



City of Rancho Santa Margarita California



2013-2014
Adopted Operating Budget &
Capital Improvement Plan

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INTRODUCTION

City of Rancho Santa Margarita, California



July 31, 2013

Honorable Mayor and Members of the City Council:

I am pleased to present the Fiscal Year 2013-14 Adopted Budget for the City of Rancho Santa Margarita. This budget document identifies the City's resources and spending plan in accordance with City Council goals and priorities. While maintaining quality service to the community is the primary objective, the Fiscal Year 2013-14 Adopted Budget also allocates significant resources, through the Capital Improvement Program, to enhancing and improving the physical environment and infrastructure. Overall, this budget demonstrates the City Council's fiscal responsibility and commitment to prudent stewardship of the public treasury.

The Fiscal Year 2013-14 Adopted Budget is comprised of two primary funds, the General Fund and the Capital Improvement Projects Fund. The General Fund, which is the City's main operating fund, is balanced with a structural surplus of \$194,000. Major General Fund revenues are estimated to grow by 6 percent, mostly attributable to an increase in sales tax growth, a sign of an economic recovery. While home sales volume and prices are reported to have increased, a similar increase in property tax revenues is not anticipated for another 12 to 18 months.

General Fund expenditures are allocated to the regular ongoing operations of the City for services such as public safety, planning and community development, general government, community services and public works, excluding the Capital Improvement Program. Nearly 50 percent of the City's General Fund expenditures are for public safety, specifically the contract with the Orange County Sheriff's Department for law enforcement services. Many of the City's other municipal services are also contracted out to private consulting firms, resulting in a lower-than-average percentage of the budget allocated to personnel costs. In fact, the City employs 19 full-time and 9 part-time employees, accounting for 17 percent of the General Fund budget.

In an era of fragile municipal finances, the City of Rancho Santa Margarita maintains a healthy reserve fund with minimal debt service. Reserve funds, including operating, emergency and restricted, total \$15,444,202, or nearly one full year of operating expenses. The refinancing of the Certificates of Participation for the Civic Center buildings last fiscal year will yield an annual savings of approximately \$100,000 per year for the next 19 years. Debt service accounts for 5 percent of the General Fund expenditures. Another source of financial burden for cities is unfunded liabilities for retirement and other post-retirement benefits. The City of Rancho Santa Margarita was one of the first cities in Orange County to implement pension reform in the manner of a second tier retirement formula and a requirement



that all new employees pay the entire employee share of the retirement benefit. Overall, the City's current financial situation is sound with a promising long-term outlook.

CIP

This year's Capital Improvement Program includes a variety of maintenance projects and new initiatives to enhance the visual aesthetics in the community. Twenty-eight projects totaling \$5,187,000 are planned for Fiscal Year 2013-14, an increase of \$1,901,000. A significant number of these projects utilize special revenue funds such as Gas Tax, AQMD or Measure M funds. Of the \$5,187,000, only \$659,000, or 13 percent, is funded with Capital Improvement Program funds or the General Fund. The CIP also includes the use of \$600,000 in reserves toward the initial construction of an 80-acre habitat restoration project. Other major projects include road maintenance, bridge repair, traffic management, facility improvements, and landscaping renovation.

This budget document is also a policy and organizational document, highlighting the City's community profile, demographic information, organizational structure and staffing. Combined and individual fund summary data on estimated revenues, appropriations, transfers, fund balances, and capital projects is also contained in the budget, and departments are organized as operational and budgetary divisions of the various governmental functions. Lastly, detailed Capital Improvement Plan information and appendices of budgetary policies, procedures and related budgetary presentation items are included. It is staff's goal to present all available information on the City's budget to the public in a concise, transparent and readable format.

In short, this budget provides the financial plan for the delivery of essential services to Rancho Santa Margarita residents and businesses in a prudent and fiscally responsible manner that captures the City Council's vision and direction. I would like to take this opportunity to thank the City Council and all City staff members for their participation in developing this budget for the benefit of the community.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jenhifer M. Cervantez".
Jenhifer M. Cervantez
City Manager

CITY OF RANCHO SANTA MARGARITA

CITY COUNCIL

MAYOR	L. ANTHONY BEALL
MAYOR PRO TEM.....	CAROL A. GAMBLE
COUNCIL MEMBER.....	STEVEN BARIC
COUNCIL MEMBER.....	BRADLEY McGIRR
COUNCIL MEMBER.....	JESSE PETRILLA

CITY OFFICIALS

CITY MANAGER/CITY TREASURER	JENNIFER CERVANTEZ
ACCOUNTING AND BUDGET SUPERVISOR	LINDA BROWN
PUBLIC WORKS DIRECTOR/CITY ENGINEER	EHAB (MAX) MAXIMOUS
PLANNING/COMMUNITY DEV. DIRECTOR	KATHLEEN HATON
CITY CLERK	MOLLY McLAUGHLIN
CITY ATTORNEY	GREGORY E. SIMONIAN
CHIEF OF POLICE SERVICES	LIEUTENANT BRIAN SCHMUTZ
COMMUNITY SERVICES SUPERVISOR	WENDI REDINGTON

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

COMMUNITY PROFILE

Date of Incorporation	January 1, 2000
Location	South Orange County, California
Form of Government.....	Council – Manager
Population (1)	48,550
Incorporation Election, November 2, 1999:	
Registered Voters (2)	21,656
Voter Turnout (2)	26.9%
Number of Parcels (3)	16,289
Police	contract with Orange County Sheriff's Department
Fire	One Station; contract with Orange County Fire Authority
Library	One Branch, Orange County Public Library System
Parks:	
County owned and operated	1
Privately owned and operated	21
Schools:	
Elementary Schools	11
Middle Schools	2
High Schools	1
Number of Master Home Owners' Associations	7

(1) - Source: California Department of Finance, Demographic Research Unit 1/1/13

(2) - Source: County of Orange

(3) - Source: Orange County Auditor-Controller

City of Rancho Santa Margarita

Demographic Information Federal Census Data

Fiscal Year 2010

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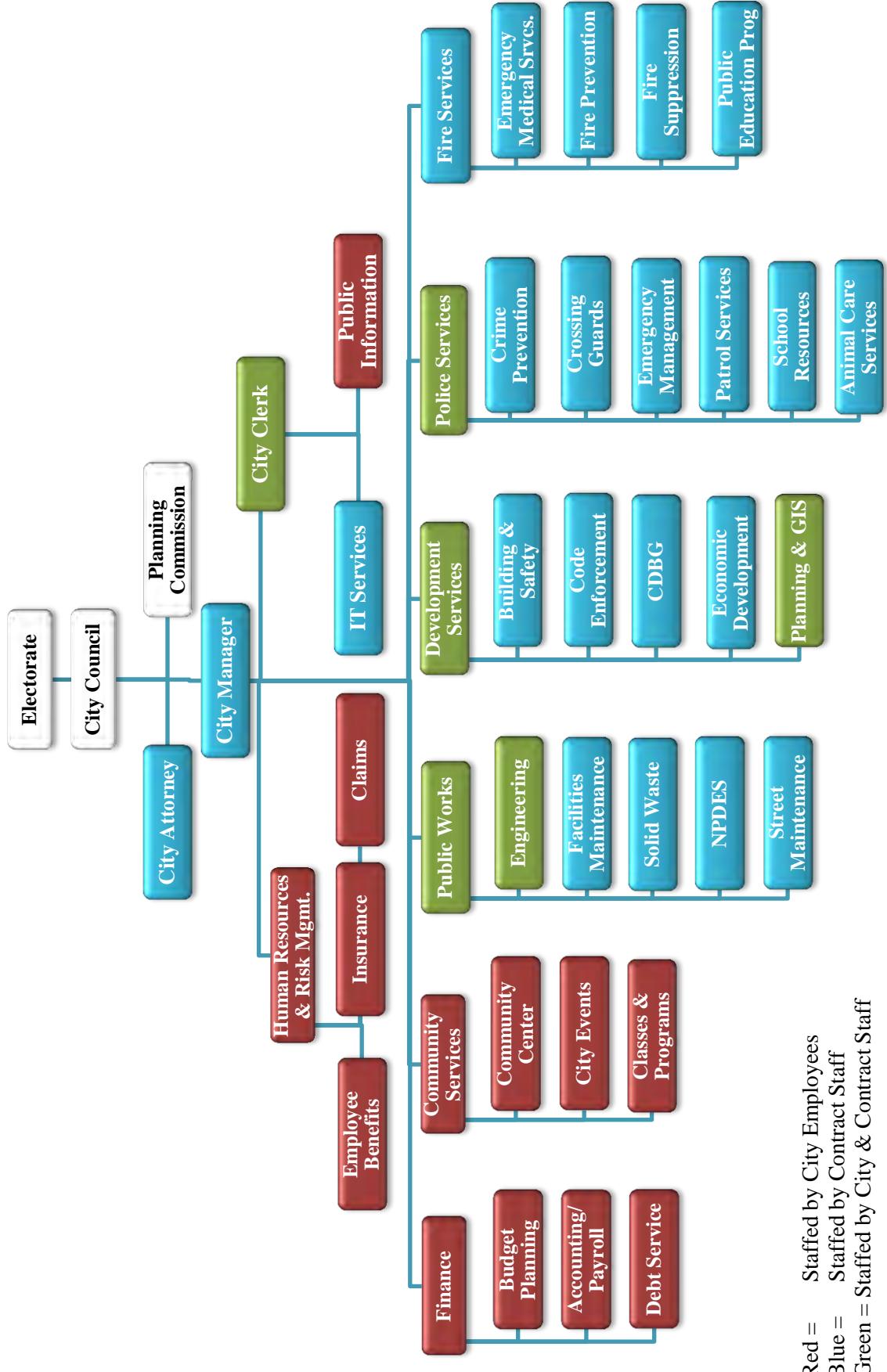
Race:	
Asian	8.9
Black	1.6
Hispanic	18.6
White	67.0
Other	3.9

Sex:	
Female	51.1
Male	48.9

- (1) As of 4/10/10 census data release. **Estimated population as of 1/1/13 is 48,550**
Per the California Department of Finance, Demographic Research Unit.
- (2) The California Department of Finance population estimates incorporate 2010 Census counts as the benchmark. Therefore, the population estimates for 2010 and 2011 published in this report might be noticeably different from the previous year estimates.

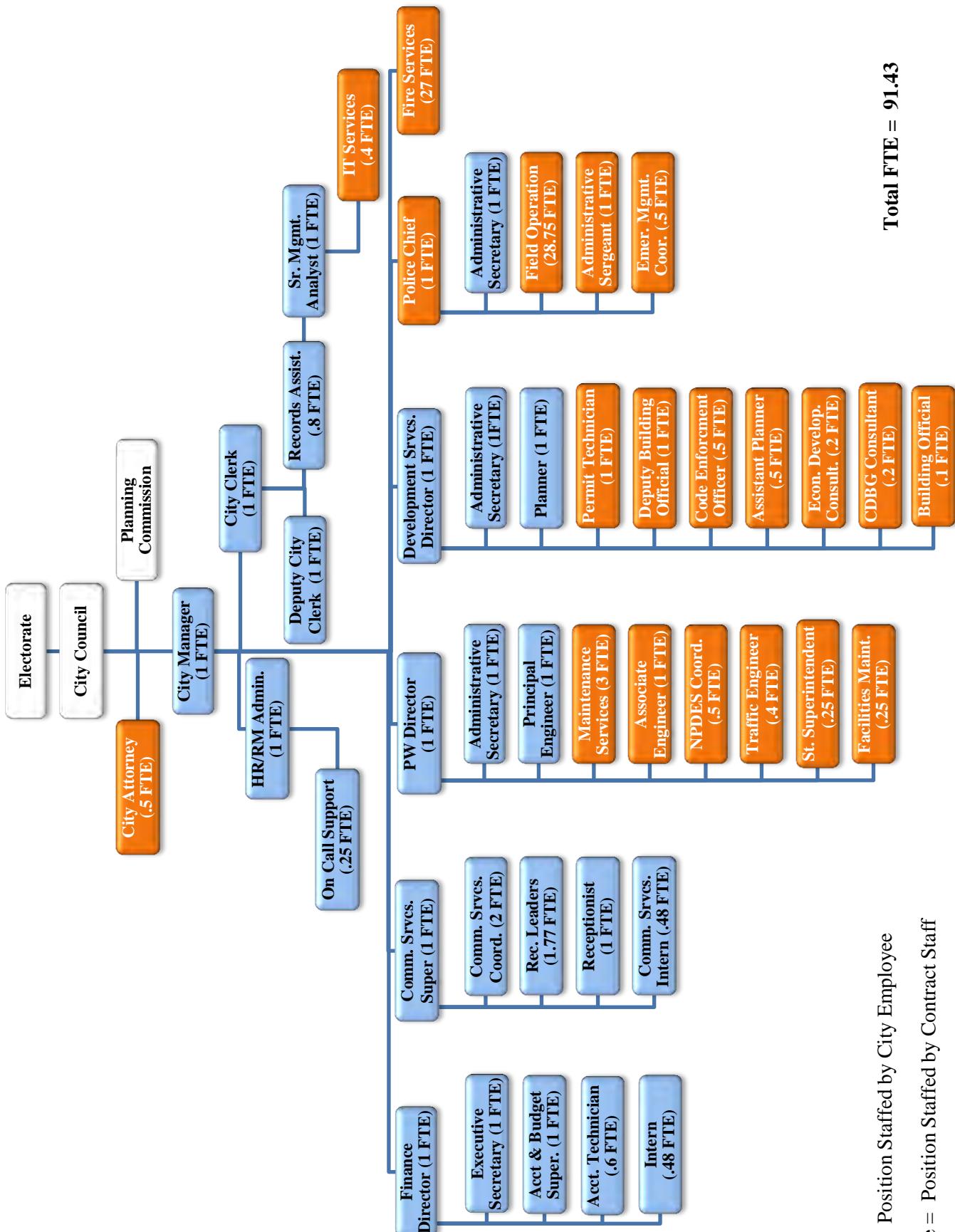
As of March 2013, total unemployment was 4%

City of Rancho Santa Margarita
 ORGANIZATION CHART BY DEPARTMENT/FUNCTION
 as of Fiscal Year 2013-2014



City of Rancho Santa Margarita

ORGANIZATION CHART BY CITY EMPLOYEES & CONTRACT STAFF
as of Fiscal Year 2013-2014



Blue = Position Staffed by City Employee

Orange = Position Staffed by Contract Staff

FY 2013/14

City of Rancho Santa Margarita
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	
	IT Services		0.40
	City Clerk	1.00	
	Deputy City Clerk	1.00	
	Records Assistant	0.80	
<u>City Attorney:</u>	City Attorney		0.50
<u>Finance:</u>	Finance Director	1.00	
	Executive Secretary	1.00	
	Accounting & Budget Supervisor	1.00	
	Accounting Technician	0.60	
	Intern	0.48	
<u>Community Services:</u>	Community Services Supervisor	1.00	
	Community Services Coordinator	2.00	
	Community Services Intern	0.48	
	Recreation Leader	1.77	
	Receptionist	1.00	
<u>Human Resources:</u>	HR/RiskManagement Administrator	1.00	
	On-Call Support	0.25	
<u>Police Services:</u>	Administrative Secretary	1.00	
	Police Chief		1.00
	Administrative Sergeant		1.00
	Emergency Management Coordinator		0.50
	Field Operations		28.75
<u>Development Services:</u>	Development Services Director	1.00	
	Planner	1.00	
	Code Enforcement Officer		0.50
	Administrative Secretary	1.00	
	Assistant Planner		0.50
	Building Official		0.10
	Permit Technician		1.00
	Deputy Building Official		1.00
	CDBG Consultant		0.20
	Economic Development Consultant		0.20
<u>Public Works:</u>	City Engineer	1.00	
	Principal Engineer	1.00	
	Administrative Secretary	1.00	
	Traffic Engineer		0.40
	Associate Engineer		1.00
	Street Superintendent		0.25
	Facilities Maintenance		0.25
	NPDES Coordinator		0.50
	Maintenance Services		3.00
<u>Fire Services:</u>	Field Operations		27.00
<u>TOTAL</u>		23.38	68.05



BUDGET SUMMARIES

BUDGET SUMMARIES

City of Rancho Santa Margarita, California

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

Description	Fund Balance 06/30/09	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/10	Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/11
General Fund - 100	13,992,924	14,938,897	15,409,261	13,522,560	16,345,290	15,062,447	14,805,403
Special Revenue Funds:							
Gas Tax - 210	535,608	860,870	613,542	782,936	1,253,218	640,358	1,395,796
Measure M - 212	1,318,599	440,320	615,797	1,143,122	431,857	850,740	724,239
Air Quality Improvement - 214	223,993	73,719	13,759	283,953	56,465	92,433	247,985
CA Law Enforcement Equip - 216	197	-	-	197	-	-	197
Traffic Congestion Relief - 218	423,563	452,157	22,089	853,631	5,184	857,617	1,198
Local Park Trust Fund - 220	-	-	-	-	-	-	-
Supplemental Law Enforce - 222	137,861	124,957	134,156	128,662	100,533	133,512	95,683
PEG Fees - 224	-	-	-	-	-	-	-
Subtotal-Special Revenue Funds	2,639,821	1,952,023	1,399,343	3,192,501	1,847,257	2,574,660	2,465,098
Capital Projects Fund - 410	2,079,242	1,212,246	1,429,751	1,861,737	2,306,285	3,056,176	1,111,846
RSM Debt Service Funds:							
RSM Debt Service Fund - 500	853,178	844,281	842,760	854,699	835,095	837,523	852,271
RSM Debt Service Fund - 530	-	-	-	-	-	-	-
GRAND TOTAL - ALL FUNDS	19,565,165	18,947,447	19,081,115	19,431,497	21,333,927	21,530,806	19,234,618

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

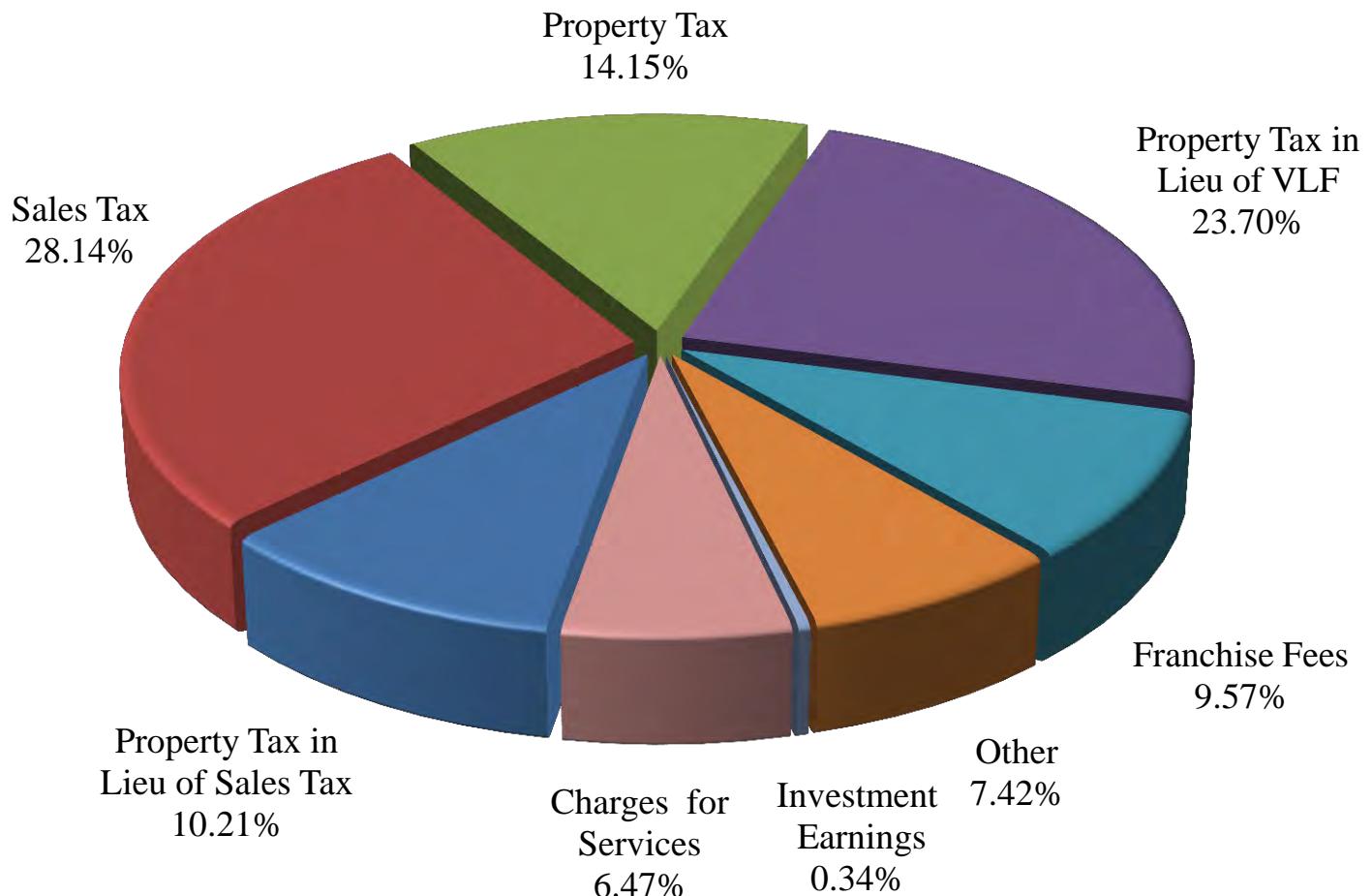
Revenues & Interfund Transfers	Expenditures & Interfund Transfers	Fund Balance 06/30/12	Estimated Revenues & Interfund Transfers	Estimated Expenditures & Interfund Transfers	Estimated Fund Balance 06/30/13	Projected Revenues & Interfund Transfers	Projected Expenditures & Interfund Transfers	Projected Fund Balance 06/30/14
16,177,928	15,072,939	15,910,392	16,854,688	16,914,876	15,850,204	15,842,952	16,248,954	15,444,202
1,402,741	1,193,845	1,604,692	1,170,000	1,373,883	1,400,809	1,453,090	2,617,230	236,669
624,154	800,346	548,047	618,229	787,362	378,914	655,206	1,027,093	7,027
61,833	52,996	256,822	56,905	98,137	215,590	60,000	272,000	3,590
-	-	197	-	-	197	-	-	197
598	1,795	1	-	1	-	-	-	-
-	-	-	381,418	-	381,418	-	-	381,418
100,670	59,109	137,244	100,000	119,301	117,943	100,000	113,567	104,376
-	-	-	158,238	-	158,238	160,000	-	318,238
2,189,996	2,108,091	2,547,003	2,484,790	2,378,684	2,653,109	2,428,296	4,029,890	1,051,515
1,322,536	1,351,104	1,083,278	2,062,091	2,247,146	898,223	4,528,000	5,187,000	239,223
832,381	836,260	848,392	576,793	1,425,185	-	-	-	-
-	-	-	2,662,526	314,134	2,348,392	800,238	800,238	2,348,392
20,522,841	19,368,394	20,389,065	24,640,888	23,280,025	21,749,928	23,599,486	26,266,082	19,083,332

City of Rancho Santa Margarita

Summary of Budgeted Revenues

General Fund

Fiscal Year 2013-2014



City of Rancho Santa Margarita
Revenue Summary - All Funds

	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET
100 GENERAL FUND	14,938,897	16,345,290	16,177,928	16,055,436	16,854,688	15,842,952
<u>SPECIAL REVENUE FUNDS</u>						
210 GAS TAX	860,870	1,253,218	1,402,740	1,302,000	1,170,000	1,453,090
212 MEASURE M	440,320	431,857	624,155	626,000	618,229	655,206
214 AIR QUALITY IMPROVEMENT	73,719	56,465	61,833	60,000	56,905	60,000
216 CA LAW ENFORCEMENT EQUIPMENT	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF	452,157	5,184	598	-	-	-
220 LOCAL PARK TRUST	-	-	-	-	381,418	-
222 SUPPLEMENTAL LAW ENFORCEMENT	124,957	100,533	100,670	100,000	100,000	100,000
224 PEG FEE	-	-	-	-	158,238	160,000
<u>SUBTOTAL</u>						
ALL SPECIAL REVENUE FUNDS	1,952,023	1,847,257	2,189,996	2,088,000	2,484,790	2,428,296
410 CAPITAL PROJECTS FUND	1,212,246	2,306,285	1,322,536	2,851,000	2,062,091	4,528,000
<u>RSM DEBT SERVICE FUNDS</u>						
500 RSMNP DEBT SERVICE FUND	844,281	835,095	832,381	833,860	576,793	-
530 RSM PFA DEBT SERVICE FUND	-	-	-	-	2,662,526	800,238
<u>SUBTOTAL</u>						
ALL FUND TYPES	18,947,447	21,333,927	20,522,841	21,828,296	24,640,888	23,599,486
LESS INTERFUND TRANSFERS	2,361,221	3,495,811	2,630,494	3,418,866	5,076,126	5,026,561
GRAND TOTAL - ALL FUND TYPES	16,586,226	17,838,116	17,892,347	18,409,430	19,564,762	18,572,925

