



**ADJOURNED MEETING OF THE
CANYON LAKE CITY COUNCIL**

**Thursday, June 1, 2017
Open Session – 6:00 p.m.**

**City Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

Please turn off your cell phones during the meeting

OPEN SESSION – 6:00 P.M.

- 1. Call Session to Order**
- 2. Invocation**
Flag Salute
- 3. Roll Call:** Council Members Bonner, Ehrenkranz, Greene, Haggerty, and Mayor Pro Tem Warren
- 4. Approval of City Council Agenda**
- 5. Statement regarding reimbursement issues**
- 6. Selection of Mayor**
- 7. Selection of Mayor Pro Tem**
- 8. Special Presentations and Proclamations:**
 - 8.1 Chamber of Commerce Announcements**
- 9. Public Comments** – Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to complete a “Speaker Request Form” available on the back counter. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council has adopted a time limitation of three (3) minutes per person. If you are commenting on the agenda item, your comments will be heard at the time that particular item is scheduled on the agenda. *Please note that if you are addressing the City Council on items NOT on the agenda, the Brown Act does not allow discussion of such items.*

Therefore, the City Council may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response.

10. Consent Calendar:

All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous City Council action. The items listed on the Consent Calendar may be enacted in one motion. With the concurrence of the City Council, a Council Member may request that an item be removed for further discussion. Staff recommends approval of all items.

10.1 Waiver of Reading in Full of all Ordinances by Title Only

10.2 City Council Meeting Minutes

10.2.1 April 5, 2017 – Council Meeting **Pg. 7**

10.2.2 April 20, 2017 – Special Meeting **Pg. 13**

10.2.3 April 26, 2017 – Special Meeting **Pg. 19**

10.2.4 May 3, 2017 – Adjourned Minutes **Pg. 27**

10.3 Adoption of Resolution No. 2017-05, Approving Claims and Demands of the City **Pg. 29**

10.4 Adoption of Resolution No. 2017-06, Updating and Re-establishing City Council Committees, Committee Functions, and setting Committee Meeting dates and times. **Pg.47**

10.5 Approval of an Amendment of the Current Cafeteria Plan Benefit Policy **Pg.53**

11. Pulled Consent Calendar Items

12. Schedule of Future Events:

12.1 Administration, Finance, and Planning Committee Meeting

Tuesday, July 11, 2017 at 8:00 a.m., City Council Chambers

12.2 Public Safety Committee Meeting

Tuesday, July 11, 2017 at 9:30 a.m., City Council Chambers

12.3 Canyon Lake City Council Meeting

Wednesday, July 12, 2017 at 6:30 p.m., City Council Chambers

12.4 Water Committee Meeting

Thursday, September 21, 2017 at 9:00 a.m., City Council Chambers

12.5 Veterans Committee Meeting

Meeting Date to Be Determined

13. Public Hearing

13.1 Public Hearing – Approve Resolution No. 2017-08 - Increasing and setting solid waste collection rates for the 2017-2018 fiscal year and providing for collection of residential service on the property tax roll Pg. 61

- a. Public Hearing Opened
- b. Staff Presentation
- c. Questions to Staff by City Council
- d. Testimony by Proponents
- e. Testimony by Opponents
- f. Rebuttal by Proponents
- g. Public Hearing Closed
- h. Discussion by City Council
- i. Action by City Council

14. Business Items

14.1 Award of Contract –Wrought Iron Fence Repair Project #2016-03 Pg. 75

14.2 Award of Contracts – Fire Station 60 Rehabilitation Pg. 101

14.2.1 Award of Contract –Fire Station Shower Repair and Water Heater Closet Repair Project #2017-02 and Fire Station ADA Retrofit Project #2017-07

14.3 Review and Discussion of 2017/2018 Proposed City Budget

14.3.1 Resolution No. 2017-09, adopting the City's Fiscal Year 2017/2018 Budget and Appropriations Limit **Pg. 105**

14.3.2 Resolution No. 2017-10, approving the salary and wage Schedule for employees of the City for FY 2017-2018 **Pg. 155**

14.3.3 Set date for adoption of 2017/2018 City Budget

14.4 Ratification of the City's Fire Contract with the County of Riverside Pg. 161

14.4.1 Ratification of A COOPERATIVE AGREEMENT TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF CANYON LAKE between

the City of Canyon Lake and the County of Riverside for Fiscal Year 2017/2018.

