u>						
GAS TAX - Street Lighting	216,809	235,849	249,627	256,250	257,604	289,200
Transfer to General Fund	364,799	342,792	856,199	296,200	873,190	271,808
Transfer to Capital Projects Fund	728,830	951,685	190,268	1,154,164	55,000	649,900
MEASURE M						
Transfer to General Fund	346,186	454,263	-	660,500	-	461,000
Transfer to Capital Projects Fund	21,797	452,664	280,243	176,279	731,981	1,048,000
AIR QUALITY IMPROVEMENT						
Transfer to Capital Projects Fund	14,051	2,051	38,122	30,358	121,246	-
CA LAW ENFORCEMENT EQUIP.	-	-	-	-	-	-
TRAFFIC CONGESTION RELIEF						
Transfer to Capital Projects Fund	208,303	572,767	-	166,840	-	1,049,000
LOCAL PARK TRUST	-	-	-	-	-	-
SUPPLEMENTAL LAW ENFORCE	82,502	126,762	139,979	126,276	126,276	130,863
TOTAL SPECIAL REVENUE FUNDS	1,983,277	3,138,833	1,754,438	2,866,867	2,165,297	3,899,771
<u>CAPITAL PROJECTS FUND</u>						
Capital Outlay	1,088,551	3,153,831	1,667,770	3,484,600	1,866,670	4,429,323
Transfer to General Fund	-	-	-	-	200,000	300,000
Transfer to Gas Tax Fund	-	-	74,908	-	-	-
Transfer to Air Quality Improve. Fund	-	-	38,122	-	-	-
TOTAL CAPITAL PROJECT FUND	1,088,551	3,153,831	1,780,800	3,484,600	2,066,670	4,729,323
<u>RSM NON-PROFIT DEBT SERVICE FUND</u>						
Debt Service Payment	-	-	836,241	-	857,000	842,760
TOTAL RSM NP DEBT SRVC. FUND	-	-	836,241	-	857,000	842,760
SUBTOTAL - ALL FUND TYPES	16,696,260	20,233,553	20,820,688	22,975,865	24,596,246	24,963,136
LESS INTERFUND TRANSFERS	1,712,372	2,776,222	2,271,638	2,484,341	2,838,417	4,622,468
GRAND TOTAL - ALL FUND TYPES	14,983,888	17,457,331	18,549,050	20,491,524	21,757,829	20,340,668

Fund Expense Summary
GENERAL FUND

DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----		FY 2009/10
				ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
City Council	120,710	173,985	202,023	335,032	310,014	234,471
City Manager	599,524	665,990	756,017	546,688	463,714	506,211
City Attorney	344,676	376,751	409,549	500,000	453,557	350,000
City Clerk	220,742	296,081	298,742	525,450	418,076	361,774
Non-Departmental	3,031,254	2,311,088	1,338,848	1,920,015	3,500,286	655,725
Less Transfer from Gas Tax Fund	(60,000)	(60,000)	-	-	-	-
Finance	298,426	358,635	386,209	523,682	516,944	493,666
Human Resources/Risk Management	-	-	(1,274)	359,260	347,672	362,139
Police Services	5,898,081	6,313,143	7,462,985	7,951,653	7,957,545	7,641,552
Animal Control	48,367	27,327	70,485	74,363	74,363	79,512
Planning	680,372	809,221	910,480	853,456	849,121	869,129
Building	292,760	279,313	223,830	166,010	150,000	108,000
Public Works	1,122,793	1,058,945	1,220,630	1,185,680	1,228,378	945,974
Less Transfer from Gas Tax Fund	(214,812)	(182,671)	-	(188,000)	-	-
Street Maintenance	786,174	904,384	1,023,147	1,118,700	1,037,000	857,000
Less Transfer from Gas Tax Fund	(89,987)	(100,121)	-	(108,200)	-	-
Less Transfer from Measure M Fund	(346,186)	(454,263)	-	(660,500)	-	-
Community Services	287,325	463,051	590,762	605,092	544,675	297,238
BTRCC	575,807	700,030	763,000	916,017	798,934	886,131
Transfer to Capital Projects Fund	28,406	-	-	-	-	-
Transfer to RSM NP Debt Service Fund	-	-	793,776	-	857,000	842,760
TOTAL GENERAL FUND	13,624,432	13,940,889	16,449,209	16,624,398	19,507,279	15,491,282

Fund Expense Summary
GAS TAX FUND

DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----		FY 2009/10
				ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
GAS TAX - Street Lighting	216,809	235,849	249,627	256,250	257,604	289,200
Transfers to General Fund						
Public Works	214,812	182,671	183,051	188,000	688,522	181,808
Street Maintenance	89,987	100,121	673,148	108,200	184,668	90,000
Mitigation Payment	60,000	60,000	-	-	-	-
Transfers to Capital Projects Fund						
Slurry Seal Program	242,778	-	148,414	-	-	408,000
Residential Overlay	300,000	-	-	-	-	-
Alicia Parkway Rehabilitation	-	-	-	30,000	30,000	-
Melinda Road/Altisima	-	-	-	493,160	-	200,000
SMP Overlay Design	134,975	-	-	-	-	-
Antonio Overlay Design	44,338	-	-	-	-	-
SMP/Antonio Overlay Construction	-	951,401	1,420	-	-	-
Traffic Signal Synchronization	-	-	-	115,000	-	-
Robinson Ranch Traffic Calming	6,739	-	-	400,000	-	-
Melinda Heights Flashing Beacon	-	-	5,328	16,900	-	16,900
Storm Drain (NPDES)	-	284	-	-	-	-
SMP Bridge Lighting/Rail System	-	-	10,190	31,460	-	-
SMP Bridge Joint Replacement	-	-	21,525	-	-	-
Midblock Crosswalk Improvements	-	-	3,391	-	-	-
SMP/Antonio Video Surveillance	-	-	-	29,000	-	-
Emergency Vehicle Pre-Emption	-	-	-	25,000	25,000	25,000
Antonio/Tijeras Creek Storm Drain	-	-	-	13,644	-	-
TOTAL GAS TAX FUND	<u>1,310,438</u>	<u>1,530,326</u>	<u>1,296,094</u>	<u>1,706,614</u>	<u>1,185,794</u>	<u>1,210,908</u>

Fund Expense Summary
MEASURE M FUND

				-----FY 2008/09-----		FY 2009/10
DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
MEASURE M						
Transfers to General Fund						
Street Maintenance	346,186	454,263	-	660,500	-	461,000
Transfers to Capital Projects Fund						
Slurry Seal Program	-	199,499	-	-	-	-
Melinda Road/Altisima	-	-	-	-	-	167,000
Median Improvements (Plano)	-	-	-	-	-	-
Traffic Signal Synchronization	-	-	2,001	-	-	135,000
Traffic Safety Enhancements	-	-	6,015	-	-	-
Critical Intersection Analysis	-	-	23,795	-	-	-
Intersection Improvement (Empresa)	-	-	-	-	-	45,000
Residential Overlay	21,797	4,937	160,014	-	-	-
Rehabilitation of Arterials	-	167	-	-	-	-
SMP Overlay Design	-	5,514	-	-	-	-
Antonio Overlay Design	-	1,059	-	-	-	-
SMP Bridge Joint Replacement	-	-	-	159,923	363,000	-
SMP Bridge Lighting/Rail System	-	206,936	-	-	18,981	-
El Corazon Sidewalk Repair	-	-	64,436	-	-	-
Robinson Ranch Traffic Calming	-	34,552	1,957	-	350,000	425,000
Camino Altozano T.S.	-	-	6,895	-	-	-
Antonio/SMP/Alas de Paz	-	-	15,130	-	-	-
Antonia/Tijeras Creek Storm Drain	-	-	-	16,356	-	-
RR Pavement Plano/N.Peak	-	-	-	-	-	114,000
Sidewalk Repair	-	-	-	-	-	30,000
SMP Bridge Hinge Study	-	-	-	-	-	132,000
TOTAL MEASURE M FUND	367,983	906,927	280,243	836,779	731,981	1,509,000

Fund Expense Summary
AIR QUALITY IMPROVEMENT

DESCRIPTION				-----FY 2008/09-----		FY 2009/10
	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
AIR QUALITY IMPROVEMENT						
Transfers to Capital Projects Fund	-	-	38,122	-	-	-
Transfers to Capital Projects Fund						
Traffic Signal Synchronization	10,050	-	-	-	-	-
Las Flores/Buena Suerte T. S.	370	-	-	-	-	-
Antonio/Empresa Synchronization	3,631	2,051	-	-	-	-
Bus Stop Improvements	-	-	-	30,358	121,246	-
TOTAL AIR QUALITY IMPROVEMENT	<u>14,051</u>	<u>2,051</u>	<u>38,122</u>	<u>30,358</u>	<u>121,246</u>	<u>-</u>

Fund Expense Summary
CA LAW ENFORCEMENT EQUIP.

DESCRIPTION	-----FY 2008/09-----						FY 2009/10
	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET	ADOPTED BUDGET
CA LAW ENFORCEMENT EQUIP.							
Police Tech. Equipment	-	-	-	-	-	-	-
TOTAL CA LAW ENFORCE. EQUIPT.	-	-	-	-	-	-	-

Fund Expense Summary
TRAFFIC CONGESTION RELIEF

DESCRIPTION	-----FY 2008/09-----						FY 2009/10
	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET	ADOPTED BUDGET
TRAFFIC CONGESTION RELIEF							
Transfers to Capital Projects Fund							
Slurry Seal Program	208,303	172,767	-	-	-	-	110,000
Residential Overlay	-	-	-	-	-	-	506,000
Melinda Road/Altisima	-	-	-	166,840	-	-	433,000
SMP/Antonio Overlay Construction	-	400,000	-	-	-	-	-
TOTAL TRAFFIC CONGESTION RELIEF	<u>208,303</u>	<u>572,767</u>	<u>-</u>	<u>166,840</u>	<u>-</u>	<u>-</u>	<u>1,049,000</u>

Fund Expense Summary
LOCAL PARK TRUST

DESCRIPTION				-----FY 2008/09-----		FY 2009/10
	FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR END	ADOPTED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
LOCAL PARK TRUST						
Transfers to Capital Projects Fund						
Community Center/CHall Construct.	-	-	-	-	-	-
TOTAL LOCAL PARK TRUST	-	-	-	-	-	-

Fund Expense Summary
SUPPLEMENTAL LAW ENFORCEMENT

DESCRIPTION	-----FY 2008/09----- FY 2009/10					
	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
SUPPLEMENTAL LAW ENFORCEMENT						
Additional Police Services	82,502	126,762	139,979	126,276	126,276	130,863
TOTAL SUPPLEMENTAL LAW	<u>82,502</u>	<u>126,762</u>	<u>139,979</u>	<u>126,276</u>	<u>126,276</u>	<u>130,863</u>

Fund Expense Summary
CAPITAL PROJECTS



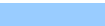

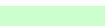




	FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10	
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>CAPITAL PROJECTS FUND</u>						
Transfer to General Fund	-	-	-	-	200,000	300,000
Transfer to Gas Tax Fund	-	-	74,908	-	-	-
Transfer to Air Quality Improve. Fund	-	-	38,122	-	-	-
Slurry Seal Program	451,081	372,266	248,413	-	-	518,000
Residential Overlay	321,797	4,937	859,694	-	-	506,000
Rehabilitation of Arterials	-	167	-	-	-	-
SMP Overlay Design	134,975	5,514	-	-	-	-
Antonio Overlay Design	44,338	1,059	-	-	-	-
SMP/Antonio Overlay Conststruction	-	2,551,401	1,420	-	-	-
Alicia Parkway Rehabilitation	-	(8,000)	-	30,000	30,000	375,000
Melinda Road/Altisima	-	-	-	660,000	60,000	800,000
Median Improvements (Plano)	80,037	(19,510)	-	-	-	-
Intersection Improvement (Empresa)	-	-	-	50,000	50,000	401,000
Traffic Signal Synchronization	10,050	-	2,001	260,000	-	260,000
Traffic Safety Enhancements	-	-	6,015	-	-	-
Banderas Overcrossing	-	-	-	-	-	-
SMP Bridge Joint Replacement	-	-	21,525	400,000	363,000	-
SMP Bridge Lighting/Rail System	-	206,936	10,190	314,600	196,670	-
El Corazon Sidewalk Repair	-	-	64,436	-	-	-
Antonio/SMP/Alas de Paz	-	-	15,130	-	-	-
Bus Stop Improvements	-	-	104,198	492,000	492,000	-
Go Local Study (OCTA)	-	-	59,518	30,000	35,000	-
Robinson Ranch Sidewalk	(14,743)	-	-	500,000	-	-
Antonio/Empresa Synchronization	3,631	2,051	52,079	-	-	-
Various Traffic Signals	370	-	-	-	-	-
Camino Altozano T.S.	-	-	6,895	-	-	-
Midblock Crosswalk Improvements	-	2,174	166,391	-	-	-
Robinson Ranch Traffic Calming	28,609	34,552	1,957	-	350,000	425,000
Melinda Heights Flashing Beacon	24,838	-	5,328	115,000	-	115,000
SMP/Antonio Video Surviellance	-	-	-	58,000	-	-
Emergency Vehicle Pre-Emption	-	-	-	220,000	220,000	220,000
Skate Park	4,937	-	18,188	-	-	-
Dog/Skate Park Lighting	-	-	-	175,000	40,000	-
Dog Park	(1,369)	-	-	-	-	-
Sm Dog Park Improvements	-	-	596	-	-	-
Storm Drain (NPDES)	-	284	-	-	-	-
Critical Intersection Analysis	-	-	23,796	50,000	-	-
Antonio/Tijeras Creek Storm Drain	-	-	-	130,000	30,000	100,000
Robinson Ranch Pavment Plano/N.Peak	-	-	-	-	-	239,000
Reflective SNS Conversion	-	-	-	-	-	100,000
Robinson Ranch Access Ramps	-	-	-	-	-	67,000
Laurel/Via Ricardo Sidewalk Repair	-	-	-	-	-	57,323
Sidewalk Repair	-	-	-	-	-	30,000
Antonio/Via Honesto to Coto De Caza	-	-	-	-	-	60,000
SMP Bridge Hinge Study	-	-	-	-	-	132,000
Reclaimed Water Connect Plano Mediar	-	-	-	-	-	24,000
TOTAL CAPITAL PROJECTS FUND	1,088,551	3,153,831	1,780,800	3,484,600	2,066,670	4,729,323

Fund Expense Summary
RSM NONPROFIT DEBT SERVICE

DESCRIPTION	FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----		FY 2009/10
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSMNP DEBT SERVICE FUND</u>						
Debt Service Payment	-	-	836,241	-	857,000	842,760
TOTAL RSMNP DEBT SERVICE	-	-	836,241	-	857,000	842,760

FUND		FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2009/10 ADOPTED BUDGET
OPERATING TRANSFERS IN:							
100	Transfer from Gas Tax Fund	364,799	342,792	856,199	296,200	873,190	271,808
100	Transfer from Measure M Fund	346,186	454,263	-	660,500	-	461,000
100	Transfer from Capital Project Fund	-	-	-	-	200,000	300,000
210	Transfer from Capital Project Fund	-	-	74,908	-	-	-
214	Transfer from Capital Project Fund	-	-	38,122	-	-	-
410	Transfer from General Fund	28,406	-	-	-	-	-
410	Transfer from Gas Tax Fund	728,830	951,685	190,268	1,154,164	55,000	649,900
410	Transfer from Measure M Fund	21,797	452,664	280,243	176,279	731,981	1,048,000
410	Transfer from Air Quality Fund	14,051	2,051	38,122	30,358	121,246	-
410	Transfer from Traffic Congestion Fund	208,303	572,767	-	166,840	-	1,049,000
410	Transfer from Local Park Trust Fund	-	-	-	-	-	-
500	Transfer from General Fund	-	-	793,776	-	857,000	842,760
TOTAL		1,712,372	2,776,222	2,271,638	2,484,341	2,838,417	4,622,468
OPERATING TRANSFERS OUT:							
100	Transfer to Capital Projects Fund	28,406	-	-	-	-	-
100	Transfer to RSMNP Debt Service Fund	-	-	793,776	-	857,000	842,760
210	Transfer to General Fund	364,799	342,792	856,199	296,200	873,190	271,808
210	Transfer to Capital Projects Fund	728,830	951,685	190,268	1,154,164	55,000	649,900
212	Transfer to General Fund	346,186	454,263	-	660,500	-	461,000
212	Transfer to Capital Projects Fund	21,797	452,664	280,243	176,279	731,981	1,048,000
214	Transfer to Capital Projects Fund	14,051	2,051	38,122	30,358	121,246	-
218	Transfer to Capital Projects Fund	208,303	572,767	-	166,840	-	1,049,000
410	Transfer to General Fund	-	-	-	-	200,000	300,000
410	Transfer to Gas Tax Fund	-	-	74,908	-	-	-
410	Transfer to Air Quality Fund	-	-	38,122	-	-	-
TOTAL		1,712,372	2,776,222	2,271,638	2,484,341	2,838,417	4,622,468

SUMMARY OF EXPENDITURES BY ACCOUNT GROUP

		FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2009/10 ADOPTED BUDGET
GENERAL FUND							
 SALARIES AND BENEFITS		1,599,842	2,141,072	2,498,079	3,130,582	2,796,742	2,869,538
	% of total #	11%	15%	15%	18%	14%	19%
 LAW ENFORCEMENT CONTRACT		5,531,063	5,850,867	6,989,763	7,494,927	7,497,013	7,209,995
	% of total #	39%	40%	42%	43%	38%	47%
 PROFESSIONAL SERVICES		2,081,047	1,903,000	2,029,084	2,126,646	1,972,252	1,458,180
	% of total #	15%	13%	12%	12%	10%	9%
 OTHER CONTRACT SERVICES		1,564,652	1,824,261	2,064,596	1,644,755	1,508,987	1,296,488
	% of total #	11%	12%	13%	9%	8%	8%
 OTHER SUPPLIES AND SERVICES	#	1,167,000	1,332,607	1,590,020	1,916,782	1,931,453	1,630,198
	% of total #	8%	9%	10%	11%	10%	11%
 CAPITAL EXPENDITURES		175,168	175,624	162,832	89,347	2,695,376	184,123
	% of total #	1%	1%	1%	1%	14%	1%
 DEBT SERVICE		575,548	533,801	793,776	857,000	857,000	842,760
	% of total #	4%	4%	5%	5%	4%	5%
 MITIGATION		1,612,691	976,712	321,059	321,059	248,456	-
	% of total #	11%	7%	2%	2%	1%	0%
 TRANSFERS/ ALLOCATIONS		28,406	-	-	-	-	-
	% of total #	0%	0%	0%	0%	0%	0%
Subtotal General Fund Expenditures		# 14,335,417	14,737,944	16,449,209	17,581,098	19,507,279	15,491,282
		# 100%	100%	100%	100%	100%	100%
SPECIAL FUNDS							
SLESF FUND Police Services		82,502	126,762	139,979	126,276	126,276	130,863
GAS TAX FUND Street Lighting		216,809	235,849	249,627	256,250	257,604	289,200
Subtotal Special Funds Expenditures		299,311	362,611	389,606	382,526	383,880	420,063
TOTAL OPERATING EXPENDITURES		14,634,728	15,100,555	16,838,815	17,963,624	19,891,159	15,911,345