City of Rancho Santa Margarita
Revenues - Detail of All Funds

	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	-----FY 2013/14-----		
	AMENDED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET				
100 <u>GENERAL FUND</u>							
Property Tax	1,465,724	2,037,141	1,999,106	2,000,033	2,000,033	2,004,416	
Sales Tax	3,556,064	3,889,792	4,045,681	4,099,309	4,269,929	4,457,736	
Property Tax in Lieu of Sales Tax	1,524,173	1,277,566	1,302,366	1,288,630	1,363,290	1,618,075	
Real Property Transfer Tax	217,950	235,626	230,916	245,136	234,302	237,231	
Franchise Fees - Cable TV	785,762	823,669	801,372	838,652	791,139	801,028	
Cable - Grant Revenue	53,672	53,672	483,048	-	-	-	
Cable - PEG Fees	-	-	99,503	132,000	-	-	
Franchise Fees - Gas	71,982	82,732	81,935	84,813	84,813	85,873	
Franchise Fees - Electricity	397,916	379,179	371,914	376,563	387,608	392,453	
Franchise Fees - Refuse Collection	161,989	160,007	159,666	163,792	167,257	169,348	
Park Fees	-	-	58,982	-	-	-	
Motor Vehicle License Fee	146,091	123,333	129,711	-	25,603	-	
Property Tax in Lieu of VLF	3,674,206	3,667,263	3,677,509	3,723,479	3,708,252	3,754,605	
State Mandated Cost Reimburse	-	5,328	10,344	-	6,789	-	
EECBG	-	-	95,260	-	1,855	-	
Beverage Container Recycling Grant	6,177	13,332	13,148	13,271	13,271	13,437	
Building Permit Fees	206,147	240,197	272,774	319,926	340,074	242,470	
Building-Plan Check Fees	84,857	111,725	82,613	157,953	199,269	94,228	
Site Development Permits/Fees	3,185	4,537	11,500	-	13,960	14,135	
Site Development Permits/Deposits	134,718	162,881	32,450	107,311	55,423	41,333	
Planning - Plan Check Fees	11,990	30,492	37,772	35,500	46,650	69,600	
Other Planning Revenues	6,115	14,235	5,550	17,419	7,053	7,141	
CDBG Grant	71,428	125,115	64,544	73,090	73,090	62,641	
Engineering Permits	31,695	104,030	222,737	280,623	281,890	120,981	
AB933 - Recycling Grant	65,362	66,674	68,807	68,786	83,978	67,783	
Solid Waste Diversion Permits	24,527	11,803	94,744	36,451	86,764	87,849	
Mapping-Engineer/Other Eng. Rev.	(255)	2,560	2,826	-	90	-	
FEMA Reimbursement	-	-	91,694	-	4,564	-	
CALTRANS Federal Aid	-	-	-	-	33,828	-	
Court Fines	130,959	106,530	129,644	108,077	108,821	105,000	
Local Ordinance Violation	87	-	3,800	2,000	-	-	
Parking Citation Revenue	103,142	98,456	96,497	106,267	62,523	90,000	
Parking Citation - DMV	16,229	24,650	29,063	28,044	16,010	15,000	
Miscellaneous Police Grants	49,315	18,692	34,266	2,500	7,500	2,500	
Abandoned Vehicle Abatement	18,908	19,167	22,662	-	5,299	-	
BTRCC Revenue - Misc.	875	590	642	-	645	-	
Community Services Revenue	66,742	23,991	14,944	24,000	28,946	27,500	
Advertising Income	-	-	-	-	-	7,500	
BTRCC Program Revenue	157,524	225,486	208,616	210,120	224,716	220,000	
BTRCC Rental Revenue	215,490	196,500	183,344	199,820	135,000	150,000	
Senior Mobility Grant	13,464	14,403	22,229	22,823	22,823	23,529	
Investment Earnings	76,670	65,689	91,242	59,527	53,567	54,237	
Other Revenue	25,181	462,837	73,295	249,515	1,207,209	-	
Transfer from Gas Tax Fund	336,893	341,363	258,645	502,149	243,793	272,230	
Transfer from Measure M	525,943	284,363	460,567	477,857	457,062	533,093	
Transfer from TCRF	-	339,684	-	-	-	-	
Transfer from CIP	500,000	500,000	-	-	-	-	
TOTAL GENERAL FUND	14,938,897	16,345,290	16,177,928	16,055,436	16,854,688	15,842,952	
<u>SPECIAL REVENUE FUNDS</u>							
210 <u>GAS TAX FUND:</u>							
Gas Tax 2105 (Prop. 111)	271,432	256,238	227,251	438,253	397,800	489,110	
Gas Tax 2106	174,164	164,797	162,277	270,686	245,700	302,097	
Gas Tax 2107	361,761	342,222	326,181	573,596	520,650	640,231	
Gas Tax 2107.5	6,000	6,000	6,000	6,445	5,850	7,120	
Gas Tax 2103	-	472,872	671,620	-	-	-	
Interest Income	5,220	3,463	9,411	13,020	-	14,532	
Transfer from CIP	42,293	7,626	-	-	-	-	
TOTAL GAS TAX FUND	860,870	1,253,218	1,402,740	1,302,000	1,170,000	1,453,090	
212 <u>MEASURE M FUND:</u>							
Measure M (Local Turnback)	430,385	425,295	598,212	619,740	618,229	648,654	
Interest Income	9,935	6,562	4,502	6,260	-	6,552	
Transfer from CIP	-	-	21,441	-	-	-	
TOTAL MEASURE M FUND	440,320	431,857	624,155	626,000	618,229	655,206	

City of Rancho Santa Margarita
Revenues - Detail of All Funds

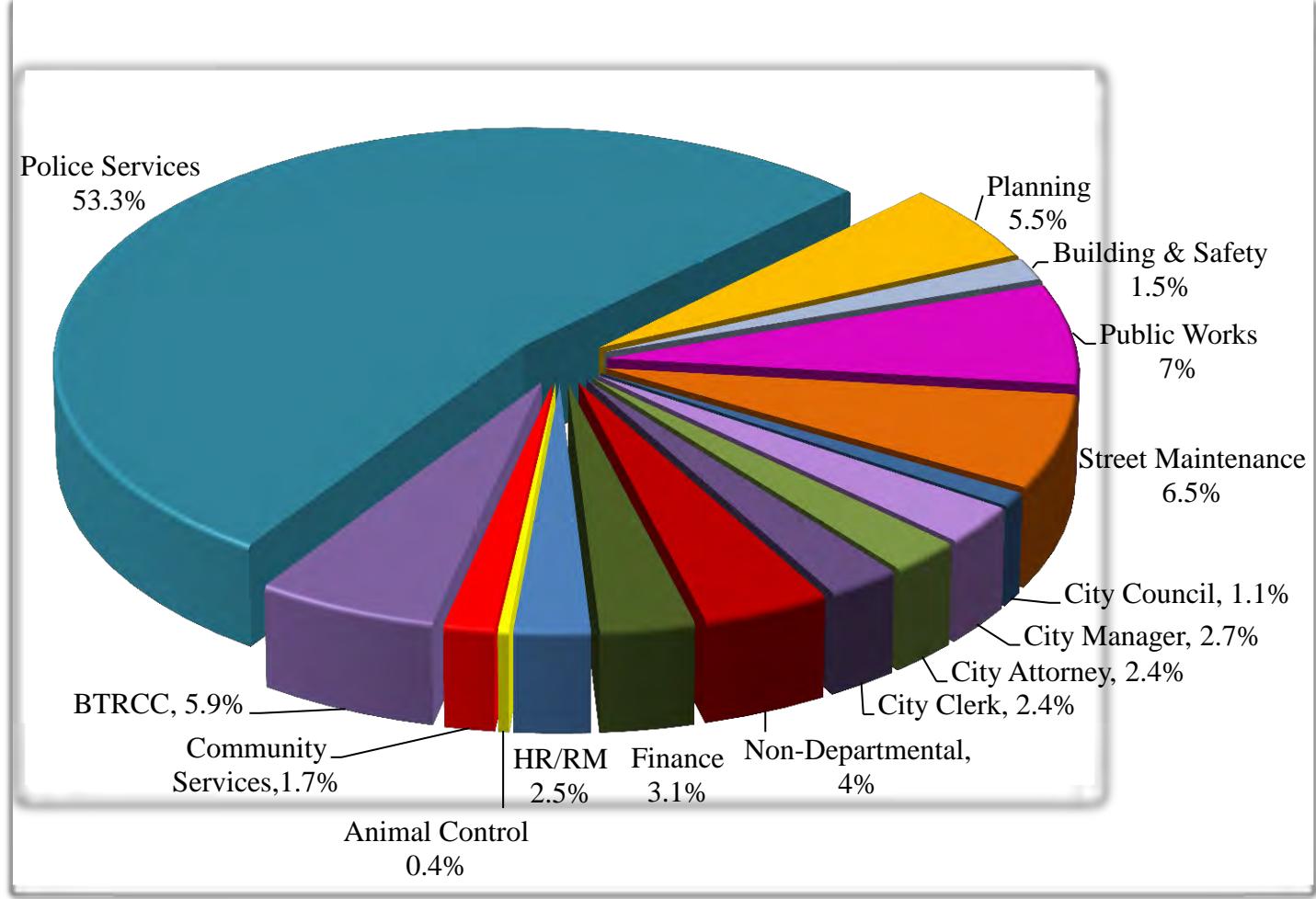
	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
214 AIR QUALITY IMPROVEMENT FUND:						
AQMD (AB 2766)	71,836	54,829	60,142	59,400	56,905	59,400
Interest Income	1,883	1,636	1,691	600	-	600
TOTAL AQMD FUND	73,719	56,465	61,833	60,000	56,905	60,000
216 CA LAW ENFORCEMENT EQUIP. PROGRAM:						
CLEEP Grant	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
TOTAL CLEEP FUND	-	-	-	-	-	-
218 TRAFFIC CONGESTION RELIEF FUND:						
TCRF Funds	450,082	-	597	-	-	-
Interest Income	2,075	5,184	1	-	-	-
TOTAL TCRF FUND	452,157	5,184	598	-	-	-
220 LOCAL PARK TRUST FUND:						
Park Fees	-	-	-	-	381,418	-
Interest Income	-	-	-	-	-	-
TOTAL LOCAL PARK TRUST FUND	-	-	-	-	381,418	-
222 SUPPLEMENTAL LAW ENFORCEMENT:						
Supplemental Law Enforcement	124,254	100,016	100,000	99,000	100,000	99,000
Interest Income	703	517	670	1,000	-	1,000
TOTAL SUPPL. ENFORCEMENT	124,957	100,533	100,670	100,000	100,000	100,000
224 PEG FEE FUND:						
PEG Fees	-	-	-	-	158,238	160,000
Interest Income	-	-	-	-	-	-
TOTAL PEG FEE FUND	-	-	-	-	158,238	160,000
SUBTOTAL - ALL SPECIAL REVENUE	1,952,023	1,847,257	2,189,996	2,088,000	2,484,790	2,428,296
410 CAPITAL PROJECTS FUND						
Transfer from General Fund	-	-	-	-	-	600,000
Transfer from Gas Tax Fund	1,275	20,451	667,684	1,022,000	857,772	2,055,000
Transfer from Measure M Fund	89,854	566,377	339,779	439,000	330,300	494,000
Transfer from Air Quality Improve.	13,759	92,433	52,996	144,000	98,137	272,000
Transfer from TCRF Fund	22,089	517,933	1,795	-	1	-
GMA #9	45,061	-	-	-	-	-
Measure M - Turnback	-	116,146	-	-	-	-
OCTA	-	-	-	-	-	-
ARRA TP	-	482,082	-	-	-	-
EECBG	-	85,209	-	-	-	-
RAC	-	134,579	-	-	-	-
HBP	-	-	-	67,000	28,373	427,000
TCRF Prop 42 County	166,840	-	-	-	-	-
Interest Income	11,448	6,456	7,221	-	-	-
TEA-LU Grant	-	-	90,134	-	-	-
Safe Route to School	-	62,517	-	-	-	-
Homeowners' Association	-	-	-	-	-	44,000
Prop 1B (State)	739,125	-	-	314,000	314,000	-
CDBG Grant	122,795	48,030	161,227	280,000	185,889	125,000
HSIP	-	-	-	311,000	247,088	-
CTFP	-	174,072	1,700	274,000	531	511,000
SUBTOTAL - CAPITAL PROJECTS	1,212,246	2,306,285	1,322,536	2,851,000	2,062,091	4,528,000
<u>RSM DEBT SERVICE FUNDS</u>						
500 RSMNP DEBT SERVICE FUND:						
Interest Income	15,166	9,514	4,794	-	-	-
Transfer from General Fund	829,115	825,581	827,587	833,860	576,793	-
TOTAL RSMNP DEBT SERVICE	844,281	835,095	832,381	833,860	576,793	-
530 RSM PFA DEBT SERVICE FUND:						
Long Term Debt Issued	-	-	-	-	150,258	-
Transfer from General Fund	-	-	-	-	1,663,875	800,238
Transfer from RSMNP Debt Service	-	-	-	-	848,393	-
TOTAL RSM PFA DEBT SERVICE	-	-	-	-	2,662,526	800,238
SUBTOTAL - ALL FUND TYPES	18,947,447	21,333,927	20,522,841	21,828,296	24,640,888	23,599,486
LESS: INTERFUND TRANSFERS	2,361,221	3,495,811	2,630,494	3,418,866	5,076,126	5,026,561
GRAND TOTAL - ALL FUND TYPES	16,586,226	17,838,116	17,892,347	18,409,430	19,564,762	18,572,925

City of Rancho Santa Margarita

Summary of Budgeted Expenditures

General Fund

Fiscal Year 2013-2014



City of Rancho Santa Margarita
Appropriations Summary - All Funds

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET
				AMENDED BUDGET	YEAR-END ESTIMATE	
<u>GENERAL FUND</u>						
City Council	183,480	136,440	124,539	168,296	150,153	146,721
City Manager	524,503	432,438	396,083	353,153	348,934	396,696
City Attorney	440,755	375,866	507,079	557,380	522,763	350,000
City Clerk	327,611	346,678	329,070	385,963	374,882	355,567
Non-Departmental	634,486	650,666	623,024	740,416	654,788	617,580
Finance	514,293	480,192	508,359	599,578	550,415	459,718
Human Resources/Risk Management	381,847	368,910	388,605	364,689	334,883	368,047
Police Services	7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
Animal Control	47,036	45,857	53,261	40,000	52,000	53,000
Planning	869,030	903,421	717,837	803,255	783,114	822,786
Building	197,288	238,824	236,454	324,958	323,604	228,960
Public Works	844,228	1,040,355	1,007,415	1,060,691	1,024,884	1,043,102
Street Maintenance	816,404	921,773	901,066	916,357	917,909	971,593
Community Services	274,935	188,429	188,015	224,564	214,949	246,298
BTRCC	870,297	797,822	792,099	829,885	851,844	880,745
Transfer to Capital Projects Fund	-	-	-	-	-	600,000
Transfer to RSMNP Debt Service Fund	829,115	825,581	827,587	833,860	576,793	-
Transfer to RSM PFA Debt Service Fund	-	-	-	-	1,663,875	800,238
TOTAL GENERAL FUND	15,409,261	15,062,447	15,072,939	15,817,201	16,914,876	16,248,954
<u>SPECIAL REVENUE FUNDS</u>						
GAS TAX - Street Lighting	275,374	278,544	267,517	316,740	272,318	290,000
Transfer to General Fund	336,893	341,363	258,644	502,149	243,793	272,230
Transfer to Capital Projects Fund	1,275	20,451	667,684	1,022,000	857,772	2,055,000
MEASURE M						
Transfer to General Fund	525,943	284,363	460,567	477,857	457,062	533,093
Transfer to Capital Projects Fund	89,854	566,377	339,779	439,000	330,300	494,000
AIR QUALITY IMPROVEMENT						
Transfer to General Fund	-	-	-	-	-	-
Transfer to Capital Projects Fund	13,759	92,433	52,996	144,000	98,137	272,000
CA LAW ENFORCEMENT EQUIP.	-	-	-	-	-	-
TRAFFIC CONGESTION RELIEF						
Transfer to General Fund	-	339,684	-	-	-	-
Transfer to Capital Projects Fund	22,089	517,933	1,795	-	1	-
LOCAL PARK TRUST	-	-	-	-	-	-
SUPPLEMENTAL LAW ENFORCE	134,156	133,512	59,109	125,349	119,301	113,567
PEG FEE	-	-	-	-	-	-
TOTAL SPECIAL REVENUE FUNDS	1,399,343	2,574,660	2,108,091	3,027,095	2,378,684	4,029,890
<u>CAPITAL PROJECTS FUND</u>						
Capital Outlay	887,458	2,548,550	1,329,663	3,286,000	2,247,146	5,187,000
Transfer to General Fund	500,000	500,000	-	-	-	-
Transfer to Gas Tax Fund	42,293	7,626	-	-	-	-
Transfer to Measure M Fund	-	-	21,441	-	-	-
Transfer to Air Quality Improve. Fund	-	-	-	-	-	-
TOTAL CAPITAL PROJECT FUND	1,429,751	3,056,176	1,351,104	3,286,000	2,247,146	5,187,000
<u>RSM DEBT SERVICE FUNDS</u>						
RSMNP DEBT SERVICE FUND	842,760	837,523	836,260	833,860	576,792	-
Transfer to RSM PFA Debt Service Fund	-	-	-	-	848,393	-
RSM PFA DEBT SERVICE FUND	-	-	-	-	314,134	800,238
TOTAL RSM DEBT SRVC. FUNDS	842,760	837,523	836,260	833,860	1,739,319	800,238
SUBTOTAL - ALL FUND TYPES	19,081,115	21,530,806	19,368,394	22,964,156	23,280,025	26,266,082
LESS INTERFUND TRANSFERS	2,361,221	3,495,811	2,630,493	3,418,866	5,076,126	5,026,561
GRAND TOTAL - ALL FUND TYPES	16,719,894	18,034,995	16,737,901	19,545,290	18,203,899	21,239,521

Fund Expense Summary
GENERAL FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----		FY 2013/14 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
City Council	183,480	136,440	124,539	168,296	150,153	146,721
City Manager	524,503	432,438	396,083	353,153	348,934	396,696
City Attorney	440,755	375,866	507,079	557,380	522,763	350,000
City Clerk	327,611	346,678	329,070	385,963	374,882	355,567
Non-Departmental	634,486	650,666	623,024	740,416	654,788	617,580
Finance	514,293	480,192	508,359	599,578	550,415	459,718
Human Resources/Risk Management	381,847	368,910	388,605	364,689	334,883	368,047
Police Services	7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
Animal Control	47,036	45,857	53,261	40,000	52,000	53,000
Planning	869,030	903,421	717,837	803,255	783,114	822,786
Building	197,288	238,824	236,454	324,958	323,604	228,960
Public Works	844,228	1,040,355	1,007,415	1,060,691	1,024,884	1,043,102
Street Maintenance	816,404	921,773	901,066	916,357	917,909	971,593
Community Services	274,935	188,429	188,015	224,564	214,949	246,298
BTRCC	870,297	797,822	792,099	829,885	851,844	880,745
Transfer to Capital Projects Fund	-	-	-	-	-	600,000
Transfer to RSMNP Debt Service Fund	829,115	825,581	827,587	833,860	576,793	-
Transfer to RSM PFA Debt Service Fund	-	-	-	-	1,663,875	800,238
TOTAL GENERAL FUND	15,409,261	15,062,447	15,072,939	15,817,201	16,914,876	16,248,954

Fund Expense Summary
GAS TAX FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR END ESTIMATE	FY 2013/14 ADOPTED BUDGET
GAS TAX - Street Lighting Transfers to General Fund	275,374	278,544	267,517	316,740	272,318	290,000
Public Works	253,953	253,953	168,145	413,649	155,293	183,730
Street Maintenance	82,940	87,410	90,499	88,500	88,500	88,500
Slurry Seal Program	-	-	295,900	277,000	227,800	310,000
Antonio Pkwy Slurry Seal	-	5,220	-	-	-	355,000
Robinson Ranch Road Pavement Rehab	-	-	-	240,000	193,972	265,000
Antonio Overlay Design	450	-	-	-	-	-
Alicia Parkway Rehabilitation	-	8,551	-	-	-	-
Antonio Pkwy. Pavement Rehab	-	-	222,747	-	-	55,000
Coto de Caza/La Promesa Pavement Rehab.	-	-	17,368	15,000	15,000	-
SMP Pavement Rehabilitation	-	-	-	361,000	361,000	625,000
Median Hardscape Renovation	-	-	-	-	-	50,000
Melinda road Median Improvements	-	-	-	-	-	67,000
SMP Signal & Equipment Upgrade	-	-	-	46,000	-	-
Antonio Pkwy. Signal & Equipment Upgrade	-	-	-	23,000	-	-
Traffic Signal Battery Backup System	-	-	131,287	-	-	150,000
Countdown Pedestrian Signal Heads	-	-	-	-	-	5,000
SMP Bridge Hinge Repair	-	6,680	-	60,000	60,000	28,000
Alas De Paz Sidewalk Repair	-	-	382	-	-	-
Bus Stop Improvements	125	-	-	-	-	-
Robinson Ranch Sidewalk	700	-	-	-	-	-
Alma Aldea/Bienvenidos Traffic Signal	-	-	-	-	-	20,000
Emergency Vehicle Pre-emption (Phase 2&3)	-	-	-	-	-	125,000
TOTAL GAS TAX FUND	613,542	640,358	1,193,845	1,840,889	1,373,883	2,617,230

Fund Expense Summary
MEASURE M FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET				
				AMENDED BUDGET	YEAR END ESTIMATE					
MEASURE M										
Transfers to General Fund										
Public Works	142,479	-	-	-	-	-				
Street Maintenance	383,464	284,363	460,567	477,857	457,062	533,093				
Transfers to Capital Projects Fund										
Melinda Road/ Los Alisos Slurry	-	160,605	-	-	-	-				
Residential Overlay	-	86,602	202,622	284,000	272,950	355,000				
Residential Overlay/Phase 2	-	179,000	-	-	-	-				
Melinda Road/Altisima	-	88,156	-	-	-	-				
Antonio/ Via Honest to Coto de Caza	25,648	4,993	-	-	-	-				
SM Pkwy Pavement Rehabilitation	-	-	34,081	101,000	21,268	75,000				
Reclaimed Water Connection Plano Median	-	22,800	-	-	-	-				
Melinda Road Median Improvements	-	-	-	10,000	2,082	-				
Buena Suerte/ La Miranda Median Improve	-	-	-	10,000	-	-				
Intersection Improvement (Empresa)	-	19,294	-	-	-	-				
Traffic Signal Battery Backup System	-	4,927	71,400	-	-	-				
SMP Bridge Hinge Study	1,470	-	-	-	-	28,000				
Sidewalk Repair	4,840	-	31,676	34,000	34,000	36,000				
Robinson Ranch Traffic Calming	51,162	-	-	-	-	-				
Antonia/Tijeras Creek Storm Drain	6,734	-	-	-	-	-				
TOTAL MEASURE M FUND	615,797	850,740	800,346	916,857	787,362	1,027,093				

Fund Expense Summary
AIR QUALITY IMPROVEMENT FUND

DESCRIPTION	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13		FY 2013/14
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
AIR QUALITY IMPROVEMENT						
Transfers to Capital Projects Fund						
Traffic Signal Synchronization	13,759	92,134	2,881	-	-	-
Circulation Element Update	-	-	-	75,000	70,683	15,000
SMP Signal & Equipment Upgrade	-	-	-	-	-	46,000
Antonio Pkwy. Signal & Equipment Upgrade	-	-	-	-	-	41,000
Count Down Signal Head	-	-	-	-	-	50,000
Laurel/Via Ricardo Sidewalk	-	299	-	-	-	-
Crosswalk Bulb-Out Upgrade Project	-	-	33,209	-	-	-
Trabuco Mesa Bulbout Improvements	-	-	-	-	-	40,000
Measure M2 Proj V Bus/ Shuttle Srv	-	-	6	-	-	-
Robinson Ranch Improvement Program	-	-	16,900	69,000	27,454	-
Speed Feedback Signs	-	-	-	-	-	40,000
Crosswalk LED Signs	-	-	-	-	-	40,000
TOTAL AIR QUALITY IMPROVEMENT	13,759	92,433	52,996	144,000	98,137	272,000

Fund Expense Summary
 CA LAW ENFORCEMENT EQUIPMENT PROGRAM FUND

DESCRIPTION	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13		FY 2013/14
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
CA LAW ENFORCEMENT EQUIP.						
Police Tech. Equipment	-	-	-	-	-	-
TOTAL CA LAW ENFORCE. EQUIP.	-	-	-	-	-	-

Fund Expense Summary
 TRAFFIC CONGESTION RELIEF FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----		FY 2013/14 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE	
TRAFFIC CONGESTION RELIEF						
Transfers to General Fund						
Public Works	-	139,684		-	-	-
Street Maintenance	-	200,000		-	-	-
Transfers to Capital Projects Fund						
Slurry Seal Program	2,310	174,000		-	-	-
Melinda Rd. Slurry Seal	3,825	-		-	-	-
Residential Overlay	15,954	303,041	1,795	-	1	-
Sidewalk Repairs	-	6,393		-	-	-
Antonio/ Tijeras Creek Storm Drain	-	34,499		-	-	-
TOTAL TRAFFIC CONGESTION RELIEF	22,089	857,617	1,795	-	1	-

Fund Expense Summary
 LOCAL PARK TRUST FUND

DESCRIPTION	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13		FY 2013/14
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
LOCAL PARK TRUST						
Transfers to Capital Projects Fund						
Community Center/CHall Construct.	-	-	-	-	-	-
TOTAL LOCAL PARK TRUST	-	-	-	-	-	-

Fund Expense Summary
 SUPPLEMENTAL LAW ENFORCEMENT FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14
				AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
SUPPLEMENTAL LAW ENFORCEMENT						
Additional Police Services	134,156	133,512	59,109	125,349	119,301	113,567
TOTAL SUPPLEMENTAL LAW	<u>134,156</u>	<u>133,512</u>	<u>59,109</u>	<u>125,349</u>	<u>119,301</u>	<u>113,567</u>

Fund Expense Summary
PEG FEE FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14
				AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
PEG FEE Public Education Grant Expenditures	-	-	-	-	-	-
TOTAL PEG FEE	-	-	-	-	-	-

