

**CAPISTRANO BAY DISTRICT  
ANNUAL BUDGET  
FOR FISCAL YEAR ENDING JUNE 30, 2022**

	FY21-22 ANNUAL BUDGET	MONTHLY BUDGET
<b>INCOME</b>		
Annual Fee for County Gate	\$ 5,475	\$ 456
Development Impact Fee Revenue	31,000	2,583
Interest Income	4,000	333
Parking - Permits & OCTA Fees	45,310	3,776
Property Tax Revenue	1,134,378	94,532
Summer Trash Collection	3,885	324
Transponder Revenue	4,000	333
Special Benefit / User Fee Revenue	227,379	18,948
<b>TOTAL INCOME</b>	<b><u>\$ 1,455,427</u></b>	<b><u>\$ 121,286</u></b>

**EXPENSES**

**GENERAL & ADMINISTRATIVE:**

Auditing Services (RAMS & CPA)	\$ 11,665	\$ 972
Bank Charges	100	8
Board Mtg Rm Rental / Stipend	4,500	375
Communications ~ Phone/Internet/Fax	4,474	373
Contribution - CBRA Annual Mtg	2,500	208
Contribution - Pacific Legal / CRC	11,000	917
Document/Misc Storage	300	25
Equipment ~ Copy Machine Lease	3,020	252
Equipment ~ Copy Machine County Tax	50	4
Legal Expense	25,000	2,083
Liability Insurance (\$1000 Deductible)	20,200	1,683
Memberships (LAFCO/Carb/CSDA)	8,100	675
MHTL Survey / LCP Committee	6,900	575
Misc General Expenses	400	33
Notices to Community	1,500	125
Office Equipment (Computer, etc)	2,000	167
Office Supplies	3,000	250
Photo Copying	500	42
Property Management Contract	27,900	2,325
Railroad Parking Expense ~ OCTA	44,927	3,744
Reserve Study Update (FY20)	-	-
Security ~ Allowance for July 4th	5,000	417
Security ~ Bonuses for Staff	2,000	167
Security ~ Contingencies	500	42
Security ~ Dwelling Live Guest Pass	2,650	221
Security ~ Dwelling Live License Fee	7,285	607
Security ~ Radar Certification	-	-
Security ~ Securitas Contract	543,432	45,286
Security - Surveillance Camera Upgrade	1,000	83
Security ~ Transponders	2,400	200
Security ~ Transponders (Reader Service)	600	50
Website Hosting	2,050	171
<b>Total General &amp; Administrative</b>	<b><u>\$ 744,953</u></b>	<b><u>\$ 62,079</u></b>

	FY21-22 ANNUAL BUDGET	MONTHLY BUDGET
<b>EMPLOYEE EXPENSES:</b>		
Health Insurance	\$ 30,900	\$ 2,575
Payroll Processing Fees	2,650	221
Payroll Tax Expenses	12,500	1,042
Salary/Wages - Manager (Don)	95,795	7,983
Salary/Wages - (Admin Assistant)	40,300	3,358
Training/Seminars/Travel/Meal	200	17
Worker's Comp Insurance	1,726	144
<b>Total Employee Development:</b>	<b>\$ 184,071</b>	<b>\$ 15,339</b>
<b>LANDSCAPE MAINTENANCE:</b>		
Irrigation Repairs ~ Western	\$ 7,908	\$ 659
Landscape Contract ~ Western	28,080	2,340
Landscape Extras ~ Western	5,850	488
Landscape Misc ~ Luna/McGee	2,000	167
Palm Tree Trimming	5,200	433
White Fly Spray	5,150	429
<b>Total Landscape Maintenance</b>	<b>\$ 54,188</b>	<b>\$ 4,516</b>
<b>GENERAL REPAIRS &amp; MAINTENANCE:</b>		
Beach Cleanup	\$ 15,000	\$ 1,250
Block Wall & Fence Repair	2,000	167
Computer Consultant	1,000	83
Drains, Catch Basins & Filter Maint.	5,000	417
Driveway Pressure Washing	2,910	243
Electrical Repair	500	42
Fire Extinguisher Refills	190	16
Gate Mechanical Repairs (ALL)	2,460	205
Lighting/Holiday at Gate Entry	4,500	375
Lighting Maintenance for LS	500	42
Miscellaneous Maintenance	3,000	250
Mutt Mitt Disposable Bags	860	72
Painting / Re-Oiling Woodwork	9,250	771
Police Vehicle Maintenance	1,670	139
Pavement Maintenance	21,000	1,750
Pest Control	5,145	429
Plumbing Repair	500	42
Roof Repair	2,000	167
Sand Grading / Tactor Service	2,000	167
Signage	300	25
Small Tools & Equipment	400	33
Street Sweeping	15,420	1,285
Winter Roadway Cleanup (flooding)	5,000	417
<b>Total General Repairs &amp; Maintenance</b>	<b>\$ 100,605</b>	<b>\$ 8,384</b>
<b>UTILITIES:</b>		
Electricity ~ LS & Guard Shack	\$ 3,840	\$ 320
Electricity ~ Street Lights	8,305	692
Gas	6,420	535
Trash Services	59,201	4,933
Water & Sewer	6,000	500
<b>Total Utilities</b>	<b>\$ 83,766</b>	<b>\$ 6,981</b>

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<b>PLANNED IMPROVEMENTS:</b>		
Block Wall Repairs	\$ 5,000	\$ 417
District Admin Office Interior Work	3,000	250
Guard Shack Rear Office Improvement	4,000	333
Vacant Lot Acquisition	90,382	7,532
Storm Drain Repairs from High Tides	12,000	1,000
<b>Total Capital Improvements</b>	<b>\$ 114,382</b>	<b>\$ 9,532</b>
<b>Non Operational Expenses:</b>		
General Reserve Contribution	\$ 143,462	\$ 11,955
Shoreline Protection Consultants	20,000	1,667
Shoreline Protection Engineering	10,000	833
Underground Utilities	-	-
<b>Total Reserve Allocations</b>	<b>\$ 173,462</b>	<b>\$ 14,455</b>
<b>TOTAL EXPENSES</b>	<b><u>\$1,455,427</u></b>	<b><u>\$121,286</u></b>
<b>NET OPERATING INCOME</b>	<b><u>\$0.00</u></b>	<b><u>(\$0.00)</u></b>