SUMMARY OF EXPENDITURES BY DEPARTMENT/DIVISION

		FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10
		ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	ADOPTED BUDGET
GENERAL FUND						
GENERAL GOVERNMENT						
110	City Council	120,710	173,985	202,023	335,032	234,471
120	City Manager	599,524	665,990	756,017	546,688	506,211
140	City Attorney	344,676	376,751	409,549	500,000	350,000
160	City Clerk	220,742	296,081	298,742	525,450	361,774
	Subtotal	<u>1,285,652</u>	<u>1,512,807</u>	<u>1,666,331</u>	<u>1,907,170</u>	<u>1,452,456</u>
ADMINISTRATIVE SERVICES						
170	Non-departmental	3,059,660	2,311,088	2,132,624	1,920,015	1,498,485
210	Finance	298,426	358,635	386,209	523,682	493,666
220	HR / Risk Management	-	-	(1,274)	359,260	362,139
320	Animal Control	48,367	27,327	70,485	74,363	79,512
710	Community Services	287,325	463,051	590,762	605,092	297,238
711	BTRCC	575,807	700,030	763,000	916,017	886,131
	Subtotal	<u>4,269,585</u>	<u>3,860,131</u>	<u>3,941,806</u>	<u>4,398,429</u>	<u>3,617,171</u>
PUBLIC SAFETY						
310	Police Services	5,898,081	6,313,143	7,462,985	7,951,653	7,641,552
	Subtotal	<u>5,898,081</u>	<u>6,313,143</u>	<u>7,462,985</u>	<u>7,951,653</u>	<u>7,641,552</u>
DEVELOPMENT SERVICES						
410	Planning	680,372	809,221	910,480	853,456	869,129
510	Building & Safety	292,760	279,313	223,830	166,010	108,000
	Subtotal	<u>973,132</u>	<u>1,088,534</u>	<u>1,134,310</u>	<u>1,019,466</u>	<u>977,129</u>
PUBLIC WORKS						
610	Public Works	1,122,793	1,058,945	1,220,630	1,185,680	945,974
620	Street Maintenance	786,174	904,384	1,023,147	1,118,700	857,000
	Subtotal	<u>1,908,967</u>	<u>1,963,329</u>	<u>2,243,777</u>	<u>2,304,380</u>	<u>1,802,974</u>
Total General Fund Expenditures		<u>14,335,417</u>	<u>14,737,944</u>	<u>16,449,209</u>	<u>17,581,098</u>	<u>15,491,282</u>
SPECIAL FUNDS						
310	SLESF Police Services	82,502	126,762	139,979	126,276	130,863
630	GAS TAX FUND Street Lighting	216,809	235,849	249,627	256,250	289,200
Total Special Funds Operating Expenditures		<u>299,311</u>	<u>362,611</u>	<u>389,606</u>	<u>382,526</u>	<u>420,063</u>
TOTAL OPERATING EXPENDITURES		<u>14,634,728</u>	<u>15,100,555</u>	<u>16,838,815</u>	<u>17,963,624</u>	<u>15,911,345</u>

GENERAL GOVERNMENT



City of Rancho Santa Margarita, California

General Government

					-----FY 2008/09-----		FY 2009/10
		FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	ADOPTED
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
<i>GENERAL GOVERNMENT</i>							
110	City Council	120,710	173,985	202,023	335,032	310,014	234,471
120	City Manager	599,524	665,990	756,017	546,688	463,714	506,211
140	City Attorney	344,676	376,751	409,549	500,000	453,557	350,000
160	City Clerk	220,742	296,081	298,742	525,450	418,076	361,774
<i>TOTAL EXPENDITURES</i>		<u>1,285,652</u>	<u>1,512,807</u>	<u>1,666,331</u>	<u>1,907,170</u>	<u>1,645,361</u>	<u>1,452,456</u>



General Government

CITY COUNCIL

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Provided direction to the City Manager and City Staff on all policy matters that affect Rancho Santa Margarita.
2. Participated in the Economic Development Committee to encourage and support local economic activities.
3. Reviewed and provided direction to staff in on-going support to the City's adopted 2nd Battalion, 5th Marines.
4. Provided resources and support to the Rancho Santa Margarita Historical Society.
5. Gave authorization for a staff model to operate the Bell Tower Regional Community Center.
6. Provided leadership in the development of a re-focused "Is Your Teen at Risk?" second annual event.
7. Expanded outreach and utilization of the Citizen's Emergency Preparedness Academy (CEPA) to the business community.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Provide direction to the City Manager and City Staff on all policy matters that affect Rancho Santa Margarita.
2. Develop and provide leadership for a new economic development focus.
3. Maintain on-going support to the City's adopted 2nd Battalion, 5th Marines.
4. Continue to improve Rancho Santa Margarita services and operations to achieve local priorities while meeting State and Federal requirements.
5. Consider opportunities to enhance programs and services to all residents.
6. Provide leadership in budget strategic planning discussion.
7. Provide guidance and direction in all policy matters concerning the Chiquita Ridge Development Project.

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

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----	FY 2009/10	
						ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>CITY COUNCIL</u>								
EXPENDITURES								
PERSONNEL								
	511.000	Salaries - Elected	25,962	22,445	27,836	29,201	27,810	27,810
	521.000	Medicare	563	565	497	423	403	403
	522.000	Retirement	3,448	3,448	3,448	3,448	3,448	3,448
	530.000	Benefits	33,262	50,113	77,717	79,260	83,399	79,260
	TOTAL PERSONNEL		63,236	76,571	109,498	112,332	115,060	110,921
OPERATIONS								
	610.000	Membership & Dues	27,509	25,071	26,073	31,000	27,000	28,000
	612.000	Travel/Conf/Meetings	5,926	5,703	5,312	9,500	7,000	2,500
	618.000	Council Support	20,547	9,744	14,059	43,000	21,400	17,000
	622.010	Special Dept. Expense	3,394	2,938	825	2,000	-	-
	626.000	Books & Periodicals	99	-	-	200	-	-
	670.000	Community Support	-	-	-	92,000	94,554	44,000
		Subtotal	57,475	43,456	46,269	177,700	149,954	91,500
	700.028	PS - Public Relations	-	53,958	46,256	45,000	45,000	32,050
	TOTAL OPERATIONS		57,475	97,414	92,525	222,700	194,954	123,550
TOTAL EXPENDITURES			120,710	173,985	202,023	335,032	310,014	234,471
FUNDING SOURCES								
	100	General Fund	120,710	173,985	202,023	335,032	310,014	234,471
TOTAL FUNDING SOURCES			120,710	173,985	202,023	335,032	310,014	234,471

City Manager's Department **CITY MANAGER**

DESCRIPTION

The City Manager's Office is responsible for making policy recommendations to the City Council and implementing them as adopted. The City Manager serves as the Chief Executive Officer of the City and is responsible for its daily operations. Additional duties include: (1) oversee operations of City Hall and services to the community; (2) provide information to the City Council in a timely manner; (3) act as the City's Treasurer, Purchasing Officer and Personnel Officer; (4) work with other agencies in addressing regional issues; (5) represent the City in legislative actions; (6) oversee emergency management operations; (7) manage environmental issues; and (8) advocate the City's interests on regional, State and Federal issues.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

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

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Represent the City's interests in local, regional, and statewide issues.
2. Continue providing staff support to the City's adopted 2nd Battalion, 5th Marines.
3. Develop pertinent City Council Policies and Administrative Regulations.
4. Continue to participate in Community Associations of Rancho (C.A.R.) meetings and activities.
5. Direct the discussion on modifications to the Economic Development Committee and implement change according to City Council direction.
6. Coordinate evaluation of the City's mass notification system.
7. Direct the activities of all City Staff and Departments towards the efficient and effective accomplishment of policies established by the City Council.
8. Provide direction to staff concerning the Chiquita Ridge Development Project.

Department Expense Summary
City Manager Fund 100, Division 120

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----		FY 2009/10
						ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>CITY MANAGER</u>								
EXPENDITURES								
PERSONNEL								
	512.000	Salaries - Regular	433,967	462,307	542,704	371,490	341,254	367,715
	515.000	Temporary Personnel	6,420	1,143	-	-	-	-
	521.000	Medicare	6,561	7,427	9,970	5,387	5,163	5,332
	522.000	Retirement	74,929	124,192	98,550	75,260	64,393	77,514
	525.000	City Manager Relocation	-	-	-	-	-	-
	530.000	Benefits	36,487	39,734	43,172	47,556	19,309	47,556
TOTAL PERSONNEL (3 FTE)			558,364	634,803	694,396	499,693	430,119	498,117
OPERATIONS								
	610.000	Membership & Dues	6,961	9,724	6,648	4,000	2,600	4,094
	611.000	Training	-	-	30	-	-	-
	612.000	Travel/Conf/Meetings	8,743	11,045	7,713	5,500	3,500	3,500
	615.000	CM Discretionary Account	-	-	1,359	10,000	-	-
	626.000	Books & Periodicals	527	653	751	1,000	1,000	500
	636.001	Telephone	446	-	-	-	-	-
	700.001	Professional Services	24,483	9,765	45,120	26,495	26,495	-
TOTAL OPERATIONS			41,160	31,187	61,621	46,995	33,595	8,094
TOTAL EXPENDITURES			599,524	665,990	756,017	546,688	463,714	506,211
FUNDING SOURCES								
	100	General Fund	586,126	665,990	756,017	546,688	463,714	506,211
	100	GF - Bev. Recycling	13,398	-	-	-	-	-
TOTAL FUNDING SOURCES			599,524	665,990	756,017	546,688	463,714	506,211

General Government

CITY ATTORNEY

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Provided litigation management and oversight to expedite approval and execution of finalized settlement agreement with County of Orange for Chiquita Ridge Open Space.
2. Assisted City staff in the transition to Bell Tower Regional Community Center operations.
3. Retained special CEQA litigation counsel for low-cost joint representation of Mission Viejo and Ranch Santa Margarita against CUSD regarding the district's bus reduction program.
4. Researched and prepared updated standardized form for City consulting services agreement and professional services agreement.
5. Provided necessary legal oversight related to Medix Ambulance Service contractual issues and award authority of a new Exclusive Operating Area Franchise Ambulance Service Agreement for EOA No. 29.
6. Assisted with the ongoing application process concerning the proposed Robinson Ridge Residential Development Project.
7. Conducted comprehensive PowerPoint presentation to City Staff regarding the California Public Records act.
8. Prepared interim urgency ordinance establishing temporary restrictions on the uses of properties designated or established for retail auto sales and services.
9. Prepared comprehensive legal opinion regarding SB 375.
10. Prepared new terms and conditions for issuance of Purchase Orders.
11. Prosecuted City code violations successfully.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Implement new standardized pre-formatted consulting services agreement and professional services agreement and assist staff in establishing effective internal administrative controls over contracting.
2. Continue Chiquita Ridge Open Space Project participation to ensure compliance with and implementation of terms and conditions of Settlement Agreement. Ensure all real property instruments are prepared and executed.
3. Undertake comprehensive legal review of City's standard construction contract and specifications for public works projects.
4. Assist administrative staff in preparation of new City administrative policies and regulations.
5. Continue coordinating with City Manager regarding implementation of City Council policies and procedures.
6. Draft amendments to Massage Regulations; implementation of SB 731.
7. Continue to provide legal oversight with regard to the preparation of all contracts, ordinances, and resolutions implementing City Council policy and directives.
8. Assist implementation of Code Enforcement Manual protocols, administrative citation ordinance implementation, and cost-effective code enforcement measures in an effort to gain voluntary Code compliance whenever possible.

Department Expense Summary
City Attorney Fund 100, Division 140

			-----FY 2008/09-----					FY 2009/10
DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>CITY ATTORNEY</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
	622.010	Special Dept. Expense	-	-	-	-	-	-
	700.003	Professional Services	344,676	376,751	409,549	400,000	394,137	350,000
	700.032	PS - Special Counsel	-	-	-	100,000	59,420	-
<i>TOTAL OPERATIONS</i>			344,676	376,751	409,549	500,000	453,557	350,000
<i>TOTAL EXPENDITURES</i>			344,676	376,751	409,549	500,000	453,557	350,000
<i>FUNDING SOURCES</i>								
	100	General Fund	344,676	376,751	409,549	500,000	453,557	350,000
<i>TOTAL FUNDING SOURCES</i>			344,676	376,751	409,549	500,000	453,557	350,000

City Manager's Department

CITY CLERK

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Administered the City's 2008 General Municipal Election.
2. Collaborated with the Registrar of Voters to manage and staff an early voting site for the City's 2008 General Municipal Election. Over 1,400 residents and community members participated in early voting and over 300 vote-by-mail ballots were received.
3. Collaborated with the Registrar of Voters and the BTRCC to provide a training site for over 300 poll workers for the 2008 General Municipal Election.
4. Implemented quality control procedures for the imaging and migration of over 200,000 pages of documents including the City's vital records and backlog of building plans.
5. Conducted a Contracts Audit and implemented processes for contract maintenance.
6. Conducted a city-wide records inventory which resulted in expanded training and implementation of best practices as it relates to records retention.
7. Reviewed data associated with a city-wide Records Management Program including an analysis on potential implementation of Enterprise Content Management (ECM) and an Electronic Document Management System (EDMS).
8. Processed and retained required Fair Political Practices Commission filings.
9. Served as the City's Public Information Officer and assisted the public and media in relating and interpreting the City Council's decisions and policies.
10. Created and distributed the City's first Strategic Communications Plan.
11. Facilitated the goals and objectives of the Rancho Santa Margarita Historical Society.
12. Coordinated, managed, published and distributed 40 agenda (regular, adjourned regular [study sessions], special and non-profit corporation meetings). Completed and submitted 40 sets of minutes for City Council approval and maintained the official records of City Council and the City of Rancho Santa Margarita Non-Profit Corporation meetings.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Research and provide analysis of the City's Cox Franchise Agreement as it relates to expanded public outreach (multi-media) opportunities.
2. Facilitate the SmeadSoft software upgrade and provide city-wide training.
3. Manage the City Clerk legislative processes including the coordination, publishing, distribution, and imaging of the agenda packets, minutes and vital records (resolution, ordinances and contracts).
4. Continue the review and analysis of the Citywide Records Management Program including potential implementation of Enterprise Content Management (ECM) and an Electronic Document Management System (EDMS).

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

	ACCT		FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10	
DIVISION	NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>CITY CLERK</u>								
EXPENDITURES								
PERSONNEL								
	512.000	Salaries - Regular	161,813	165,265	187,213	187,554	186,880	188,933
	515.000	Temporary Personnel	1,156	9,783	-	-	-	2,000
	521.000	Medicare	2,320	2,265	4,524	2,720	3,852	2,740
	522.000	Retirement	18,749	39,358	32,841	37,996	36,058	39,827
	530.000	Benefits	9,399	8,120	18,826	31,704	32,015	31,704
TOTAL PERSONNEL (2.6 FTE)			193,437	224,791	243,404	259,974	258,805	265,204
OPERATIONS								
	610.000	Membership & Dues	371	601	830	600	600	670
	611.000	Training	90	1,475	-	2,400	1,000	-
	612.000	Travel/Conf/Meetings	2,562	2,888	2,231	3,900	1,000	1,300
	622.010	Special Dept. Expense	2,202	1,754	2,208	6,000	6,000	2,000
	622.011	Codification Supplements	-	4,834	7,520	8,000	8,000	6,000
	623.001	Mapping/Reproduction	-	-	-	10,000	10,000	5,000
	624.000	Legal Notices	17,311	26,915	35,527	35,000	15,000	15,000
	626.000	Books & Periodicals	1,725	974	603	1,500	1,500	2,500
	646.000	Maintenance & Repair	3,045	3,059	3,268	6,450	2,000	2,900
		Subtotal	27,305	42,500	52,187	73,850	45,100	35,370
	700.001	Professional Services	-	-	2,250	86,225	77,000	49,500
	700.002	Elections	-	28,435	901	99,401	35,000	11,200
	700.029	Election Language Assist.	-	355	-	6,000	2,171	500
		Subtotal	-	28,790	3,151	191,626	114,171	61,200
TOTAL OPERATIONS			27,305	71,290	55,338	265,476	159,271	96,570
CAPITAL OUTLAY								
	832.000	Software Upgrade	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY			-	-	-	-	-	-
TOTAL EXPENDITURES			220,742	296,081	298,742	525,450	418,076	361,774
FUNDING SOURCES								
	100	General Fund	220,742	296,081	298,742	525,450	418,076	361,774
TOTAL FUNDING SOURCES			220,742	296,081	298,742	525,450	418,076	361,774

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ADMINISTRATIVE SERVICES



City of Rancho Santa Margarita, California

Administrative Services

		FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----		FY 2009/10
		ACTUAL	ACTUAL	ACTUAL	ADOPTED	YEAR-END	ADOPTED
					BUDGET	ESTIMATE	BUDGET
<i>ADMINISTRATIVE SERVICES</i>							
170	Non-departmental	3,059,660	2,311,088	2,132,624	1,920,015	4,357,286	1,498,485
210	Finance	298,426	358,635	386,209	523,682	516,944	493,666
220	HR / Risk Management	-	-	(1,274)	359,260	347,672	362,139
320	Animal Control	48,367	27,327	70,485	74,363	74,363	79,512
710	Community Services	287,325	463,051	590,762	605,092	544,675	297,238
711	BTRCC	575,807	700,030	763,000	916,017	798,934	886,131
<i>TOTAL EXPENDITURES</i>		<u>4,269,585</u>	<u>3,860,131</u>	<u>3,941,806</u>	<u>4,398,429</u>	<u>6,639,874</u>	<u>3,617,171</u>



Administrative Services Department

NON-DEPARTMENTAL

DESCRIPTION

The Non-Departmental function includes activities for City operations that do not directly fall under other departments' oversight, or over which the individual departments would have limited control. Included in this function are: City Hall operations and maintenance expenditures, office supplies, equipment leases, utilities for City facilities, and capital outlays incidental to setting up City Hall offices, City Council Chambers and the City web site.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Provided staff training relating to the City's Emergency Operations Plan.
2. Increased emphasis on cost efficiency related to City Hall expenditures.
3. Reviewed mitigation payments agreements and payments schedule.
4. Reviewed IT data/internet service agreements and assisted IT Services RFP.
5. Performed interim IT administration during Management Analyst vacancy.
6. Consolidated City-wide information technology hardware and software maintenance agreements for improved Technology Committee oversight.
7. Populated the City's upgraded website with information pertaining to CFDs, sales tax updates, special taxes, Investment Policy, Operating Budgets and CAFRs.
8. Developed/revised purchasing forms and procedures to improve compliance.
9. Analyzed, planned, and directed Bell Tower Regional Community Center operations transition to City staff model.
10. Developed reconciliation of Bell Tower Regional Community Center rental deposits due City from The Bell Tower Foundation.
11. Coordinated central services cost plan update for calculation of department and citywide overhead factors.
12. Began development processing fees update and comprehensive fee schedule.
13. Filed claim and executed tolling agreement with Orange County for property tax administration overcharges.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Continue staff training relating to the City's Emergency Operations Plan.
2. Implement fund balance allocation model based on Reserve Policy review.
3. Assist IT server replacements and CRM implementation.
4. Assist continuing review of BTRCC service agreements and procedures.
5. Implement professional services agreement origination, coordination, and tracking procedures.
6. Develop BTRCC operations revenue cost analysis and facility use decision-based model.
7. Complete a comprehensive fee schedule for City Council consideration.