Fund Expense Summary
CAPITAL PROJECTS FUND

DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	FY 2013/14 ADOPTED BUDGET
				AMENDED BUDGET	YEAR END ESTIMATE
<u>CAPITAL PROJECTS FUND</u>					
Transfer to General Fund	500,000	500,000	-	-	-
Transfer to Gas Tax Fund	42,293	7,626	-	-	-
Transfer to Measure M Fund	-	-	21,441	-	-
Transfer to Air Quality Improve. Fund	-	-	-	-	-
Slurry Seal Program	2,310	342,691	295,900	277,000	227,800
Melinda Road/ Los Alisos Slurry	3,825	160,605	-	-	-
Antonio Pkwy Slurry Seal	-	5,220	-	-	355,000
Residential Overlay	15,954	684,790	182,976	500,000	488,951
Lindsay/Cozy Glen Pavement Rehabilitation	-	-	-	100,000	10,000
Robinson Ranch Rd Pavement Rehabilitation	-	-	-	240,000	193,972
Antonio Overlay Design	450	-	-	-	-
Alicia Parkway Rehabilitation	289,366	8,551	-	-	-
Melinda Road/Altisima	36,195	546,599	-	-	-
Robinson Ranch Pavment Plano/N.Peak	20,430	182,336	-	-	-
Antonio Pkwy Pavement Rehabilitation	25,648	4,993	311,747	-	55,000
SMP/ De Las Flores Widening	-	16,024	-	-	-
Coto de Caza/La Promesa Pavement Rehab	-	-	17,368	15,000	15,000
SM Pkwy Pavement Rehabilitation	-	-	34,081	560,000	480,268
Median Improvements (Plano)	-	-	-	-	50,000
Reclaimed Water Connect Plano Median	-	22,800	-	-	-
Melinda Road Median Improvements	-	-	-	10,000	2,082
Buena Suerte/La Miranda Meidan Improve.	-	-	-	10,000	-
Alicia Pkwy./SMP Gateway	-	-	-	-	56,000
Intersection Improvement (Empresa)	52,043	177,371	-	-	-
SMP/Empresa Landscaping	-	-	-	-	32,000
City Hall Landscaping Renovation	-	-	-	-	50,000
Traffic Signal Synchronization	16,189	192,134	2,881	-	-
Circulation Element Update	-	-	-	75,000	70,683
SMP Signal & Equipment Upgrade	-	-	-	230,000	533
Antonio Pkwy. Signal & Equipment Upgrade	-	-	-	113,000	-
Traffic Signal Battery Backup System	-	4,927	202,687	-	150,000
Count Down Pedestrian Signal Heads	-	-	-	-	55,000
Reflective SNS Conversion	3,060	82,149	-	-	-
SMP Bridge Hinge Repair	1,470	6,680	167	127,000	88,373
Street Maintenance - Sidewalk Repair	4,840	6,393	31,676	34,000	34,000
Laurel/Via Ricardo Sidewalk Repair	56,361	1,535	-	-	-
Robinson Ranch Access Ramps	66,754	-	-	-	-
Crosswalk Bulb-Out Upgrade Project	-	46,793	194,436	-	-
Alas De Paz Sidewalk Repair	-	-	383	-	-
Alma Aldea Bulbout Installation	-	-	-	40,000	38,517
ADA Curb Ramp Installation	-	-	-	140,000	137,372
Trabuco Mesa Bulbout Improvements	-	-	-	-	40,000
Bus Stop Improvements	125	-	-	-	-
Measure M2 Project V Bus/ Shuttle Srv.	-	-	6	-	-
Building Improvements	-	-	-	-	70,000
City Hall Server Rm Fire Suppression Sys.	-	-	-	45,000	-
Chiquita Ridge Open Space Assessment	-	9,230	10,542	375,000	140,055
Chiquita Ridge Habitat Restoration	-	-	-	15,000	45,000
Robinson Ranch Sidewalk	700	-	-	-	-
Alma Aldea/Bienvenidos Traffic Signal	-	-	-	-	20,000
Robinson Ranch Traffic Calming	51,162	-	16,900	380,000	274,540
Melinda Heights Flashing Beacon	58,755	-	-	-	-
Emergency Vehicle Pre-Emption	175,087	-	-	-	-
Emergency Vehicle Pre-Emption/Phase 2	-	12,230	-	-	125,000
Speed Feedback Signs	-	-	-	-	40,000
Crosswalk LED Signs	-	-	-	-	40,000
Trabuco Highlands Geotechnical Investigation	-	-	27,913	-	-
Antonio/Tijeras Creek Storm Drain	6,734	34,499	-	-	-
TOTAL CAPITAL PROJECTS FUND	1,429,751	3,056,176	1,351,104	3,286,000	2,247,146
					5,187,000

Fund Expense Summary
 RSM NONPROFIT DEBT SERVICE FUND

DESCRIPTION	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13		FY 2013/14
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSMNP DEBT SERVICE FUND</u>						
Debt Service Payment	842,760	837,523	836,260	833,860	576,792	-
Transfer to RSM PFA Debt Service Func	-	-	-	-	848,393	-
TOTAL RSMNP DEBT SERVICE	842,760	837,523	836,260	833,860	1,425,185	-

Fund Expense Summary
 RSM PFA DEBT SERVICE FUND

DESCRIPTION	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13		FY 2013/14
	ACTUAL	ACTUAL	ACTUAL	AMENDED BUDGET	YEAR END ESTIMATE	ADOPTED BUDGET
<u>RSM PFA DEBT SERVICE FUND</u>						
Cost of Issuance	-	-	-	-	176,804	-
Debt Service Payment	-	-	-	-	137,330	800,238
TOTAL RSM PFA DEBT SERVICE	-	-	-	-	314,134	800,238

SUMMARY OF EXPENDITURES BY ACCOUNT GROUP

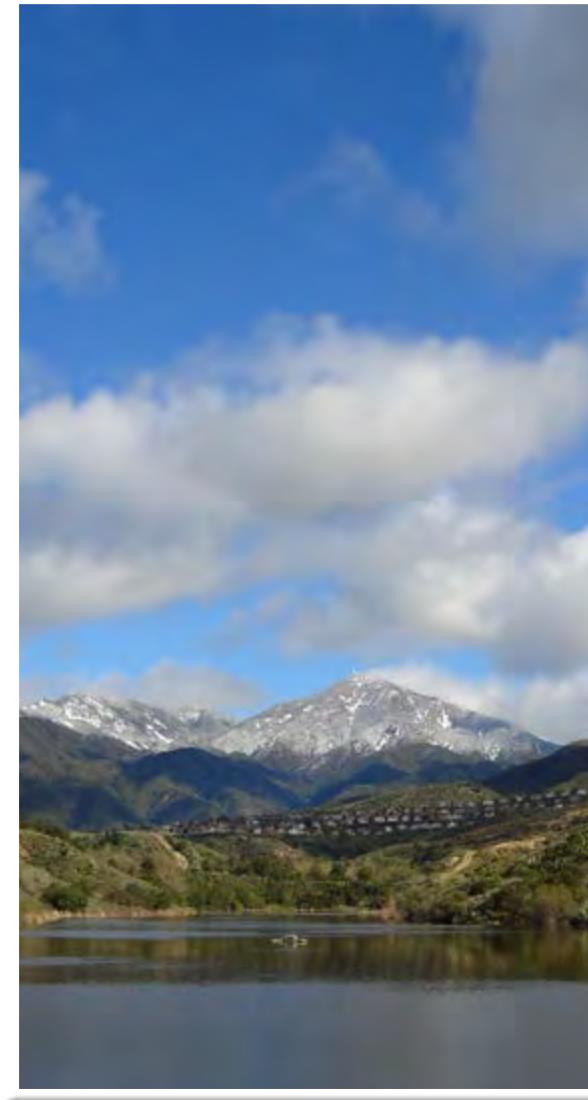
		FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
GENERAL FUND							
 SALARIES AND BENEFITS		2,809,535	2,788,846	2,602,649	2,807,312	2,739,905	2,780,510
	% of total	18%	19%	17%	18%	16%	17%
 LAW ENFORCEMENT CONTRACT		7,185,717	6,879,630	6,935,534	7,118,811	7,118,811	7,453,706
	% of total	47%	46%	46%	45%	42%	46%
 PROFESSIONAL SERVICES		1,643,161	1,628,831	1,733,182	2,014,287	1,871,617	1,563,294
	% of total	11%	11%	11%	13%	11%	10%
 OTHER CONTRACT SERVICES		1,193,975	1,416,631	1,300,224	1,316,600	1,329,903	1,373,156
	% of total	8%	9%	9%	8%	8%	8%
 OTHER SUPPLIES AND SERVICES		1,531,579	1,359,353	1,508,921	1,496,056	1,457,490	1,476,316
	% of total	10%	9%	10%	9%	9%	9%
 CAPITAL EXPENDITURES		216,179	163,575	164,841	230,275	156,482	201,734
	% of total	1%	1%	1%	1%	1%	1%
 DEBT SERVICE		829,115	825,581	827,587	833,860	2,240,668	800,238
	% of total	5%	5%	5%	5%	13%	5%
 MITIGATION		-	-	-	-	-	-
	% of total	0%	0%	0%	0%	0%	0%
 TRANSFERS/ALLOCATIONS		-	-	-	-	-	600,000
	% of total	0%	0%	0%	0%	0%	4%
Subtotal General Fund Expenditures		<u>15,409,261</u>	<u>15,062,447</u>	<u>15,072,938</u>	<u>15,817,201</u>	<u>16,914,876</u>	<u>16,248,954</u>
		100%	100%	100%	100%	100%	100%
SPECIAL FUNDS							
 SLESF FUND Police Services		134,156	133,512	59,109	125,349	119,301	113,567
 GAS TAX FUND Street Lighting		275,374	278,543	267,517	316,740	272,318	290,000
Subtotal Special Funds Expenditures		<u>409,530</u>	<u>412,055</u>	<u>326,626</u>	<u>442,089</u>	<u>391,619</u>	<u>403,567</u>
TOTAL OPERATING EXPENDITURES		<u>15,818,791</u>	<u>15,474,502</u>	<u>15,399,564</u>	<u>16,259,290</u>	<u>17,306,495</u>	<u>16,652,521</u>

SUMMARY OF EXPENDITURES BY DEPARTMENT/DIVISION

		FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET
					AMENDED BUDGET	YEAR-END ESTIMATE	
GENERAL GOVERNMENT							
110	City Council	183,480	136,440	124,538	168,296	150,153	146,721
120	City Manager	524,503	432,438	396,083	353,153	348,934	396,696
140	City Attorney	440,755	375,866	507,079	557,380	522,763	350,000
160	City Clerk	327,611	346,678	329,070	385,963	374,882	355,567
220	HR / Risk Management	381,847	368,910	388,605	364,689	334,883	368,047
	Subtotal	1,858,196	1,660,332	1,745,375	1,829,481	1,731,615	1,617,031
FINANCE							
170	Non-departmental	1,463,601	1,476,247	1,450,611	1,574,276	2,895,456	2,017,818
210	Finance	514,293	480,192	508,359	599,578	550,415	459,718
	Subtotal	1,977,894	1,956,439	1,958,970	2,173,854	3,445,871	2,477,536
POLICE SERVICES							
310	Police Services	7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
320	Animal Control	47,036	45,857	53,261	40,000	52,000	53,000
	Subtotal	7,700,989	7,355,052	7,525,707	7,654,156	7,621,086	7,960,903
DEVELOPMENT SERVICES							
410	Planning	869,030	903,421	717,837	803,255	783,114	822,786
510	Building & Safety	197,288	238,824	236,454	324,958	323,604	228,960
	Subtotal	1,066,318	1,142,245	954,291	1,128,213	1,106,718	1,051,746
PUBLIC WORKS							
610	Public Works	844,228	1,040,355	1,007,415	1,060,691	1,024,884	1,043,102
620	Street Maintenance	816,404	921,773	901,066	916,357	917,909	971,593
	Subtotal	1,660,632	1,962,128	1,908,481	1,977,048	1,942,793	2,014,695
COMMUNITY SERVICES							
710	Community Services	274,935	188,429	188,015	224,564	214,949	246,298
711	BTRCC	870,297	797,822	792,099	829,885	851,844	880,745
	Subtotal	1,145,232	986,251	980,114	1,054,449	1,066,793	1,127,043
	Total General Fund Expenditures	15,409,261	15,062,447	15,072,938	15,817,201	16,914,876	16,248,954
SPECIAL FUNDS							
310	SLESF Police Services	134,156	133,512	59,109	125,349	119,301	113,567
630	GAS TAX FUND Street Lighting	275,374	278,543	267,517	316,740	272,318	290,000
	Total Special Funds Operating Expenditures	409,530	412,055	326,626	442,089	391,619	403,567
	TOTAL OPERATING EXPENDITURES	15,818,791	15,474,502	15,399,564	16,259,290	17,306,495	16,652,521

SCHEDULE OF INTERFUND TRANSFERS

FUND	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----		FY 2013/14 ADOPTED BUDGET
				AMENDED BUDGET	YEAR-END ESTIMATE	
OPERATING TRANSFERS IN:						
100 Transfer from Gas Tax Fund	336,893	341,363	258,645	502,149	243,793	272,230
100 Transfer from Measure M Fund	525,943	284,363	460,567	477,857	457,062	533,093
100 Transfer from Air Quality Fund	-	-	-	-	-	-
100 Transfer from Traffic Congestion Fund	-	339,684	-	-	-	-
100 Transfer from Capital Project Fund	500,000	500,000	-	-	-	-
210 Transfer from Capital Project Fund	42,293	7,626	-	-	-	-
212 Transfer from Capital Project Fund	-	-	21,441	-	-	-
214 Transfer from Capital Project Fund	-	-	-	-	-	-
410 Transfer from General Fund	-	-	-	-	-	600,000
410 Transfer from Gas Tax Fund	1,275	20,451	667,684	1,022,000	857,772	2,055,000
410 Transfer from Measure M Fund	89,854	566,377	339,779	439,000	330,300	494,000
410 Transfer from Air Quality Fund	13,759	92,433	52,996	144,000	98,137	272,000
410 Transfer from Traffic Congestion Fund	22,089	517,933	1,795	-	1	-
410 Transfer from Local Park Trust Fund	-	-	-	-	-	-
500 Transfer from General Fund	829,115	825,581	827,587	833,860	576,793	-
530 Transfer from General Fund	-	-	-	-	1,663,875	800,238
530 Transfer from RSMNP Debt Service	-	-	-	-	848,393	-
TOTAL	2,361,221	3,495,811	2,630,494	3,418,866	5,076,126	5,026,561
OPERATING TRANSFERS OUT:						
100 Transfer to Capital Projects Fund	-	-	-	-	-	600,000
100 Transfer to RSMNP Debt Service Fund	829,115	825,581	827,587	833,860	576,793	-
100 Transfer to RSM PFA Debt Service Fund	-	-	-	-	1,663,875	800,238
210 Transfer to General Fund	336,893	341,363	258,645	502,149	243,793	272,230
210 Transfer to Capital Projects Fund	1,275	20,451	667,684	1,022,000	857,772	2,055,000
212 Transfer to General Fund	525,943	284,363	460,567	477,857	457,062	533,093
212 Transfer to Capital Projects Fund	89,854	566,377	339,779	439,000	330,300	494,000
214 Transfer to General Fund	-	-	-	-	-	-
214 Transfer to Capital Projects Fund	13,759	92,433	52,996	144,000	98,137	272,000
218 Transfer to General Fund	-	339,684	-	-	-	-
218 Transfer to Capital Projects Fund	22,089	517,933	1,795	-	1	-
410 Transfer to General Fund	500,000	500,000	-	-	-	-
410 Transfer to Gas Tax Fund	42,293	7,626	-	-	-	-
410 Transfer to Measure M Fund	-	-	21,441	-	-	-
410 Transfer to Air Quality Fund	-	-	-	-	-	-
500 Transfer to RSM PFA Debt Svc. Fund	-	-	-	-	848,393	-
TOTAL	2,361,221	3,495,811	2,630,494	3,418,866	5,076,126	5,026,561



GENERAL GOVERNMENT

City of Rancho Santa Margarita, California

General Government

		FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	FY 2012/13----- YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
GENERAL GOVERNMENT							
110	City Council	183,480	136,440	124,538	168,296	150,153	146,721
120	City Manager	524,503	432,438	396,083	353,153	348,934	396,696
140	City Attorney	440,755	375,866	507,079	557,380	522,763	350,000
160	City Clerk	327,611	346,678	329,070	385,963	374,882	355,567
220	HR/Risk Management	381,847	368,910	388,605	364,689	334,883	368,047
TOTAL EXPENDITURES		<u>1,858,196</u>	<u>1,660,332</u>	<u>1,745,375</u>	<u>1,829,481</u>	<u>1,731,615</u>	<u>1,617,031</u>



General Government **CITY COUNCIL**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Provided direction to the City Manager and City staff on all policy matters affecting Rancho Santa Margarita.
2. Appointed a new City Manager to oversee the day-to-day operations and management of the City.
3. Served as stewards of the public trust through a high level of transparency and of the public treasury through prudent fiscal policy decisions.
4. Defined and directed the implementation of a focused economic development program to attract and retain business.
5. Provided on-going support to the City's adopted 2nd Battalion, 5th Marines and participated in events, both in the City and at Camp Pendleton.
6. Reviewed results from the Resident Satisfaction Survey and provided direction for implementation of key findings.
7. Supported the safety of the community, particularly children, through the authorization of a new Child Safety Deputy position.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Maintain on-going connection and support to the City's adopted 2nd Battalion, 5th Marines.
2. Focus on local priorities while maintaining support and commitment to other Orange County agencies and organizations.
3. Provide guidance and direction in all policy matters concerning the Chiquita Ridge Open Space assessment process.
4. Provide guidance to the City Manager and staff in developing opportunities to increase and improve the community's access, participation and interaction with their city government.
5. Actively participate in business attraction and economic development efforts.
6. Continue providing policy direction to ensure and sustain financial stability and growth.
7. Provide policy direction for the investment in the City's technology and infrastructure to position the City as a premier location in South Orange County.

Department Expense Summary
City Council Fund 100, Division 110

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>CITY COUNCIL</u>								
EXPENDITURES								
PERSONNEL								
511.000	Salaries - Elected	29,664	27,115	26,651	27,810	27,810	27,810	
521.000	Medicare	430	393	386	403	403	403	
522.000	Retirement	3,678	3,304	3,305	3,448	3,721	3,448	
530.000	Benefits	78,663	72,773	58,364	79,260	57,934	79,260	
TOTAL PERSONNEL		112,435	103,585	88,706	110,921	89,868	110,921	
OPERATIONS								
610.000	Membership & Dues	26,363	5,438	10,875	10,875	12,085	12,100	
612.000	Travel/Conf/Meetings	1,634	1,419	867	1,500	1,500	1,500	
618.000	Council Support	8,386	2,114	2,187	2,500	2,500	3,000	
622.010	Special Dept. Expense	-	-	-	-	-	-	
670.000	Community Support	13,950	-	1,500	-	1,700	3,700	
Subtotal		50,333	8,971	15,429	14,875	17,785	20,300	
700.028	PS - Public Relations	20,712	23,884	20,403	42,500	42,500	15,500	
TOTAL OPERATIONS		71,045	32,855	35,832	57,375	60,285	35,800	
TOTAL EXPENDITURES		183,480	136,440	124,538	168,296	150,153	146,721	
FUNDING SOURCES								
100	General Fund	183,480	136,440	124,538	168,296	150,153	146,721	
TOTAL FUNDING SOURCES		183,480	136,440	124,538	168,296	150,153	146,721	

General Government **CITY MANAGER**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Developed and implemented a balanced budget in accordance with Council priorities and goals.
2. Directed the activities of all City staff and departments to efficiently and effectively implement the policies established by the City Council.
3. Ensured oversight and accountability of the City's finances to position the City for long-term stability and growth.
4. Represented the City's interests on local, regional, and statewide issues.
5. Actively participated in local and regional organization partnerships including the Community Associations of Rancho, SAMLARC, and the Chamber of Commerce.
6. Participated and provided direction in support of local economic activities.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Further develop and foster relationships and partnerships with residents, community organizations and local businesses.
2. Continue to represent the City's interests in local, regional, and statewide issues.
3. Provide leadership for the successful implementation of key capital improvement projects.
4. Collaborate with the City Council to develop and refine short- and long-term goals for the administration of City operations.
5. Ensure the highest level of management over the City's contracts and consultants to optimize the efficiencies of a contract-city model.
6. Encourage staff and team development in order to create an environment of collaboration, communication and problem-solving.

Department Expense Summary
City Manager Fund 100, Division 120

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET			
		AMENDED BUDGET								
<u>CITY MANAGER</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	397,177	326,327	230,954	273,336	286,730	317,290			
515.000	Temporary Personnel	-	-	-	-	-	-			
521.000	Medicare	5,735	4,715	3,333	3,850	4,143	3,990			
522.000	Retirement	81,328	68,061	48,621	35,080	35,080	38,168			
523.000	Unemployment Insurance	938	868	868	868	1,293	868			
530.000	Benefits	29,219	24,807	19,791	31,704	13,936	32,544			
TOTAL PERSONNEL (2.5 FTE)		514,397	424,778	303,567	344,838	341,182	392,860			
OPERATIONS										
610.000	Membership & Dues	5,979	6,417	5,932	6,465	6,402	1,971			
611.000	Training	-	-	-	-	-	-			
612.000	Travel/Conf/Meetings	3,971	1,088	1,070	1,350	1,350	1,865			
615.000	CM Discretionary Account	-	-	-	-	-	-			
626.000	Books & Periodicals	156	155	196	500	-	-			
Subtotal		10,106	7,660	7,198	8,315	7,752	3,836			
700.001	Professional Services	-	-	85,318	-	-	-			
TOTAL OPERATIONS		10,106	7,660	92,516	8,315	7,752	3,836			
TOTAL EXPENDITURES		524,503	432,438	396,083	353,153	348,934	396,696			
FUNDING SOURCES										
100	General Fund	524,503	432,438	396,083	353,153	348,934	396,696			
TOTAL FUNDING SOURCES		524,503	432,438	396,083	353,153	348,934	396,696			

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 2012-13

1. Processed ballot measures regarding both term limits and Council compensation.
2. Coordinated with special bond counsel regarding refinancing of 2003 COPs and lease revenue refunding bonds, series 2012A.
3. Prepared professional services agreement with many consultants including Developers Research, Inc. and Environmental Intelligence, Inc.
4. Participated in the recruitment for a City Manager and preparation of new City Manager employment contract.
5. Researched options regarding regulation of medical marijuana dispensaries and extended the Interim Urgency Ordinance prohibiting such facilities.
6. Prepared legal opinions regarding CFD 86-1 and 86-2 reimbursements.
7. Further researched options regarding sex offender ordinance.
8. Coordinated with special legal counsel as needed.
9. Prepared a purchase and sale agreement with In-N-Out Burger, conveyance of remnant parcel, and processing of entitlements.
10. Prepared the Rule 20A Funding agreement with Laguna Beach.
11. Coordinated with City Staff on a variety of legal issues facing the City.

Department Expense Summary
City Attorney Fund 100, Division 140

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2012/13-----	FY 2013/14 ADOPTED BUDGET
<u>CITY ATTORNEY</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
700.003	Professional Services	421,028	368,309	389,214	423,540	402,292	350,000	
700.032	PS - Special Counsel	19,727	7,557	-	13,840	-	-	
700.039	PS - Building Expert	-	-	117,865	120,000	120,471		
	TOTAL OPERATIONS	440,755	375,866	507,079	557,380	522,763	350,000	
	TOTAL EXPENDITURES	440,755	375,866	507,079	557,380	522,763	350,000	
<i>FUNDING SOURCES</i>								
100	General Fund	440,755	375,866	507,079	557,380	522,763	350,000	
	TOTAL FUNDING SOURCES	440,755	375,866	507,079	557,380	522,763	350,000	

General Government
CITY CLERK/PUBLIC INFORMATION OFFICE

DESCRIPTION

The City Clerk is responsible for maintaining and managing the City's official records, conducting municipal elections including campaign reporting and economic disclosure, and maintaining the City's Municipal Code. The City Clerk manages the City's legislative processes including the publication of legal notices and ordinances, agenda packet preparation, preparation of minutes, and recording and communicating all City Council actions. The City Clerk's Office also serves as the City's Public Information Office managing the City's communications strategies and coordinated outreach.

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Successfully conducted the November 6, 2012, Special and Municipal Elections.
2. Provided Voter Outreach through the collaboration with Cox Communications and the Registrar of Voters on a public service announcement; and managed an Early Voting site, facilitating 753 early voters, subsequently becoming the 2nd busiest early voting site in the County.
3. Implemented an iPad program to promote efficiency, realize hard cost savings, and reallocate staff resources.
4. Coordinated the publishing and audio streaming of 28 Council and Authority agenda packets. Completed and submitted 28 sets of minutes for City Council approval and maintained the official records of City Council and City of Rancho Santa Margarita Non-Profit Corporation meetings.
5. Processed and retained the required Fair Political Practices Commission filings.
6. Assisted the public and media with interpretation of the City Council's decisions and policies in compliance with the Public Records Act.
7. Managed website news information and the monthly e-newsletter. Continued public relations focus through internet and print communications strategies including the updating of the City's Strategic Communications Plan.
8. Completed the Records Retention Project that included the review and analysis of the City's records destruction process including the facilitation of amendments to, and restatement of, the City's Records Retention Schedule.
9. Managed the City Records Imaging projects including the scanning and migration of the City's building plans and vital records
10. Provided community support through the development and facilitation of 17 student recognitions; 11 ribbon cuttings; 75 Certificates of Recognition; 12 Proclamations; two Certificates of Appreciation; 17 Boy and Girl Scout Recognition letters; six tours; and notary services.
11. Provided administrative support to the City Council.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Continue the review and analysis of a City-wide Records Management Program including a review and update of the City's document destruction program.
2. Conduct analysis of the City's Conflict of Interest Code in partnership with the FPPC to ensure accurate disclosure parameters.
3. Provide analysis and framework for a future Municipal Code Re-codification program.
4. Enhance strategic communications outreach through the use of website and social media analytics to determine efficient and economical public relations strategies.