14.4.2 Discussion regarding celebration of the reopening of Station 60 in Canyon Lake

15. City Manager Comments

16. Committee and Council Reports/Comments

- 16.1 Council Member Bonner
- 16.2 Council Member Ehrenkranz
- 16.3 Council Member Greene
- 16.4 Council Member Haggerty
- 16.5 Mayor Pro Tem Warren

17. Announcements

The next regular City Council meetings that were scheduled for June 7, 2017 and July 5, 2017 were cancelled and the next Special City Council Meeting will be held on July 12, 2017 at 6:30 p.m. for open session.

18. Closed Session

- a. Closed Session pursuant to Govt. Code Section 54957 – Public employment; Public employee performance evaluation – City Manager
- b. Closed Session with Legal Counsel regarding existing litigation pursuant to Govt. Code Section 54956.9(d)(1): Zaitz v. City of Canyon Lake
- c. Return/Report from Closed Session

19. Adjournment

VISION STATEMENT

The vision of the City of Canyon Lake is to be a City that provides a quality of life that makes Canyon Lake the premier place to live in Southern California.

ATTENTION RESIDENTS:

Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityofcanyonlake.org once the agenda has been publicly posted. Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office during normal business hours. In addition, such writings or documents will be made

available for public review at the respective public meeting. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or participant at this meeting, you will need special assistance beyond what is normally provided, the City of Canyon Lake will attempt to accommodate you in every reasonable manner. Please contact Ariel M. Hall, City Clerk, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

June 1, 2017 Adjourned Regular Council Meeting

**STATE OF CALIFORNIA }
COUNTY OF RIVERSIDE } SS. AFFIDAVIT OF POSTING
CITY OF CANYON LAKE }**

I, Stephanie N. Hunter, being duly sworn, depose and say that I am the duly appointed and qualified Office Specialist of the City of Canyon Lake and that on May 25, 2017 before the hour of 5:00 p.m., I caused the above notice to be posted as required by Resolution 2015-36 of the City Council of the City of Canyon Lake.

Stephanie N. Hunter

Office Specialist

MINUTES
MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, April 5, 2017
Closed Session – 6:00 p.m.
Open Session - 6:30 p.m.

City Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587

Closed Session – 6:00 p.m.

1. Call to Order

Mayor Haggerty called session to order at 6:05 p.m.

2. Roll Call

Present: Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren,
and Mayor Haggerty.

3. Public Comments

There were no public comments.

4. Closed Session

- a. Closed Session with Legal Counsel regarding existing litigation pursuant to Govt. Code Section 54956.9(d)(1): Zaitz v. City of Canyon Lake
- b. Closed Session with Legal Counsel regarding anticipated litigation pursuant to Govt. Code Section 54956.9(d)(2) – 2 cases
- c. Return/Report from Closed Session.

The City Council returned from Closed Session at 6:31 p.m. with no reportable action.

Open Session – 6:30 p.m.

1. Call Open Session to Order

Mayor Haggerty called the meeting to order at 6:35 p.m.

2. Invocation

The Invocation was led by Pastor Dave Dick with Canyon Lake Community Church.

Flag Salute

Flag Salute was led by Office Specialist, Stephanie Hunter.

3. Roll Call

Present: Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty.

4. Approval of the City Council Agenda

Moved by Bonner, seconded by Greene, to approve the agenda as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty voting aye.

5. Special Presentations and Proclamations

5.1 DMV/Donate Life California Month Proclamation

Mayor Haggerty discussed DMV/Donate Life California and accepted the Proclamation on behalf of Maria Hyta, representative for DMV/Donate Life California, who was unable to attend the City Council Meeting.

Council Member Ehrenkranz discussed his involvement with the program and shared his Donate Life pins with the Council and Employees.

5.2 Chamber of Commerce Announcements

Jim Randle, Chamber of Commerce President, discussed scholarships in relation to the Annual Golf Tournament, and business spotlights featured on Facebook.

6. Public Comment

Nancy Horton, division one representative on the Board of Directors for Elsinore Valley Municipal Water District (EVMWD), discussed a webinar regarding harmful algae blooms (HAB).

There was discussion regarding where warning signs could be obtained.

There was discussion regarding speaking with the Property Owners Association (POA) on displaying the warning signs.

There was discussion regarding who was the lead agency in regards to the lake.

There was discussion regarding obtaining the website that would provide the information from the discussed webinar.