Department Expense Summary
Non-Department Fund 100, Division 170

ACCT		DESCRIPTION	FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----		FY 2009/10
DIVISION	NUMBER		ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
NON-DEPARTMENT								
EXPENDITURES								
OPERATIONS								
	610.001	El Toro Reuse	-	(14,836)	-	-	-	-
	530.000	Benefits	-	-	-	-	2,079	2,079
	622.000	Office Supplies	56,238	69,358	56,474	55,000	44,363	44,000
	623.000	Printing & Duplication	3,322	3,991	1,765	2,500	210	210
	625.000	Postage	26,489	10,894	13,060	11,500	8,001	8,000
	627.000	EOC Supplies/Training	-	7,008	11,037	10,850	6,120	9,500
	636.001	Utilities-Telephone	27,269	26,624	22,398	26,500	22,530	23,120
	640.000	Office Rent/City Hall Exp.	163,659	-	-	-	-	-
	640.001	City Hall Elect/Water	-	74,381	67,718	100,000	75,750	83,400
	640.002	City Hall Facility Maint.	-	84,834	84,461	85,000	85,000	47,921
	640.005	Bell Tower Maintenance	-	-	14,465	-	16,612	16,000
	642.000	Equipment Leases	28,319	28,284	26,543	31,000	30,749	32,000
	646.000	Equipment Maintenance	770	682	2,403	2,000	894	1,000
	663.000	Property Tax Admin. Costs	9,853	42,596	53,860	45,000	45,000	30,000
	664.000	LAFCO Reforms (AB 2838)	6,528	6,890	7,063	6,159	6,159	6,350
	670.000	Community Support	33,481	15,209	16,191	-	400	-
	690.000	Insurance	126,932	145,462	164,884	-	564	-
	693.001	Operating Reserve	-	-	-	-	-	-
		Subtotal	482,860	501,377	542,322	375,509	344,431	303,580
	640.003	City Hall Facility Mgmt.	-	29,970	37,890	30,000	30,000	15,000
	700.001	Prof. Svcs. - Admin.	195,226	121,522	245,223	50,000	26,750	20,000
	700.008	Prof. Svcs. - Computer	60,456	58,881	62,088	115,000	106,879	94,500
	700.017	Prof. Svcs. - Website	23,400	24,400	38,817	35,000	35,000	4,000
	700.020	PS - Refuse Renewal	-	-	-	-	-	-
	700.022	PS - Financing Costs	2,100	2,100	2,100	2,100	1,800	2,100
	700.024	PS - Emergency Coord.	30,317	29,978	39,093	50,000	47,372	48,422
		Subtotal	311,499	236,881	387,321	252,100	217,801	169,022
TOTAL OPERATIONS			794,359	768,228	967,533	657,609	592,232	487,602
TRANSFERS								
	790.410	Transfer to Cap. Projects	28,406	-	-	-	-	-
		Subtotal	28,406	-	-	-	-	-
MITIGATION								
	792.001	Mit. Obligation - Interest	50,380	31,500	-	-	-	-
	801.000	Mit. Obligation - Principal	1,100,000	600,000	-	-	-	-
	802.000	Mit. Obligation - Tax Incr.	462,311	345,212	321,059	321,059	248,456	-
		Subtotal	1,612,691	976,712	321,059	321,059	248,456	-
DEBT SERVICE								
	790.500	Transfer to RSMNP	575,548	533,801	793,776	857,000	857,000	842,760
CAPITAL OUTLAY								
	805.000	Foundation/Match Funds	-	-	-	-	-	-
	832.000	GIS System	-	-	-	-	-	18,300
	841.000	City Hall FF&E	47,733	-	458	-	-	-
	841.001	Comp. Licenses/HW/SW	-	32,347	31,582	84,347	93,247	149,823
	841.002	Reserve-comp. replacmnt.	-	-	8,241	-	-	-
	990.000	Contingency	-	-	9,975	-	-	-
	900.000	Capital Outlay - General	923	-	-	-	2,566,351	-
		Subtotal	48,656	32,347	50,256	84,347	2,659,598	168,123
TOTAL EXPENDITURES			3,059,660	2,311,088	2,132,624	1,920,015	4,357,286	1,498,485
FUNDING SOURCES								
	210	Gas Tax Fund	60,000	60,000	-	-	-	-
	100	GF-Bell Tower Reimburse	-	-	-	-	-	-
	100	General Fund	2,999,660	2,251,088	2,132,624	1,920,015	4,357,286	1,498,485
TOTAL FUNDING SOURCES			3,059,660	2,311,088	2,132,624	1,920,015	4,357,286	1,498,485

Administrative Services Department

FINANCE

DESCRIPTION

The Finance Division directs the City's fiscal activities, including financial analysis and planning, budget preparation and reporting, tax apportionments and revenues, treasury and cash management, investment and debt administration, accounting services, accounts payable and receivable, payroll, auditing, financial reporting, and purchasing.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Completed the FY '07/08 citywide financial audit with no adjustments or deficiencies.
2. Completed AQMD, Prop 40, Measure M audits with no findings/questioned costs.
3. Received the GFOA Certificate of Excellence in Financial Reporting for 07/08 CAFR.
4. Issued auditing and accounting services RFP and negotiated multi-year agreement.
5. Prepared a balanced budget for FY 2009-10.
6. Prepared a mid-year '08/09 budget update and General Fund Reserves review.
7. Developed Special Revenue Funds restricted reserves forecasting model.
8. Revised monthly budget-tracking report distribution to other City departments.
9. Revised Investment Policy for better investment diversification and risk management.
10. Achieved City COPs Credit Rating upgrade to AA+ based on strong financial position, internal controls and reserves policy implementation.
11. Filed Continuing Disclosure Report for Community Center Bonds.
12. Filed material event notifications for City COPs debt service reserve investments.
13. Diversified debt service reserve funds investment in CDARS program.
14. Issued RFP and coordinated fiscal impact analysis for proposed annexation.
15. Filed State Controller Reports for Streets and Cities Financial Transactions.
16. Established annual Appropriations Limit.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Submit the Comprehensive Annual Financial Report for 2008/09 to GFOA.
2. Develop and implement quarterly budget reporting format for City Council updates.
3. Refine software modeling for budget forecasting and long term trends analysis.
4. Review/update the City's Investment Policy and submit for APTUSC certification.
5. Implement electronic check transmittal for more efficient deposit of City funds.
6. Provide financial analysis and support related to development projects.
7. Implement Purchasing module in accounting software for improved internal controls.
8. Investigate feasibility of prepaid funding cards for Flex spending accounts.
9. Continue to develop Finance Policies and Procedures Manual.
10. Implement American Recovery and Reinvestment Act (ARRA) online registration requirements, and develop other necessary procedures as determined by evolving legislation.

Department Expense Summary
Finance Fund 100, Division 210

	ACCT		FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10	
DIVISION	NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>FINANCE</u>								
EXPENDITURES								
PERSONNEL								
	512.000	Salaries - Regular	162,350	178,615	246,376	338,339	356,737	317,341
	515.000	Temporary Personnel	24,633	49,637	17,656	-	-	-
	521.000	Medicare	2,377	2,629	5,229	4,906	6,475	4,601
	522.000	Retirement	25,460	34,801	43,353	66,303	61,653	66,895
	530.000	Benefits	16,600	17,704	5,604	55,482	27,792	51,519
TOTAL PERSONNEL (3.85 FTE)			231,420	283,386	318,218	465,030	452,657	440,356
OPERATIONS								
	610.000	Membership & Dues	577	822	1,297	1,525	1,525	1,390
	611.000	Training	215	300	341	1,200	1,200	800
	612.000	Travel/Conf/Meetings	151	65	1,007	2,348	1,183	930
	622.010	Special Dept. Expense	13,559	15,702	19,660	19,384	19,384	12,190
	626.000	Books & Periodicals	250	446	766	995	995	700
	646.000	Maintenance & Repair	4,278	4,278	5,802	-	-	-
		Subtotal	19,030	21,613	28,873	25,452	24,287	16,010
	700.004	Professional Services	47,976	53,636	39,118	33,200	40,000	37,300
TOTAL OPERATIONS			67,006	75,249	67,991	58,652	64,287	53,310
TOTAL EXPENDITURES			298,426	358,635	386,209	523,682	516,944	493,666
FUNDING SOURCES								
	100	General Fund	298,426	358,635	386,209	523,682	516,944	493,666
TOTAL FUNDING SOURCES			298,426	358,635	386,209	523,682	516,944	493,666

Administrative Services Department
HUMAN RESOURCES/RISK MANAGEMENT

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Recruited the positions of Senior Management Analyst and Community Services Coordinator and Code Enforcement Officer.
2. Assisted the City Attorney in reviewing and updating the insurance requirements in the City standard services agreements.
3. Created a Part-Time Staff Employee Handbook.
4. Coordinated the Open Enrollment process for employee benefits.
5. Performed the employee total compensation survey.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

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

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

ACCT		DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----	FY 2009/10	
DIVISION	NUMBER					ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>HUMAN RESOURCES/RISK MANAGEMENT</u>								
EXPENDITURES								
PERSONNEL								
	512.000	Salaries - Regular	-	-	-	111,766	102,496	95,913
	515.000	Temporary Personnel	-	-	-	2,500	-	1,500
	521.000	Medicare	-	-	-	1,620	1,486	1,391
	522.000	Retirement	-	-	-	21,559	20,707	20,218
	530.000	Benefits	-	-	-	19,815	16,234	15,852
TOTAL PERSONNEL (1 FTE)			-	-	-	157,260	140,923	134,874
OPERATIONS								
	610.000	Membership & Dues	-	-	-	3,400	3,400	3,450
	611.000	Training	-	-	-	7,500	398	1,500
	612.000	Travel/Conf/Meetings	-	-	-	2,250	137	500
	622.010	Special Dept. Expense	-	-	-	6,000	413	2,000
	626.000	Books & Periodicals	-	-	-	750	209	300
	665.000	Recruitment	-	-	-	7,000	3,021	3,715
	690.001	Insurance G/L	-	-	-	70,000	100,000	110,000
	690.002	Insurance W/C	-	-	-	80,000	78,189	88,000
	690.003	Insurance Property	-	-	-	12,500	11,807	12,500
	690.004	Insurance Other	-	-	(1,274)	8,600	8,600	4,300
		Subtotal	-	-	(1,274)	198,000	206,174	226,265
	700.004	Professional Services	-	-	-	4,000	575	1,000
TOTAL OPERATIONS			-	-	(1,274)	202,000	206,749	227,265
TOTAL EXPENDITURES			-	-	(1,274)	359,260	347,672	362,139
FUNDING SOURCES								
	100	General Fund	-	-	(1,274)	359,260	347,672	362,139
TOTAL FUNDING SOURCES			-	-	(1,274)	359,260	347,672	362,139

Administrative Services Department
ANIMAL CARE AND CONTROL

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Monitored animal control contract and expected service levels.
2. Monitored activities in neighboring cities related to animal care services studies and surveys.
3. Explored cost sharing opportunities with surrounding communities for enhanced local services.
4. Coordinated City participation in new renewal contract format input and review and subsequent procedures related to Notice of Intent format implementation.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Monitor animal control contract and expected service levels.
2. Participate with the City Manager's Office as a member of the Financial/Operational Advisory Board of OC Animal Care.
3. Explore avenues to enhance services, including but not limited to: monitoring the development of a new County-run shelter in Tustin and encouraging the development of written policies reflecting the humane practices espoused by, and the educational opportunities offered by, Orange County Animal Care.
4. Consider other alternative services delivery options as they may be presented.
5. Participate in promotion of upcoming Orange County Animal Care Dog License amnesty program through City web site, Community Services community outreach and other media.

Department Expense Summary
 Animal Control Fund 100, Division 320

						-----FY 2008/09-----	FY 2009/10	
DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>ANIMAL CONTROL</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
	720.002	Animal Control Contract	48,367	27,327	70,485	74,363	74,363	79,512
<i>TOTAL OPERATIONS</i>			48,367	27,327	70,485	74,363	74,363	79,512
<i>TOTAL EXPENDITURES</i>			48,367	27,327	70,485	74,363	74,363	79,512
<i>FUNDING SOURCES</i>								
	100	General Fund	48,367	27,327	70,485	74,363	74,363	79,512
<i>TOTAL FUNDING SOURCES</i>			48,367	27,327	70,485	74,363	74,363	79,512

Administrative Services Department

COMMUNITY SERVICES

DESCRIPTION

Community Services fosters human development and provides safe and attractive places for recreation. This is achieved through the coordination and management of vendor services, special events, promotion, volunteer management, and program evaluation. Residents benefit from a variety of services, facilities and programs provided by the City of Rancho Santa Margarita. Community Services also represents the City on community matters regarding recreation, parks, community services, special events and programs.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Re-designed the layout of, and condensed information in, the Community Living Magazine, to produce an effective marketing tool.
2. Managed the Senior Mobility Program, which served an estimated 400 seniors with transportation services.
3. Updated and maintained the Community Services Division pages of the City's web site to continue to offer outside resource information, including Pet of the Week info.
4. Increased the partnership with Orange County Animal Care Services by offering four vaccination clinics, with licensing opportunities at the Community Center.
5. Maintained and updated the Community Events Calendar on City's web site.
6. Realized over \$20,000 in funds for the special events sponsorship program.
7. Planned the 8th Annual "Celebrating Family & Friends" event and worked with dozens of volunteers, community organizations, and businesses.
8. Partnered with SAMLARC and The Bell Tower Foundation to implement the third annual City-hosted Summer Concerts, which included a successful food court.
9. Successfully developed and implemented the 4th Annual Healthy Community Expo, 5k Fun Run/Walk, and Kids Fun Run with over 1,300 runners and 2,600 attendees.
10. Implemented the 2nd Annual Taste of Rancho.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Explore sustainable revenue strategies and pursue opportunities to identify funding that will support community services programs and events.
2. Continue to collaborate with community partners regarding programs and events reflective of the needs of the community of Rancho Santa Margarita.
3. Pursue joint-use agreements with community organizations and facility owners to increase City programs availability for residents' participation and utilization of community facilities.
4. Build and gain support from non-profit organizations, churches, schools and youth organizations to maintain successful partnerships.
5. Implement the 9th Annual "Celebrating Family & Friends" event which commemorates the City's 10th anniversary and offers new entertainment and opportunities for local businesses to participate.
6. Implement the 5th annual City-sponsored Healthy Community Expo, 5k Fun Run/Walk and Healthy Kids Fun Run.
7. Ensure all programs, services and events are completed with quality.

Department Expense Summary
Community Services Fund 100, Division 710

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----		FY 2009/10 ADOPTED BUDGET
						ADOPTED BUDGET	YEAR-END ESTIMATE	
<u>COMMUNITY SERVICES</u>								
<i>EXPENDITURES</i>								
<i>PERSONNEL</i>								
	512.000	Salaries - Regular	82,532	135,609	159,337	190,119	118,032	72,603
	521.000	Medicare	1,230	2,066	4,476	2,757	6,643	1,053
	522.000	Retirement	12,146	31,491	25,032	33,249	29,173	13,939
	530.000	Benefits	1,256	13,985	15,616	35,667	20,578	15,852
	<i>TOTAL PERSONNEL (1.25 FTE)</i>		97,164	183,151	204,461	261,792	174,426	103,447
<i>OPERATIONS</i>								
	611.000	Training	5,176	10	20	1,500	-	420
	612.000	Travel/Conf/Meetings	577	3,253	2,192	2,250	754	-
	614.000	Newsletter/Class Schedule	-	116,455	125,356	89,500	89,500	49,500
	622.000	Supplies	110	36	1,239	500	-	-
	622.010	Special Depart. Expense	2,513	948	907	1,250	1,996	-
	623.000	Printing	-	-	992	1,000	-	-
	626.000	Books & Periodicals	-	37	-	150	-	-
	643.000	Storage Facility Rental	1,500	1,500	1,500	3,000	1,488	-
	672.000	Historical Society	-	-	-	2,500	2,500	-
	674.000	Senior Mobility Program	-	7,669	5,746	14,350	14,350	14,000
	675.000	Recreation Programs	4,328	4,718	4,672	8,000	11,333	-
	675.003	BTRCC Admin	-	-	-	-	1,181	-
	675.002	NYE Event	58,953	52,058	73,380	67,500	60,553	36,890
	675.003	5K Fun Run Event	31,581	42,693	65,019	41,500	52,765	49,680
	675.004	Taste of Rancho	6,223	29,067	74,893	34,500	34,500	-
	675.005	Summer Concert Series	-	21,456	30,385	38,800	34,749	24,701
		Subtotal	110,961	279,900	386,301	306,300	305,669	175,191
	700.016	Prof Svcs - Recreation	79,200	-	-	-	27,580	-
	700.028	PS - Public Relations	-	-	-	37,000	37,000	18,600
	700.031	BTRCC Operating Costs	-	-	-	-	-	-
		Subtotal	79,200	-	-	37,000	64,580	18,600
	<i>TOTAL OPERATIONS</i>		190,161	279,900	386,301	343,300	370,249	193,791
	<i>TOTAL EXPENDITURES</i>		287,325	463,051	590,762	605,092	544,675	297,238
<i>FUNDING SOURCES</i>								
	100	General Fund	166,546	373,071	434,010	507,393	413,577	224,539
	100	Senior Mobility Grant	10,575	11,248	11,957	12,699	12,699	12,699
	100	GF - Community Center	-	-	-	-	-	-
	100	GF - Insurance Reimb.	50,143	-	-	-	-	-
	100	GF - Com. Svcs. Revenue	60,061	78,732	144,795	85,000	118,399	60,000
	<i>TOTAL FUNDING SOURCES</i>		287,325	463,051	590,762	605,092	544,675	297,238

Administrative Services Department
BELL TOWER REGIONAL COMMUNITY CENTER

DESCRIPTION

The goal of Community Services Division is to continue the vision of the center in providing a place that will serve as the social, cultural, wellness and civic center of Rancho Santa Margarita. Community Services is entrusted with developing programs that enhance participation by community residents and utilization of the Community Center; and to provide opportunities for people of all ages for personal growth and exploration. Program management includes the development and coordination of contractual independent service providers, class registrations, and course evaluations.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Performed a seamless transition of the operation and management of the Bell Tower Regional Community Center to a City staff-run model.
2. Continued programs initiated by The Bell Tower Foundation for the 2008 fall/winter session. Successfully developed the spring 2009 programming session by increasing the number of programs offered from spring 2008 by more than 50%.
3. Continued the support relationship with The Bell Tower Foundation through partnerships on successful special events and by providing office space.
4. Assisted Community Center server and computers integration into the City's network.
5. Finalized new license agreements for community partner tenants and provided IT support services.
6. Revised policies and procedures for Community Center use by third parties and residents.
7. Trained existing Center staff to assist with daily operations.
8. Renegotiated a more favorable processing fee for online program registrations.
9. Updated City's web site and online registration sites to promote new programming.
10. Implemented credit card processing options for rental agreements.
11. Conducted a physical inventory at the BTRCC to account for City assets.
12. Incorporated new accounting procedures for cash handling and deposits, credit card transactions, and rental deposits.
13. Reviewed and updated rental revenue and refund criteria for deposits and simplified rental processing procedures.
14. Continued to meet with tenants regarding space and operational needs.
15. Created new supply inventory procedures to increase ordering efficiency.
16. Repaired and resurfaced ballroom partition and wall sound absorption panels.
17. Replaced atrium light strings with long-life, low-energy-demand LED products.
18. Reviewed and revised instructor agreement packets with staff and City Attorney.
19. Switched utility services to City billing schedules.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Explore sustainable revenue strategies and pursue opportunities to identify funding that will support community services programs, classes, workshops and seminars.
2. Increase program offerings by 10-12% each quarter.
3. Ensure all programs, services and events are completed with quality.
4. Identify new marketing strategies for the Bell Tower Regional Community Center facility rental opportunities and recreation programs.