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

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	FY 2013/14 ADOPTED BUDGET		
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>CITY CLERK</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	196,165	200,867	201,080	200,606	203,514		
521.000	Medicare	2,837	2,909	2,909	2,909	2,936		
522.000	Retirement	41,254	43,204	49,373	50,363	51,104		
523.000	Unemployment Insurance	939	1,302	1,302	1,302	1,302		
530.000	Benefits	31,827	31,868	31,901	31,704	34,274		
TOTAL PERSONNEL (2.8 FTE)		273,022	280,150	286,565	286,884	293,103		
OPERATIONS								
610.000	Membership & Dues	665	465	460	665	665		
611.000	Training	-	-	22	-	-		
612.000	Travel/Conf/Meetings	1,485	-	1,516	250	250		
622.010	Special Dept. Expense	2,293	3,308	2,714	2,150	2,150		
622.011	Codification Supplements	4,013	5,465	5,574	6,000	6,000		
623.001	Mapping/Reproduction	5,344	-	8,542	4,000	4,000		
624.000	Legal Notices	8,237	13,388	9,393	10,000	10,000		
626.000	Books & Periodicals	2,908	2,768	32	4,000	4,000		
646.000	Maintenance & Repair	-	1,489	1,295	4,014	4,014		
Subtotal		24,945	26,883	29,548	31,079	31,079		
700.001	Professional Services	28,574	10,947	12,224	17,500	17,500		
700.002	Elections	579	28,207	733	50,000	32,000		
700.029	Election Language Assist.	491	491	-	500	1,200		
Subtotal		29,644	39,645	12,957	68,000	50,700		
TOTAL OPERATIONS		54,589	66,528	42,505	99,079	81,779		
TOTAL EXPENDITURES								
		327,611	346,678	329,070	385,963	374,882		
FUNDING SOURCES								
100	General Fund	327,611	346,678	329,070	385,963	374,882		
TOTAL FUNDING SOURCES								
		327,611	346,678	329,070	385,963	355,567		

General Government
HUMAN RESOURCES/RISK MANAGEMENT

DESCRIPTION

Human Resources/Risk Management is an internal services function providing direct support to other Departments. 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 2012-13

1. Coordinated the Consultant Selection process for Chiquita Ridge Project Management Services and presented preliminary results of the viability of development on the site.
2. Initiated the recruitment process for the new position of Finance Director.
3. Administered employee benefit programs, including coordination of the open enrollment process, and provided COBRA administration for employees who have left the City.
4. Completed the Public Assistance Disaster Reimbursement process with the California Emergency Management Agency and Federal Emergency Management Agency, resulting in a reimbursement of \$91,477 from damage caused by the December 2010 Storm Event.
5. Coordinated claims administration of claims for monetary damage made against the City; represented the City in Small Claims Court, successfully defending the City.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Continue to provide support to the City Manager for Chiquita Ridge Project Management Services feasibility study.
2. Complete the recruitment of the Finance Director.
3. Implement the policies and procedures necessary under the Affordable Health Care Act.
4. Schedule the re-certification class for employees on AED use and CPR.
5. Coordinate various training opportunities for employees to gain or enhance skills needed in the performance of their duties.

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

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>HUMAN RESOURCES/RISK MANAGEMENT</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	103,167	104,339	104,059	99,456	107,785	114,154
515.000	Temporary Personnel	-	-	-	-	-	-
521.000	Medicare	1,496	1,513	1,509	1,442	1,442	1,442
522.000	Retirement	20,701	21,284	24,496	24,970	24,970	25,526
523.000	Unemployment Insurance	308	591	588	434	688	434
526.000	FICA Cost	-	185	154	-	180	-
530.000	Benefits	11,058	13,605	14,251	15,852	15,852	15,852
TOTAL PERSONNEL (1.25 FTE)		136,730	141,517	145,057	142,154	150,917	157,408
OPERATIONS							
610.000	Membership & Dues	3,284	3,284	3,419	3,525	3,525	3,525
611.000	Training	385	350	700	1,500	82	3,000
612.000	Travel/Conf/Meetings	143	-	113	3,300	1,291	4,050
622.010	Special Dept. Expense	552	1,684	853	1,500	1,500	6,250
626.000	Books & Periodicals	214	220	280	300	300	300
640.003	City Hall Facility Mgmt.	-	-	14,499	-	-	-
665.000	Recruitment	759	152	2,801	2,160	2,160	2,764
690.001	Insurance G/L	135,192	123,806	104,053	110,000	89,386	98,000
690.002	Insurance W/C	89,271	82,350	59,433	64,000	45,495	54,000
690.003	Insurance Property	14,143	13,720	17,508	16,500	16,111	18,500
690.004	Insurance Other	785	700	3,422	3,300	3,300	3,500
690.005	Insurance SIR	-	-	7,532	10,000	10,000	10,000
Subtotal		244,728	226,266	214,613	216,085	173,150	203,889
700.004	Professional Services	389	1,127	28,935	6,450	10,816	6,750
TOTAL OPERATIONS		245,117	227,393	243,548	222,535	183,966	210,639
TOTAL EXPENDITURES		381,847	368,910	388,605	364,689	334,883	368,047
FUNDING SOURCES							
100	General Fund	381,847	368,910	388,605	364,689	334,883	368,047
TOTAL FUNDING SOURCES		381,847	368,910	388,605	364,689	334,883	368,047

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FINANCE



City of Rancho Santa Margarita, California

Finance

		FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
FINANCE							
170	Non-departmental	1,463,601	1,476,247	1,450,611	1,574,276	2,895,456	2,017,818
210	Finance	514,293	480,192	508,359	599,578	550,415	459,718
TOTAL EXPENDITURES		<u>1,977,894</u>	<u>1,956,439</u>	<u>1,958,970</u>	<u>2,173,854</u>	<u>3,445,871</u>	<u>2,477,536</u>



Finance
NON-DEPARTMENTAL/FINANCE

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Guided the creation of the Rancho Santa Margarita Public Financing Authority to issue Lease Revenue Refunding Bonds and retire the Certificates of Participation issued in 2003, resulting in savings in current and future debt service payments.
2. Received the Government Finance Officers Association Financial Reporting Certificate of Excellence for the 2011-12 CAFR.
3. Completed the FY 2011-12 City-wide audit with no adjustments or deficiencies.
4. Prepared a structurally balanced budget for FY 2013-14.
5. Updated the General Fund 10-year operating analysis and forecasting model and the Special Revenue Funds restricted reserves forecasting model.
6. Complied with state mandate for compensation transparency by filing applicable reports with the State Controller's Office, OC Grand Jury, and posting to the City's website.
7. Prepared annual Investment Policy review and update and completed annual review and update of General Fund Reserves Policy.
8. Negotiated City copier lease and service agreement for equipment replacement and cost savings.
9. Completed two year rollout of WiFi capabilities at City Hall and The Bell Tower Regional Community Center and supported use of iPads for official meetings.
10. Updated the City's Strategic Information Technology Guide for Fiscal Years 2013 through 2016 by collaborating with City departments to strategically plan current and future technology needs.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Develop balanced budget for Fiscal Year 2014-15.
2. Direct annual City-wide financial statement audit and publish/submit 2012-13 Comprehensive Annual Financial Report (CAFR) to GFOA award program.
3. Refine software modeling for budget forecasting and long term trends analysis.
4. Provide financial analysis and support related to development projects.
5. Continue to develop Finance Policies and Procedures Manual.
6. Research diversification of City investments in authorized local government investment pools and financial institution placements.
7. Replace phone server and upgrade vital phone software system to ensure reliable telephone communications while researching and developing a three year telecommunications strategy for effectiveness and efficiency.
8. Continue to manage the City's technology in a cost-conscious manner while maintaining a viable infrastructure in compliance with City policies and strategic information technology guidelines.

Department Expense Summary
Non-Departmental Fund 100, Division 170

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET	
					AMENDED BUDGET	YEAR-END ESTIMATE		
<u>NON-DEPARTMENTAL</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	-	19,221	20,880	36,150	23,092	-	
521.000	Medicare	-	273	297	524	395	-	
522.000	Retirement	-	2,287	2,718	4,342	2,802	-	
523.000	Unemployment Insurance	-	475	620	976	976	-	
526.000	FICA Cost	-	479	594	-	383	-	
530.000	Benefits	2,068	7,608	8,963	7,851	9,242	6,637	
TOTAL PERSONNEL		2,068	30,343	34,072	49,843	36,890	6,637	
OPERATIONS								
610.000	Membership & Dues	-	-	-	-	-	6,200	
613.000	Advertising	-	-	-	-	-	-	
622.000	Office Supplies	27,208	25,123	22,284	40,000	40,000	25,000	
625.000	Postage	11,942	10,789	8,489	12,030	9,903	10,050	
627.000	EOC Supplies/Training	8,278	12,521	1,614	10,000	10,000	10,000	
636.001	Utilities-Telephone	21,149	22,596	22,260	23,718	23,718	24,606	
640.001	City Hall Elect/Water	59,784	58,341	51,792	67,200	60,000	63,000	
640.002	City Hall Facility Maint.	70,142	62,395	65,760	68,243	68,243	85,794	
640.005	Bell Tower Maintenance	1,119	-	28,043	10,000	10,000	10,000	
640.008	CH/BTRCC Light Replacmnt	-	-	-	-	(1,855)	-	
642.000	Equipment Leases	39,162	38,040	35,889	38,350	34,964	20,400	
646.000	Equipment Maintenance	3,397	378	-	200	83	200	
663.000	Property Tax Admin. Costs	55,136	67,892	69,206	65,000	65,000	20,000	
664.000	LAFCO Reforms (AB 2838)	10,996	5,961	5,947	6,850	5,982	6,000	
690.000	Insurance	722	738	992	1,261	702	1,261	
	Subtotal	309,035	304,774	312,276	342,852	326,740	282,511	
640.003	City Hall Facility Mgmt.	10,350	14,040	-	14,400	14,400	9,720	
700.001	Prof. Svcs. - Admin.	5,964	17,375	22,336	23,950	20,780	15,600	
700.008	Prof. Svcs. - Computer	83,825	86,725	80,175	86,400	86,400	86,400	
700.017	Prof. Svcs. - Website	11,083	4,060	10,015	8,790	8,790	9,390	
700.022	PS - Financing Costs	1,800	1,800	1,800	1,800	1,800	2,000	
700.024	PS - Emergency Coord.	48,524	49,415	56,840	59,463	59,463	62,088	
	Subtotal	151,196	159,375	171,166	180,403	177,233	175,478	
TOTAL OPERATIONS		470,581	478,189	483,442	537,655	518,373	467,709	
TRANSFERS								
790.410	Transfer to Cap. Projects	-	-	-	-	-	600,000	
	Subtotal	-	-	-	-	-	600,000	
MITIGATION								
792.001	Mit. Obligation - Interest	-	-	-	-	-	-	
801.000	Mit. Obligation - Principal	-	-	-	-	-	-	
802.000	Mit. Obligation - Tax Incr.	-	-	-	-	-	-	
	Subtotal	-	-	-	-	-	-	
DEBT SERVICE								
790.500	Transfer to RSMNP	829,115	825,581	827,587	833,860	2,240,668	800,238	
CAPITAL OUTLAY								
832.000	GIS System	17,439	17,681	7,283	23,915	6,415	16,975	
841.000	City Hall FF&E	-	-	-	-	-	-	
841.001	Comp. Licenses/HW/SW	144,398	124,453	98,227	129,003	93,110	126,259	
841.002	Reserve-comp. replacmnt.	-	-	-	-	-	-	
952.000	Chiquita Ridge - Land	-	-	-	-	-	-	
990.000	Contingency	-	-	-	-	-	-	
	Subtotal	161,837	142,134	105,510	152,918	99,525	143,234	
TOTAL EXPENDITURES		1,463,601	1,476,247	1,450,611	1,574,276	2,895,456	2,017,818	
FUNDING SOURCES								
100	General Fund	963,601	976,247	1,450,611	1,574,276	2,895,456	2,017,818	
410	Capital Projects Fund	500,000	500,000	-	-	-	-	
TOTAL FUNDING SOURCES		1,463,601	1,476,247	1,450,611	1,574,276	2,895,456	2,017,818	

Department Expense Summary

ACCT DIVISION	ACCT NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	-----FY 2012/13----- YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>FINANCE</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	374,425	354,227	360,769	413,808	409,769	308,098	
515.000	Temporary Personnel	-	-	-	-	-	-	
521.000	Medicare	5,420	5,136	5,221	4,863	4,791	4,751	
522.000	Retirement	68,735	68,689	81,896	84,196	70,844	59,669	
523.000	Unemployment Insurance	2,368	1,739	1,757	2,170	2,170	1,736	
526.000	FICA Cost	-	5	21	-	-	-	
530.000	Benefits	18,664	13,688	21,599	47,556	30,330	48,396	
TOTAL PERSONNEL (3.58 FTE)		469,612	443,484	471,263	552,593	517,904	422,650	
OPERATIONS								
610.000	Membership & Dues	1,480	1,408	1,533	1,524	1,524	914	
611.000	Training	-	85	340	485	485	2,500	
612.000	Travel/Conf/Meetings	418	502	829	557	958	888	
622.010	Special Dept. Expense	7,220	3,508	3,581	4,570	4,570	3,335	
626.000	Books & Periodicals	827	1,059	841	1,059	1,059	1,636	
646.000	Maintenance & Repair	-	-	36	-	-	-	
Subtotal		9,945	6,562	7,160	8,195	8,596	9,273	
700.004	Professional Services	34,736	30,146	29,936	38,790	23,915	27,795	
TOTAL OPERATIONS		44,681	36,708	37,096	46,985	32,511	37,068	
TOTAL EXPENDITURES		514,293	480,192	508,359	599,578	550,415	459,718	
FUNDING SOURCES								
100	General Fund	514,293	480,192	508,359	599,578	550,415	459,718	
TOTAL FUNDING SOURCES		514,293	480,192	508,359	599,578	550,415	459,718	

POLICE SERVICES

POLICE SERVICES



City of Rancho Santa Margarita, California

Police Services

	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2012/13----- FY 2013/14 ADOPTED BUDGET
POLICE SERVICES						
310 Police Services	7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
320 Animal Control	47,036	45,857	53,261	40,000	52,000	53,000
310 Police Services SLESF	134,156	133,512	59,109	125,349	119,301	113,567
TOTAL EXPENDITURES	<u>7,835,145</u>	<u>7,488,564</u>	<u>7,584,816</u>	<u>7,779,505</u>	<u>7,740,387</u>	<u>8,074,470</u>



Police Services
POLICE SERVICES/ANIMAL CARE AND CONTROL

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Provided effective law enforcement services enabling the City to be ranked as the safest city in Orange County and the safest city in California with a population over 35,000.
2. Revitalized law enforcement presence in area schools; provided cyber bullying and internet safety presentations for students and parents; participated in school campus safety plans and drills; participated in Team Kids Challenge and Red Ribbon Week activities.
3. Continued Traffic Safety programs including DUI checkpoints, roving patrols, and special enforcement requests at schools and neighborhoods.
4. Provided Officer Friendly presentations, Senior Safety presentations, Neighborhood Watch meetings, Tip-A-Cop fundraiser for Special Olympics, proof of correction citation sign-offs, and vacation safety checks of residents' homes.
5. Continued school related activities including coordination of annual Mayor's meeting with school officials and outreach meetings with school principals.
6. Provided security, additional staff, and police assistance at City sponsored events.
7. Provided Emergency Management training, exercises, and drills for City staff; facilitated two Community Emergency Preparedness Academy programs, obtained grants for emergency management efforts; served as Chair in Orange County Emergency Management Organization and other disaster planning agency meetings; and assisted in updating the City's Emergency Operations Plan.
8. Monitored animal care contract and expected service levels; participated on the Financial Operational Advisory Board of OC Animal Care.

Police Services

(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Provide superior law enforcement services to the residents in the Rancho Santa Margarita community.
2. Respond to traffic enforcement needs and special enforcement requests.
3. Coordinate Emergency Management training and exercises for City staff as well as providing emergency preparedness programs for the community.
4. Monitor animal care contract and expected service levels; continue participation on the Financial Operational Advisory Board of OC Animal Care.
5. Utilize Child Safety Deputy to expand existing programs and implement new programs to benefit our community. Planned expansion of Neighborhood Watch and Business Watch programs and organization of community meetings to address specific issues. Implementation of "Is Your Teen at Risk" program for area residents and "RAD Kids," a self defense program for children.
6. Expand duties of existing Traffic Enforcement Deputy to include specialized training and emphasis regarding Driving Under the Influence enforcement.

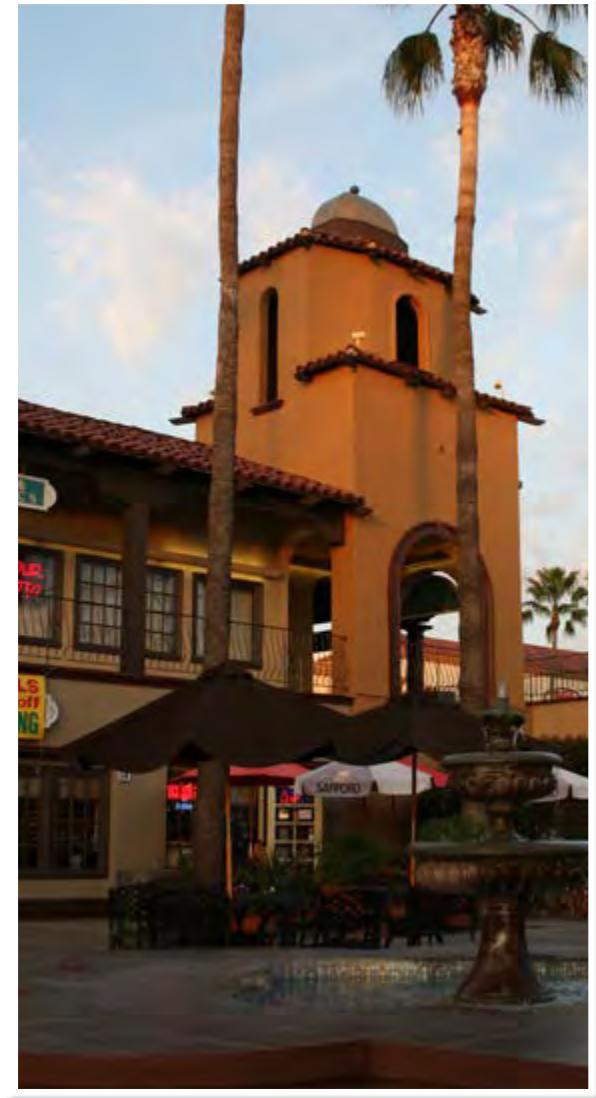
Department Expense Summary
Police Services Fund 100, Division 310

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>POLICE SERVICES</u>							
EXPENDITURES - PERSONNEL							
512.000	Salaries - Regular	54,412	52,991	52,991	52,788	52,788	54,801
521.000	Medicare	789	769	768	765	765	765
522.000	Retirement	11,451	11,372	12,998	13,253	13,253	13,549
523.000	Unemployment Insurance	308	434	434	434	434	434
530.000	Benefits	15,898	15,901	15,904	15,852	15,852	15,852
TOTAL PERSONNEL (1 FTE)		82,858	81,467	83,095	83,092	83,092	85,401
OPERATIONS							
610.000	Membership & Dues	90	-	120	120	120	120
611.000	Training	-	-	-	-	-	-
612.000	Travel/Conf/Meetings	317	373	855	970	970	1,350
622.010	Special Dept. Expense	6,601	9,156	5,205	10,560	10,560	10,900
628.000	Uniforms	1,651	509	1,565	780	780	1,060
642.000	Radio Maint. Contract	5,685	6,520	75,030	7,200	7,200	9,200
643.000	Storage Facility Rental	11,000	-	-	-	-	-
646.000	Maintenance-Motorcycles	8,100	7,096	10,622	10,000	10,000	7,500
646.001	Maintenance-Van	156	-	-	-	-	-
646.003	Maintenance-Bicycles	-	-	-	400	400	300
649.000	Fuel - Motorcycles	2,638	1,598	4,119	6,000	6,000	6,000
649.001	Fuel - Van	153	-	-	-	-	-
649.002	Fuel - Autos	77,435	83,575	101,667	110,400	110,400	110,400
670.000	Community Support	8,466	5,966	5,966	6,966	6,966	6,966
	Subtotal	122,292	114,793	205,149	153,396	153,396	153,796
720.001	Law Enforcement Contract	7,185,717	6,879,630	6,935,534	7,118,811	7,118,811	7,453,706
720.003	Crossing Guard	184,937	187,251	167,626	180,000	169,998	170,000
720.005	Misc. Grant Expenditures	-	-	6,010	-	1,352	-
720.006	Parking Citation Process.	35,629	46,054	45,727	48,000	35,580	45,000
	Subtotal	220,566	233,305	219,363	228,000	206,930	215,000
TOTAL OPERATIONS		7,528,575	7,227,728	7,360,046	7,500,207	7,479,137	7,822,502
CAPITAL OUTLAY							
826.000	Police Eqpt.	-	-	29,305	30,857	6,857	-
826.003	COPS Grant Equipment	42,520	-	-	-	-	-
TOTAL CAPITAL OUTLAY		42,520	-	29,305	30,857	6,857	-
TOTAL EXPENDITURES		7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
FUNDING SOURCES							
100	General Fund	7,335,400	7,041,700	7,160,314	7,369,268	7,368,933	7,695,403
100	GF - Police Revenue	269,238	248,803	277,866	242,388	192,653	210,000
100	Miscellaneous Grants	49,315	18,692	34,266	2,500	7,500	2,500
TOTAL FUNDING SOURCES		7,653,953	7,309,195	7,472,446	7,614,156	7,569,086	7,907,903
<u>POLICE SERVICES - SLESF</u>							
EXPENDITURES - OPERATIONS							
622.010	SLESF-Special Dept. Exp.	323	513	-	-	-	-
646.004	SLESF-800 Mhz Maint.	7,379	8,076	7,616	8,400	7,616	8,400
720.010	SLESF-Spec Enforcement	14,405	-	-	6,000	-	7,500
826.001	SLESF-Police Equip	-	-	736	-	736	-
826.002	SLESF-MDC Maintenance	109,753	124,923	50,757	110,949	110,949	97,667
TOTAL OPERATIONS		131,860	133,512	59,109	125,349	119,301	113,567
CAPITAL OUTLAY							
826.001	SLESF-Police Eqpt.	2,296	-	-	-	-	-
TOTAL CAPITAL OUTLAY		2,296	-	-	-	-	-
TOTAL EXPENDITURES		134,156	133,512	59,109	125,349	119,301	113,567
FUNDING SOURCES							
222	SLESF	134,156	133,512	59,109	125,349	119,301	113,567
TOTAL FUNDING SOURCES		134,156	133,512	59,109	125,349	119,301	113,567

Department Expense Summary
Animal Control Fund 100, Division 320

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	-----FY 2012/13-----	FY 2013/14 ADOPTED BUDGET
<u>ANIMAL CONTROL</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
720.002	Animal Control Contract	47,036	45,857	53,261	40,000	52,000	53,000	
TOTAL OPERATIONS		47,036	45,857	53,261	40,000	52,000	53,000	
TOTAL EXPENDITURES		47,036	45,857	53,261	40,000	52,000	53,000	
<i>FUNDING SOURCES</i>								
100	General Fund	47,036	45,857	53,261	40,000	52,000	53,000	
TOTAL FUNDING SOURCES		47,036	45,857	53,261	40,000	52,000	53,000	

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DEVELOPMENT SERVICES

City of Rancho Santa Margarita, California

Development Services

	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2012/13-----	FY 2013/14 ADOPTED BUDGET
DEVELOPMENT SERVICES							
410 Planning	869,030	903,421	717,837	803,255	783,114	822,786	
510 Building & Safety	197,288	238,824	236,454	324,958	323,604	228,960	
TOTAL EXPENDITURES	<u>1,066,318</u>	<u>1,142,245</u>	<u>954,291</u>	<u>1,128,213</u>	<u>1,106,718</u>	<u>1,051,746</u>	



Development Services
PLANNING/BUILDING AND SAFETY

DESCRIPTION

The Development Services Department is responsible for all Building functions within the City including: the review of building plans, issuance of permits, public counter services, continuous project inspections, and building code/life safety compliance within the City. Planning functions focus on the 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. The Department holds responsibility for all entitlement, environmental, building, code enforcement, housing, and economic development functions of the City. In addition, this function includes responsibilities associated with the City's Planning Commission.

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Processed 221 plan checks; issued 960 building permits; conducted 1,800 building inspections and accommodated 96 building records requests.
2. Completed review of 44 discretionary entitlements and 35 special event permits.
3. Provided Development Services assistance to 1,600 people at the public counter.
4. Prepared for, coordinated and conducted 11 Planning Commission meetings.
5. Opened and investigated 101 Code Enforcement cases and closed 95 cases.
6. Completed the planning year 2013-2021 General Plan Housing Element Update.
7. Implemented the FY 2012-13 Annual Action Plan for CDBG and prepared FY 2013-14 Annual Action Plan.
8. Launched a new Economic Development Program, prepared marketing collateral pieces and updated the City website to include a commercial vacancy database and interactive demographics displays.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Complete the General Plan Annual Monitoring Report.
2. Evaluate all existing consultant Professional Services Agreements with terms ending in June 2014.
3. Finalize transition of City's Restoration Plan to implementation through the Capital Improvement Program.
4. Provide staff support for Planning Commission.
5. Implement the FY 2013-14 Annual Action Plan for CDBG and prepare FY 2014-15 Annual Action Plan.
6. Participate in Regional Planning activities through Southern California Association of Governments and Orange County Council of Governments.
7. Initiate technical updates to the City's Zoning Code to modernize definitions and to accommodate recent legislation.
8. Provide assistance in planning/development efforts related to the 92-acre Chiquita Ridge parcel.