7. Consent Calendar

7.1 Waiver of Reading in Full of all Ordinances by Title Only

7.2 City Council Meeting Minutes

7.2.1 March 1, 2017 – Regular Meeting

7.3 Adoption of Resolution No. 2017-04, Approving Claims and Demands of the City

7.4 Approve second reading and adoption of Ordinance No. 167 – Revising and readopting the Canyon Lake Municipal Code Chapter 9.25: Sign Regulations relating to clarifying sign measurement criteria and sign abandonment criteria.

7.5 Review and approval of reimbursement request for Former Council Member John Zaitz.

7.6 Designation of Voting Delegate to the Southern California Association of Governments (SCAG) General Assembly – May 4 – 5, 2017

Moved by Greene, seconded by Warren, to approve the Consent Calendar as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren and Mayor Haggerty voting aye.

8. Pulled Consent Calendar Items

There were no pulled consent calendar items.

9. Schedule of Future Events:

There was discussion that the dates for future events were on the City's website, as well as published in the Friday Flyer.

Mayor Haggerty stated the Chamber Golf Tournament would be held Saturday, May 20, 2017 at the Canyon Lake Country Club.

10. Business Items

10.1 Authorization for City of Canyon Lake Fire Station Repair

Mike Borja, Administrative Services Manager, introduced the item.

There was discussion regarding the bid process and hiring local businesses.

There was discussion regarding the test on mold within the Fire Station. It was discussed that the City was still waiting for a summary report and the cost to eliminate the problem should be within the 15% contingency.

There was discussion if the project were to exceed the \$110,000.00 it would be brought back to the City Council.

There was discussion regarding volunteer staff that could assist in the fire station repair. It was discussed that due to prevailing wages and the Fire Station being a government building it prevented the use of volunteers.

Moved by Warren, seconded by Bonner to authorize the City Manager to solicit proposals for the repair and maintenance of the City's Fire Station as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren and Mayor Haggerty voting aye.

11. City Manager Comments

City Manager Palmer discussed an upcoming meeting with the County regarding the contract for staffing the Fire Station and would have more to report after the meeting.

Palmer also discussed the structure fire that took place in Canyon Lake Thursday, April 6, 2017 and the great work done by police and fire.

Mayor Haggerty discussed a Facebook group from the Canyon Lake Community that was collecting essentials for the family of the structure fire.

12. Committee and Council Reports/Comments

12.1 Council Member Bonner

Council Member Bonner discussed that he attended an Open House with Senator Jeff Stone. Bonner also provided information regarding the mining topic that was discussed at the Public Safety Committee Meeting, There was discussion regarding the rattlesnakes and five felonies in the area. Bonner also discussed the Roundtable meeting with the merchant owners to encourage shopping in the Canyon Lake Towne Center. Bonner discussed the Public Safety Committee Meeting time would be changing to the Tuesday prior to the Regular Council Meeting at 9:30 a.m. Bonner also provided information regarding the Pickle Ball Court and the dog park.

12.2 Council Member Ehrenkranz

Council Member Ehrenkranz discussed his meetings he had attended. Ehrenkranz provided information regarding the HERO program, Southwest Zone Meeting that

covered the nexus study of the TUMF (Transportation Uniform Mitigation Fee), and the City of Beaumont settlement.

12.3 Council Member Greene

Council Member Greene discussed a meeting for the Emergency Preparedness Committee that would take place April 6, 2017 in the Council Chambers at 6:30 p.m.

12.4 Mayor Pro Tem Warren

Mayor Pro Tem Warren provided information on the new signs that would be located at the launch ramps, the monitoring of the lake and checking levels of toxins, RCA (Regional Conservation Authority), Animal Friends of the Valley, the issue regarding the miner and to report if any motorized tools were used and to watch out for any rattlesnakes.

12.5 Mayor Haggerty

Mayor Haggerty discussed the Administrative Services Manager, Mike Borja, obtaining grant for a third monument to be placed on Goetz Road. The Mayor provided information on the monthly roundtable meeting, RTA's (Riverside Transit Agency) 40th anniversary celebration and RTA bus and train routes, and Governor Jerry Brown's potential new tax on gasoline and increase of vehicle fees.

Deputy City Attorney, Karen Feld, stated there was not reportable action from closed session.

Council Member Ehrenkranz provided information regarding WRCOG (Western Riverside Council of Government) program for used oil and oil filters.

13. Announcements

The next regular City Council meeting was scheduled for **Wednesday, May 3, 2017 at 6:30 p.m. for open session**

14. Adjournment

Mayor Haggerty adjourned the meeting at 7:25 p.m.