Department Expense Summary
BTRCC Fund 100, Division 711

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----	FY 2009/10	
						ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>BTRCC</u>								
<i>EXPENDITURES</i>								
<i>PERSONNEL</i>								
	512.000	Salaries - Regular	-	-	-	-	86,651	255,197
	515.000	Temporary Personnel	-	-	-	369,625	170,690	-
	521.000	Medicare	-	-	-	-	5,391	3,700
	522.000	Retirement	-	-	-	-	-	46,497
	530.000	Benefits	-	-	-	-	-	59,445
	<i>TOTAL PERSONNEL (5 FTE)</i>		-	-	-	369,625	262,732	364,839
<i>OPERATIONS</i>								
	640.101	Utilities	-	-	-	63,800	73,408	62,100
	640.102	Maintenance	-	-	-	120,000	66,268	59,850
	640.103	Phones	-	-	-	2,900	3,272	2,880
	675.101	Programs	-	-	-	-	73,465	119,972
	675.102	Rental Expenses	-	-	-	-	18,813	18,600
	675.103	Admin Expenses	-	-	-	77,600	88,824	70,850
		Subtotal	-	-	-	264,300	324,050	334,252
	700.031	Youth Center	-	-	-	193,092	139,906	120,040
	700.033	Senior Program	-	-	-	89,000	72,246	67,000
	793.002	Contribution to BTF	575,807	700,030	763,000	-	-	-
		Subtotal	575,807	700,030	763,000	282,092	212,152	187,040
	<i>TOTAL OPERATIONS</i>		575,807	700,030	763,000	546,392	536,202	521,292
	<i>TOTAL EXPENDITURES</i>		575,807	700,030	763,000	916,017	798,934	886,131
<i>FUNDING SOURCES</i>								
	100	General Fund	575,807	700,030	763,000	581,017	478,680	531,331
	100	GF - BTRCC Revenue	-	-	-	335,000	320,254	354,800
	<i>TOTAL FUNDING SOURCES</i>		575,807	700,030	763,000	916,017	798,934	886,131

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POLICE SERVICES



City of Rancho Santa Margarita, California

Police Services

					-----FY 2008/09-----		FY 2009/10
		FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	ADOPTED
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
<i>POLICE SERVICES</i>							
310	Police Services	5,898,081	6,313,143	7,462,985	7,951,653	7,957,545	7,641,552
310	Police Services SLESF	82,502	126,762	139,979	126,276	126,276	130,863
<i>TOTAL EXPENDITURES</i>		<u>5,980,583</u>	<u>6,439,905</u>	<u>7,602,964</u>	<u>8,077,929</u>	<u>8,083,821</u>	<u>7,772,415</u>



Police Services Department

POLICE SERVICES

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Coordinated and/or participated in community presentations and programs including "Senior Safety" and "Is Your Teen at Risk?" resource forums.
2. Continued successful community programs including: Business Watch, Neighborhood Watch, child car seat inspections, child fingerprinting services, vacation safety checks of residents' homes, and home/business security checks.
3. Provided security, additional staff, and police assistance at City sponsored events.
4. Coordinated and/or participated in school presentations and programs including: Drug & DUI presentations, Childhood Watch Programs, Jog-a-thons and Bicycle Rodeos, Internet Safety, Red Ribbon Week activities including a "Plant the Promise, Say No to Drugs" red tulip planting ceremony.
5. Continued school related activities including: coordination of semi-annual Mayor's meeting with school officials, and updating school emergency information binders.
6. Continued Traffic Safety programs including: "Click It or Ticket" seatbelt campaign, DUI checkpoints and roving patrols, special enforcement requests at schools and neighborhoods.
7. Assisted in planning and execution of Emergency Management activities including: training, exercises, and drills for City staff; facilitated the Community Emergency Preparedness Academy (CEPA), the CEPA refresher/re-certification program, the Business Emergency Preparedness seminar, active participation in OCEMO and other disaster planning agency meetings, completion of a Mass Care & Shelter Manual, and Robinson Ranch/Trabuco Highlands evacuation plan.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

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

Department Expense Summary
Police Services
Fund 100, Division 310

						-----FY 2008/09-----		FY 2009/10
DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>POLICE SERVICES</u>								
EXPENDITURES - PERSONNEL								
	512.000	Salaries - Regular	45,741	48,030	52,573	56,782	53,300	52,998
	515.000	Temporary Personnel	10,091	-	-	-	-	-
	521.000	Medicare	601	722	951	823	773	768
	522.000	Retirement	7,488	11,003	10,395	11,503	10,671	11,172
	530.000	Benefits	7,233	13,185	19,355	15,852	21,722	15,852
TOTAL PERSONNEL (1 FTE)			71,154	72,940	83,274	84,960	86,466	80,790
OPERATIONS								
	610.000	Membership & Dues	30	90	30	200	200	60
	611.000	Training	1,196	602	-	900	900	400
	612.000	Travel/Conf/Meetings	1,816	1,066	1,160	600	900	805
	622.010	Special Dept. Expense	2,693	2,580	5,949	10,600	10,600	6,800
	628.000	Uniforms	1,790	1,587	4,269	3,500	3,500	1,000
	642.000	Radio Maint. Contract	4,652	3,633	4,353	5,200	5,200	5,200
	643.000	Storage Facility Rental	12,000	12,000	12,000	12,000	12,000	12,000
	646.000	Maintenance-Motorcycles	2,162	1,539	5,896	4,000	5,800	5,800
	646.001	Maintenance-Van	128	132	3,568	500	1,200	1,200
	646.003	Maintenance-Bicycles	11	-	685	500	500	300
	649.000	Fuel - Motorcycles	768	1,147	2,365	3,000	3,300	3,300
	649.001	Fuel - Van	181	718	318	1,200	600	420
	649.002	Fuel - Autos	45,145	63,651	79,013	78,000	78,000	72,000
	670.000	Community Support	-	8,960	7,655	8,966	8,966	8,546
		<i>Subtotal</i>	72,572	97,705	127,261	129,166	131,666	117,831
	720.001	Law Enforcement Contract	5,531,063	5,850,867	6,989,763	7,494,927	7,497,013	7,209,995
	720.003	Crossing Guard	167,984	184,503	195,068	195,000	202,800	205,300
	720.005	Misc. Grant Expenditures	15,439	20,990	8,355	8,000	-	-
	720.006	Parking Citation Process.	33,211	39,767	37,994	39,600	39,600	27,636
		<i>Subtotal</i>	216,634	245,260	241,417	242,600	242,400	232,936
TOTAL OPERATIONS			5,891,423	6,266,772	7,441,715	7,951,653	7,957,545	7,641,552
CAPITAL OUTLAY								
	825.000	Technology Eqpt. - Grant	-	14,111	-	-	-	-
	826.000	Police Eqpt.	2,012	32,260	21,270	-	-	-
	826.003	COPS Grant Equipment	4,646	-	-	-	-	-
TOTAL CAPITAL OUTLAY			6,658	46,371	21,270	-	-	-
TOTAL EXPENDITURES			5,898,081	6,313,143	7,462,985	7,951,653	7,957,545	7,641,552
FUNDING SOURCES								
	100	General Fund	5,508,944	5,928,360	7,142,888	7,680,153	7,742,244	7,415,199
	100	GF - Police Revenue	368,270	338,571	320,097	263,500	215,301	226,353
	216	CLEEF Fund Bal. Draw	-	-	-	-	-	-
	100	Miscellaneous Grants	20,867	27,456	-	8,000	-	-
	216	CLEEF/COPS grants	-	18,756	-	-	-	-
TOTAL FUNDING SOURCES			5,898,081	6,313,143	7,462,985	7,951,653	7,957,545	7,641,552
<u>POLICE SERVICES - SLESF</u>								
EXPENDITURES - OPERATIONS								
	622.010	<i>SLESF-Special Dept. Exp.</i>	-	(2,786)	1,873	1,500	1,500	800
	646.004	<i>SLESF-800 MhZ Maint.</i>	5,937	5,840	5,896	6,000	7,964	8,000
	720.010	<i>SLESF-Spec Enforcement</i>	-	-	13,691	15,000	20,600	20,000
	826.002	<i>SLESF-MDC Maintenance</i>	76,565	85,446	80,488	63,776	61,636	102,063
TOTAL OPERATIONS			82,502	88,500	101,948	86,276	91,700	130,863
CAPITAL OUTLAY								
	826.001	<i>SLESF-Police Eqpt.</i>	-	38,262	38,031	40,000	34,576	-
TOTAL CAPITAL OUTLAY			-	38,262	38,031	40,000	34,576	-
TOTAL EXPENDITURES			82,502	126,762	139,979	126,276	126,276	130,863
FUNDING SOURCES								
	222	<i>SLESF</i>	82,502	126,762	139,979	126,276	126,276	130,863
TOTAL FUNDING SOURCES			82,502	126,762	139,979	126,276	126,276	130,863

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DEVELOPMENT SERVICES



City of Rancho Santa Margarita, California

Development Services

					-----FY 2008/09-----		FY 2009/10
		FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	ADOPTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
<i>DEVELOPMENT SERVICES</i>							
410	Planning	680,372	809,221	910,480	853,456	849,121	869,129
510	Building & Safety	292,760	279,313	223,830	166,010	150,000	108,000
<i>TOTAL EXPENDITURES</i>		<u>973,132</u>	<u>1,088,534</u>	<u>1,134,310</u>	<u>1,019,466</u>	<u>999,121</u>	<u>977,129</u>



Development Services Department

PLANNING

DESCRIPTION

As part of the Development Services Department, the Planning function is primarily responsible for implementation of the goals and strategies of the General Plan, which serves as a comprehensive strategy for the management of future physical growth and change within the community, as well as the Zoning Code and various ordinances/codes related to land use and development. As such, the Development Services Department holds responsibility for all entitlement, environmental, building, code enforcement (including NPDES) & economic development functions of the City. The Development Services Department also monitors and responds to development in neighboring jurisdictions and ensures the City's planning and environmental compliance with all regional authorities and State law. In addition, this function covers the administrative activities of the Department and includes responsibilities associated with the City's Planning Commission and Economic Development Committee.

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Completed review of over 161 permits, 25 discretionary entitlements and 46 special event permits.
2. Completed the General Plan Annual Monitoring Report.
3. Completed the City's 09-10 Annual Action Plan and prepared recommendations for award of Community Development Block Grant.
4. Processed Amendment to 08-09 CDBG Action Plan and submitted application to HUD for use of CDBG-R Stimulus Funds.
5. Coordinated City involvement in Sphere of Influence development proposal.
6. Provided staff support for Chiquita Ridge.
7. Coordinated and implemented Economic Development Programs including coordinated effort with local Chamber of Commerce Subcommittees.
8. Coordinated Planning Commission (10 Meetings) and Economic Development Committee (11 Meetings).
9. Fully implemented Business Registration Program.
10. Hired and trained two new part-time staff to administer Code Enforcement program.
11. Participated in 2008 RCP/RTP.
12. Updated City web site to include an environmental and project webpage.
13. Processed a re-zone for Trabuco Plaza.
14. Prepared numerous Zoning Code Amendments.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Participate in SCAG Conceptual Land Use Scenario 2003-2030 process.
2. Complete General Plan Annual Monitoring Report.
3. Complete General Plan Housing Element Update.
4. Coordinate City involvement in Robinson Ridge development proposal.
5. Provide Planning support for Chiquita Ridge.
6. Restructure the Economic Development Committee.
7. Provide staffing for Planning Commission and Economic Development Committee.
8. Initiate development of City marketing materials for Economic Development.
9. Update Development Fee schedule.
10. Update sales tax leakage study.
11. Implement 2009-10 Annual Action Plan for CDBG and prepare 2010-11 Annual Action Plan.
12. Administer 2008-09 CDBG-R Grants.

Department Expense Summary
Planning Fund 100, Division 410

DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09-----		FY 2009/10
						ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>PLANNING</u>								
EXPENDITURES								
PERSONNEL								
	512.000	Salaries - Regular	121,043	249,305	292,314	304,368	302,839	323,927
	521.000	Medicare	1,745	3,624	5,009	4,413	5,375	4,697
	522.000	Retirement	17,759	54,688	59,106	61,662	58,860	68,284
	530.000	Benefits	15,716	32,167	30,821	43,593	29,882	47,556
TOTAL PERSONNEL (3.60 FTE)			156,263	339,784	387,250	414,036	396,956	444,464
OPERATIONS								
	610.000	Membership & Dues	703	1,415	1,892	2,000	880	540
	611.000	Training	154	375	480	600	-	200
	612.000	Travel/Conf/Meetings	2,025	5,726	9,069	4,000	2,654	550
	617.000	Stipend - Commissioners	7,800	5,475	3,300	6,000	4,821	4,125
	622.010	Special Dept. Expense	286	1,495	4,204	1,000	1,000	750
	623.001	Mapping/Reproduction	2,337	1,175	2,223	2,000	2,000	500
	626.000	Books & Periodicals	107	233	223	300	300	-
		Subtotal	13,412	15,894	21,391	15,900	11,655	6,665
	700.005	PS - Non-recoverable	202,811	161,697	155,629	150,000	150,000	98,000
	700.011	PS - Recoverable	166,132	93,313	33,850	95,040	20,000	10,000
	700.014	PS - Code Enforcement	28,412	11,507	98	-	152	-
	700.022	PS - CDBG	33,215	19,825	27,224	35,100	31,818	37,000
	700.023	Economic Development	46,961	97,628	114,781	105,800	95,000	85,000
	700.025	CDBG - Eligible Projects	-	3,939	-	-	-	100,000
	700.026	CDBG - Public Services	-	41,235	38,126	37,580	37,580	46,000
	700.027	PS-Recoverable Deposits	-	-	61,303	-	48,000	40,000
	700.030	PS - Beautification Program	-	-	52,454	-	38,260	-
		Subtotal	477,531	429,144	483,465	423,520	420,810	416,000
TOTAL OPERATIONS			490,943	445,038	504,856	439,420	432,465	422,665
CAPITAL OUTLAY								
	851.000	General Plan & Elements	150	60	15,960	-	19,700	2,000
	852.000	Comp. Zoning Code	33,016	24,339	2,414	-	-	-
TOTAL CAPITAL OUTLAY			33,166	24,399	18,374	-	19,700	2,000
TOTAL EXPENDITURES			680,372	809,221	910,480	853,456	849,121	869,129
FUNDING SOURCES								
	100	General Fund	542,638	619,056	675,413	670,776	668,075	628,129
	100	CDBG Grant	-	64,898	65,975	72,680	72,680	183,000
	100	GF - Planning Revenues	137,734	125,267	169,092	110,000	108,366	58,000
TOTAL FUNDING SOURCES			680,372	809,221	910,480	853,456	849,121	869,129

Development Services Department **BUILDING AND SAFETY**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Processed over 133 building plan checks.
2. Issued over 821 building permits.
3. Completed over 1,832 building inspection requests.
4. Provided 100% next day building inspection requests.
5. Initiated customer service tracking system through new building permit tracking database.
6. Created a building inspection process for investigating building complaints.
7. Developed Building and Safety Procedures and Practices Manual for Permit Technician.
8. Assisted over 1,844 people at the front counter.
9. Transferred historical data to new building permit tracking database.
10. Updated, maintained, and maximized Building and Safety webpage content to serve public need.
11. Expanded Building and Safety webpage to include all Building handouts for customer convenience.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Provide 100% of next day building inspection requests.
2. Continue to develop Building and Safety Procedures Manual.
3. Develop a new residential swimming pool barrier handout for new swimming pool construction and comprehensive checklists geared towards homeowners and pool builders.
4. Implement and coordinate OCFA fire amendments and practices within the City including fire risk assessment plans.
5. Identify a dedicated "Ask the Building Department" e-mail resource in order to provide the public with 24 hour access to the City related to building code questions.
6. Address backlog of expired building permits and certificates of use and occupancy.
7. Update, maintain, and maximize Building and Safety webpage content to serve public needs.