Department Expense Summary
Planning Fund 100, Division 410

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>PLANNING</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	358,468	342,558	330,528	291,468	304,184	301,960
521.000	Medicare	5,176	4,939	4,741	4,218	4,218	4,218
522.000	Retirement	61,483	61,495	70,124	73,025	73,025	74,654
523.000	Unemployment Insurance	4,776	2,170	2,170	1,302	1,704	1,302
526.000	FICA Cost	-	2,801	2,019	-	-	-
530.000	Benefits	32,581	37,520	38,047	47,556	39,157	48,156
TOTAL PERSONNEL (3 FTE)		462,484	451,483	447,629	417,569	422,288	430,290
OPERATIONS							
610.000	Membership & Dues	590	750	710	920	920	1,445
611.000	Training	590	-	-	550	550	266
612.000	Travel/Conf/Meetings	2,626	2,371	2,360	2,790	2,790	1,666
617.000	Stipend - Commissioners	5,250	4,050	3,825	5,250	3,388	4,500
622.010	Special Dept. Expense	1,121	565	4,299	3,750	3,900	750
623.001	Mapping/Reproduction	257	19	-	300	300	300
624.000	Legal Notices	-	-	-	2,000	2,000	2,000
Subtotal		10,434	7,755	11,194	15,560	13,848	10,927
700.005	PS - Non-recoverable	93,218	71,967	55,545	74,100	53,600	66,240
700.011	PS - Recoverable	46,337	44,934	46,206	45,840	53,894	50,112
700.014	PS - Code Enforcement	887	1,600	2,400	62,400	62,400	56,400
700.022	PS - CDBG	31,348	58,379	31,852	43,300	28,083	35,796
700.023	Economic Development	79,573	51,637	43,992	52,280	52,280	92,416
700.025	CDBG - Eligible Projects	4,080	29,118	1,801	-	-	-
700.026	CDBG - Public Services	36,000	37,857	33,216	29,790	29,790	26,845
700.027	PS-Recoverable Deposits	78,820	126,576	36,633	41,416	30,731	29,760
700.030	PS - Beautification Program	-	-	-	-	-	-
700.035	PS - NPDES (Plan)	-	-	-	-	-	-
700.036	PS - Solid Waste (Plan)	-	-	-	-	-	-
700.037	PS - Chiquita Ridge	21,932	19,920	6,428	-	18,200	-
Subtotal		392,195	441,988	258,073	349,126	328,978	357,569
TOTAL OPERATIONS		402,629	449,743	269,267	364,686	342,826	368,496
CAPITAL OUTLAY							
851.000	General Plan & Elements	2,926	-	-	15,000	15,000	15,000
852.000	Comp. Zoning Code	991	2,195	941	6,000	3,000	9,000
TOTAL CAPITAL OUTLAY		3,917	2,195	941	21,000	18,000	24,000
TOTAL EXPENDITURES		869,030	903,421	717,837	803,255	783,114	822,786
FUNDING SOURCES							
100	General Fund	641,507	566,161	562,221	569,935	600,898	642,071
100	CDBG Grant	71,428	125,115	64,544	73,090	73,090	62,641
100	GF - Planning Revenues	156,095	212,145	91,072	162,230	109,126	118,074
TOTAL FUNDING SOURCES		869,030	903,421	717,837	805,255	783,114	822,786

Department Expense Summary
Building & Safety Fund 100, Division 510

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>BUILDING & SAFETY</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
610.000	Membership & Dues	-	-	-	-	-	-	
612.000	Travel/Conf/Meetings	-	-	-	-	-	-	
622.010	Special Dept. Expense	-	-	-	-	-	-	
623.000	Mapping/Reproduction	-	-	-	-	-	-	
626.000	Books & Periodicals	-	-	-	-	-	-	
	Subtotal	-	-	-	-	-	-	
700.007	PS - Non-recoverable			-	-	-	-	
700.012	PS - Recoverable	197,288	238,824	236,454	324,958	323,604	228,960	
	Subtotal	197,288	238,824	236,454	324,958	323,604	228,960	
<i>TOTAL OPERATIONS</i>								
<i>TOTAL EXPENDITURES</i>								
		197,288	238,824	236,454	324,958	323,604	228,960	
<i>FUNDING SOURCES</i>								
100	General Fund	(93,716)	(113,098)	(118,933)	(152,921)	(215,739)	(107,738)	
100	GF - Building Revenue	291,004	351,922	355,387	477,879	539,343	336,698	
		197,288	238,824	236,454	324,958	323,604	228,960	



PUBLIC WORKS

City of Rancho Santa Margarita, California

Public Works

					-----FY 2012/13-----	FY 2013/14
	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
PUBLIC WORKS DEPARTMENT						
610	Public Works	844,228	1,040,355	1,007,415	1,060,691	1,024,884
620	Street Maintenance	816,404	921,773	901,066	916,357	917,909
630	GAS TAX FUND <i>Street Lighting</i>	275,374	278,543	267,517	316,740	272,318
TOTAL EXPENDITURES		<u>1,936,006</u>	<u>2,240,671</u>	<u>2,175,998</u>	<u>2,293,788</u>	<u>2,215,111</u>
						<u>2,304,695</u>



Public Works
**PUBLIC WORKS/STREET MAINTENANCE/
STREET LIGHTING**

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Completed and submitted this year's Annual Program Effectiveness Evaluation Report as required by the NPDES Permit (Stormwater Program) for which the City remains compliant.
2. Completed and submitted this year's Annual Report to CalRecycle. The City continues to remain in compliance with required solid waste disposal goals.
3. Issued 88 encroachment permits, 29 transportation/oversized load permits, three grading permits, one landscape improvement permit, 45 construction and demolition permits, and three film permits.
4. Maintained eligibility for Measure M funds through OCTA.
5. Coordinated with Southern California Edison for completion of the Consejo 12kv Installation project.
6. Managed the contracts and performance of street maintenance, signal maintenance and street sweeping contractors.
7. Completed the City-wide Speed Survey ordinance updating speed limits on four public roadway segments.
8. Completed the City-wide Traffic Count data collection project and prepared a comprehensive map which is available on the City's website.
9. Completed submittal packages that resulted in nearly \$700,000 in CFD reimbursements from the County of Orange.
10. Completed submittal packages to exchange Rule 20A credits and receive \$95,000 from the City of Laguna Beach.
11. Performed approximately 2,186 square feet of pavement repair, and completed grinding at 1,310 sidewalk locations.

Public Works
(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Continue to remain in compliance with San Diego Regional Board and CalRecycle requirements for the Stormwater and Solid Waste programs.
2. Continue to seek grant opportunities for capital projects and other one-time revenue sources.
3. Complete the development of GIS maps for Stormwater Program.
4. Continue to quickly restore operations to lights and signals that are damaged due to any source of outage.
5. Maintain the City's roadways, sidewalks and right-of-way free from hazards, litter, debris or weeds by maintaining an effective roadway maintenance program.
6. Maintain a positive aesthetic appearance through proactive and continuous inspection of the City's right-of-way.
7. Continue policy of prompt graffiti eradication within 24 hours of notification.
8. Continue developing improved specifications and inspection techniques to ensure highest pavement quality.
9. Continue to work with utility companies to ensure work completion with minimal impact on City streets, residents and businesses.
10. Implementation of the Capital Improvement Program.

Department Expense Summary
Public Works Fund 100, Division 610

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>PUBLIC WORKS</u>								
EXPENDITURES								
PERSONNEL								
512.000	Salaries - Regular	231,814	328,248	254,191	291,515	307,659	309,330	
521.000	Medicare	3,361	4,760	3,676	4,203	4,203	4,330	
522.000	Retirement	43,111	64,890	47,557	53,641	53,641	57,968	
523.000	Unemployment Insurance	691	1,566	1,302	1,302	1,302	1,302	
530.000	Benefits	5,306	22,150	22,223	47,556	23,200	49,236	
TOTAL PERSONNEL (3.0 FTE)		284,283	421,614	328,949	398,217	390,005	422,166	
OPERATIONS								
610.000	Membership & Dues	205	815	-	1,040	500	1,040	
611.000	Training	-	-	-	1,500	1,000	1,500	
612.000	Travel & Meetings	2,788	1,021	176	720	720	720	
622.010	Special Dept. Expense	-	-	1,403	3,000	3,000	3,000	
622.020	Underground Service Alert	305	266	398	500	500	500	
626.000	Books & Periodicals	17	92	134	200	200	200	
643.000	Storage Facility Rental	3,000	3,000	3,000	3,000	6,000	6,000	
650.000	Storm Water (NPDES)	216,528	227,054	214,541	226,093	202,000	249,593	
660.000	Solid Waste Management	52,623	9,079	8,814	10,758	8,758	9,758	
660.001	Solid Waste Recycling	8,090	3,500	81,724	-	31,289	-	
661.000	Landscape Maintenance	2,242	2,549	2,590	10,300	10,300	8,300	
661.001	Park Maintenance	945	2,749	6,957	7,340	7,340	7,340	
Subtotal		286,743	250,125	319,737	264,451	271,607	287,951	
730.001	Santiago Fire	-	-	-	-	-	-	
730.002	Storm Damage	-	123,757	-	-	-	-	
700.006	PS - Non-recoverable	142,936	65,213	98,407	102,015	80,000	144,875	
700.010	PS - Geotechnical Engin.	-	-	-	1,000	1,000	-	
700.013	PS - Recoverable	19,862	48,256	105,014	141,398	128,662	25,500	
700.015	PS - Traffic Engineering	102,499	112,144	126,223	128,110	128,110	128,110	
Subtotal		265,297	225,613	329,644	372,523	337,772	298,485	
TOTAL OPERATIONS		552,040	599,495	649,381	636,974	609,379	586,436	
CAPITAL OUTLAY								
832.000	GIS Mapping Software	-	-	-	-	-	-	
871.000	Speed/Volume Study	-	-	8,301	10,000	10,000	10,000	
872.001	Design - Local Projects	-	10,356	-	7,000	7,000	7,000	
874.000	Pavement Mgmt System	7,905	8,890	20,784	8,500	8,500	17,500	
TOTAL CAPITAL OUTLAY		7,905	19,246	29,085	25,500	25,500	34,500	
TOTAL EXPENDITURES								
FUNDING SOURCES		844,228	1,040,355	1,007,415	1,060,691	1,024,884	1,043,102	
100	General Fund	320,290	448,319	437,007	247,911	403,598	569,322	
210	Gas Tax	253,953	253,953	168,146	413,649	155,293	183,730	
212	Measure M	142,479	-	-	-	-	-	
218	TCRF	-	139,684	-	-	-	-	
100	Waste Recycling Grant	65,362	66,674	68,807	68,786	83,978	67,783	
100	Beverage Recycling Grant	6,177	13,332	13,148	13,271	13,271	13,437	
100	GF-Public Works Revenue	55,967	118,393	320,307	317,074	368,744	208,830	
TOTAL FUNDING SOURCES		844,228	1,040,355	1,007,415	1,060,691	1,024,884	1,043,102	

Department Expense Summary
Street Maintenance Fund 100, Division 620

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13		FY 2013/14 ADOPTED BUDGET	
		AMENDED BUDGET	YEAR-END ESTIMATE					
<u>STREET MAINTENANCE</u>								
<i>EXPENDITURES</i>								
<i>OPERATIONS</i>								
700.019	PS - Contract Admin	90,720	92,363	53,217	74,157	53,336	74,157	
720.000	Misc. Street Maintenance	103,905	96,717	81,453	92,100	92,100	95,600	
720.004	Street Maint. Contract	419,787	490,785	491,900	536,000	536,000	574,000	
720.007	Street Sweeping	82,940	87,410	90,499	88,500	88,500	88,500	
720.008	Traffic Signal Maintenance	67,099	93,914	91,718	78,200	78,200	91,936	
720.011	Traffic Improvements	4,825	22,252	4,276	5,000	5,000	5,000	
720.012	NPDES Improvements	-	-	-	-	-	-	
720.014	Street Maint - NPDES	47,128	38,332	36,746	40,000	40,026	40,000	
720.016	Bus Shelter Maintenance	-	-	2,677	2,400	2,400	2,400	
720.017	TS LED Upgrade	-	-	48,580	-	22,347	-	
	Subtotal	725,684	829,410	847,849	842,200	864,573	897,436	
TOTAL EXPENDITURES		816,404	921,773	901,066	916,357	917,909	971,593	
<i>FUNDING SOURCES</i>								
100	General Fund	350,000	350,000	350,000	350,000	350,000	350,000	
100	GF EE CBG	-	-	-	-	22,347	-	
100	GF Used Oil Grant	-	-	-	-	-	-	
100	Urban Water Runoff Grant	-	-	-	-	-	-	
218	TCRF	-	200,000	-	-	-	-	
212	Measure M Fund	383,464	284,363	460,567	477,857	457,062	533,093	
210	Gas Tax Fund	82,940	87,410	90,499	88,500	88,500	88,500	
	Subtotal	816,404	921,773	901,066	916,357	917,909	971,593	
TOTAL FUNDING SOURCES		816,404	921,773	901,066	916,357	917,909	971,593	

Department Expense Summary
Street Lighting Fund 210, Division 630

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>STREET LIGHTING</u>							
EXPENDITURES							
OPERATIONS							
631.003	Utilities	275,374	277,372	265,946	316,740	272,318	290,000
720.000	Misc. Street Maintenance	-	1,171	1,571	-	-	-
TOTAL OPERATIONS		275,374	278,543	267,517	316,740	272,318	290,000
TRANSFERS							
790.100	Transfer to General Fund	-	-	-	-	-	-
	Subtotal	-	-	-	-	-	-
TOTAL EXPENDITURES		275,374	278,543	267,517	316,740	272,318	290,000
FUNDING SOURCES							
210	Gas Tax Fund	275,374	278,543	267,517	316,740	272,318	290,000
TOTAL FUNDING SOURCES		275,374	278,543	267,517	316,740	272,318	290,000



COMMUNITY SERVICES

COMMUNITY SERVICES

City of Rancho Santa Margarita, California

Community Services

		FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	AMENDED BUDGET	-----FY 2012/13----- YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
COMMUNITY SERVICES							
710	Community Services	274,935	188,429	188,015	224,564	214,949	246,298
711	BTRCC	870,297	797,822	792,099	829,885	851,844	880,745
	TOTAL EXPENDITURES	<u>1,145,232</u>	<u>986,251</u>	<u>980,114</u>	<u>1,054,449</u>	<u>1,066,793</u>	<u>1,127,043</u>



Community Services
COMMUNITY SERVICES
BELL TOWER REGIONAL COMMUNITY CENTER

DESCRIPTION

Community Services is responsible for developing, arranging, promoting and presenting community events and managing the day to day operations of the Bell Tower Regional Community Center. Program management includes the development and coordination of contractual independent service providers, class registrations and activities development. Rental activities at the Center include scheduling meeting spaces for community and non-profit groups and events reserved by residents and businesses of the City and region.

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Planned and presented the 12th Annual New Year's Eve "Celebrating Family & Friends" event and partnered with volunteers, community organizations, and businesses increasing sponsorship for the event over 20% from the previous year.
2. Partnered with SAMLARC to present five City-hosted Summer Concerts.
3. Managed the Senior Mobility Program which provided transportation services for senior residents through the sale of over 600 taxi vouchers and provided 500 free Senior Mobility Vouchers for RSM local and Mission Viejo/Lake Forest transportation.
4. Developed a social media aspect to the promotion of department activities, events and facilities through a Facebook page.
5. Offered 25% more recreation classes and seasonal camps for children and adults than in the previous fiscal year.
6. Increased "free trial" classes to over 50 with 450 participants within a two year period.
7. Facilitated the AARP program to prepare 2012 tax returns for over 400 seniors and low income residents.
8. Improved the audio visual aspects of the BTRCC by adding flat screen televisions to the conference room, multipurpose rooms and health and fitness room with easily accessible HDMI outlets for use with a laptop or DVD players.
9. Provided support to Age Well Senior Services daily Congregate Lunch to serve over 4,700 meals; six Twilight Dinners serving approximately 350 meals; and the Meals on Wheels program which delivered over 30,000 meals to homebound seniors in the Rancho Santa Margarita area.
10. Offered 12 vaccination clinics and licensing opportunities to help residents maintain the health of their pets.

Community Services

(continued)

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Identify sustainable revenue strategies and pursue opportunities to identify funding that will support community services programs, classes, workshops and seminars.
2. Continue to increase the variety of programs per the trends of the market.
3. Expand marketing and social media strategies for facility rentals, recreation programs and community events.
4. Research additional low-cost pet services to be offered with monthly vaccination clinics to increase public awareness related to animal welfare and human safety.
5. Determine the best resource for an out-of-school youth program to offer in the Youth Lounge.
6. Develop value-added facility rental package to attract local high school program banquets.
7. Continue to collaborate with community partners regarding programs and events to develop enhanced New Year's Eve event, Summer Concerts series and incorporate a Business Sponsorship program to offset costs for those events.
8. Continue to build and gain support from non-profit organizations, churches, schools and youth organizations to maintain successful partnerships and increase event participation.
9. Continue quarterly visits to senior housing in the area to educate residents about City programs.
10. Expand the Senior Mobility Program by issuing 50 free vouchers per month for RSM local transportation.

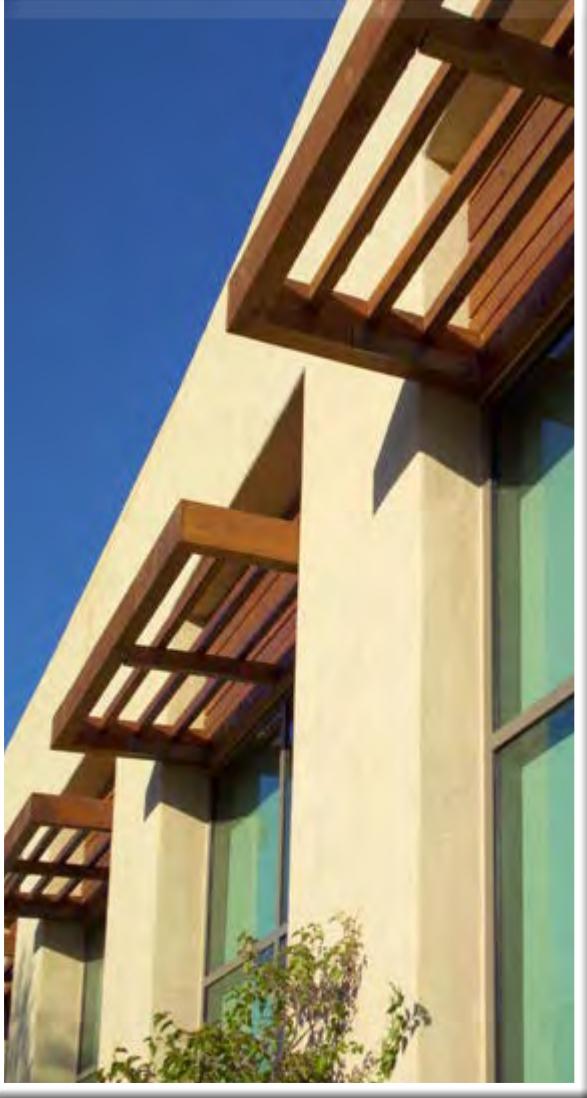
Department Expense Summary
Community Service: Fund 100, Division 710

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET			
		AMENDED BUDGET								
<u>COMMUNITY SERVICES</u>										
EXPENDITURES										
PERSONNEL										
512.000	Salaries - Regular	78,478	69,387	68,081	64,428	64,428	67,418			
521.000	Medicare	1,226	1,006	987	930	930	942			
522.000	Retirement	13,052	12,676	15,078	16,100	16,100	16,667			
523.000	Unemployment Insurance	957	477	434	434	434	434			
530.000	Benefits	9,164	10,538	10,011	15,852	15,852	16,152			
TOTAL PERSONNEL (1 FTE)		102,877	94,084	94,591	97,744	97,744	101,613			
OPERATIONS										
611.000	Training	659	330	119	610	610	800			
612.000	Travel/Conf/Meetings	(45)	-	-	150	150	1,400			
614.000	Newsletter/Class Schedule	42,477	42,408	44,597	49,125	49,125	54,030			
622.010	Special Depart. Expense	-	-	323	-	-	1,500			
643.000	Storage Facility Rental	-	-	-	-	-	-			
672.000	Historical Society	(25)	-	-	-	-	-			
674.000	Senior Mobility Program	8,310	8,641	10,484	10,705	6,535	14,560			
675.103	BTRCC Admin	292	-	-	-	-	-			
675.002	NYE Event	31,838	23,075	22,163	31,830	26,385	33,495			
675.003	5K Fun Run Event	36,053	-	-	-	-	-			
675.004	Taste of Rancho	-	-	-	-	-	-			
675.005	Summer Concert Series	32,270	19,891	15,738	34,400	34,400	38,900			
	Subtotal	151,829	94,345	93,424	126,820	117,205	144,685			
700.028	PS - Public Relations	20,229	-	-	-	-	-			
	Subtotal	20,229	-	-	-	-	-			
TOTAL OPERATIONS		172,058	94,345	93,424	126,820	117,205	144,685			
TOTAL EXPENDITURES		274,935	188,429	188,015	224,564	214,949	246,298			
FUNDING SOURCES										
100	General Fund	194,729	149,445	150,200	177,741	162,535	187,769			
100	Senior Mobility Grant	13,464	14,403	22,229	22,823	22,823	23,529			
100	GF - Com. Svcs. Revenue	66,742	24,581	15,586	24,000	29,591	35,000			
TOTAL FUNDING SOURCES		274,935	188,429	188,015	224,564	214,949	246,298			

Department Expense Summary
BTRCC Fund 100, Division 711

ACCT DIVISION NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13----- AMENDED BUDGET	YEAR-END ESTIMATE	FY 2013/14 ADOPTED BUDGET
<u>BTRCC</u>							
EXPENDITURES							
PERSONNEL							
512.000	Salaries - Regular	233,004	180,110	177,554	157,920	195,697	180,846
515.000	Part Time Personnel	62,104	66,760	67,180	71,822	45,084	71,963
521.000	Medicare	4,172	3,561	3,516	3,318	3,318	3,332
522.000	Retirement	42,729	34,571	38,795	43,874	43,874	45,409
523.000	Unemployment Insurance	6,700	4,279	4,114	2,930	2,930	2,496
526.000	FICA Cost	-	4,294	4,165	-	1,609	-
530.000	Benefits	20,060	22,766	23,831	43,593	24,400	48,456
TOTAL PERSONNEL (5.25 FTE)		368,769	316,341	319,155	323,457	316,912	352,502
OPERATIONS							
640.101	Utilities	53,677	54,019	44,951	54,804	52,717	54,804
640.102	Maintenance	72,580	71,367	75,265	87,552	87,552	95,271
640.103	Phones	4,632	5,990	6,443	6,480	5,847	6,660
675.101	Programs	123,924	143,355	133,971	132,384	158,940	141,456
675.102	Rental Expenses	11,988	9,076	16,531	15,000	15,000	15,000
675.103	Admin Expenses	44,388	27,412	16,032	18,208	16,276	17,052
	Subtotal	311,189	311,219	293,193	314,428	336,332	330,243
700.031	Youth Center	120,674	98,459	107,970	120,000	120,000	126,000
700.033	Senior Program	69,665	71,803	71,781	72,000	72,000	72,000
793.002	Contribution to BTF	-	-	-	-	-	-
	Subtotal	190,339	170,262	179,751	192,000	192,000	198,000
TOTAL OPERATIONS		501,528	481,481	472,944	506,428	528,332	528,243
CAPITAL OUTLAY							
840.000	Furniture & Fixtures	-	-	-	-	6,600	-
TOTAL CAPITAL OUTLAY		-	-	-	-	6,600	-
TOTAL EXPENDITURES		870,297	797,822	792,099	829,885	851,844	880,745
FUNDING SOURCES							
100	General Fund	496,408	375,836	400,139	419,945	492,128	510,745
100	GF - BTRCC Revenue	373,889	421,986	391,960	409,940	359,716	370,000
TOTAL FUNDING SOURCES		870,297	797,822	792,099	829,885	851,844	880,745

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CAPITAL IMPROVEMENT PLAN

City of Rancho Santa Margarita, California

CAPITAL IMPROVEMENT PROGRAM

DESCRIPTION

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

ACCOMPLISHMENTS: FISCAL YEAR 2012-13

1. Completed the design and construction of the FY 2012-13 Residential Overlay Project.
2. Completed the design and construction of the Robinson Ranch Road Pavement Rehabilitation Project (Phase 1).
3. Completed the design and construction of the Annual Residential Slurry Seal Project.
4. Completed the design of the Annual Sidewalk Repair Project.
5. Initiated the design of the City Hall IT/Server Room Fire Suppression System Project.
6. Completed the design of the Melinda Road Median Improvement Project.
7. Completed the design of the Buena Suerta/La Miranda Median Improvement Project.
8. Completed the design of the Coto de Caza/La Promesa Pavement Rehabilitation Project.
9. Completed the design and construction of the Santa Margarita Parkway Pavement Rehabilitation Project (Phase 1).
10. Completed the design of the Alma Aldea Bulb-Out Installation Project.
11. Completed and received Caltrans approval of the City's Bridge Preventative Maintenance Plan (BPMP) and programmed funding for \$3.55 million dollars for the design, environmental document and construction of the repairs proposed in the City's Bridge Preventative Maintenance Plan.
12. Completed construction of the Robinson Ranch Road Improvement Project.
13. Presented FY 2013-14 CIP to the Planning Commission, SAMLARC, and Community Associations of Rancho.
14. Initiated the Circulation Element Update in the City's General Plan.

GOALS AND OBJECTIVES: FISCAL YEAR 2013-14

1. Implement 28 Improvement Program projects, for Fiscal Year 2013-2014, totaling approximately \$5.2M, which include:
 - Ten Street Improvement/Maintenance Projects totaling approximately \$2.3M to address overlays, slurry seals, ADA improvements, etc.
 - Two Special Projects totaling approximately \$1M for the Chiquita Ridge Assessment and Habitat Restoration projects.
 - Four Landscaping/Renovation Projects totaling approximately \$188,000 to address parkway, median, and parking lot landscaping renovations.
 - Two City Hall and BTRCC projects totaling approximately \$160,000 for the Fire Suppression Installation and Flooring Repair projects.
 - Nine Traffic Improvement Projects totaling approximately \$1M for projects such as: Signal Synchronization, Battery Backup, Emergency Vehicle Preemption, Pedestrian Safety, etc.
 - One Bridge Project totaling approximately \$483,000 for the Santa Margarita Parkway Bridge Hinge repair project.