Respectfully submitted,

Stephanie Hunter
Office Specialist

**MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Thursday, April 20, 2017
Open Session - 12:00 p.m.**

**City Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

Open Session – 12:00 p.m.

1. Call Open Session to Order

Mayor Haggerty called the meeting to order at 12:05 p.m.

2. Flag Salute

Flag Salute was led by City Manager Palmer.

3. Roll Call

Present: Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty.

Council Member Greene was present by teleconference.

4. Approval of the City Council Agenda

Moved by Warren, seconded by Bonner, to approve the agenda as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty voting aye.

5. Public Comments

There were no public comments

6. Business Items

6.1 Fire Agreement: A COOPERATIVE AGREEMENT TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF CANYON LAKE - Review and approve form of agreement and authorize the City Manager to execute the Agreement

City Manager Palmer introduced the item.

It was discussed that Riverside County quoted \$1,278,433.00 to staff Station 60 with a two person engine company, one of them being a medic.

It was discussed that there would be a one year agreement starting approximately July 17, 2017 through June of 2018 and by the end of December 2017 the City would have to decide whether or not extend the contract with the County and go to a three person engine company.

There was discussion regarding the Safer Grant that could help pay for staffing at Station 60, potentially enough to cover the third crew member required at the end of the one year contract if the City decided to extend it.

There was discussion regarding the purpose of the meeting. It was clarified that there was not an approved final contract from the County at the time of the meeting, but staff wanted to have the City on record as approving the potential language and cost to the City.

There was discussion regarding Section three of the draft fire contract and the City's history of issues with mutual agreement with the County.

There was discussion regarding Section three "B" of the draft fire contract. Specifically, there was discussion regarding which public agencies could push through amendments and/or requirements that would be passed down to the City.

There was discussion regarding the City owned fire engine and the option to lease a vehicle through the County for \$25,000.00 for the year contract.

There was discussion regarding the City owned fire engine and the status it was currently in.

There was discussion regarding incorrect dates listed in the staff report.

There was discussion regarding the difference in cost between the City of Canyon Lake's draft fire contract and the City of Calimesa's contract.

There was discussion regarding whether Station 60's rehab would be completed by July 1st.

Administrative Services Manager, Mike Borja, gave an update on the fire station rehabilitation. Staff was waiting on the assessment of the HVAC system and the potential grants to get that replaced. Staff was also looking into the condition of the carpet and tile in the station to see if it needed cleaned or replaced.

There was a discussion regarding the rough order and estimated cost for Station 60 repairs.

Mayor Haggerty stated that the City would be monitoring the project, the bids that went on for each project, and what responses were received. Administrative Services Manager Mike Borja stated that Charles Abbott and Associates would be leading the effort to get the bids for each part of the project, but the City would be overseeing it and approving everything.

Resident, Jack Wamsley, discussed the need for a medic when staffing Station 60 and to make sure all equipment is up to date. He went on to express concern about the City spending money to update the station and thought that the City should get credit with the County for maintaining the building.

City Manager Palmer clarified that the costs in the contract were only for staffing our station, and that most cities in the County owned and maintained fire stations with the County only providing staffing.

Resident Jack Wamsley went on to discuss other happenings in the County regarding fire costs.

Resident, John Zaitz, discussed the first responder areas. He stated that it appeared the new contract gave the north area of the City a faster response with one less person on the fire crew. He stated that he spoke to the other two cities that are currently providing responses into the Canyon Lake and they hadn't been contacted by anyone from Canyon Lake. He stated that he had been told that if Canyon Lake had its own two person crew that the other cities would no longer be responding into Canyon Lake as first responders.

Moved by Haggerty, seconded by Bonner, to approve the content and form of the Cooperative Agreement to provide Fire Protection, Fire Prevention, Rescue, and Medical Emergency Services for the City of Canyon Lake, and authorize the City Manager to execute the Agreement.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren and Mayor Haggerty voting aye.

6.2 Pending Legislation: Authorize the Mayor to Draft and Sign a Letter in Opposition to State Assembly Bill 1250 regarding restricting on contracting for services

City Manager Palmer introduced the item.

Moved by Warren, seconded by Bonner, to authorize the Mayor to draft and sign the attached draft letter in opposition to State Assembly Bill 1250.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren and Mayor Haggerty voting aye.