Department Expense Summary
Building & Safety Fund 100, Division 510

			-----FY 2008/09-----					FY 2009/10
DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>BUILDING & SAFETY</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
	610.000	Membership & Dues	100	160	-	200	-	-
	612.000	Travel/Conf/Meetings	3,334	-	105	300	-	-
	622.010	Special Dept. Expense	315	-	141	500	-	-
	623.000	Mapping/Reproduction	5,899	655	10,305	810	-	-
	626.000	Books & Periodicals	992	-	965	1,000	-	-
		Subtotal	10,640	815	11,516	2,810	-	-
	700.007	PS - Non-recoverable	-	-	-	-	-	-
	700.012	PS - Recoverable	282,120	278,498	212,314	163,200	150,000	108,000
		Subtotal	282,120	278,498	212,314	163,200	150,000	108,000
<i>TOTAL OPERATIONS</i>			292,760	279,313	223,830	166,010	150,000	108,000
<i>TOTAL EXPENDITURES</i>			292,760	279,313	223,830	166,010	150,000	108,000
<i>FUNDING SOURCES</i>								
	100	General Fund	(79,799)	(87,660)	(115,110)	(73,990)	(73,000)	(51,000)
	100	GF - Building Revenue	372,559	366,973	338,940	240,000	223,000	159,000
<i>TOTAL FUNDING SOURCES</i>			292,760	279,313	223,830	166,010	150,000	108,000

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PUBLIC WORKS



City of Rancho Santa Margarita, California

Public Works

					-----FY 2008/09-----		FY 2009/10
		FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	ADOPTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
<i>PUBLIC WORKS DEPARTMENT</i>							
610	Public Works	1,122,793	1,058,945	1,220,630	1,185,680	1,228,378	945,974
620	Street Maintenance	786,174	904,384	1,023,147	1,118,700	1,037,000	857,000
630	Gas Tax Fund-Street Lighting	216,809	235,849	249,627	256,250	257,604	289,200
TOTAL EXPENDITURES		<u>2,125,776</u>	<u>2,199,178</u>	<u>2,493,404</u>	<u>2,560,630</u>	<u>2,522,982</u>	<u>2,092,174</u>



Public Works Department

PUBLIC WORKS

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Applied for almost \$3.0 million in grant funds from various sources.
2. Responded to 383 citizen requests for service.
3. Completed and submitted this year's Annual Program Effectiveness Evaluation Report as required by the NPDES Permit (Stormwater Program).
4. Achieved a 56% solid waste diversion rate.
5. Conducted 8 traffic-related studies based on citizen requests, reviewed and commented on 3 major traffic impact analysis reports and responded to 15 citizen and police service requests for No Parking zones and traffic control signs.
6. Participated in regional transportation issues and maintained eligibility for Measure M funds through OCTA.
7. Retained and trained new consultant staff for three positions.
8. Provided staff support for the Mayor's Water Awareness Initiative.
9. Installed "In God We Trust" sign in the City Council Chambers.
10. Provided 3 special study sessions on the City's Pavement Management System, development of a CIP and the City's Geographic Information System.
11. Negotiated and executed enhancement of new agreements and extensions with several vendors, including street sweeping, traffic signal maintenance and janitorial.
12. Met with SDRWQCB staff, County staff, and other South Orange County cities to review and consider proposed provisions of new NPDES Permit.
13. Entered into Memorandum of Understanding with the OCTA for the Alicia Parkway Traffic Signal Synchronization Project.
14. Adopted Tree City USA Ordinance and secured Tree City USA Status.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Prepare Staffing Needs Analysis for Department.
2. Prepare report on alternatives to Traffic Review Panel.
3. Solid Waste - Maintain a minimum 50% diversion rate and explore improvement opportunities.
4. Continue to seek grant funding opportunities.
5. Implement State's Model Water Efficient Landscaping Ordinance for AB 1881.
6. Bring all City/SAMLARC Maintenance Agreement efforts to closure.
7. Support County efforts to oppose unfunded mandates associated with new proposed NPDES Permit and work with SDRWQCB staff and work with County staff to identify cost associated with new Permit.

Department Expense Summary
Public Works Fund 100, Division 610

					-----FY 2008/09-----	FY 2009/10	
ACCT		FY 2005/06	FY 2006/07	FY 2007/08	ADOPTED	YEAR-END	ADOPTED
DIVISION	NUMBER	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
<u>PUBLIC WORKS</u>							
<u>EXPENDITURES</u>							
<u>PERSONNEL</u>							
	512.000	Salaries - Regular	179,597	236,986	365,975	374,795	308,309
	515.000	Temporary Personnel	-	10,036	-	-	1,200
	521.000	Medicare	2,655	3,752	6,874	5,435	4,470
	522.000	Retirement	28,482	54,776	64,040	74,131	64,991
	530.000	Benefits	18,071	20,096	20,689	51,519	47,556
TOTAL PERSONNEL (3.0 FTE)			228,805	325,646	457,578	505,880	426,526
<u>OPERATIONS</u>							
	610.000	Membership & Dues	-	-	681	800	370
	611.000	Training	-	-	398	1,000	600
	612.000	Travel & Meetings	3,405	5,204	6,347	3,000	3,000
	622.010	Special Dept. Expense	6,384	2,844	4,523	2,000	500
	622.020	Underground Service Alert	-	-	117	500	300
	626.000	Books & Periodicals	107	6	-	500	250
	643.000	Storage Facility Rental	3,000	3,000	3,000	3,000	3,000
	650.000	Storm Water (NPDES)	228,343	200,415	199,090	220,000	247,200
	660.000	Solid Waste Management	88,794	89,140	87,526	60,000	55,200
	660.001	Solid Waste Management	-	-	-	34,000	-
	661.000	Landscape Maintenance	180	2,939	3,233	5,000	1,020
	661.001	Park Maintenance	1,372	(5,388)	8,638	5,000	4,000
		Subtotal	331,585	298,160	313,553	300,800	315,440
	730	Santiago Fire	-	-	5,877	-	-
	700.006	PS - Non-recoverable	329,670	196,276	161,927	190,000	54,000
	700.010	PS - Geotechnical Engin.	208	997	280	4,000	2,000
	700.013	PS - Recoverable	21,645	50,470	77,753	30,000	32,000
	700.015	PS - Traffic Engineering	124,192	114,889	130,730	150,000	102,008
		Subtotal	475,715	362,632	370,690	374,000	190,008
TOTAL OPERATIONS			807,300	660,792	690,120	674,800	505,448
<u>CAPITAL OUTLAY</u>							
	832.000	GIS Mapping Software	46,549	24,755	37,222	-	-
	853.000	GASB 34 Infrastructure	3,600	3,600	-	-	-
	871.000	Speed/Volume Study	13,684	-	19,900	-	-
	872.001	Design - Local Projects	13,849	30,220	4,146	-	6,000
	873.000	Feature Inventory	-	-	-	5,000	-
	874.000	Pavement Mgmt System	9,006	13,932	11,664	-	8,000
TOTAL CAPITAL OUTLAY			86,688	72,507	72,932	5,000	14,000
TOTAL EXPENDITURES			1,122,793	1,058,945	1,220,630	1,185,680	945,974
<u>FUNDING SOURCES</u>							
	100	General Fund	791,463	703,438	730,295	844,623	625,152
	100	Antonio Fire OES Reimb.	-	-	-	-	-
	210	Gas Tax	214,812	182,671	183,052	188,000	161,808
	100	Waste Recycling Grant	64,411	64,799	20,000	-	65,920
	100	Beverage Recycling Grant	13,398	13,215	13,057	13,057	13,043
	100	GF-Public Works Revenue	38,709	94,822	274,226	140,000	80,051
TOTAL FUNDING SOURCES			1,122,793	1,058,945	1,220,630	1,185,680	945,974

Public Works Department **STREET MAINTENANCE**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

1. Managed the performance of street maintenance, signal maintenance and street sweeping contractors totaling over \$1,000,000 in maintenance and improvements.
2. Performed approximately 30,000 square feet of pavement repair.
3. Replaced 4,000 square feet of failed sidewalk.
4. Repainted approximately 23,000 linear feet of curb and painted new red curb as directed.
5. Installed or replaced 536 signs.
6. Cleaned 787 city catch basins and any associated catch basin screens.
7. Cleaned 2,607 linear feet of gutter.
8. Completed grinding at 832 sidewalk locations.
9. Completed crack sealing program on arterials.
10. Provided 152 man hours for emergency call-outs.
11. Repainted all traffic striping within the City.
12. Provided traffic control for 5k Run, Taste of Rancho, and New Year's Eve Events.
13. Spent nearly 200 hours on removal of graffiti, stickers and political signs.
14. Issued and inspected 105 transportation or encroachment permits.
15. Constructed \$14,279 in traffic safety improvements.
16. Conducted over 200 shopping cart retrievals.
17. Installed benches and trash receptacles at bus stop locations.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

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

Department Expense Summary
Street Maintenance Fund 100, Division 620

ACCT		FY 2005/06	FY 2006/07	FY 2007/08	-----FY 2008/09-----	FY 2009/10		
DIVISION	NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>STREET MAINTENANCE</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
	700.019	PS - Contract Admin	62,330	82,710	77,220	103,000	80,000	75,000
	720.000	Misc. Street Maintenance	79,898	120,909	112,797	146,000	146,000	102,000
	720.004	Street Maint. Contract	404,680	411,097	524,286	566,500	536,000	450,000
	720.007	Street Sweeping	89,987	100,120	100,120	108,200	100,000	90,000
	720.008	Traffic Signal Maintenance	84,184	126,582	138,400	125,000	125,000	90,000
	720.011	Traffic Improvements	25,910	22,619	21,383	30,000	10,000	10,000
	720.012	NPDES Improvements	-	6,065	7,906	5,000	5,000	-
	720.014	Street Maint - NPDES	39,185	34,282	41,035	35,000	35,000	40,000
		Subtotal	723,844	821,674	945,927	1,015,700	957,000	782,000
<i>TOTAL EXPENDITURES</i>			786,174	904,384	1,023,147	1,118,700	1,037,000	857,000
<i>FUNDING SOURCES</i>								
	100	General Fund	350,000	350,000	350,000	350,000	350,000	350,000
	100	GF Used Oil Grant	-	-	-	-	-	-
	212	Measure M Fund	346,186	454,263	-	660,500	587,000	417,000
	210	Gas Tax Fund	89,988	100,121	673,147	108,200	100,000	90,000
<i>TOTAL FUNDING SOURCES</i>			786,174	904,384	1,023,147	1,118,700	1,037,000	857,000

Public Works Department
STREET LIGHTING

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2008-09

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

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Continue to work with representatives from Southern California Edison on identifying new technology to improve energy efficiency of street lights and traffic signals. Conversion would be made only when it is proven to be financially feasible to the City.
2. Complete the conversion of illuminated street name signs on arterial and collector roads to non-illuminated reflective signs to reduce power costs. Actual energy savings will be measured after project implementation.

Department Expense Summary
 Street Lighting Fund 210, Division 630

						-----FY 2008/09-----	FY 2009/10	
DIVISION	ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	ADOPTED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>STREET LIGHTING</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
	631.003	Utilities	216,809	235,849	249,627	256,250	257,604	289,200
<i>TOTAL OPERATIONS</i>			216,809	235,849	249,627	256,250	257,604	289,200
<i>TOTAL EXPENDITURES</i>			216,809	235,849	249,627	256,250	257,604	289,200
<i>FUNDING SOURCES</i>								
	210	Gas Tax Fund	216,809	235,849	249,627	256,250	257,604	289,200
<i>TOTAL FUNDING SOURCES</i>			216,809	235,849	249,627	256,250	257,604	289,200

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CAPITAL IMPROVEMENT PLAN



City of Rancho Santa Margarita, California

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CAPITAL IMPROVEMENT PROGRAM

DESCRIPTION

The Capital Improvement Program (CIP) delivers the budgeted list of projects 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 2008-09

1. Worked with Finance Division to develop seven year revenue forecast for CIP.
2. Installed traffic signal at Avenida de las Banderas/Camino Altozano.
3. Completed construction of the City Wide Bus Stop Improvements Project.
4. Completed construction of the Santa Margarita and Antonio Parkway Bridge Joint Replacement Project.
5. Completed the environmental approval from Caltrans for the Traffic Signal Synchronization Project.
6. Applied for funding to support a wetland project at Shadow Rock Detention Basin.
7. Completed the preliminary design for the Robinson Ranch Road Traffic Calming.
8. Completed construction of the Santa Margarita Bridge Railing Project.
9. Completed design of the Melinda Flashing Beacon Project.
10. Completed design of the Emergency Vehicle Pre-emption Phase I Project.

GOALS AND OBJECTIVES: FISCAL YEAR 2009-10

1. Complete design of the Zone 1 Slurry Seal Project.
2. Complete design of the Residential Overlay Project.
3. Construct Sidewalk Repair Project.
4. Complete design and construction of the Melinda Road Pavement Rehabilitation.
5. Complete design and construction of the Intersection Improvements at Santa Margarita & Empresa and submit final report to OCTA.
6. Complete final design and construction of the Robinson Ranch Road Traffic Calming Improvements.
7. Complete design and construction of the Robinson Ranch Road Pavement Rehabilitation Project.
8. Construct the Emergency Vehicle Pre-emption Phase I Project.
9. Construct the Melinda Heights Flashing Beacon Projects.
10. Construct the Antonio/Tijeras Creek Storm Drain Project.
11. Construct the Traffic Signal Synchronization Phase III Project.
12. Construct the Alicia Parkway Pavement Rehabilitation Project.
13. Convert irrigation on the Plano Trabuco Landscape Median to reclaimed water.
14. Construct the Robinson Ranch Road Curb Ramp Upgrade Project.
15. Construct the Laurel Road and Via Ricardo Sidewalk Repair Project.
16. Convert street name signs from illuminated signs to reflective signs.
17. Begin study of Santa Margarita Parkway bridges.
18. Begin design on Antonio Parkway Pavement Rehabilitation Project.

CAPITAL IMPROVEMENT PROGRAM
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	-----FY 2008/09----- ADOPTED BUDGET	YEAR-END ESTIMATE	FY 2009/10 ADOPTED BUDGET
<u>CAPITAL PROJECTS</u>							
EXPENDITURES - CAPITAL OUTLAY							
911.000	Slurry Seal Program	451,081	372,266	248,413	-	-	518,000
912.000	Residential Overlay	321,797	4,937	859,694	-	-	506,000
913.000	Rehabilitation of Arterials	-	167	-	-	-	-
913.001	SMP Overlay Design	134,975	5,514	1,420	-	-	-
913.002	Antonio Overlay Design	44,338	1,059	-	-	-	-
913.003	SMP/Antonio Overlay Construction	-	2,551,401	-	-	-	-
913.004	Alicia Parkway Rehabilitaion	-	(8,000)	-	30,000	30,000	375,000
913.005	Melinda Road/Altisima	-	-	-	660,000	60,000	800,000
915.000	Median Improvements (Plano)	80,037	(19,510)	-	-	-	-
917.001	Intersection Improvement (Empresa)	-	-	-	50,000	50,000	401,000
921.001	Traffic Signal Synchronization	10,050	-	2,001	260,000	-	260,000
923.001	Traffic Safety Enhancements	-	-	6,015	-	-	-
923.002	Critical Intersection Analysis	-	-	23,796	50,000	-	-
931.002	SMP Bridge Joint Replacement	-	-	21,525	400,000	363,000	-
931.003	SMP Bridge Lighting/Rail System	-	206,936	10,190	314,600	196,670	-
934.000	El Corazon Sidewalk Repair	-	-	64,436	-	-	-
935.000	Antonio/SMP/Alas de Paz	-	-	15,130	-	-	-
940.000	Bus Stop Improvements	-	-	104,198	492,000	492,000	-
943.000	Go Local Study (OCTA)	-	-	59,518	30,000	35,000	-
953.007	Robinson Ranch Sidewalk	(14,743)	-	-	-	-	-
953.008	Antonio/Empresa Synchronization	3,631	2,051	52,079	-	-	-
953.009-10	Various Traffic Signals	370	-	-	-	-	-
953.011	Camino Altozano T.S.	-	-	6,895	-	-	-
954.000	Midblock Crosswalk Improvements	-	2,174	166,391	-	-	-
954.001	Robinson Ranch Traffic Calming	28,609	34,552	1,957	500,000	350,000	425,000
954.002	Melinda Heights Flashing Beacon	-	-	5,328	115,000	-	115,000
954.003	SMP/Antonio Video Surviellance	-	-	-	58,000	-	-
954.004	Emergency Vehicle Pre-Emption	-	-	-	220,000	220,000	220,000
961.000	Skate Park	24,838	-	-	-	-	-
961.001	Dog/Skate Park Lighting	4,937	-	18,188	175,000	40,000	-
962.000	Dog Park	(1,369)	-	-	-	-	-
962.001	Sm.Dog Park Improvements	-	-	596	-	-	-
970.000	Storm Drain (NPDES)	-	284	-	-	-	-
970.003	Antonio/Tijeras Creek Storm Drain	-	-	-	130,000	30,000	100,000
913.006	RR Pavement Raintree/N.Peak	-	-	-	-	-	239,000
924.001	Reflective SNS Conversion	-	-	-	-	-	100,000
934.003	Robinson Ranch Access Ramps	-	-	-	-	-	67,000
934.002	Laurel/Via Ricardo Sidewalk Repair	-	-	-	-	-	57,323
934.001	Sidewalk Repair	-	-	-	-	-	30,000
913.007	Antonio/Via Honesto to Coto De Caza	-	-	-	-	-	60,000
931.004	SMP Bridge Hinge Study	-	-	-	-	-	132,000
915.002	Reclaimed Water Connect Plano Median	-	-	-	-	-	24,000
790.100	Trans. To General Fund	-	-	-	-	200,000	300,000
790.210	Trans. To Gas Tax Fund	-	-	74,908	-	-	-
790.214	Trans. To AQMD	-	-	38,122	-	-	-
TOTAL CAPITAL OUTLAY		1,088,551	3,153,831	1,780,800	3,484,600	2,066,670	4,729,323
TOTAL EXPENDITURES		1,088,551	3,153,831	1,780,800	3,484,600	2,066,670	4,729,323
FUNDING SOURCES							
410	Capital Project Fund	-	-	35,879	695,077	-	534,601
100	Trans. From General Fund	28,406	-	-	-	-	-
210	Trans. From Gas Tax Fund	728,829	951,685	190,268	1,154,164	55,000	649,900
212	Trans. From MM Turnback	21,797	452,664	280,243	176,279	731,981	1,048,000
214	Trans. From AQMD	14,051	2,051	38,121	30,358	121,246	-
218	Trans. From TCRF (AB2928)	208,303	572,767	-	166,840	-	1,049,000
423.003	Measure M - GMA #9	21,870	-	141,855	50,000	50,000	75,000
423.004/5	OCTA - AHRP	-	-	1,136,953	-	-	-
423.006	Orange County	-	-	-	-	-	-
423.007	OCTA - Go Local	-	-	100,000	-	-	-
470.001	Interest Income/Other	32,904	59,078	72,050	-	115,628	56,195
479.001	TEA-LU Grant	92,852	-	-	145,000	195,000	125,000
479.002	Safe Route to School	-	-	-	98,100	-	-
485.004	CDBG Comm Ctr. Grant	-	330,780	-	-	-	-
485.005	Prop. 12 and 40 Grants	161,540	220,000	-	-	-	-
485.014	CDBG Grant	-	-	253,963	376,642	285,754	57,323
485.015	Prop 1B (County)	-	-	-	195,000	-	-
485.007	SAMLARC	-	-	-	85,000	85,000	-
485.018	HSIP	-	-	-	283,140	177,689	-
485.019	CTFP (pending)	-	-	-	29,000	-	-
485.011	Prop 1B (State)	-	-	799,680	-	-	-
423.008	ARRA TP	-	-	-	-	-	500,000
423.009	ARRA EE	-	-	-	-	-	100,000
423.010	CDBG-PFI	-	-	-	-	-	178,304
485.019	CTFP	-	-	-	-	-	356,000
TOTAL FUNDING SOURCES		1,310,552	2,589,025	3,049,012	3,484,600	1,817,298	4,729,323