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	-----FY 2012/13-----	FY 2013/14	
					AMENDED BUDGET	YEAR-END ESTIMATE	ADOPTED BUDGET
<u>CAPITAL PROJECTS</u>							
EXPENDITURES - CAPITAL OUTLAY							
790.210	Transfer to Gas Tax Fund	42,293	7,626	-	-	-	-
790.212	Transfer to Measure M Fund	-	-	21,441	-	-	-
791.100	Transfer to General Fund	500,000	500,000	-	-	-	-
911.000	Annual Slurry Seal Program	2,310	342,691	295,900	277,000	227,800	310,000
911.001	Melinda Road/ Los Alisos Slurry	3,825	160,605	-	-	-	-
911.002	Antonio Pkwy Slurry Seal	-	5,220	-	-	-	355,000
912.000	Annual Residential Overlay	15,954	684,789	182,976	500,000	488,951	355,000
912.001	Residential Overlay/Phase 2	-	-	-	-	-	-
912.001	Lindsay/Cozy Glen Pavement Rehabilitation	-	-	-	100,000	10,000	-
912.002	Robinson Ranch Road Pavement Rehabilitation	-	-	-	240,000	193,972	265,000
913.002	Antonio Overlay Design	450	-	-	-	-	-
913.004	Alicia Parkway Rehabilitation	289,366	8,551	-	-	-	-
913.005	Melinda Road/Altisima to 241	36,195	546,599	-	-	-	-
913.006	Robinson Ranch Pvmt. Raintree/N.Peak	20,430	182,336	-	-	-	-
913.007	Antonio Pkwy Pavement Rehabilitation	25,647	4,993	311,747	-	-	55,000
913.008	SMP/ De Las Flores Widening	-	16,024	-	-	-	-
913.009	Coto de Caza/La Promesa Pavement Rehab.	-	-	17,368	15,000	15,000	-
913.010	SMP Pavement Rehabilitation	-	-	34,081	560,000	480,268	700,000
915.000	Median Hardscape Renovation	-	-	-	-	-	50,000
915.002	Reclaimed Water Connect Plano Median	-	22,800	-	-	-	-
915.003	Melinda Road Median Improvements	-	-	-	10,000	2,082	67,000
915.004	Buena Suerte/La Miranda Median Improvements	-	-	-	10,000	-	125,000
916.001	Alicia Pkwy/Santa Margarita Pkwy Gateway	-	-	-	-	-	56,000
917.001	Intersection Improvement (Empresa/SMP)	52,043	177,371	-	-	-	-
918.001	Santa Margarita Pkwy/Empresa Landscaping	-	-	-	-	-	32,000
918.002	City Hall Landscaping Renovation	-	-	-	-	-	50,000
921.001	Traffic Signal Synchronization	16,189	192,134	2,881	-	-	-
921.002	Circulation Element Update	-	-	-	75,000	70,683	15,000
921.003	SMP Signal & Equipment Upgrade	-	-	-	230,000	533	230,000
921.004	Antonio Pkwy. Signal & Equipment Upgrade	-	-	-	113,000	-	368,000
923.003	Traffic Signal Battery Backup System	-	4,927	202,687	-	-	150,000
923.004	Count Down Pedestrian Signal Heads	-	-	-	-	-	55,000
924.001	Reflective SNS Conversion	3,060	82,149	-	-	-	-
931.004	SMP Bridge Hinge Repair	1,470	6,680	167	127,000	88,373	483,000
934.001	Street Maintenance - Sidewalk Repairs	4,840	6,393	31,676	34,000	34,000	36,000
934.002	Laurel/Via Ricardo Sidewalk Repair	56,362	1,536	-	-	-	-
934.003	Robinson Ranch Access Ramps	66,754	-	-	-	-	-
934.004	Crosswalk Bulb-Out Upgrade Project	-	46,793	194,436	-	-	-
934.005	Alas De Paz Sidewalk Repair	-	-	383	-	-	-
934.006	Alma Aldea Bulbou Installation	-	-	-	40,000	38,517	-
934.007	ADA Curb Ramp Installation	-	-	-	140,000	137,372	-
934.008	Trabuco Mesa Bulbou Improvements	-	-	-	-	-	40,000
940.000	Bus Stop Improvements	125	-	-	-	-	-
940.001	Measure M2 Project V Bus/Shuttle Srv.	-	-	6	-	-	-
951.006	City Hall & BTRCC Flooring/Carpeting	-	-	-	-	-	70,000
951.007	City Hall IT/Server Room Fire Suppression System	-	-	-	45,000	-	90,000
952.001	Chiquita Ridge Open Space Assessment	-	9,230	10,542	375,000	140,055	205,000
952.002	Chiquita Ridge Habitat Restoration	-	-	-	15,000	45,000	800,000
953.007	Robinson Ranch Sidewalk	700	-	-	-	-	-
953.012	Alma Aldea/Bienvenidos Traffic Signal	-	-	-	-	-	20,000
954.001	Robinson Ranch Improvement Project	51,162	-	16,900	380,000	274,540	-
954.002	Melinda Heights Flashing Beacon	58,755	-	-	-	-	-
954.004	Emergency Vehicle Pre-Emption	175,087	-	-	-	-	-
954.005	Emergency Vehicle Pre-Emption/Phase 2	-	12,230	-	-	-	125,000
954.006	Speed Feedback Signs	-	-	-	-	-	40,000
954.007	Crosswalk LED Signs	-	-	-	-	-	40,000
955.001	Trabuco Highlands Geotechnical Investigation	-	-	27,913	-	-	-
970.003	Antonio/Tijeras Creek Storm Drain	6,734	34,499	-	-	-	-
TOTAL CAPITAL OUTLAY		1,429,751	3,056,176	1,351,104	3,286,000	2,247,146	5,187,000
TOTAL EXPENDITURES		1,429,751	3,056,176	1,351,104	3,286,000	2,247,146	5,187,000

CAPITAL IMPROVEMENT PLAN
Fund 410, Division 900

ACCT NUMBER	DESCRIPTION	FY 2009/10 ACTUAL	FY 2010/11 ACTUAL	FY 2011/12 ACTUAL	FY 2012/13-----		FY 2013/14 ADOPTED BUDGET
					AMENDED BUDGET	YEAR-END ESTIMATE	
FUNDING SOURCES							
410	Capital Project Fund	-	-	-	435,000	185,055	659,000
100	Trans. From General Fund	-	-	-	-	-	600,000
210	Trans. From Gas Tax Fund	1,275	20,451	667,684	1,022,000	857,772	2,055,000
212	Trans. From Measure M Fund	89,854	566,377	339,779	439,000	330,300	494,000
214	Transfer from Air Quality Improve. Fund	13,759	92,433	52,996	144,000	98,137	272,000
218	Trans. From TCRF Fund	22,089	517,933	1,795	-	1	-
423.001	Measure M- Turnback	-	116,146	-	-	-	-
423.003	GMA #9	45,061	-	1,700	-	-	-
423.008	ARRA TP	-	482,082	-	-	-	-
423.011	EECBG	-	85,209	-	-	-	-
423.012	RAC	-	134,579	-	-	-	-
423.013	HBP	-	-	-	67,000	28,373	427,000
423.014	TCRF Prop 42 County	166,840	-	-	-	-	-
470.001	Interest Income/Other	11,448	5,587	7,221	-	-	-
470.002	Unrealized Gain/Loss on Invest	-	869	-	-	-	-
479.001	TEA-LU	-	-	90,134	-	-	-
479.002	Safe Route to School	-	62,517	-	-	-	-
485.007	SAMLARC/HOA	-	-	-	-	-	44,000
485.011	Prop 1B (State)	739,125	-	-	314,000	-	-
485.014	CDBG Grant	122,795	48,030	161,227	280,000	185,889	125,000
485.015	Prop 1B (County)	-	-	-	-	314,000	-
485.018	HSIP	-	-	-	311,000	247,086	-
485.019	CTFP	-	174,072	-	-	-	-
485.020	Project P	-	-	-	274,000	533	511,000
TOTAL FUNDING SOURCES		1,212,246	2,306,285	1,322,536	3,286,000	2,247,146	5,187,000

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

CAPITAL PROJECTS & SPECIAL FUNDS COMPARISON

FY 2014 Estimated Revenue

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2013/2014 through 2019/2020

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	%	Year 1 13/14	Year 2 14/15	Year 3 15/16	Year 4 16/17	Year 5 17/18	Year 6 18/19	Year 7 19/20
STREET IMPROVEMENT/MAINTENANCE PROJECTS											
General Fund (MOE)											
	Street Maintenance Program	\$ 3,212	44%	\$ 350	\$ 429	\$ 429	\$ 429	\$ 525	\$ 525	\$ 525	\$ 525
	Measure M	\$ 2,483	34%	\$ 533	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325	\$ 325
	Gas Tax	\$ 1,589	22%	\$ 89	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
	TOTAL	\$ 7,284	100%	\$ 972	\$ 1,004	\$ 1,004	\$ 1,004	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
	Annual Residential Slurry Seal	\$ 2,110	100%	\$ 310	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
1	Annual Slurry Seal: 410-900-9111.000	TOTAL	\$ 2,110	100%	\$ 310	\$ 300					
	Annual Residential Overlay	\$ 3,355	100%	\$ 355	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
2	Annual Sidewalk Repairs: 410-900-912.000	TOTAL	\$ 3,355	100%	\$ 355	\$ 500					
	Annual Concrete Repair Program	\$ 276	100%	\$ 36	\$ 37	\$ 38	\$ 39	\$ 41	\$ 42	\$ 42	\$ 43
3	Annual Sidewalk Repairs: 410-900-934.001	TOTAL	\$ 276	100%	\$ 36	\$ 37	\$ 38	\$ 39	\$ 41	\$ 42	\$ 43
	Robinson Ranch Road Pavement Rehabilitation	\$ 265	100%	\$ 265							
4	Limits: Country Hollow to Blarwood	TOTAL	\$ 265	100%	\$ 265						
	Account: 410-900-912.002	Gas Tax	\$ 67	100%	\$ 67						
	Melinda Road Median Improvements	TOTAL	\$ 67	100%	\$ 67						
5	Median Extension	CDBG	\$ 125	100%	\$ 125						
	Buena Suerter/La Miranda Median/ADA Improvements	TOTAL	\$ 125	100%	\$ 125						
6	Raised Median Installation	TOTAL	\$ 125	100%	\$ 125						
	Account: 410-900-915.003	Measure M	\$ 359	28%	\$ 75	\$ 284					
	Gas Tax	TOTAL	\$ 909	72%	\$ 625	\$ 284					
7	Limits: Buena Suerter to Fundadores	1,268	100%	\$ 700	\$ 568						
	Account: 410-900-913.010	Gas Tax	\$ 605	100%	\$ 55	\$ 550					
8	Antonio Parkway Pavement Rehabilitation	TOTAL	\$ 605	100%	\$ 55	\$ 550					
	Limits: Vía Honesto to Alias de Paz	Gas Tax	\$ 355	100%	\$ 355						
	Account: 410-900-913.007	TOTAL	\$ 355	100%	\$ 355						
9	Antonio Parkway Slurry Seal	TOTAL	\$ 355	100%	\$ 355						
	Limits: Coto de Caza to Empresia	AQMD	\$ 190	72%	\$ 40	\$ 150					
	Account: 410-900-911.002	CDBG	\$ 75	28%	\$ 75	\$ 75					
10	Trabuco Mesa Bulbout Improvements	TOTAL	\$ 265	100%	\$ 40	\$ 225					
	Bulbouts on Las Flores at Trabuco Mesa Elementary School	CDBG	\$ 145	48%	\$ 145	\$ 145					
	Account: 410-900-934.008	AQMD	\$ 155	52%	\$ 155	\$ 155					
11	Alma Aldea Bulbout Installation	TOTAL	\$ 300	100%	\$ 300						
	Alma Aldea at Fundadores and Vía Honestio	Gas Tax	\$ 182	100%	\$ 182						
	Account: 410-900-934.006	TOTAL	\$ 182	100%	\$ 182						
12	Avenida De Las Banderas Slurry Seal	Measure M	\$ 75	50%	\$ 5	\$ 70					
	Limits: Empresa to Antonio	Gas Tax	\$ 75	50%	\$ 5	\$ 70					
	Account:	TOTAL	\$ 150	100%	\$ 10	\$ 140					
13	Vereda Laguna Sidewalk And Landscape Improvements	Measure M	\$ 75	50%	\$ 5	\$ 70					
	Sidewalk impos. on Vereda Laguna at Trabuco Mesa Elementary School	Gas Tax	TOTAL	\$ 150	100%	\$ 10	\$ 140				

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2013/2014 through 2019/2020

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	%	Year 1 13/14	Year 2 14/15	Year 3 15/16	Year 4 16/17	Year 5 17/18	Year 6 18/19	Year 7 19/20
14	Coto De Cazas / La Promesa Pavement Rehabilitation Limits: El Portal to City Limits Account: 410-900-913.009	Gas Tax	\$ 500	100%		\$ 250					
15	Avenida Empresia Pavement Rehabilitation Limits: Santa Margarita Parkway to Antonio Parkway	Gas Tax	\$ 500	100%		\$ 250					
16	Antonio Parkway Pavement Rehabilitation Rehabilitation Limits: Empresa to Banderas	Gas Tax	\$ 860	100%		\$ 60					
17	School Zone Curb Ramp Reconstruction	CDBG	\$ 860	100%		\$ 60					
18	Lindsay/Cozy Glen Pavement Rehabilitation Account: 410-900-912.001	CDBG	\$ 100	100%		\$ 100					
19	Antonio Parkway Overlay (Alas de Paz to SMP) Alaz De Paz (Antonio Parkway to Piano Trabuco) Piano Trabuco (Alas de Paz to SMP)	Gas Tax	\$ 900	100%		\$ 80					
69	SPECIAL PROJECTS										
20	Chiquita Ridge Habitat Restoration (Environmental, Design, Const.) Account: 410-900-952.002	CIP Fund/GF City Reserves	\$ 2,914	94%	\$ 600	\$ 1,279			\$ 276	\$ 200	\$ 163
21	Chiquita Ridge Open Space Assessment Feasibility Study Account: 410-900-952.001	CIP Fund/GF	\$ 3,114	100%		\$ 800			\$ 276	\$ 200	\$ 163
22	Dog/Skate Park Access Lighting Installation of lighting Account: 410-900-961.001	CIP Fund/GF	\$ 205	100%		\$ 205					
23	CCTV Inspection Of Storm Drain System	Measure M	\$ -								
24	Citywide Storm Drain Master Plan Study of Citywide Storm Drain System	Measure M	\$ 100	100%					\$ 100		
25	Canada Vista Park Restroom Holding Tank Alarm System Installation of overflow alarm for holding tank	CIP Fund/GF	\$ 100	100%		\$ 20			\$ 20		
	LANDSCAPE / RENOVATION PROJECTS										
26	Alicia Parkway and Santa Margarita Parkway Gateway Improvements Account: 410-900-916.001	CIP Fund/GF HOA*	\$ 228	50%	\$ 28	\$ 200					
27	Santa Margarita Parkway and Empresa Landscaping Installations CTFP-Tier 1*** Account: 410-900-918.001	CIP Fund/GF HOA* CTFP-Tier 1***	\$ 456	100%	\$ 56	\$ 400					

City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2013/2014 through 2019/2020

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	%	Year 1 13/14	Year 2 14/15	Year 3 15/16	Year 4 16/17	Year 5 17/18	Year 6 18/19	Year 7 19/20
28	City Hall / BTRCC Landscaping Renovation Account: 410-900-918,002	CIP Fund/GF	\$ 100	100%	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
29	Wayfinding Signs Installation of Wayfinding Signage Citywide Account: 410-900-915,000	Gas Tax Other***	\$ 80 \$ 50	62% 38%					\$ 30	\$ 50	
30	Median Hardscape Renovation Pressure wash and stain existing stamped concrete in medians Account: 410-900-915,000	Gas Tax	\$ 250	100%	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
31	Antonio Parkway Gateway Improvements Median Installation from Southerly City Limits to Bridge	CIP Fund/GF HOA* CTFP-Tier 1***	\$ 250 \$ 412 \$ 412	100% 42% 42%	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
32	El Paseo Corridor Improvements El Paseo from SMP to El Portal	CIP Fund/GF HOA* TOTAL	\$ 974 \$ 330 \$ 660	100% 50% 100%	\$ 90	\$ 884			\$ 30	\$ 100	
33	Santa Margarita Parkway Lakeshore Median Renovation Median on SMP from Antonio Pkwy. to Fundadores	CIP Fund/GF HOA* TOTAL	\$ 83 \$ 83 \$ 166	50% 50% 100%				\$ 30	\$ 100	\$ 100	
34	Towncenter and Marketplace Monument Renovation	CIP Fund/GF HOA* TOTAL	\$ 110 \$ 110 \$ 220	50% 50% 100%				\$ 60	\$ 200	\$ 200	
CITY HALL & BELL TOWER REGIONAL COMMUNITY CENTER PROJECTS											
35	City Hall IT/Server Room Fire Suppression System Retrofitting existing fire suppression system	CIP Fund/GF	\$ 90	100%	\$ 90						
36	City Hall & Community Center Buildings Flooring/Carpeting Account: 410-900-951,006	CIP Fund/GF TOTAL	\$ 90 \$ 140	100% 100%	\$ 90						
37	Sealcoat of City Hall & Btrcc Parking Lots Facility Maintenance	CIP Fund/GF TOTAL	\$ 25 \$ 25	100% 100%							
38	Santa Margarita Parkway Signal Operations and Equipment Upgrades Regional Traffic Signal Synchronization Program Account: 410-900-951,007	CTFP-Project P AQMD TOTAL	\$ 212 \$ 53 \$ 265	80% 20% 100%	\$ 184	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	
39	Antonio Parkway Signal Operations and Equipment Upgrades Regional Traffic Signal Synchronization Program Account: 410-900-921,004	CTFP-Project P AQMD TOTAL	\$ 327 \$ 82 \$ 408	80% 20% 100%	\$ 327	\$ 42	\$ 42	\$ 20	\$ 20	\$ 20	
40	Traffic Signal Battery Backup System (Phases 2&3) Account: 410-900-923,003	Gas Tax TOTAL	\$ - \$ 300					\$ 150	\$ 150	\$ 150	

**City of Rancho Santa Margarita
Seven Year Capital Improvement Program and Street Maintenance Program
Fiscal Years 2013/2014 through 2019/2020**

No.	PROJECT DESCRIPTION	Fund Source	Total Estimated Cost (1,000's)	%	Year 1 13/14	Year 2 14/15	Year 3 15/16	Year 4 16/17	Year 5 17/18	Year 6 18/19	Year 7 19/20
41	Emergency Vehicle Pre-Emption (Phases 2&3) Installation of traffic signal pre-emption equipment Account: 410-900-954-005	Gas Tax	\$ 250	100%	\$ 125						
42	Alma Alda / Bienvenidos Traffic Signal Design and construct intersection traffic control signal Account: 410-900-953-012	TOTAL	\$ 250	100%	\$ 125	\$ 125					
43	Countdown Pedestrian Signal Heads Install countdown heads various signalized intersection locations. Account: 410-900-923.004	Gas Tax	\$ 170	100%	\$ 20						
44	Speed Feedback Signs Install 8 solar speed feedback signs at various locations. Account: 410-900-954-006	AQMD	\$ 50	91%	\$ 50						
45	Crosswalk Led Signs Install eight (8) solar powered push button LED crosswalk signs at key midblock crosswalk locations Account: 410-900-954-007	AQMD	\$ 40	100%	\$ 40						
45.5	Circulation Element Update Complete Amendment to the General Plan Account: 410-900-921.002	TOTAL	\$ 40	100%	\$ 40						
BRIDGE PROJECTS											
46	SANTA MARGARITA PKWY. BRIDGE HINGE REPAIR (Westbound) (Design, Environmental, Construction)	HBP**	\$ 1,827	188%	\$ 427						
		Gas Tax	\$ 119	12%	\$ 28						
		Measure M	\$ 119	12%	\$ 28						
		TOTAL	\$ 2,065	212%	\$ 433						
47	SANTA MARGARITA PKWY. BRIDGE (Eastbound) (Design, Environmental, Construction)	HBP**	\$ 1,270	130%	\$ 211						
		Gas Tax	\$ 83	9%	\$ 14						
		Measure M	\$ 83	9%	\$ 14						
		TOTAL	\$ 1,436	141%	\$ 239						
48	ANTONIO PKWY. BRIDGE (Design, Environmental, Construction)	HBP**	\$ 521	53%	\$ 101						
		Gas Tax	\$ 34	3%	\$ 7						
		Measure M	\$ 34	3%	\$ 7						
		TOTAL	\$ 589	60%	\$ 115						
					\$ 474						

PITAL E

Notes:

Potential Funding from Benefiting HOAs

** Funding Programmed. Pending State Approval to Expend Programmed Funding.

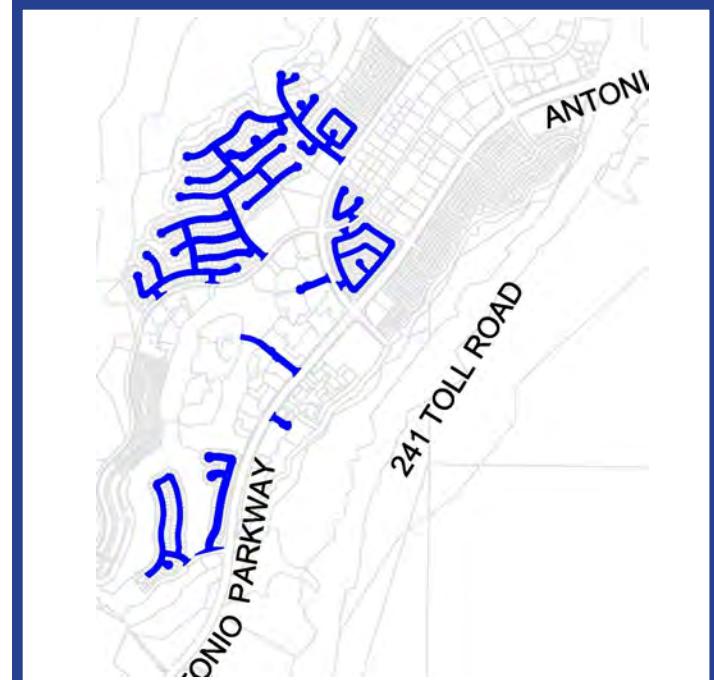
*** Pending Funding Approval by OCTA
**** Potential OCTA Funding from Bonneville Business Summary

**** Potentially Other Funding from Benefiting Business Owners

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:
Annual Residential Slurry Seal

DEPARTMENT:
Public Works

PROJECT TYPE:
Street Improvement/Maintenance

ESTIMATED SCHEDULE:
Construction FY 2013-2014

FUNDING SOURCE:
Gas Tax

PROJECT MANAGER:
Principal Engineer

CIP ACCOUNT NO.:
410-900-911.000

PROJECT DESCRIPTION:

The project consists of slurry sealing residential tracts located in Zone 3, which is bordered by Antonio Parkway, State Route 241, and O'Neill Regional Park.

PROJECT BUDGET:

Design	\$	23,000
Administration	\$	16,000
Construction Estimate	\$	225,000
Inspection/Construction Management	\$	23,000
Construction Contingency	\$	23,000
	Total	\$ 310,000

City of Rancho Santa Margarita Capital Improvement Project Information



RESIDENTIAL STREET



VICINITY MAP

PROJECT TITLE:

Annual Residential Overlay

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2013-2014

FUNDING SOURCE:

Measure M

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-912.000

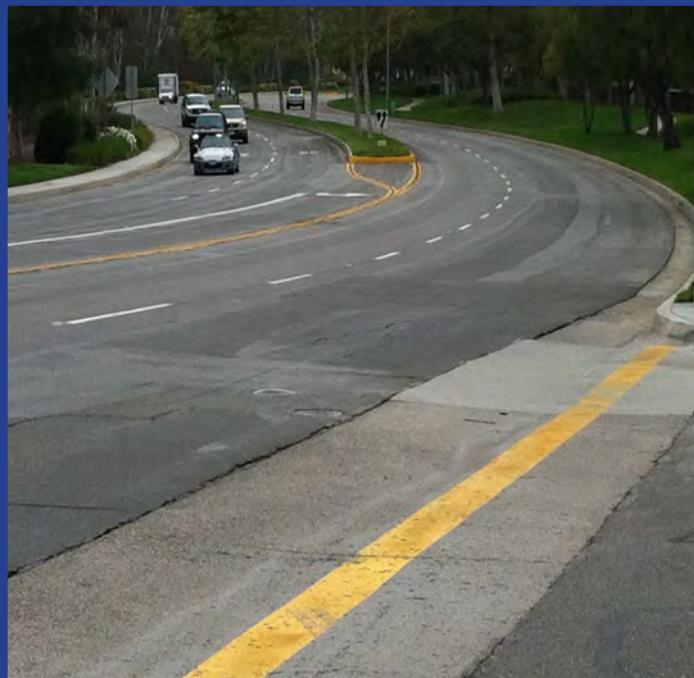
PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by grind and overlay of residential streets in Tract 12659.

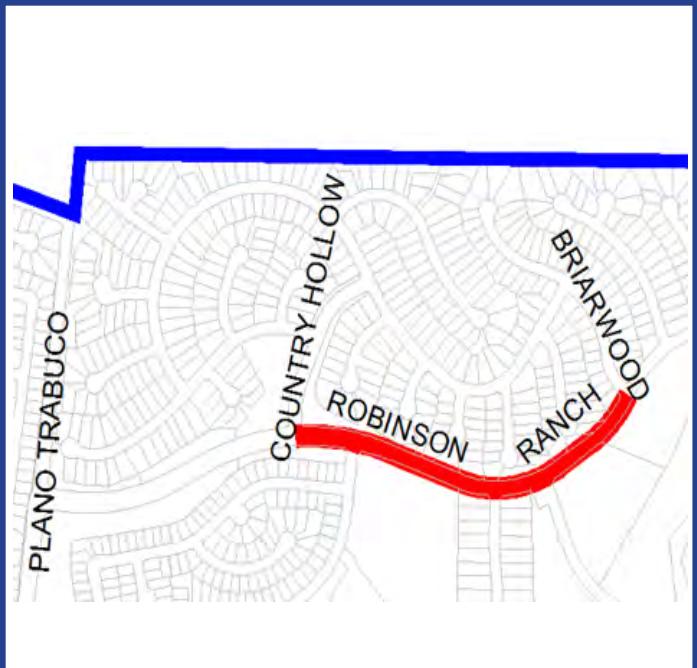
PROJECT BUDGET:

Design	\$	26,000
Administration	\$	17,000
Construction Estimate	\$	260,000
Inspection/Construction Management	\$	26,000
Construction Contingency	\$	26,000
	Total \$	355,000

City of Rancho Santa Margarita Capital Improvement Project Information



ROBINSON RANCH ROAD



VICINITY MAP

PROJECT TITLE:

Robinson Ranch Road Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-912.002

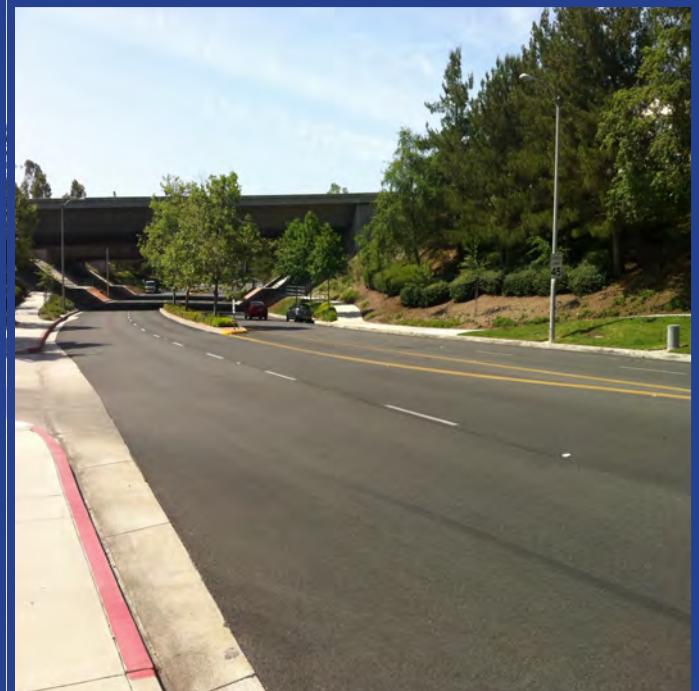
PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by grind and overlay of Robinson Ranch Road between Country Hollow Lane and Briarwood Lane.