6.3 Update on City Council Reimbursements and presentation of draft Policy for consideration with the budget

City Manager Palmer introduced the item. He stated that the ad hoc committee looking at the reimbursement policy was auditing Council and staff expenses for 2016 to see if the current policy was followed and if there was any confusion to see if there was anything else that needed to be added to the new policy. Staff also recommended that while the reimbursement process was being reviewed and updated that all reimbursements be suspended until the policy is updated. Staff anticipated that the new policy would be brought back with the budget for approval in June.

Mayor Pro Tem Warren stated that some anomalies were found in the review process and her concern about how those had been processed through the finance committee.

There was discussion regarding what the process was and how to change the procedure of turning in an expense report.

There was discussion regarding what was discussed during the course of the Administrative, Finance and Planning Committee meetings.

There was further discussion regarding the potential changes needed to the procedure of turning in an expense report.

There was further discussion regarding corrections to the draft reimbursement policy. The draft policy would be updated and put on the agenda in June with the budget for final review and approval.

There was discussion regarding putting reimbursements on hold until a new policy was approved.

There was discussion regarding the Ad Hoc Committee and there would probably not be a need for further Ad Hoc meetings, and staff would be finalizing the policy that would be brought to the Council for approval at the June City Council Meeting.

Resident, John Zaitz, discussed the law regarding Council reimbursements, the wording on the draft reimbursement policy, and the current City policies.

There was discussion regarding the document that was presented was a draft policy and not a finalized document.

7. Announcements

The next regular City Council meeting is scheduled for May 3, 2017 at 6:30 p.m. for Open Session.

8. Adjournment

Meeting was adjourned at 1:05 p.m.

Respectfully submitted,

Stephanie Hunter
Office Specialist

MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, April 26, 2017
Closed and Open Sessions - 6:30 p.m.

City Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587

This meeting was called at the request of four Council Members pursuant to Govt. Code Section 54956(a)

1. Call Open Session to Order

Mayor Haggerty called the meeting to order at 6:30 p.m.

2. Flag Salute

Flag Salute was led by Jack Wamsley.

3. Roll Call

Present: Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty.

4. Approval of the City Council Agenda

Moved by Bonner, seconded by Warren, to approve the agenda as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Greene, Mayor Pro Tem Warren, and Mayor Haggerty voting aye.

5. Public Comments

There were no public comments

6. Recess to Closed Session – CLOSED SESSION PUSUANT TO GOVT. CODE SECTION 54957 – PUBLIC EMPLOYMENT; PUBLIC EMPLOYEE PERFORMANCE EVALUATION – City Manager

Council recessed to closed session at 6:33 p.m.

7. Return to open session; report from closed session

Council returned to open session with no reportable action at 7:55 p.m.

8. Report of Ad Hoc Reimbursement Committee regarding Council Member Haggerty's compliance with current Reimbursement Policy throughout 2016.

Mayor Pro Tem Warren gave a verbal report from the Ad Hoc Committee regarding the reimbursement requests.

Council Member Greene discussed what was looked at regarding expense reports, backup documents and inconsistencies.

There was discussion regarding the need to review the entire process and procedure of turning in an expense report.

There was discussion regarding Mayor Haggerty's expense reports that were not compliant to current policy.

Mayor Haggerty discussed her integrity, history with expense reports, and the current expense report form.

Mayor Haggerty also explained that she was on a family plan with her daughter regarding her phone and she gave a \$75.00 check to her daughter every month to pay for her phone and that was over the \$60.00 limit. Mayor Haggerty discussed her internet was automatically taken out of her bank account and she does not have a bill.

Mayor Haggerty discussed when she was asked for backup documents regarding her expense report she provided a copy of the front page of her Frontier bill and that she did not have a phone bill but could provide a copy of the check paid to her daughter or a bank statement showing the cashed check and she was told that would be okay.

The Mayor discussed that she was not great with forms and was not detailed person, and no one was contacting her regarding her submitted expense reports until recently she received a phone call to come to city hall discuss expense reports.

The Mayor explained that she did not take mileage when attending ribbon cuttings, other city council meetings, and other City related events.

Mayor Haggerty discussed a phone call she received from City Manager Palmer discussing the auditing of records and that he had explained to her that her internet was only \$30.00 a month and she had been receiving a \$40.00 reimbursement. The Mayor explained that she was asked to pay back the \$10.00 difference for each month she was over paid and she gave a check for \$100.00 for the overpaid amount and explained how the total on the front page was \$76.00 and she had not looked at the breakdown of cost for the variety of services on a different page.

The Mayor discussed another phone call that was received a few days later with another problem regarding a reimbursement for January that was submitted twice and she had given another \$100.00 check to repay the double reimbursement.