CAPITAL PROJECTS SPECIAL FUNDS

6/30/2008 Fund Balance	
FY 2009	Estimated Revenue Transfer from GF Transfer from Gas Tax Transfer from Measure M Transfer from AQMD Transfer from TCRF Transfer to GF Street Lighting Transfer to GF Street Maintenance Transfer to GF Public Works Transfer to GF Non-departmental Transfer to Capital Projects Fund Estimated Expenses
6/30/2009 Estimated Fund Balance	
FY 2010	Estimated Revenue 410-000-470.001 Interest Income 410-000-427.001 TCRF Prop 42 County (reimbursable) 410-000-427.001 TCRF Prop 42 County (reimbursable) 410-000-423.008 ARRA TP 410-000-423.009 ARRA EE 410-000-479.001 TEA-LU (reimbursable) 410-000-485.014 CDBG-R 410-000-423.010 CDBG-PFI 410-000-423.010 CDBG-PFI (unspent) 410-000-423.003 GMA9 (reimbursable) pending 410-000-485.019 CTFP (pending)
	Total Revenues
	Gas Tax - Street Lighting Transfer to GF Street Maintenance 901,000 Transfer to GF Public Works Transfer to GF Non-departmental Transfer to CIP - Street Maintenance MOE
	Total Transfers <u>901,000</u>
410-900-911.000	Slurry Seal Program 518,000
410-900-912.000	Residential Overlay 506,000
410-900-913.004	Alicia Parkway Rehabilitation 375,000 ARRA TP
410-900-913.005	Melinda Road/Altisima 800,000
410-900-917.001	Intersection Improvement (Empresa) 401,000 CTFP
410-900-921.001	Traffic Signal Synchronization 260,000 TEA-LU
410-900-954.001	Robinson Ranch Traffic Calming 425,000
410-900-954.002	Melinda Heights Flashing Beacon 115,000 SR2S/Prior MM
410-900-954.004	Emergency Vehicle Pre-Emption 220,000 Prop 1B County
410-900-970.003	Antonio/Tijeras Creek Storm Drain 100,000 MM Prior
410-900-913.006	Robinson Ranch Rd. Pavement Raintree/N.Peak 239,000 ARRA TP
410-900-924.001	Reflective SNS Conversion 100,000 ARRA EE
410-900-934.003	Robinson Ranch Access Ramps 67,000 CDBG-PFI
410-900-934.002	Laurel/Via Ricardo Sidewalk Repair 57,323 CDBG-R
410-900-934.001	Sidewalk Repair 30,000
410-900-913.007	Antonio/Via Honesto to Coto De Caza 60,000 MM Prior
410-900-931.004	SMP Bridge Hinge Study 132,000
410-900-915.002	Reclaimed Water Connect Plano Median 24,000 MM Prior
	Total Expenditures <u>4,429,323</u>
	Total Capital Improvement/Street Maintenance Program 5,330,323
6/30/2010 Estimated Fund Balance	

410 CIP	210 GAS TAX	212 MEASURE M	214 AQMD	218 TCRF	Total All Funds
2,095,060	904,900	1,328,925	295,194	1,051	4,625,130
909,071	787,400	511,927	28,189	428,811	2,665,398
-	-	-	-	-	-
55,000	-	-	-	-	55,000
731,981	-	-	-	-	731,981
121,246	-	-	-	-	121,246
-	-	-	-	-	-
-	(257,604)	-	-	-	(257,604)
-	(184,668)	-	-	-	(184,668)
-	(688,522)	-	-	-	(688,522)
(200,000)	-	-	-	-	(200,000)
	(55,000)	(731,981)	(121,246)	-	(908,227)
(1,866,670)	-	-	-	-	(1,866,670)
1,845,688	506,506	1,108,871	202,137	429,862	4,093,064
-	800,000	501,355	64,890	470,708	1,836,953
56,195	-	-	-	-	56,195
-	-	-	-	166,840	166,840
-	-	-	-	116,000	116,000
500,000	-	-	-	-	500,000
100,000	-	-	-	-	100,000
125,000	-	-	-	-	125,000
57,323	-	-	-	-	57,323
67,000	-	-	-	-	67,000
111,304	-	-	-	-	111,304
75,000	-	-	-	-	75,000
356,000	-	-	-	-	356,000
1,447,822	800,000	501,355	64,890	753,548	3,567,615
-	(289,200)	-	-	-	(289,200)
(350,000)	(90,000)	(461,000)	-	-	(901,000)
-	(181,808)	-	-	-	(181,808)
(300,000)	-	-	-	-	(300,000)
350,000	-	-	-	-	350,000
(300,000)	(561,008)	(461,000)	-	-	(1,322,008)
-	(408,000)	-	-	(110,000)	(518,000)
-	-	-	-	(506,000)	(506,000)
(375,000)	-	-	-	-	(375,000)
-	(200,000)	(167,000)	-	(433,000)	(800,000)
(356,000)	-	(45,000)	-	-	(401,000)
(125,000)	-	(135,000)	-	-	(260,000)
-	-	(425,000)	-	-	(425,000)
(98,100)	(16,900)	-	-	-	(115,000)
(195,000)	(25,000)	-	-	-	(220,000)
(100,000)	-	-	-	-	(100,000)
(125,000)	-	(114,000)	-	-	(239,000)
(100,000)	-	-	-	-	(100,000)
(67,000)	-	-	-	-	(67,000)
(57,323)	-	-	-	-	(57,323)
-	-	(30,000)	-	-	(30,000)
(60,000)	-	-	-	-	(60,000)
-	-	(132,000)	-	-	(132,000)
(24,000)	-	-	-	-	(24,000)
(1,682,423)	(649,900)	(1,048,000)	-	(1,049,000)	(4,429,323)
1,311,087	95,598	101,226	267,027	134,410	1,909,348

City of Rancho Santa Margarita
Measure M Growth Management Program/Congestion Management Program
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2009/2010 through 2015/2016

FUNDING SOURCE

PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)										
					09/10	10/11	11/12	12/13	13/14	14/15	15/16			
1. STREET MAINTENANCE PROGRAM Maintenance of Effort	General Fund	\$ 350	39%	\$ 350	\$ 350									
	Gas Tax	\$ 90	10%	\$ 90	\$ 90									
	Measure M	\$ 461	51%	\$ 461	\$ 461									
	TOTAL	\$ 901		\$ 901	\$ 901									
2. STREET MAINTENANCE Annual Slurry Seal	Gas Tax	\$ 3,843	100%	\$ 3,843	\$ 408	\$ 560	\$ 565	\$ 570	\$ 575	\$ 580	\$ 585			
	TCRF				\$ 110									
3. STREET MAINTENANCE Residential Overlay Ongoing program for rehabilitation	TCRF	\$ 3,843	100%	\$ 3,843	\$ 518	\$ 560	\$ 565	\$ 570	\$ 575	\$ 580	\$ 585			
		\$ 3,776	100%	\$ 3,776	\$ 506	\$ 520	\$ 530	\$ 540	\$ 550	\$ 560	\$ 570			
4. SIDEWALK REPAIRS Annual Sidewalk Repairs	Measure M	\$ 210	100%	\$ 210	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30			
	TOTAL	\$ 210		\$ 210	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30			
5. ALICIA PARKWAY REHABILITATION Rehabilitation of Arterials- Alicia Parkway South City Limit to Santa Margarita Parkway * Pending Congressman Gary Miller Funding/Stimulus PCI = 50	ARRA - TP	\$ 375	100%	\$ 375	\$ 375									
		\$ 375	100%	\$ 375	\$ 375									
	TOTAL	\$ 375		\$ 375	\$ 375									
6. MELINDA ROAD REHABILITATION Section 1 Rehabilitation of Arterials- Melinda Road Altisima to the 241 Bridge Design 60K	TCRF	\$ 167	21%	\$ 167	\$ 167									
	Measure M	\$ 433	54%	\$ 433	\$ 433									
	Gas Tax	\$ 200	25%	\$ 200	\$ 200									
	TOTAL	\$ 800		\$ 800	\$ 800									
7. AVE. EMPRESAS/ SANTA MARGARITA PARKWAY Intersection Improvements- Add a third N/B left-turn lane on Avenida Empresa Design 50 K	CTFP	\$ 356	88%	\$ 356	\$ 356									
	Measure M	\$ 45	11%	\$ 45	\$ 45									
	TOTAL	\$ 401		\$ 401	\$ 401									
8. TRAFFIC SYNCHRONIZATION PH III Complete Synchronization Project in RSM Final Phase	TEA LU	\$ 125	48%	\$ 125	\$ 125									
	Measure M	\$ 135	52%	\$ 135	\$ 135									
		\$ 260	100%	\$ 260	\$ 260									
	TOTAL	\$ 260		\$ 260	\$ 260									
9. ROBINSON RANCH TRAFFIC CALMING Final Design 60K	Measure M	\$ 425	100%	\$ 425	\$ 425									
			0%											
10. MELINDA HEIGHTS FLASHING BEACON Installation of overhead flasher	SR2S	\$ 425	100%	\$ 425	\$ 425									
	Gas Tax	\$ 98	85%	\$ 98	\$ 98									
		\$ 17	15%	\$ 17	\$ 17									
	TOTAL	\$ 115		\$ 115	\$ 115									
11. EMERGENCY VEHICLE PRE-EMPTION PHASE 1 Install sensors to provide more green time to Emergency Vehicles	1B (County)	\$ 195	89%	\$ 195	\$ 195									
	Gas Tax	\$ 25	11%	\$ 25	\$ 25									
		\$ 220	100%	\$ 220	\$ 220									
	TOTAL	\$ 220		\$ 220	\$ 220									
12. ANTONIO/ TIJERAS CREEK STORM DRAIN Install new catch basin to protect the Tijeras Creek Bridge	CJP Fund	\$ 100	100%	\$ 100	\$ 100									
		\$ 100	100%	\$ 100	\$ 100									
13. ROBINSON RANCH ROAD PAVEMENT REHABILITATION Raintree to North Peak PCI = 45	ARRA - TP	\$ 125	52%	\$ 125	\$ 125									
	Measure M	\$ 114	48%	\$ 114	\$ 114									
		\$ 239	100%	\$ 239	\$ 239									
	TOTAL	\$ 239		\$ 239	\$ 239									
14. RECLAIMED WATER CONNECTION FOR THE PLANO TRABUCO MEDIAN ISLANDS Conversion of the irrigation system to reclaimed water	CJP Fund	\$ 24	100%	\$ 24	\$ 24									
		\$ 24	100%	\$ 24	\$ 24									
	TOTAL	\$ 24		\$ 24	\$ 24									
15. REFLECTIVE STREET NAME SIGN UPGRADES Conversion of internally illuminated street name signs to reflective street name signs	EECBG	\$ 100	100%	\$ 100	\$ 100									
		\$ 100	100%	\$ 100	\$ 100									

City of Rancho Santa Margarita
Measure M Growth Management Program/Congestion Management Program
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2009/2010 through 2015/2016

FUNDING SOURCE

PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)	09/10	10/11	11/12	12/13	13/14	14/15	15/16
16. ROBINSON RANCH ACCESS RAMPS Replacement of Curb Ramps to current standards	CDBG	\$ 67	100%	\$ 67	\$ 67						
		\$ 67	100%	\$ 67	\$ 67						
17. LAUREL ROAD & VIA RICARDO SIDEWALK REPAIRS Repair of damaged sidewalk and tree root barriers	CDBG	\$57	100%	\$ 57	\$ 57						
		\$57	100%	\$ 57	\$ 57						
18. SANTA MARGARITA PARKWAY BRIDGE HINGE STUDY Study bridge condition	Measure M	\$132	100%	\$ 132	\$ 132						
		\$132	100%	\$ 132	\$ 132						
19. ANTONIO PARKWAY PAVEMENT REHABILITATION Rehabilitation of Arterials- Antonio Parkway Via Honesto to Coto de Caza Design 60K Congressman Gary Miller Funding Pending* PCI = 42	TEA CJP Fund TEA	\$ 95	8%	\$ 95	\$ 95						
		\$ 251	20%	\$ 251	\$ 60	\$ 191					
		\$ 909	72%	\$ 909	\$ 909						
		\$ 1,255	100%	\$ 1,255	\$ 60	\$ 1,195					
20. MELINDA ROAD REHABILITATION Arterial to Santa Margarita Parkway PCI = 61-77	Measure M	\$ 689	100%	\$ 689	\$ 689						
		\$ 689	100%	\$ 689	\$ 689						
21. LOS ALISOS PAVEMENT REHABILITATION SR-241 to Allisima PCI = 68	Gas Tax	\$ 372	100%	\$ 372	\$ 372						
		\$ 372	100%	\$ 372	\$ 372						
22. DOGSKATE PARK LIGHTING Installation of lighting	General Fund	\$ 200	100%	\$ 200	\$ 200						
		\$ 200	100%	\$ 200	\$ 200						
23. SANTA MARGARITA PARKWAY BRIDGE HINGE DESIGN Design of bridge repairs	Gas Tax Federal	\$138	100%	\$ 138	\$ 138						
		\$138	100%	\$ 138	\$ 138						
24. SANTA MARGARITA PARKWAY PAVEMENT REHABILITATION Rehabilitation of Arterials- Santa Margarita Parkway Ave. de Las Flores to Alma Aldea Design 70K	Gas Tax	\$ 1,462	100%	\$ 1,462	\$ 70	\$ 1,392					
		\$ 1,462	100%	\$ 1,462	\$ 70	\$ 1,392					
25. CITY HALL AND BELL TOWER MEDIA/ COMPUTER ROOMS FIRE SUPPRESSION SYSTEM Retrofitting fire suppression system	General Fund	\$127	100%	\$ 127			\$ 127				
		\$127	100%	\$ 127			\$ 127				
26. ROAD WIDENING - SANTA MARGARITA PARKWAY DESIGN FROM 241 TO LAS FLORES Improve the west-bound side of Santa Margarita Parkway between Las Flores and the 241 Design 150K	Measure M Grants	\$ 150	100%	\$ 150			\$ 150				
		\$ 150	100%	\$ 150			\$ 150				
27. WAYFINDING SIGNS Installation of Wayfinding Signage throughout the City	Gas Tax	\$ 60	100%	\$ 60	\$ 60		\$ 60				
		\$ 60	100%	\$ 60	\$ 60		\$ 60				
28. SANTA MARGARITA PARKWAY BRIDGE HINGE CONSTRUCTION Construction Phase of bridge repairs	Gas Tax	\$1,470	100%	\$ 1,470			\$ 1,470				
		\$1,470	100%	\$ 1,470			\$ 1,470				
29. ANTONIO PARKWAY PAVEMENT REHABILITATION Rehabilitation of Arterials- Antonio Parkway Coto de Caza to Bienvenidos Design 60K PCI = 42	Gas Tax	\$ 600	100%	\$ 600	\$ 600		\$ 60	\$ 540			
		\$ 600	100%	\$ 600	\$ 600		\$ 60	\$ 540			
30. EMERGENCY VEHICLE PRE-EMPTION PHASE II * Pending Funding	1B (State)	\$ 183	100%	\$ 183				\$ 183			
		\$ 183	100%	\$ 183				\$ 183			
31. INLET IMPROVEMENTS AT ROBINSON RIDGE Install trash rack and remove chain link fence	Gas Tax	\$ 35	100%	\$ 35				\$ 35			
		\$ 35	100%	\$ 35				\$ 35			

City of Rancho Santa Margarita
Measure M Growth Management Program/Congestion Management Program
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2009/2010 through 2015/2016

FUNDING SOURCE

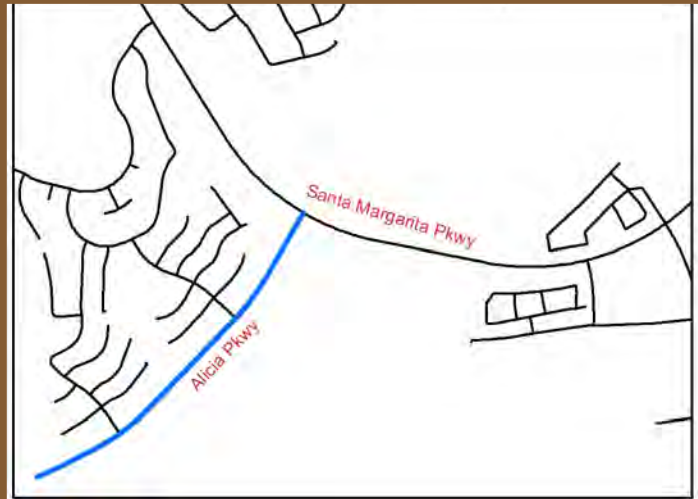
PROJECT DESCRIPTION	Fund Source	Funding (1,000's)	%	Total Estimated Cost (Current \$)	09/10	10/11	11/12	12/13	13/14	14/15	15/16
32. AVENIDA EMPRESAS REHABILITATION Rehabilitation of Arterials- Avenida Empresa Santa Margarita Parkway to Comercio Design 50K PCI = 75	Gas Tax	\$ 350	100%	\$ 350				\$ 50	\$ 300		
	TOTAL	\$ 350	100%	\$ 350				\$ 50	\$ 300		
33. ANTONIO PARKWAY PAVEMENT REHABILITATION Rehabilitation of Arterials- Antonio Parkway Empresa to Ave de las Banderas Design 70K PCI = 66-72	Gas Tax	\$ 910	100%	\$ 910				\$ 70	\$ 840		
	TOTAL	\$ 910	100%	\$ 910				\$ 70	\$ 840		
34. CANADA VISTA PARK RESTROOM HOLDING TANK ALARM SYSTEM Installation of overflow alarm for holding tank	CIJ Fund	\$ 18	100%	\$ 18						\$ 18	
	TOTAL	\$ 18	100%	\$ 18						\$ 18	
35. CITY HALL AND COMMUNITY CENTER PAINTING PROJECT (Interior) Facility Maintenance	General Fund	\$ 145	100%	\$ 145						\$ 145	
	TOTAL	\$ 145	100%	\$ 145						\$ 145	
36. FORTEL TYPE ELECTRONIC SPEED LIMIT SIGNS Installation of ten electronic speed limit signs throughout the City	OTS Grant	\$ 168	100%	\$ 168						\$ 168	
	TOTAL	\$ 168	100%	\$ 168						\$ 168	
37. RE-LANDSCAPE SLOPES ALONG VEREDA LAGUNA Beautification of damaged landscape slope.	Gas Tax	\$ 34	100%	\$ 34						\$ 34	
	TOTAL	\$ 34	100%	\$ 34						\$ 34	
38. INSTALL FIVE PROTECTED PERMISSIVE TRAFFIC SIGNALS SYSTEMS	Measure M	\$ 68	100%	\$ 68						\$ 68	
	AQMD	\$ 68	100%	\$ 68						\$ 68	
39. CITY HALL AND COMMUNITY CENTER PAINTING PROJECT (Exterior) Facility Maintenance	General Fund	\$ 86	100%	\$ 86						\$ 86	
	TOTAL	\$ 86	100%	\$ 86						\$ 86	
40. SEALCOAT OF CITY HALL & COMMUNITY CENTER PARKING LOTS Facility Maintenance	General Fund	\$ 15	100%	\$ 15						\$ 15	
	TOTAL	\$ 15	100%	\$ 15						\$ 15	
TOTAL		\$ 20,580		\$ 20,580	\$ 5,330	\$ 3,774	\$ 4,384	\$ 2,018	\$ 2,295	\$ 1,603	\$ 1,286

City of Rancho Santa Margarita Capital Improvement Project Information



ALICIA PARKWAY

VICINITY MAP



 LIMITS OF REPAIR

PROJECT TITLE:

Alicia Parkway Rehabilitation

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

ARRA - TP

DEPT. PROJECT MANAGER:

Marc Fernandez

CIP ACCOUNT NO.:

410-900-913.004

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Parkway Rehabilitation

PROJECT DESCRIPTION:

The project consists of the removal and replacement of asphalt on the northbound lanes from Santa Margarita Parkway to the southern City limit.