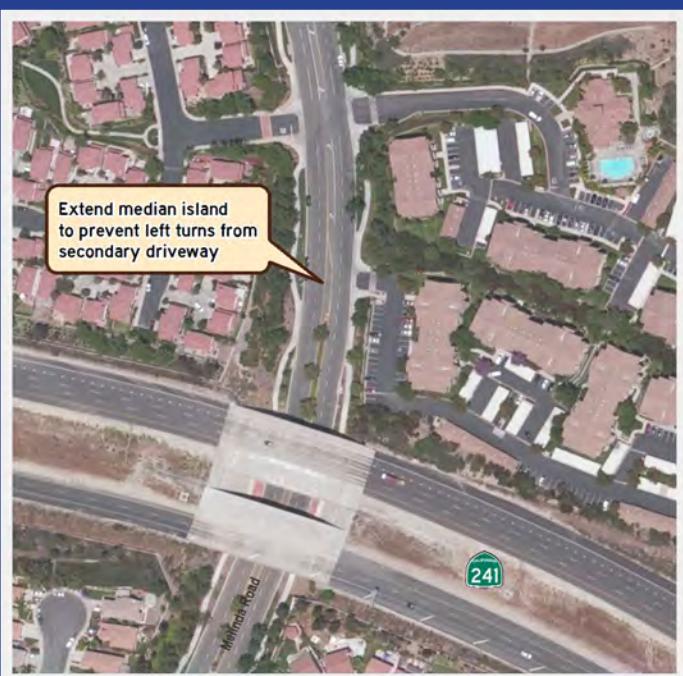
PROJECT BUDGET:

Design (FY 2013-2014)	\$	20,000
Administration	\$	13,000
Construction Estimate	\$	192,000
Inspection/Construction Management	\$	20,000
Construction Contingency	\$	20,000
	Total	\$ 265,000

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING MEDIAN



VICINITY MAP

PROJECT TITLE:

Melinda Road Median Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Project Type: Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design FY 2013-2014
Construction FY 2013-2014

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-915.003

PROJECT DESCRIPTION:

The project consists of the extension of the existing median on Melinda Road near SR-241 to increase safety of travel on Melinda Road due to limited sight distance for the left turn movement at this location.

PROJECT BUDGET:

Design (FY 2013-2014)	\$	3,000
Administration	\$	4,000
Construction Estimate	\$	50,000
Inspection/Construction Management	\$	5,000
Construction Contingency	\$	5,000
Total	\$	67,000

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING CONDITION



VICINITY MAP

PROJECT TITLE:

Buena Suerte / La Miranda Median / ADA Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Construction FY 2013-2014

FUNDING SOURCE:

CDBG

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-915.004

PROJECT DESCRIPTION:

The project consists installation of ADA-compliant curb ramps and a median crossing refuge at the intersection of Buena Suerte and La Miranda.

PROJECT BUDGET:

Administration	\$ 8,000
Construction Estimate	\$ 99,000
Inspection/Construction Management	\$ 9,000
Construction Contingency	\$ 9,000
Total	\$ 125,000

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA PARKWAY



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Pavement
Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014

FUNDING SOURCE:

Measure M
Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-913.010

PROJECT DESCRIPTION:

The project consists of pavement rehabilitation by grind and overlay of Santa Margarita Parkway from 200' east of Buena Suerte to 200' east of Avenida de Los Fundadores.

PROJECT BUDGET:

Design (FY 2013-2014)	\$ 50,000
Administration	\$ 31,000
Construction Estimate	\$ 519,000
Inspection/Construction Management	\$ 50,000
Construction Contingency	<u>\$ 50,000</u>
	Total \$
	700,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Pavement Rehabilitation

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2014-2015

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-913.007

PROJECT DESCRIPTION:

The project consists of grinding existing asphalt concrete and replacing it with asphalt rubber hot mix on Antonio Parkway from Via Honest to Alas de Paz.

PROJECT BUDGET:

Design (FY 2013-2014)	\$ 55,000
Administration	\$ 28,000
Construction Estimate	\$ 434,000
Inspection/Construction Management	\$ 44,000
Construction Contingency	<u>\$ 44,000</u>
Total	\$ 605,000

City of Rancho Santa Margarita Capital Improvement Project Information



ANTONIO PARKWAY



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Slurry Seal

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-911.002

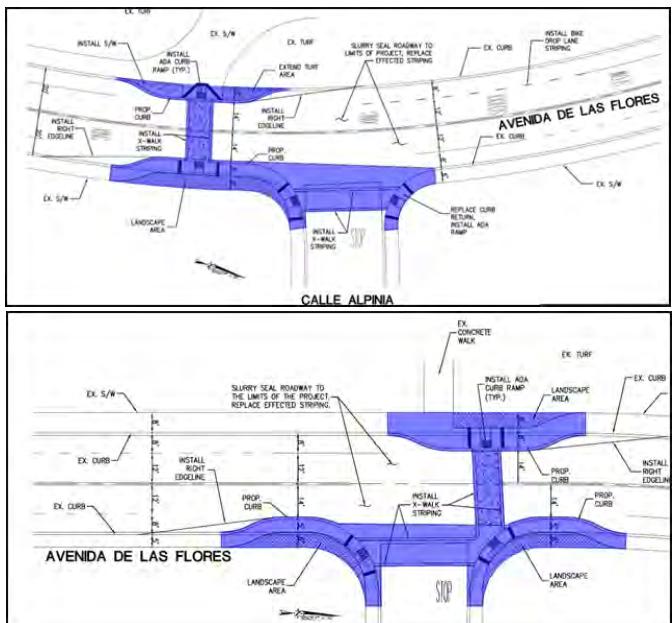
PROJECT DESCRIPTION:

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

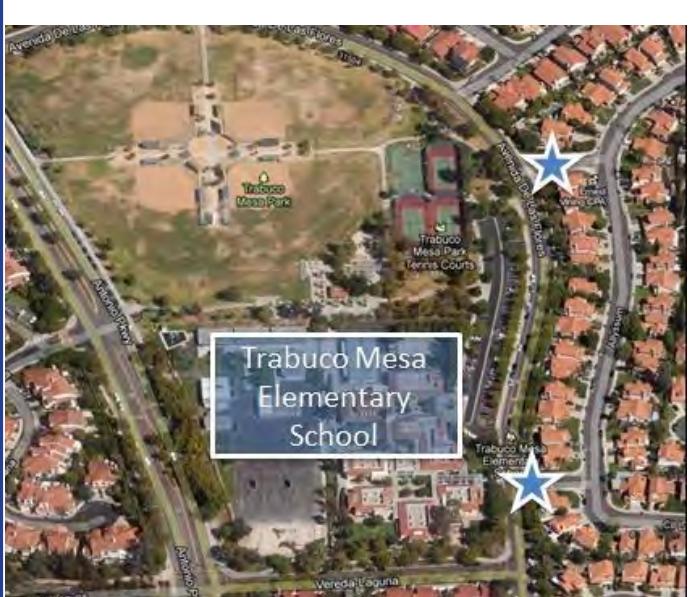
PROJECT BUDGET:

Design (FY 2013-2014)	\$	15,000
Administration	\$	16,000
Construction Estimate	\$	270,000
Inspection/Construction Management	\$	27,000
Construction Contingency	\$	27,000
	Total \$	355,000

City of Rancho Santa Margarita Capital Improvement Project Information



BULB-OUT CONCEPTS



VICINITY MAP

PROJECT TITLE:

Trabuco Mesa Bulb-Out Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Street Improvement/Maintenance

ESTIMATED SCHEDULE:

Design FY 2013-2014
Construction FY 2014-2015

FUNDING SOURCE:

AQMD
CDBG

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-934.008

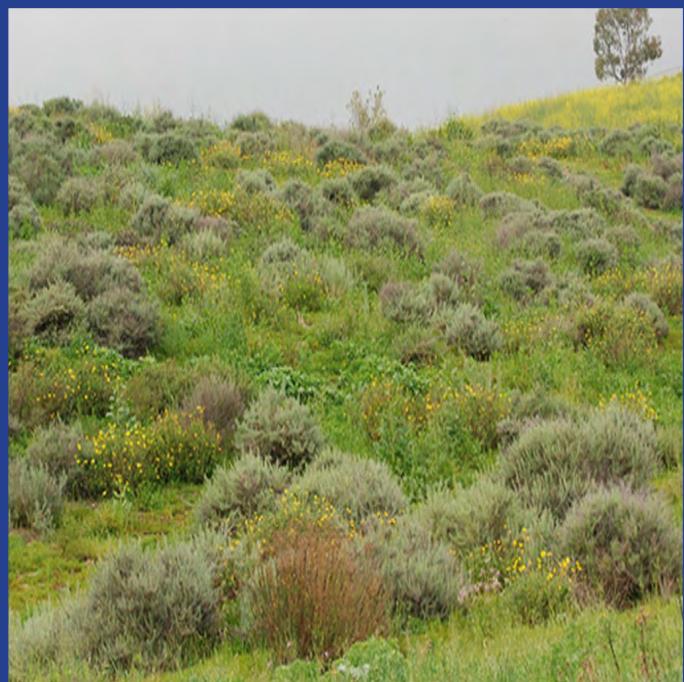
PROJECT DESCRIPTION:

The project consists of construction of curb extensions at existing crosswalk locations with ancillary sidewalk, and curb ramps on Avenida de Las Flores at Trabuco Mesa Elementary School.

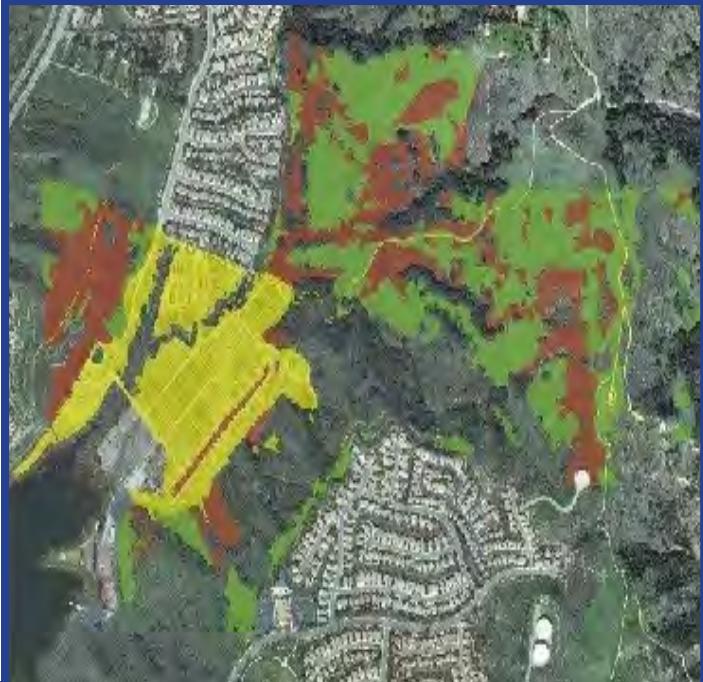
PROJECT BUDGET:

Design (FY 2013-2014)	\$	40,000
Administration	\$	16,000
Construction Estimate	\$	175,000
Inspection/Construction Management	\$	17,000
Construction Contingency	\$	17,000
Total	\$	265,000

City of Rancho Santa Margarita Capital Improvement Project Information



COASTAL SAGE BRUSH



VICINITY MAP

PROJECT TITLE:
Habitat Restoration

DEPARTMENT:
Public Works
Development Services

PROJECT TYPE:
Special Projects

ESTIMATED SCHEDULE:
Environmental FY 2013-2014
Design FY 2013-2014
Construction FY 2013/14 - 2018/19

FUNDING SOURCE:
CIP Fund
City Reserves

PROJECT MANAGER:
City Engineer, Development Services Director

CIP ACCOUNT NO.:
410-900-952.002

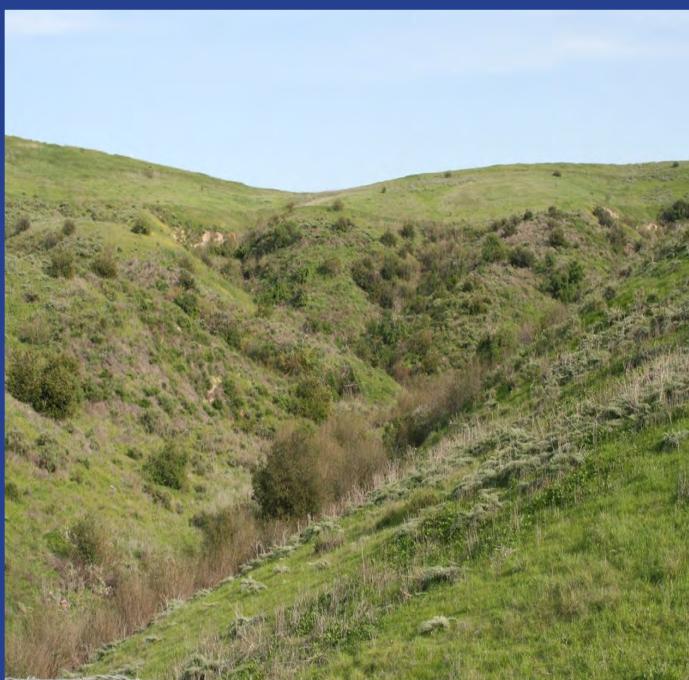
PROJECT DESCRIPTION:

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

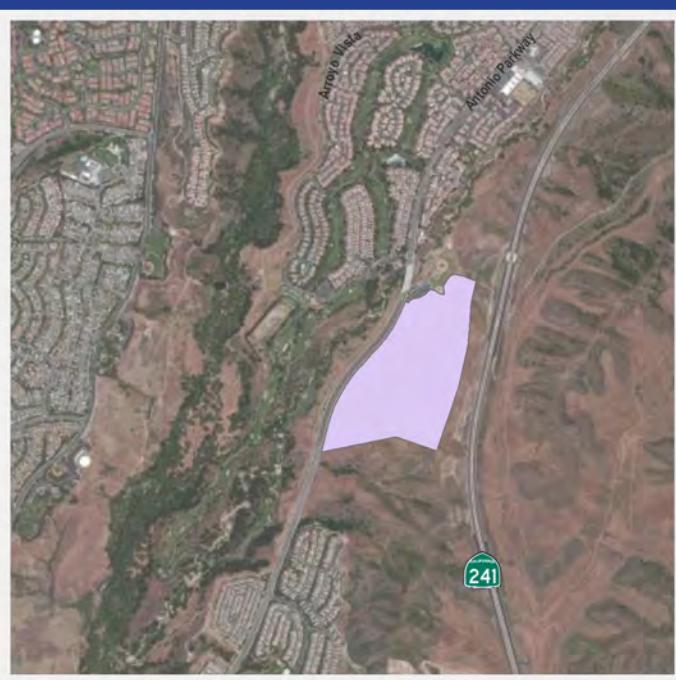
PROJECT BUDGET:

Habitat Restoration Plan Implementation	FY 2013-14	\$ 800,000
	FY 2014-15	\$ 1,279,000
	FY 2015-16	\$ 397,000
	FY 2016-17	\$ 276,000
	FY 2017-18	\$ 200,000
	FY 2018-19	\$ 163,000
	Total	\$ 3,114,000

City of Rancho Santa Margarita Capital Improvement Project Information



CHIQUITA RIDGE



VICINITY MAP

PROJECT TITLE:

Chiquita Ridge Open Space Assessment

DEPARTMENT:

City Manager

PROJECT TYPE:

Special Projects

ESTIMATED SCHEDULE:

Study FY 2013-2014

FUNDING SOURCE:

CIP Fund

PROJECT MANAGER:

City Manager/Risk Management

CIP ACCOUNT NO.:

410-900-952.001

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

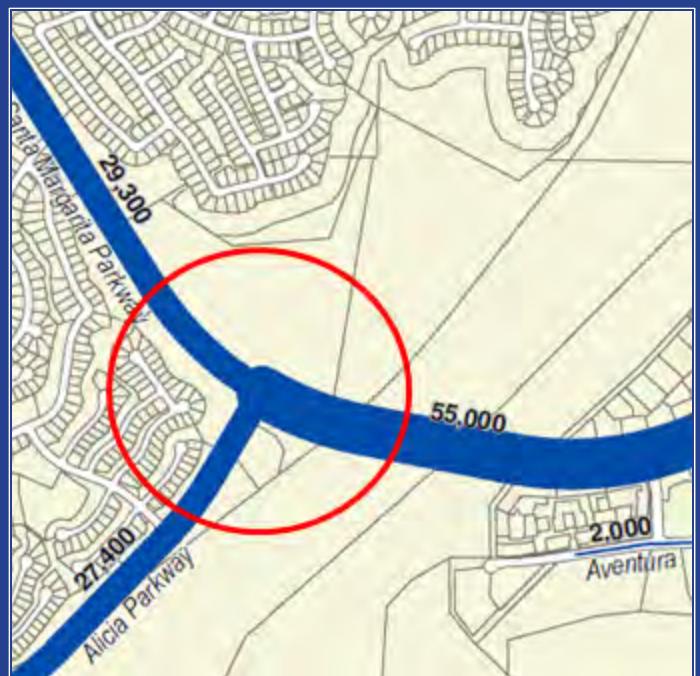
Finalize Chiquita Ridge Open Space Assessment Study (FY 2013-2014)

Total \$ 205,000

City of Rancho Santa Margarita Capital Improvement Project Information



GATEWAY CONCEPT



VICINITY MAP

PROJECT TITLE:

Alicia Parkway and Santa Margarita Parkway
Gateway Improvements

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscape/ Beautification

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2014-2015

FUNDING SOURCE:

CIP Fund
HOA

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-916.001

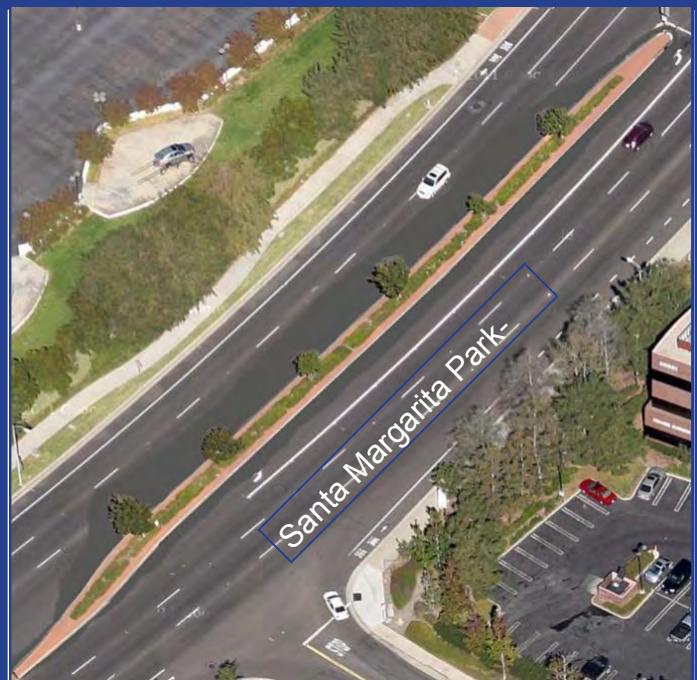
PROJECT DESCRIPTION:

The project consists of installation of monument sign, traffic signal upgrades, enhanced crosswalks and medians, landscaping and irrigation at the intersection of Santa Margarita Parkway and Alicia Parkway.

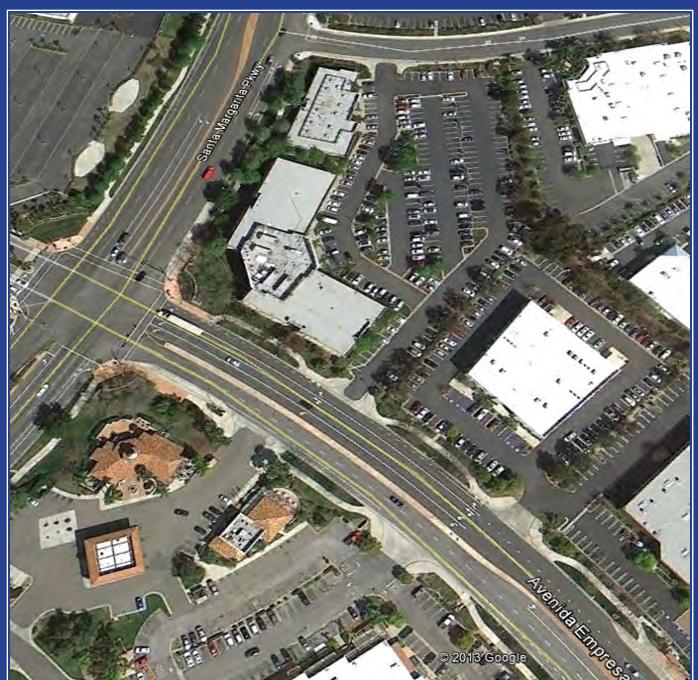
PROJECT BUDGET:

Design (FY 2013-2014)	\$ 56,000
Administration	\$ 25,000
Construction Estimate	\$ 315,000
Inspection/Construction Engineering	\$ 30,000
Construction Contingency	<u>\$ 30,000</u>
	Total \$
	456,000

City of Rancho Santa Margarita Capital Improvement Project Information



LANDSCAPE CONCEPT



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway and Empresa
Landscaping Installations

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscape/ Beautification

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2015-2016

FUNDING SOURCE:

CIP Fund
HOA
CTFP– Tier 1

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-918.001

PROJECT DESCRIPTION:

The project consists of installation of landscaping and irrigation in the medians on Santa Margarita Parkway and Avenida Empresa.

PROJECT BUDGET:

Design (FY 2013-2014)	\$	32,000
Administration	\$	23,000
Construction Estimate	\$	231,000
Inspection/Construction Engineering	\$	23,000
Construction Contingency	\$	23,000
	Total	\$ 332,000

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING LANDSCAPE



CITY HALL

PROJECT TITLE:

City Hall / BTRCC Landscaping Renovation

DEPARTMENT:

Public Works

PROJECT TYPE:

Landscape/ Beautification

ESTIMATED SCHEDULE:

Construction FY 2013-2014
 FY 2014-2015

FUNDING SOURCE:

CIP Fund

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-918.002

PROJECT DESCRIPTION:

The project consists of renovating the landscape areas around City Hall and the Bell Tower Regional Community Center.

PROJECT BUDGET:

Landscaping Renovation

FY 2013-2014	\$	50,000
FY 2014-2015	\$	50,000
Total	\$	100,000

City of Rancho Santa Margarita Capital Improvement Project Information



WAYFINDING SIGN



CITY WIDE

PROJECT TITLE:

Wayfinding Signs

DEPARTMENT:

DEPARTMENT Public Works

PROJECT TYPE:

Landscape/ Beautification

ESTIMATED SCHEDULE:

Design Construction FY 2016-2017

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

To be determined

PROJECT DESCRIPTION:

The project consists of the installation of wayfinding signage throughout the City.

PROJECT BUDGET:

Design (FY 2016-2017)	\$	30,000
Construction	\$	100,000
Total	\$	130,000

City of Rancho Santa Margarita Capital Improvement Project Information



COLORED STAMPED CONCRETE MEDIAN

PROJECT TITLE:
Median Hardscape Renovation

DEPARTMENT:
Public Works

PROJECT TYPE:
Landscape/ Beautification



CITY WIDE

ESTIMATED SCHEDULE:
Construction FY 2013/14-FY 2017/18

FUNDING SOURCE:
Gas Tax

PROJECT MANAGER:
Principal Engineer

CIP ACCOUNT NO.:
410-900-915.000

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Construction	FY 2013-2014	\$ 50,000
	FY 2014-2015	\$ 50,000
	FY 2015-2016	\$ 50,000
	FY 2016-2017	\$ 50,000
	FY 2017-2018	\$ 50,000
	Total	\$ 250,000

City of Rancho Santa Margarita Capital Improvement Project Information



CITY HALL



SERVER EQUIPMENT

PROJECT TITLE:

City Hall IT/Server Room Fire Suppression System

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014

FUNDING SOURCE:

CIP Fund

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-951.007

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Construction (FY 2013-2014)

\$	90,000
Total	\$ 90,000

City of Rancho Santa Margarita Capital Improvement Project Information



FLOORING



CITY HALL

PROJECT TITLE:

Flooring/Carpeting at City Hall and Community Center Buildings

DEPARTMENT:

Public Works

PROJECT TYPE:

City Hall & Bell Tower Regional Community Center

ESTIMATED SCHEDULE:

Construction FY 2013/14-FY 2014/15

FUNDING SOURCE:

CIP Fund

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.:

410-900-951.006

PROJECT DESCRIPTION:

The project consists of replacing flooring and carpeting inside the City Hall and Community Center buildings.