The Mayor stated the mistakes were unintentional, and while there was no excuse for what was done wrong, it was done out of ignorance. The Mayor explained that whenever she was asked, she came in to fix the problem and would continue to do so in the future. She was upset about how the topic was brought up and how the agenda was worded.

Resident Jack Wamsley empathized with the Mayor and recommended expense accounts be checked by a controller every month so no one would get in trouble. He discussed the five Council Members' effort that was put into the City.

Council Member Greene discussed that the process was taken seriously, and there were checks and balances in place that had been overlooked at the time.

Mayor Pro Tem Warren stated that the Council was looking at the current policy, looked at the newest information available, the policy would be taken seriously, and there would be a new policy.

Resident Berry Talbot stated that he knew Council was taking this issue seriously and stated his disappointment regarding the confusion on the expense reports and bills. Mr. Talbot questioned judgements made in the past and stated concerns regarding other detailed oriented items that the Council experiences.

Resident John Zaitz discussed a former issue regarding Frank Kessler, the current travel policy, and discussed the need for Council and staff to read and abide by rules set by Council.

Mayor Haggerty made a comment regarding overlooking small details, the reimbursement policy and process that would be corrected, and the differences between her reimbursement situation and the issue regarding Frank Kessler.

Council Member Ehrenkranz discussed his history with submitting expense forms.

Council Member Bonner discussed his experience with reimbursement requests in the past, and asked if staff had ever requested backup information from Mayor Haggerty in the past.

There was discussion regarding the compliance of Mayor Haggerty when staff requested additional information regarding submitted expense forms.

a. Consider and possibly impose penalties for non-compliance as allowed by state law and current city policy.

City Attorney Martyn stated what state law allows and that it was up to the City Council's discretion to determine possible penalties for Council Members who the Council felt had acted inappropriately.

Mayor Haggerty asked if there was a motion to take any action.

Mayor Pro Tem Warren discussed the need for Council discussion.

Mayor Haggerty stated that she had repaid the City, when asked, for discrepancies found on her expense reports.

Council Member Greene discussed the Ad Hoc Committee and staff's research regarding the reimbursement policy and the anomalies regarding Mayor Haggerty's submitted expense forms.

Mayor Pro Tem Warren discussed the errors regarding Mayor Haggerty's submitted expense forms and listed the options Council could take in regards to the errors and Mayor Haggerty, such as the Mayor reimbursing the City for expense reports that were incomplete, suspension of further reimbursements, removal of Mayor to Council Member, or report the issue to a higher authority.

Council Member Greene confirmed the amounts of \$273.21 for the overpayment regarding Mayor Haggerty's internet reimbursement and \$686.79 for the overpayment regarding the Mayor's phone reimbursement, and the Mayor has repaid \$100.00 towards the overpayment of the internet reimbursement. Council Member Greene also stated that corrective measures would be taken so there would not be further problems.

Mayor Pro Tem Warren discussed that the total amounts encompassed all incomplete or incorrectly submitted expense reports and the reasons why some of the documents were considered incomplete.

Mayor Pro Tem Warren discussed there were emails provided from staff asking for back up documentation. Mayor Pro Tem Warren stated that if Mayor Haggerty had provided back up documents for submitted expense reports, when asked, and the City does not have record then that would be another problem that would need to be addressed.

Council Member Ehrenkranz discussed the hard work of the Ad Hoc Committee and that this was the first time Council was made aware of the issue. He asked if the Ad Hoc Committee had a recommendation moving forward.

Council Member Greene stated this was brought to Council so collectively all could decide how to move forward.

There was discussion regarding how the requirement of back up documents for Mayor Haggerty's expense reports "fell through the cracks" and there was discussion of the procedure and process for future reimbursements.

There was discussion regarding the current procedures.

Mayor Pro Tem Warren discussed former Council Member Tim Brown's reimbursements and that the City would not approve the reimbursement until bills to support documents or an affidavit from Tim Brown was provided. Mayor Pro Tem Warren questioned why Tim Brown was held to a certain standard and Mayor Haggerty was not.

There was discussion that the City's finance department was a contract service and the change in staff within the last year.

Mayor Pro Tem Warren stated that as Council, collectively, they had to decide what to do. There was discussion regarding how the reimbursement process for Tim Brown came about.

There was discussion regarding the Finance Director, a contract employee, should not have the authority to decide what is payable without receipts, documentation, or a signature; and there was documentation showing the City Manager had given approval to pay without correct documentation.