PROJECT BUDGET:

Design:	\$4,000
Construction:	\$292,000
Project Management:	\$9,000
Inspection:	\$35,000
Contingency :	\$35,000
Project Total	\$375,000

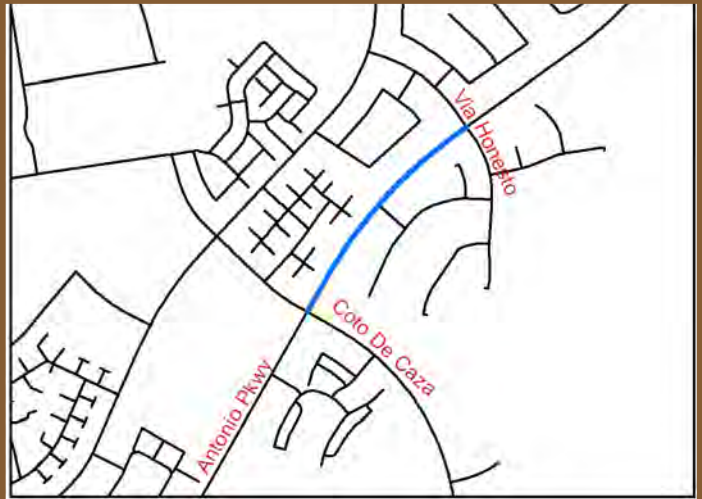
City of Rancho Santa Margarita

Capital Improvement Project Information



ANTONIO PARKWAY

VICINITY MAP



LIMITS OF REPAIR

PROJECT TITLE:

Antonio Pkwy Rehabilitation - Via Honesto to Coto De Caza

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Street

ESTIMATED SCHEDULE:

Design FY2009/2010

Construction FY2009/2010

FUNDING SOURCE:

TEA, CIP Fund

DEPT. PROJECT MANAGER:

Steve Strapac

CIP ACCOUNT NO.:

410-900-913.007

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

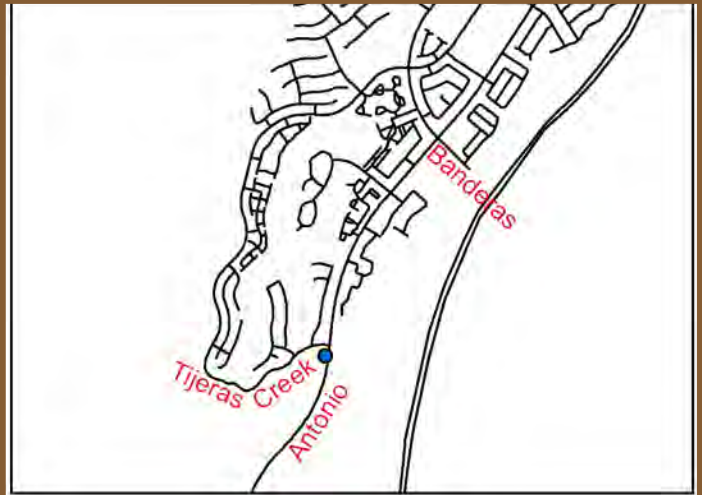
Design:	(FY09/10)	\$60,000
Construction:	(FY10/11)	\$965,200
Project Management:		\$18,000
Inspection:		\$96,000
Contingency (12%):		\$115,800
Project Total		\$1,255,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY AT TIJERAS CREEK

VICINITY MAP



PROJECT LOCATION

PROJECT TITLE:

Antonio / Tijeras Creek Storm Drain Project

ESTIMATED SCHEDULE:

Construction FY2010/2011

FUNDING SOURCE:

CIP Fund

DEPT. PROJECT MANAGER:

Marc Fernandez

CIP ACCOUNT NO.:

410-900-970.003

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Design:	\$30,000
Construction:	\$40,000
Project Management:	\$10,000
Inspection:	\$10,000
Contingency:	\$10,000
Project Total	\$100,000

City of Rancho Santa Margarita Capital Improvement Project Information



EMPRESA AND SANTA MARGARITA

VICINITY MAP



PROJECT LOCATION

PROJECT TITLE:

Avenida Empresa and Santa Margarita
Parkway Intersection Improvements

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

CTFP, Measure M

DEPT. PROJECT MANAGER:

Steve Strapac

CIP ACCOUNT NO.:

410-900-917.001

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

PROJECT DESCRIPTION:

The project consists of removal of existing median and adding a third left hand turn lane at northbound Avenida Empresa to westbound Santa Margarita Parkway.

PROJECT BUDGET:

Design:	\$50,000
Construction:	\$285,000
Project Management:	\$10,000
Inspection:	\$28,000
Contingency (10%):	\$28,000
Project Total	\$401,000

City of Rancho Santa Margarita Capital Improvement Project Information



ORANGE COUNTY FIRE AUTHORITY

VICINITY MAP



VARIOUS INTERSECTIONS CITYWIDE

PROJECT TITLE:

Emergency Vehicle Preemption – Phase 1

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING DEPARTMENT:

Public Works

FUNDING SOURCE:

Prop 1B, Gas Tax

DEPT. PROJECT MANAGER:

Marc Fernandez

PROJECT TYPE:

Traffic

CIP ACCOUNT NO.:

410-900-954.004

PROJECT DESCRIPTION:

Provide traffic signal pre-emption for emergency vehicles per Orange County Fire Authority specifications at approximately 26 intersections.

PROJECT BUDGET:

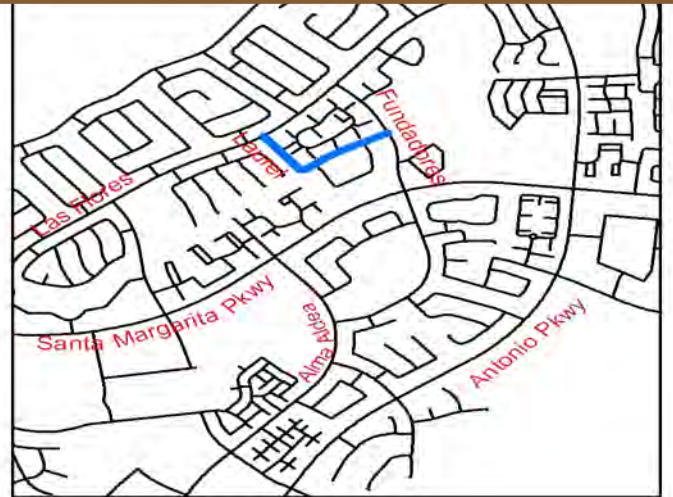
Design:	\$11,190
Construction:	\$164,400
Project Management:	\$5,000
Inspection:	\$15,000
Contingency (15%):	\$24,410
Project Total	\$220,000

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING DAMAGED SIDEWALK

VICINITY MAP



LIMITS OF REPAIR

PROJECT TITLE:

Laurel Road & Via Ricardo Sidewalk Repairs

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING DEPARTMENT:

Public Works

FUNDING SOURCE:

CDBG

DEPT. PROJECT MANAGER:

Steve Strapac

PROJECT TYPE:

Parkway Rehabilitation

CIP ACCOUNT NO.:

410-900-934.002

PROJECT DESCRIPTION:

The project consists of removing and replacing existing damaged sidewalk on Laurel Road & Via Ricardo.

PROJECT BUDGET:

Design:	\$0
Construction:	\$40,000
Project Management:	\$3,323
Inspection:	\$6,000
Contingency (20%):	\$8,000
Project Total	\$57,323

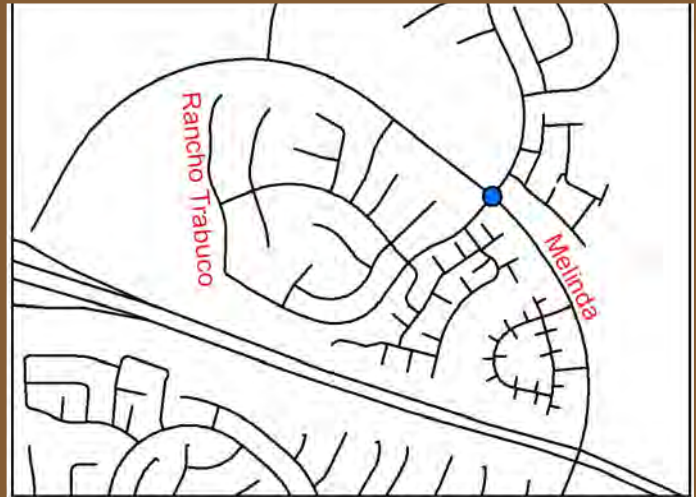
City of Rancho Santa Margarita

Capital Improvement Project Information



MELINDA ROAD

VICINITY MAP



• PROJECT LOCATION

PROJECT TITLE:

Melinda Heights Flashing Beacon

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING DEPARTMENT:

Public Works

FUNDING SOURCE:

Safe Routes to School, Gas Tax

DEPT. PROJECT MANAGER:

Steve Strapac

PROJECT TYPE:

Traffic

CIP ACCOUNT NO.:

410-900-954.002

PROJECT DESCRIPTION:

The project consists of installation of two (2) Caltrans Standard overhead flashing assemblies posted with a 25 mph school zone sign on Melinda Road.

PROJECT BUDGET:

Design:	\$12,000
Construction:	\$80,000
Inspection	\$6,000
Project Management:	\$5,000
Contingency (15%):	\$12,000
Project Total	\$115,000

City of Rancho Santa Margarita Capital Improvement Project Information



MELINDA ROAD

VICINITY MAP



PROJECT LOCATION

PROJECT TITLE:

Melinda Road Pavement Rehabilitation

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Rehabilitation

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

TCRF, Gas Tax, Measure M

DEPT. PROJECT MANAGER:

Steve Strapac

CIP ACCOUNT NO.:

410-900-913.005

PROJECT DESCRIPTION:

The project consists of the removal and replacement of asphalt from SR-241 to Altisma.

PROJECT BUDGET:

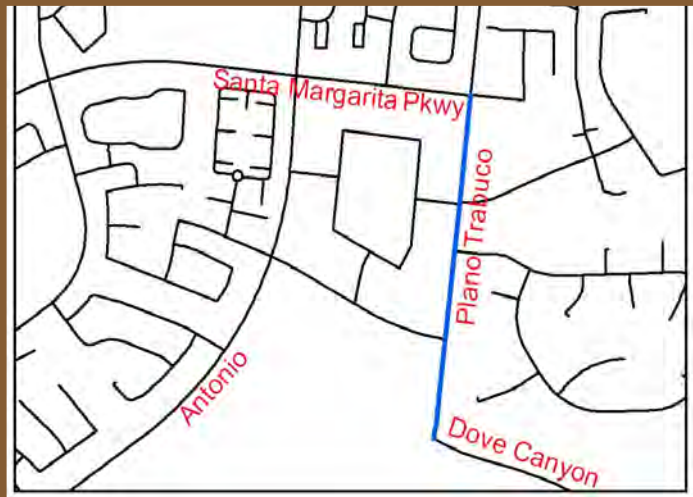
Design:	\$60,000
Construction:	\$560,000
Inspection	\$80,000
Project Management:	\$20,000
Contingency (15%):	\$80,000
Project Total	\$800,000

City of Rancho Santa Margarita Capital Improvement Project Information



PLANO TRABUCO

VICINITY MAP



PROJECT LIMITS

PROJECT TITLE:

Plano Trabuco Median Island Reclaimed
Water Change over

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

CIP Fund

DEPT. PROJECT MANAGER:

Derek Wieske

CIP ACCOUNT NO.:

410-900-915.002

Funding Department:

Public Works

Project Type:

Street

PROJECT DESCRIPTION:

The project consists of reconnecting the irrigation system to the existing reclaimed water system.

PROJECT BUDGET:

Design:	0
Construction:	\$18,358
Project Management:	\$918
Inspection:	\$2,350
Contingency (15%):	\$2,754
Project Total	\$24,380

City of Rancho Santa Margarita Capital Improvement Project Information



REFLECTIVE STREET NAME SIGN

VICINITY MAP



CITYWIDE

PROJECT TITLE:

Reflective Street Name Sign Conversion Project

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

EECBG

FUNDING DEPARTMENT:

Public Works

DEPT. PROJECT MANAGER:

Marc Fernandez

PROJECT TYPE:

Traffic

CIP ACCOUNT NO.:

410-900-924.001

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Design:	\$4,000
Construction:	\$75,000
Project Management:	\$6,000
Inspection:	\$7,500
Contingency (10%):	\$7,500
Project Total	\$100,000

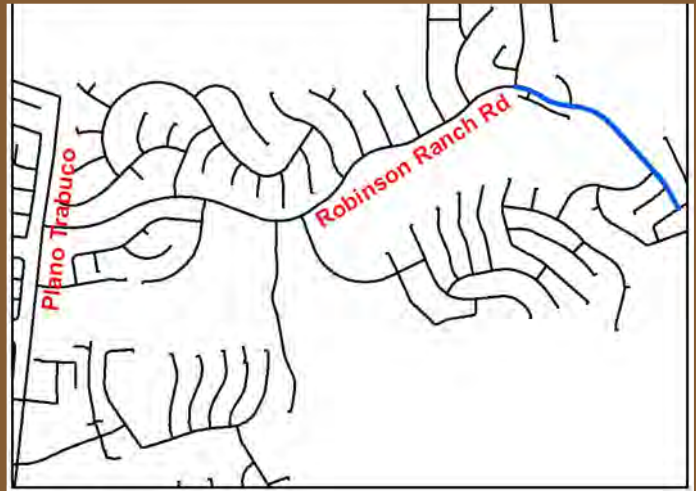
City of Rancho Santa Margarita

Capital Improvement Project Information



ROBINSON RANCH ROAD

VICINITY MAP



LIMITS OF REPAIR

PROJECT TITLE:

Robinson Ranch Road Pavement Rehabilitation

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING DEPARTMENT:

Public Works

FUNDING SOURCE:

ARRA, Measure M

DEPT. PROJECT MANAGER:

Marc Fernandez

PROJECT TYPE:

Traffic

CIP ACCOUNT NO.:

410-900-913.006

PROJECT DESCRIPTION:

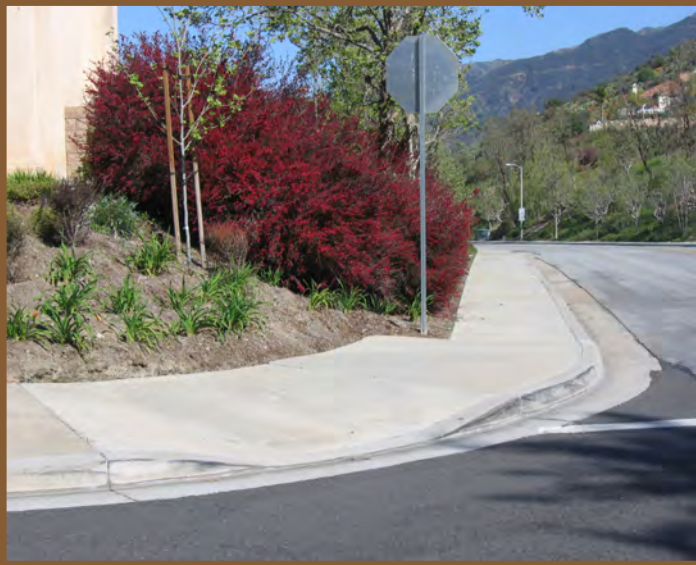
The project consists of grinding down approximately 3" of asphalt concrete and replacing it with asphalt rubber hot mix. Utility covers will be adjusted and new striping will be installed.

PROJECT BUDGET:

Design:	\$15,000
Construction:	\$145,800
Project Management:	\$16,250
Inspection:	\$21,900
Contingency (20%):	\$39,850
Project Total	\$239,000

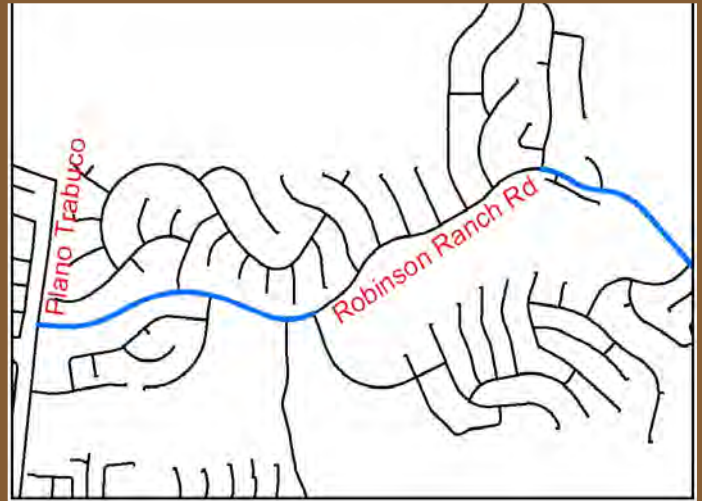
City of Rancho Santa Margarita

Capital Improvement Project Information



ROBINSON RANCH ROAD

VICINITY MAP



 LIMITS OF REPAIR

PROJECT TITLE:

Robinson Ranch Road Ramp Replacement Project

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

CDBG

DEPT. PROJECT MANAGER:

Marc Fernandez

CIP ACCOUNT NO.:

410-900-934.003

FUNDING DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic

PROJECT DESCRIPTION:

The project consists of removing and replacing existing curb ramps on Robinson Ranch Road between Plano Trabuco and Briarwood and Raintree to North Peak to current code.