PROJECT BUDGET:

Construction

FY 2013-2014	\$	70,000
FY 2014-2015	\$	70,000
Total	\$	140,000

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Signal Operations and Equipment Upgrades

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014
Maintenance	FY 2013/14-2015/16

FUNDING SOURCE:

CTFP- Project P
AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.003

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Design/Program Implementation (FY 2013-2014)	\$ 84,000
Construction Estimate	\$ 132,000
Inspection/Construction Engineering	\$ 7,000
Construction Contingency	\$ 7,000
Maintenance (2 years)	<u>\$ 35,000</u>
Total	\$ 265,000

City of Rancho Santa Margarita Capital Improvement Project Information



GREEN SIGNALS



VICINITY MAP

PROJECT TITLE:

Antonio Parkway Signal Operations and Equipment Upgrades

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2013-2014
Maintenance	FY 2013/14-2015/16

FUNDING SOURCE:

CTFP- Project P
AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-921.004

PROJECT DESCRIPTION:

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

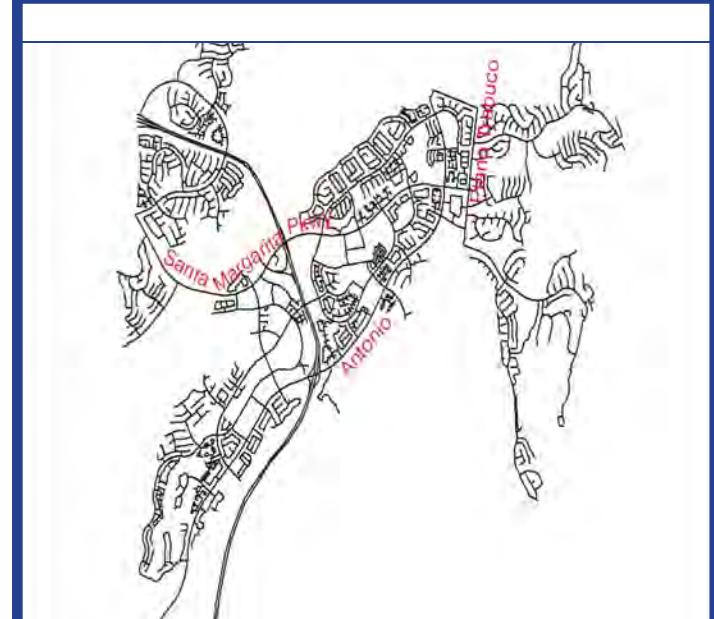
PROJECT BUDGET:

Design/Program Implementation (FY 2013-2014)	\$	103,370
Construction Estimate	\$	215,000
Inspection/Construction Engineering	\$	32,250
Construction Contingency	\$	17,380
Maintenance (2 years)	\$	40,000
	Total	\$ 408,000

City of Rancho Santa Margarita Capital Improvement Project Information



TRAFFIC SIGNAL BATTERY



CITY WIDE

PROJECT TITLE:

Traffic Signal Battery Backup System
(Phases II and III)

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Construction Phase II	FY 2013-2014
Construction Phase III	FY 2014-2015

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-923.003

PROJECT DESCRIPTION:

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

PROJECT BUDGET:

Construction Phase II (FY 2013-2014)	\$	150,000
Construction Phase III (FY 2014-2015)	\$	150,000
Total	\$	300,000

City of Rancho Santa Margarita Capital Improvement Project Information



EMERGENCY VEHICLE PRE-EMPTION



CITY WIDE

PROJECT TITLE:

Emergency Vehicle Pre-Emption
(Phases II and III)

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Construction Phase II	FY 2013-2014
Construction Phase III	FY 2014-2015

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-954.005

PROJECT DESCRIPTION:

The project consists of providing traffic signal pre-emption equipment for emergency vehicles per Orange County Fire Authority specifications at approximately 13 intersections.

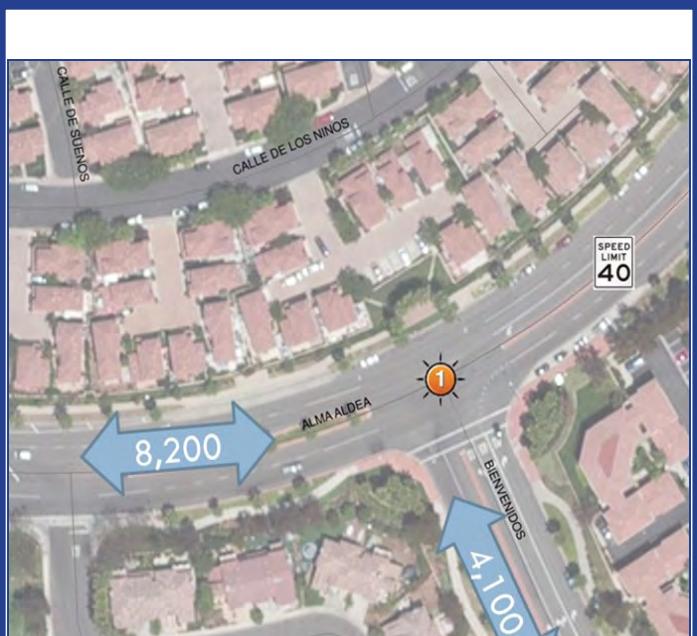
PROJECT BUDGET:

Construction Phase II (FY 2013-2014)	\$ 125,000
Construction Phase III (FY 2014-2015)	<u>\$ 125,000</u>
Total	\$ 250,000

City of Rancho Santa Margarita Capital Improvement Project Information



EXISTING INTERSECTION



VICINITY MAP

PROJECT TITLE:

Alma Aldea/ Bienvenidos Traffic Signal

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Design	FY 2013-2014
Construction	FY 2015-2016

FUNDING SOURCE:

Gas Tax

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-953.012

PROJECT DESCRIPTION:

The project consists of designing and constructing an intersection traffic control signal at the intersection of Alma Aldea and Bienvenidos.

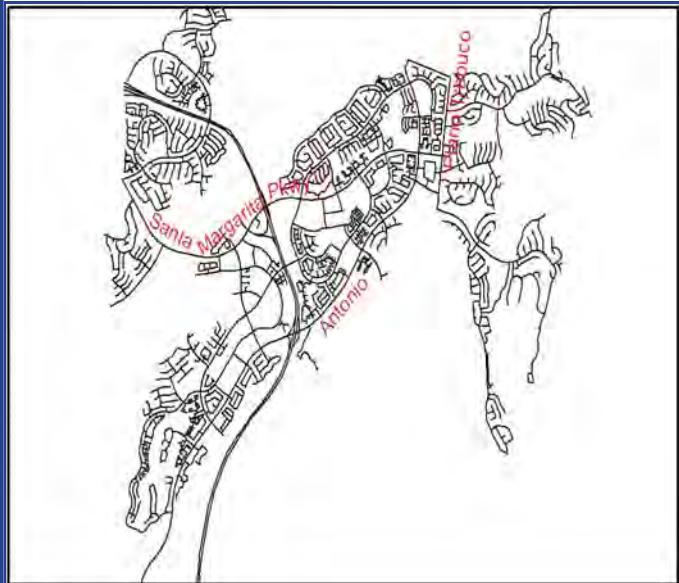
PROJECT BUDGET:

Design (FY 2013-2014)	\$ 20,000
Construction (FY 2015-2016)	<u>\$ 150,000</u>
Total	\$ 170,000

City of Rancho Santa Margarita Capital Improvement Project Information



COUNTDOWN SIGNAL HEAD



CITY WIDE

PROJECT TITLE:

Countdown Pedestrian Signal Heads

DEPARTMENT:

Public Works

PROJECT TYPE:

Traffic Improvement

ESTIMATED SCHEDULE:

Construction FY 2013-2014

FUNDING SOURCE:

AQMD

PROJECT MANAGER:

Traffic Engineer

CIP ACCOUNT NO.:

410-900-923.004

PROJECT DESCRIPTION:

The project consists of installing countdown heads at various signalized intersection locations.

PROJECT BUDGET:

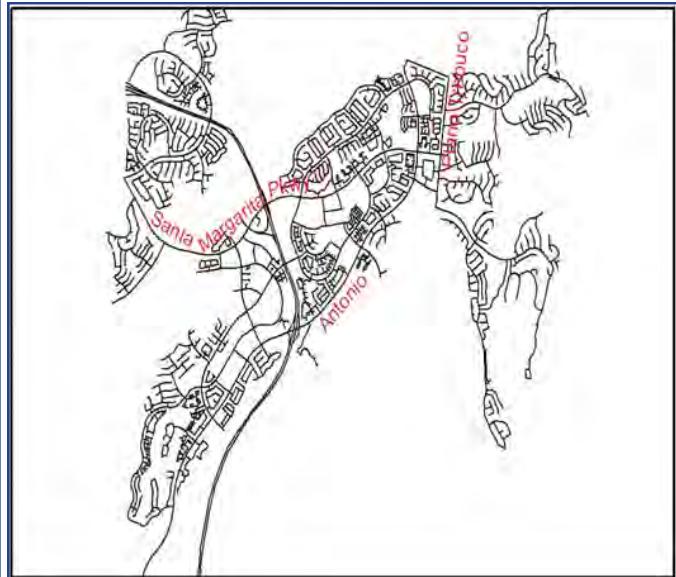
Construction (FY 2013-2014)

\$	55,000
Total \$	55,000

City of Rancho Santa Margarita Capital Improvement Project Information



SPEED CHECK



CITY WIDE

PROJECT TITLE:
Speed Feedback Signs

DEPARTMENT:
Public Works

PROJECT TYPE:
Traffic Improvement

ESTIMATED SCHEDULE:
Construction FY 2013-2014

FUNDING SOURCE:
AQMD

PROJECT MANAGER:
Traffic Engineer

CIP ACCOUNT NO.:
410-900-954.006

PROJECT DESCRIPTION:
The project consists of installing 8 solar speed feedback signs at various locations.

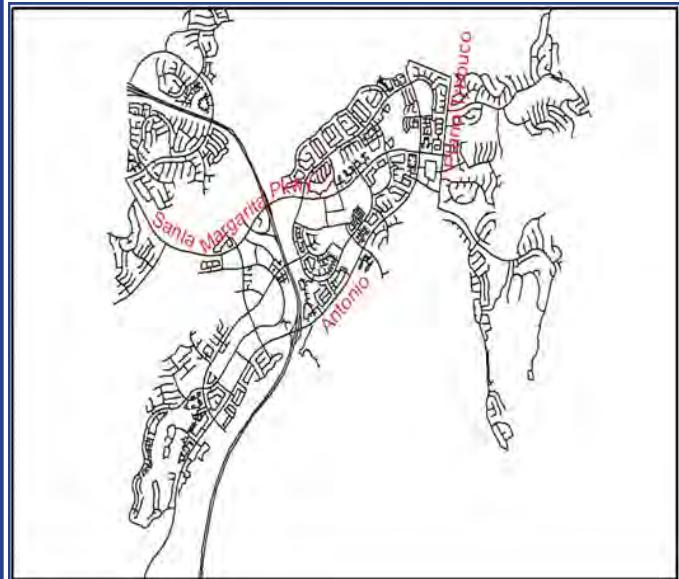
PROJECT BUDGET:

Construction (FY 2013-2014)	\$ 40,000
Total	\$ 40,000

City of Rancho Santa Margarita Capital Improvement Project Information



SAMPLE SIGNS



CITY WIDE

PROJECT TITLE:
Crosswalk LED Signs

DEPARTMENT:
Public Works

PROJECT TYPE:
Traffic Improvement

ESTIMATED SCHEDULE:
Construction FY 2013-2014

FUNDING SOURCE:
AQMD

PROJECT MANAGER:
Traffic Engineer

CIP ACCOUNT NO.:
410-900-954.007

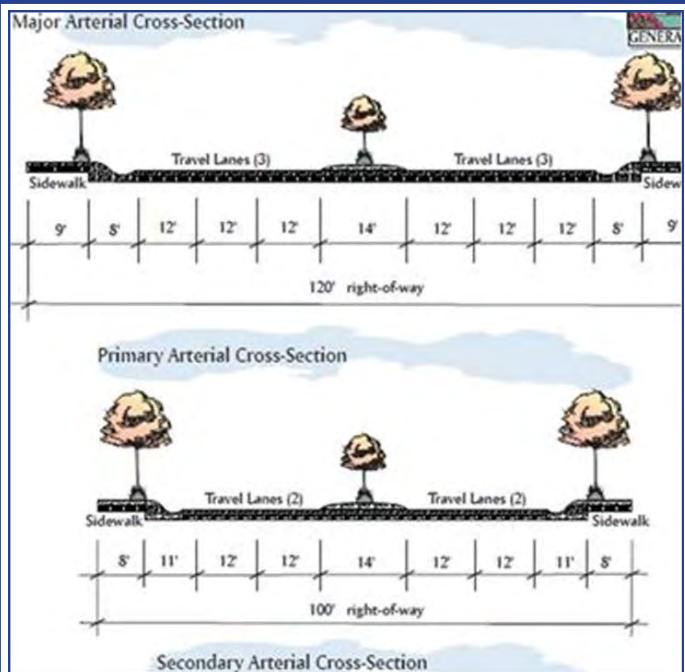
PROJECT DESCRIPTION:

The project consists of installing 8 solar powered push button LED crosswalk signs at key midblock crosswalk locations.

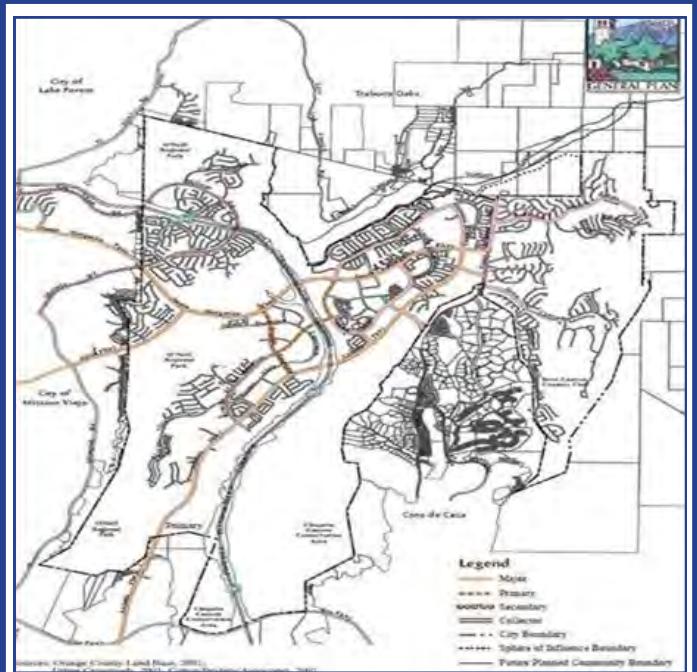
PROJECT BUDGET:

Construction (FY 2013-2014)	\$ 40,000
	Total \$ 40,000

City of Rancho Santa Margarita Capital Improvement Project Information



ARTERIAL CROSS SECTIONS



ARTERIAL HIGHWAY SYSTEM

PROJECT TITLE:

Circulation Element Update

DEPARTMENT:

Public Works

PROJECT TYPE:

General Plan Update

ESTIMATED SCHEDULE:

Update Circulation Element FY 2013-2014

FUNDING SOURCE:

AQMD

PROJECT MANAGER:

Traffic Engineer/Development Services Director

CIP ACCOUNT NO.:

410-900-921.002

PROJECT DESCRIPTION:

The Circulation Element Update will demonstrate consistency with outside agency requirements and account for potential development projects that were not identified as part of the original Circulation Element.

PROJECT BUDGET:

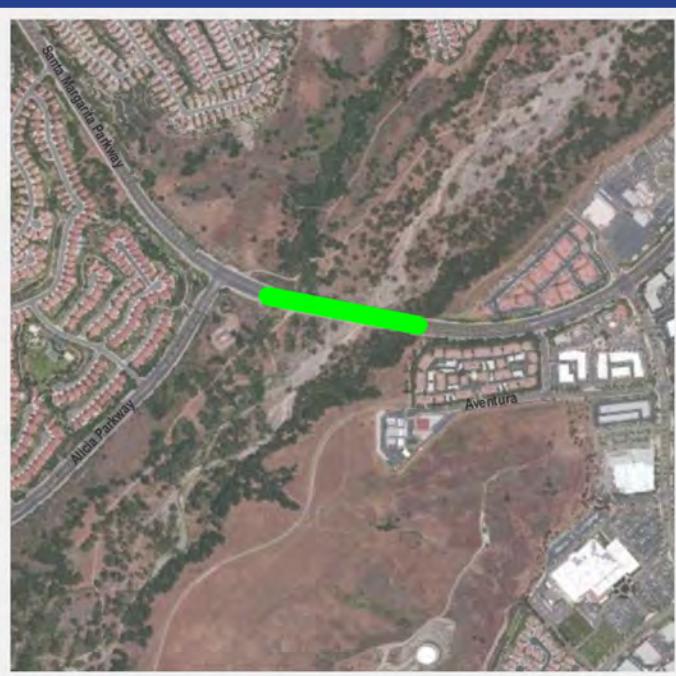
Circulation Element Update (FY 2013-2014)

\$	15,000
Total \$	15,000

City of Rancho Santa Margarita Capital Improvement Project Information



SANTA MARGARITA BRIDGE



VICINITY MAP

PROJECT TITLE:

Santa Margarita Parkway Westbound Bridge

DEPARTMENT:

Public Works

PROJECT TYPE:

Bridge

ESTIMATED SCHEDULE:

Environmental	FY 2013-2014
Design	FY 2013-2014
Construction	FY 2015-2016

FUNDING SOURCE:

HBP
Gas Tax
Measure M

PROJECT MANAGER:

Principal Engineer

CIP ACCOUNT NO.: 410-900-931.004

PROJECT DESCRIPTION:

The project consists of preventative maintenance and repairs on the Westbound Lane bridge hinges.

PROJECT BUDGET:

Environmental (FY 2013-2014)	\$	200,000
Design (FY 2013-2014)	\$	283,000
Construction Estimate	\$	1,284,000
Construction Engineering/Administration	\$	170,000
Construction Contingency	\$	128,000
	Total	\$ 2,065,000

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APPENDICES

City of Rancho Santa Margarita, California

BASIS OF ACCOUNTING

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

BUDGETARY CONTROL

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

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

LONG-TERM DEBT

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

BASIS OF REVENUE ESTIMATES

The City of Rancho Santa Margarita provides many services to its residents such as law enforcement, fire protection, recreation and infrastructure maintenance and improvement (i.e., streets and storm drains, etc.). Provisions of such services are dependent on ongoing revenue. The following describes seven (7) major sources of revenue to the City, representing 84.1% of the FY 2013-14 Estimated Revenues for all funds.

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

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

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

Property Tax in-lieu of Sales Tax – As of FY 2004-05, the State reduced the allocation of sales tax by .25% and uses this portion as security for the State's Economic Recovery Bonds. The State has replaced the reduction of sales tax with an allocation of local property taxes, which is referred to as Property Tax in-lieu of Sales Tax, and is the fourth largest revenue source for the City's General Fund.

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

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

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

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

Appropriations Limit

History

California voters, in 1979, approved Proposition 4, establishing Article XIII-B of the State Constitution. Article XIII-B (the “Gann Initiative”), limits the level of most appropriations from tax sources that state and local governments are permitted to make in a given year. The limit for each fiscal year equals the prior year’s limit, adjusted for cost-of-living and population changes, and various other adjustments. Appropriations for almost all government functions are subject to limitation, however some items are excluded from the limit, such as debt service payments 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
2005-06	\$15,497,993	\$11,365,926	\$4,132,067
2006-07	\$17,245,446	\$12,254,170	\$4,991,276
2007-08	\$18,223,797	\$14,935,745	\$3,288,052
2008-09	\$14,282,790	\$12,870,739	\$1,414,051
2009-10	\$14,417,913	\$10,338,102	\$4,079,811
2010-11	\$14,137,413	\$ 9,535,774	\$4,601,639
2011-12	\$14,521,244	\$10,482,525	\$4,038,719
2012-13	\$15,174,177	\$10,570,349	\$4,603,828
2013-14	\$16,029,255	\$11,315,215	\$4,714,040

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO SANTA MARGARITA, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2013/14

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

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

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

WHEREAS, an appropriations limit for Fiscal Year 2012/13 was approved on June 13, 2012; and

WHEREAS, the proposed appropriations limit to be approved for Fiscal Year 2013/14 is based on the approved appropriations limit for Fiscal Year 2012/13, adjusted using appropriations limit factors for Fiscal Year 2013/14, as they relate to budgeted revenues to be received in Fiscal Year 2013/14; and

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

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

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

SECTION 1. That the appropriations limit for the City of Rancho Santa Margarita for Fiscal Year 2013/14 shall be \$16,029,255 as calculated in Exhibit "1", and incorporated herein by this reference, is hereby established.

SECTION 2. That the inflation factor being utilized to calculate the Fiscal Year 2013/14 appropriations limit is California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the Fiscal Year 2013/14 appropriations limit is the population growth for the City of Rancho Santa Margarita.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF JUNE 2013.



L. ANTHONY BEALL, 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. 13-06-12-05 adopted by the City Council of the City of Rancho Santa Margarita, California, at a Regular Meeting thereof held on the 12th day of June 2013, by the following vote:

AYES:	5	COUNCIL MEMBERS:	Baric, McGirr, Petrilla, Mayor Pro Tempore Gamble and Mayor Beall
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 2013-14

GENERAL FUND

	<i>Budgeted Revenues 13-14</i>		
	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Property Tax	2,004,416	-	2,004,416
Sales Tax	4,457,736	-	4,457,736
Property Tax In-Lieu of Sales Tax	1,618,075	-	1,618,075
Real Property Transfer Tax	237,231	-	237,231
Franchise Fees-Cable TV	-	801,028	801,028
Franchise Fees-Gas	-	85,873	85,873
Franchise Fees-Electricity	-	392,453	392,453
Franchise Fees-Refuse Collect	-	169,348	169,348
Property Tax In-Lieu of VLF	3,754,605	-	3,754,605
Beverage Container Recycling	-	13,437	13,437
Solid Waste Fees	-	1,676	1,676
Building Permit Fees	-	242,470	242,470
Bldg-Plan Check Fees	-	94,228	94,228
Site Development Deposits	-	55,468	55,468
Planning-Plan Check Fees	-	69,600	69,600
Other Planning Revenues	-	7,141	7,141
CDBG Grant	-	62,641	62,641
Engineering Pernits	-	120,981	120,981
AB 939 Solid Waste Recycling	-	67,783	67,783
Solid Waste Diversion Permits	-	86,173	86,173
Court Fines	-	105,000	105,000
Parking Citation Revenue	-	90,000	90,000
Parking Citation Revenue - DMV	-	15,000	15,000
Miscellaneous Police Grants	-	2,500	2,500
Community Services Revenue	-	35,000	35,000
BTRCC Program Revenue	-	220,000	220,000
BTRCC Rental Revenue	-	150,000	150,000
Senior Mobility Grant	-	23,529	23,529
Investment Earnings	43,390	10,847	54,237
Other Revenue	-	-	-
Total General Fund	12,115,453	2,922,176	15,037,629

SPECIAL REVENUE FUNDS

Gasoline	-	1,438,559	1,438,559
Interest	-	14,531	14,531
Measure M	-	648,654	648,654
Interest	-	6,552	6,552
Air Quality	-	59,400	59,400
Interest	-	600	600
Local Park Trust Fund	-	-	-
SLSF	-	99,000	99,000
Interest	-	1,000	1,000
Cable PEG Fees	-	158,400	158,400
Interest	-	1,600	1,600
CAPITAL PROJECTS FUND		1,107,000	1,107,000
Total Other Funds	-	3,535,296	3,535,296
Total Revenue	12,115,453	6,457,472	18,572,925

Appropriations Excluded From Limit

(800,238)

NET APPROPRIATIONS SUBJECT TO LIMIT

FY 2012-13 APPROPRIATIONS LIMIT

FY 2013-14 Appropriations Limit Factor

FY 2013-14 CALCULATED APPROPRIATIONS LIMIT

FY 2013-14 APPROPRIATIONS UNDER LIMIT

(1) - Source - California Dept of Finance (1.0512 x 1.0049 = 1.056351)

11,315,215

15,174,177

1.056351 (1)

FY 2013-14 APPROPRIATIONS LIMIT

FY 2013-14 APPROPRIATIONS UNDER LIMIT

16,029,255

4,714,040

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
RANCHO SANTA MARGARITA, CALIFORNIA, ADOPTING THE
OPERATING BUDGET AND CAPITAL IMPROVEMENT
PROGRAM BUDGET PLAN FOR FISCAL YEAR 2013/14

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

WHEREAS, the City Manager of the City of Rancho Santa Margarita has submitted a Proposed Operating Budget and Capital Improvement Program Budget Plan for Fiscal Year 2013/14 to the City Council; and

WHEREAS, the City Council set June 12, 2013, as the date of the public hearing to consider the FY 2013/14 budget and to receive public input; and

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

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

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

SECTION 1. That Operating Budget and Capital Improvement Program Budget Plan expenditures and operating transfers for all funds in the amount of \$26,266,082 for Fiscal Year 2013/14 are hereby appropriated, approved and adopted, as summarized in Exhibit "1" attached hereto.

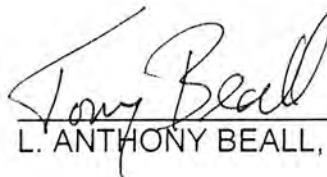
SECTION 2. That revenues and operating transfers for all funds are estimated to be \$23,599,486 during FY 2013/14.

SECTION 3. That available accumulated General Fund Reserves designated for technology are allocated in the amount of \$22,750 for technology expenditures and reserves designated for council strategic are allocated in the amount of \$600,000 for Council strategic expenditures included in the balanced Fiscal Year 2013/14 General Fund budget; and other funds contain sufficient fund balance available for expenditures planned in the proposed budget.

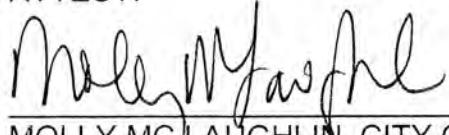
SECTION 4. That the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget And Capital Improvement Plan – Fiscal Year 2013-2014" will be compiled upon adoption of this budget and shall contain detailed budgetary information and amounts matching the amounts in Exhibit "1" attached hereto and shall set the guidelines for expending these funds.

SECTION 5. That the City Manager is given authority to adjust monies within a fund as long as the goals, total dollars, or intent of the document entitled "City of Rancho Santa Margarita, California, Adopted Operating Budget And Capital Improvement Plan – Fiscal Year 2013-2014" are not altered.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF JUNE 2013.


L. ANTHONY BEALL, MAYOR

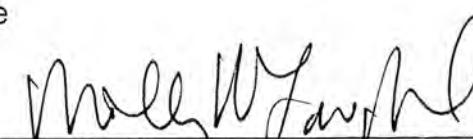
ATTEST:


MOLLY MC LAUGHLIN, CITY CLERK

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

I, Molly McLaughlin, City Clerk of the City of Rancho Santa Margarita, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 13-06-12-02 adopted by the City Council of the City of Rancho Santa Margarita, California, at a Regular Meeting thereof held on the 12th day of June 2013, by the following vote:

AYES:	5	COUNCIL MEMBERS:	Baric, McGirr, Petrilla, Mayor Pro Tempore Gamble and Mayor Beall
NOES:	0	COUNCIL MEMBERS:	None
ABSTAIN:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None


MOLLY MC LAUGHLIN, CITY CLERK

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City of Rancho Santa Margarita

California