Mayor Pro Tem Warren stated that Council had to make a decision of how to proceed.

There was a statement from resident Berry Talbot that the Council was looking for a recommendation from the Ad Hoc Committee.

There was discussion of what action could and should be taken in regards to Mayor Haggerty.

There was discussion regarding the options Council could take in regards to Mayor Haggerty.

Mayor Haggerty discussed what she was told was acceptable as backup documents, and that she would provide any further backup documentation that would be needed.

Mayor Pro Tem Warren discussed that the Ad Hoc Committee was formed to gather information and then share that information publicly with the Council and from there the Council would make decision. It was discussed that the Ad Hoc could give recommendations but, in this situation, it was not discussed a head of time, and this situation needed to be taken seriously.

There was discussion regarding how the errors should have been noticed and corrected.

Mayor Haggerty discussed that she had given a check when she was told she was overpaid; and did not keep copies of her submittals and all backup was on the computer.

There was discussion regarding the total amount of \$960.00 and if asking for full restitution was an option and what the full amount included.

Council Member Ehrenkranz asked Mayor Haggerty if she was willing to accept the amount erroneously paid to her and if she agreed with the presented information.

Mayor Haggerty discussed that she would provide backup documentation required if told what was missing.

There was discussion to have public comment

Resident John Zaitz discussed his public records request and information that was not provided.

Resident Jack Wamsley stated he thought the Mayor should step down.

Resident Dorothy stated concerns regarding the Mayor's ability to serve if she had trouble filing a proper reimbursement form.

Resident Berry Talbot stated concerns regarding the Mayor admitting that she was not detail oriented.

Council Member Greene discussed emails between staff and the Mayor requesting back up documentation.

Mayor Haggerty discussed stepping down as Mayor.

Mayor Haggerty asked for a motion from Council to remove her as Mayor or accept her resignation as Mayor.

Council Member Bonner stated the Council should accept Mayor Haggerty's resignation as Mayor.

There was discussion regarding the acceptance of resignation and there was not a need for a motion.

Dawn Haggerty resigned as Mayor at 8:59 p.m.

Mayor Pro Tem Warren asked the Council if they felt there should be further measures taken.

There was discussion regarding the need to look at the policy and the suspension of reimbursements.

City Attorney Martyn discussed taking a further look at the accuracy of the submitted documents and thanked Mayor Haggerty for her services.

9. Announcements

The next regular City Council meeting was scheduled for May 3, 2017 at 5:30 p.m. for Closed Session and 6:30 p.m. for Open Session.

Mayor Pro Tem Warren announced Council would return to closed session.

Council Member Ehrenkranz stated he would not be attending the May Council meeting.

The City Council returned to closed session at 9:02 p.m.

Council Member Haggerty left the meeting at 9:02 p.m.

The City Council returned from closed session at 9:55 p.m., with no reportable action.

10. Adjournment

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Stephanie Hunter
Office Specialist

MINUTES
REGULAR MEETING OF THE CANYON LAKE
CITY COUNCIL
Wednesday, May 3, 2017

City Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587

THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE SCHEDULED FOR MAY 3, 2017 HAD BEEN ADJOURNED FOR LACK OF A QUORUM AND WAS RESCHEDULED TO THURSDAY, JUNE 1, 2017.

Respectfully Submitted,

Stephanie Hunter
Office Specialist

**City of Canyon Lake
City Council
Staff Report**

TO: Mayor Pro Tem and City Council
FROM: Kayla Malin, Accountant
DATE: June 1, 2017
SUBJECT: List of Demands

Recommendation:

That the City Council adopts a resolution entitled: RESOLUTION NO. 2017-05

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CANYON LAKE ALLOWING CERTAIN
CLAIMS AND DEMANDS AS SET FORTH IN EXHIBIT A

Background:

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of April 5, 2017.

Budget (or Fiscal) Impact:

All claims and demands are paid from appropriated funds or authorized resources of the City and have been recorded in accordance with the City's policies.

Attachments:

Resolution
List of Demands

RESOLUTION NO. 2017-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AS SET FORTH IN EXHIBIT A

The City Council of the City of Canyon Lake does hereby resolve as follows:

Demands are approved as shown on the Demand\Warrant Register of May 3rd, in the amount of \$672,230.57 as follows:

Payroll Earnings (Gross)	\$	40,729.86	(2nd Half of March & 1st Half of April)
Payroll Taxes - Employer	\$	1,406.83	(2nd Half of March & 1st Half of April)
On-line Retirement		3,996.90	(2nd Half of March & 1st Half of April)
On-line Health		309.48	(For the Month of April)
General		625,787.50	
TOTAL	\$	<u>672,230.57</u>	

PASSED, APPROVED AND ADOPTED this 1st day of June 2017.