PROJECT BUDGET:

Design:	\$0
Construction:	\$52,000
Project Management:	\$5,000
Inspection:	\$5,000
Contingency:	\$5,000
Project Total	\$67,000

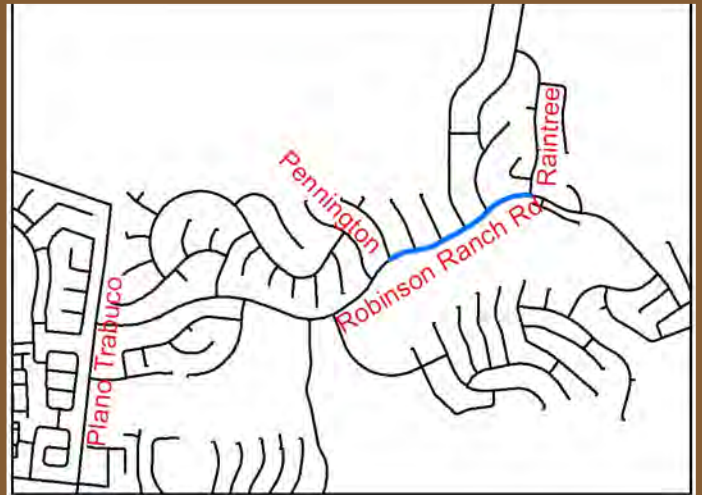
City of Rancho Santa Margarita

Capital Improvement Project Information



ROBINSON RANCH ROAD

VICINITY MAP



LIMITS OF IMPROVEMENTS

PROJECT TITLE:

Robinson Ranch Road Traffic Calming Project

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

Measure M

DEPT. PROJECT MANAGER:

Steve Strapac

CIP ACCOUNT NO.:

410-900-954.001

Funding Department:

Public Works

Project Type:

Traffic

PROJECT DESCRIPTION:

The project consists of construction of "bulb-outs" on the North side of Robinson Ranch Road between Briarwood and Morningside.

PROJECT BUDGET:

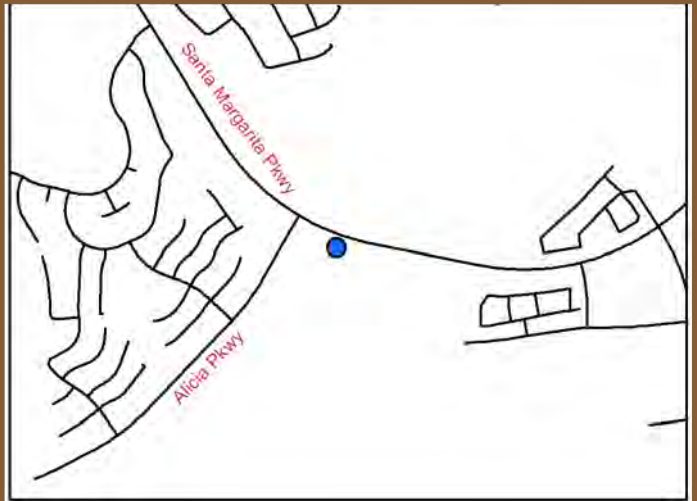
Design:	\$72,500
Construction:	\$278,000
Project Management:	\$5,000
Inspection:	\$27,800
Contingency:	\$41,700
Project Total	\$425,000

City of Rancho Santa Margarita Capital Improvement Project Information



DAMAGED BRIDGE HINGE

VICINITY MAP



SANTA MARGARITA PARKWAY BRIDGE

PROJECT TITLE:

Santa Margarita Bridge Hinge Repair (Study)

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING SOURCE:

Measure M

DEPT. PROJECT MANAGER:

Derek Wieske

CIP ACCOUNT NO.:

410-900-931.004

Funding Department:

Public Works

Project Type:

Rehabilitation

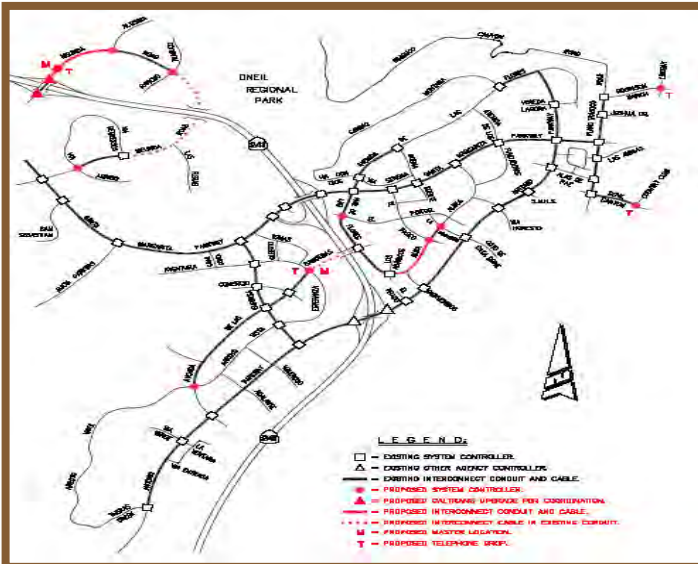
PROJECT DESCRIPTION:

This project will study the existing condition of the Santa Margarita Parkway bridges, especially the hinge on the westbound bridge to determine if and when repairs are necessary.

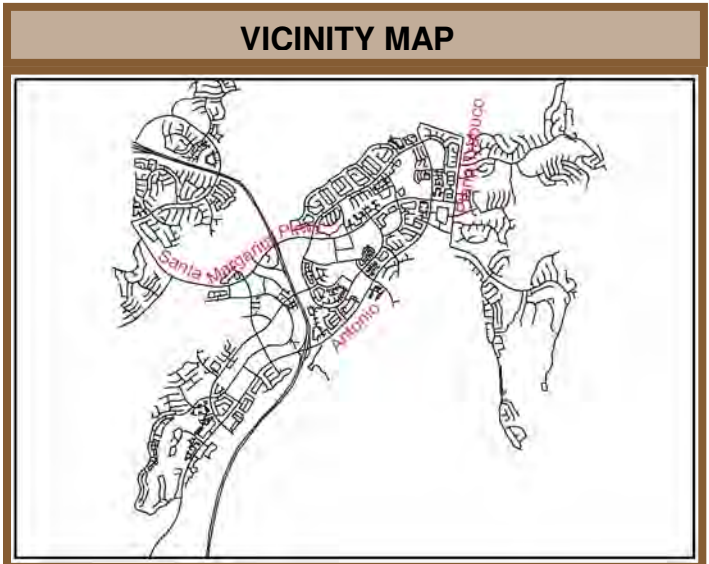
PROJECT BUDGET:

Design:	\$120,000
Construction:	\$0
Project Management:	\$12,000
Inspection:	\$0
Contingency (20%):	\$0
Project Total	\$132,000

City of Rancho Santa Margarita Capital Improvement Project Information



VARIOUS INTERSECTIONS



CITY WIDE

PROJECT TITLE:

Traffic Signal Synchronization – Phase III

ESTIMATED SCHEDULE:

Construction FY2009/2010

FUNDING DEPARTMENT:

Public Works

FUNDING SOURCE:

TEA-LU, Measure M

DEPT. PROJECT MANAGER:

Steve Strapac

PROJECT TYPE:

Traffic

CIP ACCOUNT NO.:

410-900-921.001

PROJECT DESCRIPTION:

The project consists of installation of signal interconnect cable and interconnect conduit physically connecting traffic signals in various areas of the City.

PROJECT BUDGET:

Design:	\$25,000
Construction:	\$162,500
Project Management:	\$20,000
Inspection:	\$24,000
Contingency:	\$28,500
Project Total	\$260,000

RANCHO SANTA MARGARITA NONPROFIT CORPORATION CAPITAL PROJECTS

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

APPENDICES



City of Rancho Santa Margarita, California

BASIS OF ACCOUNTING

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

BUDGETARY CONTROL

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

Budgetary control is maintained at the fund level. The City Manager is authorized to transfer budgeted amounts within the accounts of any fund; however, any revisions between funds must be approved by the City Council. Supplemental appropriations may be adopted by the City Council at any time during the fiscal year by resolution. Except for capital projects, appropriations lapse at fiscal year-end unless they are encumbered at year end or reappropriated through the formal budget process. Regarding capital projects, for any project which is under construction at year-end, the appropriations are allowed to carry forward with the amount being adopted for the current year budget. For each fund, total expenditures may not legally exceed total appropriations.

LONG-TERM DEBT

The City of Rancho Santa Margarita is not obligated in any manner for general obligation or special assessment bonded indebtedness. Total general obligation bonds outstanding cannot exceed 15 percent of total assessed valuation, pursuant to California Government Code Section 43605. Current debt obligations include a mitigation obligation payable to the County of Orange pursuant to the Revenue Neutrality Agreement and capital leases for various office equipment. During Fiscal Year 2003/04, the City formed the City of Rancho Santa Margarita Nonprofit Corporation to issue Certificates of Participation. The proceeds of the Certificates were used to finance a portion of the costs of certain capital improvements constituting a City Hall and a Regional Community Center to be located within the City. The City (as lessee) has covenanted under the related Lease Agreement to make certain Rental Payments to the Rancho Santa Margarita Nonprofit Corporation (as lessor).

BASIS OF REVENUE ESTIMATES

The City of Rancho Santa Margarita provides many services to its residents such as law enforcement, fire protection, recreation and infrastructure (i.e., streets and storm drains, etc.). These services are not without a cost to the taxpayer. It is the task of City officials to produce the necessary revenue to satisfy the ever-growing demand for local services. The following describes 6 major sources of revenue to the City, representing 76% of the FY 2009-10 Estimated Revenues for all funds.

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

Sales & Use Tax and Property Tax in-lieu of Sales Tax: In accordance with the State Revenue & Taxation Code, the Bradley-Burns Uniform Local Sales & Use Tax Law of 1955, Measure "M" and Proposition 172, a Sales and Use Tax rate totaling 7.75% prior to April 1, 2009 and 8.75% thereafter is imposed on taxable sales in the City. The City receives 1.00% of the levy with the remaining funds being shared by the State (4.75%), County Mental Health (0.50%), Orange County Transportation Authority – Measure "M" Funds (0.50%), County Transportation Fund (0.50%) and County Public Safety Fund - Public Safety Augmentation Fund (0.50%). Sales Tax is the single largest source of revenue to the City's General Fund. Beginning in FY 2004-05, twenty-five percent of the 1.00% received by the City will be paid with a corresponding amount of property tax in-lieu of sales tax.

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

Property Tax: Property tax is imposed on real property (land and permanently attached improvements, such as buildings) and tangible personal property located within the City. Article XIII A of the California State Constitution provides that assessed values are stated at 100% of full cash value. The County levies a base tax of \$1 per \$100 of assessed valuation (subject to annual growth limitations of 2%). The base amount the City will receive in property tax was determined in the Revenue Neutrality agreement with the County of Orange which was negotiated prior to incorporation. Subsequent to that agreement the City has received growth on this base amount. When property changes

hands, it is reassessed at its current market value. Property Tax is the third largest revenue source for the City's General Fund.

Measure "M" Sales Tax: Measure "M" monies are derived from a special sales tax of 0.50% approved by the voters of the County of Orange in November, 1990. The Measure "M" sales tax rate is a component of the county-wide sales tax rate of 7.75% prior to April 1, 2009 and 8.75% following April 1, 2009. Measure "M" monies are restricted for street and highway improvements and maintenance. Cities receive a portion of the sales tax revenue generated by Measure "M," the distribution of which is based on population, Master Plan Arterial Highways miles and total taxable sales. The Local Turnback portion of these restricted monies is accounted for in a Special Revenue Fund. Other components of the Measure M Program are competitively based and include the Signal Improvement Plan, Master Plan for Arterial Highways and Growth Management Area #9; these are accounted for in the Capital Projects Fund.

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

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

Appropriations Limit

History

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

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

Analysis

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

Fiscal Year	Appropriations Limit	Appropriations Subject to Limit	Difference
2003-04	\$12,047,754	\$10,399,714	\$1,648,040
2004-05	\$13,619,661	\$10,333,875	\$3,285,786
2005-06	\$15,497,993	\$11,365,926	\$4,132,067
2006-07	\$17,245,446	\$12,254,170	\$4,991,276
2007-08	\$18,223,797	\$14,935,745	\$3,288,052
2008-09	\$14,282,790	\$12,870,739	\$1,414,051
2009-10	\$14,417,913	\$10,338,102	\$4,079,811

RESOLUTION NO. 09-06-24-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA, ESTABLISHING
THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2009/10

WHEREAS, Article XIII B 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 XIII B of the California Constitution; and

WHEREAS, an appropriations limit for Fiscal Year 2008/09 was approved on June 25, 2008; and

WHEREAS, the proposed appropriations limit to be approved for Fiscal Year 2009/10 is based on the approved appropriations limit for Fiscal Year 2008/09, adjusted using appropriations limit factors for Fiscal Year 2009/10, as they relate to budgeted revenues to be received in Fiscal Year 2009/10; and

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

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

NOW THEREFORE, the City Council of the City of Rancho Santa Margarita, California, does hereby RESOLVE, DETERMINE and ORDER as follows:

SECTION 1. That the appropriations limit for the City of Rancho Santa Margarita for Fiscal Year 2009/10 shall be \$14,417,913 as calculated in Exhibit A, and incorporated herein by this reference, is hereby established.

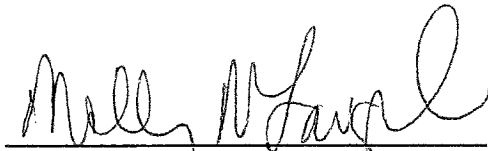
SECTION 2. That the inflation factor being utilized to calculate the Fiscal Year 2009/10 appropriations limit is California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the Fiscal Year 2009/10 appropriations limit is the population growth for the City of Rancho Santa Margarita.

PASSED, APPROVED, AND ADOPTED THIS 24th DAY OF JUNE 2009.


Gary Thompson, Mayor

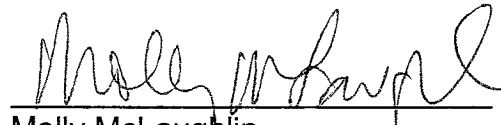
ATTEST:


Molly McLaughlin, City Clerk

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

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 09-06-24-02 adopted by the City Council of the City of Rancho Santa Margarita, California, at a regular meeting thereof, held on the 24th day of June 2009, by the following vote:

AYES:	5	COUNCIL MEMBERS:	Beall, Blais, Thor, Mayor Pro Tempore Holloway, Mayor Thompson
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None


Molly McLaughlin
City Clerk

City of Rancho Santa Margarita

Gann Limit

FY 2009-10

GENERAL FUND

	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Property Tax	1,943,230		1,943,230
Sales Tax	3,791,000		3,791,000
Property Tax In-Lieu of Sales Tax	1,264,000		1,264,000
Real Property Transfer Tax	195,227		195,227
Franchise Fees-Cable TV		763,059	763,059
Cable - Grant Revenue		-	-
Franchise Fees-Gas		104,974	104,974
Franchise Fees-Electricity		413,000	413,000
Franchise Fees-Refuse Collect		149,902	149,902
Motor Vehicle License Fee	177,000		177,000
Property Tax In-Lieu of VLF	3,635,443		3,635,443
Off-Hwy License Fee			
State Mandated Costs Reimbursement		5,000	5,000
Beverage Container Recycling		13,043	13,043
Solid Waste Fees		639	639
Building Permit Fees		100,000	100,000
Bldg-Plan Check Fees		59,000	59,000
Site Development Permits		1,000	1,000
Site Development Deposits		46,000	46,000
Planning-Plan Check Fees		5,500	5,500
Other Planning Revenues		5,500	5,500
CDBG Grant		183,000	183,000
Engineering Pernits		40,000	40,000
AB 939 Solid Waste Recycling		65,920	65,920
Solid Waste Diversion Permits		40,000	40,000
Other Engineering Revenue		51	51
Court Fines		120,000	120,000
Parking Citation Revenue		88,584	88,584
Parking Citation Revenue - DMV		17,769	17,769
Community Services Revenue		69,000	69,000
BTRCC Program Revenue		167,600	167,600
BTRCC Rental Revenue		187,200	187,200
Senior Mobility Grant		12,699	12,699
Investment Earnings	174,962	43,741	218,703
Other Revenue		6,226	6,226
Total General Fund	11,180,862	2,708,407	13,889,269

SPECIAL REVENUE FUNDS

Gasoline		780,958	780,958
Interest		19,042	19,042
Measure M		480,648	480,648
Interest		20,707	20,707
Air Quality		60,828	60,828
Interest		4,062	4,062
TCRF (AB2928)/ Prop 42		751,972	751,972
Interest		1,576	1,576
SLSF		97,284	97,284
Interest		2,716	2,716
		1,447,822	1,447,822

CAPITAL PROJECTS FUND

Total Other Funds		3,667,615	3,667,615
Total Revenue	11,180,862	6,376,022	17,556,884

Appropriations Excluded From Limit

(842,760)

NET APPROPRIATIONS SUBJECT TO LIMIT

10,338,102

FY 2008-09 APPROPRIATIONS LIMIT

14,284,790

FY 2009-10 Appropriations Limit Factor

1.009319 (1)

FY 2009-10 CALCULATED APPROPRIATIONS LIMIT

14,417,913

FY 2009-10 APPROPRIATIONS UNDER LIMIT

4,079,811

EXHIBIT A

(1) - Source - California Dept of Finance (1.0062 x 1.0031 = 1.009319)

RESOLUTION NO. 09-06-24-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA, ADOPTING THE
OPERATING BUDGET AND CAPITAL IMPROVEMENT
PROGRAM BUDGET FOR FISCAL YEAR 2009/10

WHEREAS, the City Manager of the City of Rancho Santa Margarita has submitted a Revised Proposed Operating Budget and Capital Improvement Program Budget for Fiscal Year 2009/10 to the City Council; and

WHEREAS, the City Council set June 24, 2009, as the date of the public hearing to consider the FY 2009/10 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 hereby RESOLVE, DETERMINE and ORDER as follows:

SECTION 1. That Operating Budget and Capital Improvement Program Budget expenditures (excluding operating transfers) for all funds in the amount of \$20,340,668 for Fiscal Year 2009/10 are hereby appropriated, approved and adopted.

SECTION 2. That revenues (excluding operating transfers) for all funds are estimated to be \$17,556,884 during FY 2009/10.


SECTION 3. That the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget And Capital Improvement Plan – Fiscal Year 2009-2010" shall set the guidelines for expending these funds.

SECTION 4. 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 2009-2010" are not altered.

PASSED, APPROVED, AND ADOPTED THIS 24th DAY OF JUNE 2009.


Gary Thompson, Mayor


ATTEST:


Molly McLaughlin, City Clerk

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

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 09-06-24-01 adopted by the City Council of the City of Rancho Santa Margarita, California, at a regular meeting thereof, held on the 24th day of June 2009, by the following vote:

AYES:	5	COUNCIL MEMBERS:	Beall, Blais, Thor, Mayor Pro Tempore Holloway, and Mayor Thompson
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None


Molly McLaughlin,
City Clerk

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City of Rancho Santa Margarita

California