Mayor Pro Tem, Vicki Warren

ATTEST:

Stephanie Hunter, Office Specialist

State of California
County of Riverside) ss
City of Canyon Lake)

I, Ariel M. Hall, City Clerk of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of the Resolution No. 2017-05 adopted by the City Council of the City of Canyon Lake, California, at an adoumed meeting thereof, held on June 1, 2017, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Stephanie Hunter, Office Specialist

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23010	4/13/2017	Abila	Abilia MIP - Accounting Software Renewal for June 2017	803.00	10	GENERAL
Total 23010	4/13/2017			803.00		
23011	4/13/2017	AMERICAN FORENSIC NURSES INC	Sherriff's Dept DUI Blood Draws; 3/15/17	120.00	10	GENERAL
Total 23011	4/13/2017			120.00		
23012	4/13/2017	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services for Jan 2017	3,500.00	10	GENERAL
Total 23012	4/13/2017			3,500.00		
23013	4/13/2017	California Bulding Standards Commission	Permit Valuation Fee Report Form; Jan - Mar 2017	154.80	10	GENERAL
Total 23013	4/13/2017			154.80		
23014	4/13/2017	CHARLES ABBOTT ASSOCIATES, INC.	Engineering Services March 2017	9,458.23	10	GENERAL
23014	4/13/2017	CHARLES ABBOTT ASSOCIATES, INC.	Permit and Plan Review March 2017	11,339.22	10	GENERAL
23014	4/13/2017	CHARLES ABBOTT ASSOCIATES, INC.	Engineering Services March 2017	9,615.00	20	GAS TAX
Total 23014	4/13/2017			30,412.45		
23015	4/13/2017	City of San Gabriel	Public Records Act Class for Hunter; 4/17/17	20.00	10	GENERAL
Total 23015	4/13/2017			20.00		
23016	4/13/2017	C.L.CHAMBER OF COMMERCE	2017 Chamber Golf Tournament Sponshorship Dinner; 5/20/17	550.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23016	4/13/2017			550.00		
23017	4/13/2017	Canyon Lake Property Owners Assoc.	Buoy Supplies Reimbursement	345.53	10	GENERAL
Total 23017	4/13/2017			345.53		
23018	4/13/2017	Corelogic Information Solutions, INC.	Database for Code Enforcement March 2017	30.00	10	GENERAL
Total 23018	4/13/2017			30.00		
23019	4/13/2017	Cota Cole LLP	Attorney Services March 2017	10,148.06	10	GENERAL
23019	4/13/2017	Cota Cole LLP	Attorney Services; Marina Landscape March 2017	441.46	10	GENERAL
Total 23019	4/13/2017			10,589.52		
23020	4/13/2017	CTAI PACIFIC GREENSCAPE	Canyon Lake Fire Station Landscape Maintenance; March 2017	250.00	10	GENERAL
23020	4/13/2017	CTAI PACIFIC GREENSCAPE	Median & Parkways Landscape Maintenance for March 2017	5,200.00	20	GAS TAX
23020	4/13/2017	CTAI PACIFIC GREENSCAPE	Railroad Canyon Road Median Light Replacement; 3/29/17	260.00	20	GAS TAX
Total 23020	4/13/2017			5,710.00		
23021	4/13/2017	DATA TICKET	Monthly Citation Processing March 2017	100.00	10	GENERAL
23021	4/13/2017	DATA TICKET	Monthly Citation Processing; Feb 2017	100.00	10	GENERAL
Total 23021	4/13/2017			200.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23022	4/13/2017	Department of Justice Accounting Office	Fingerprint Apps March 2017	96.00	10	GENERAL
Total 23022	4/13/2017			96.00		
23023	4/13/2017	DEPARTMENT OF CONSERVATION	Q1 State Report for Motion & Seismic Hazard; Jan - Mar 2017	403.64	10	GENERAL
Total 23023	4/13/2017			403.64		
23024	4/13/2017	DownStream Services, Inc	Stormwater Maintenance; 11/23/16	3,000.00	20	GAS TAX
Total 23024	4/13/2017			3,000.00		
23025	4/13/2017	Division of the State Architech	Disability Access & Education Fee Report Jan-Mar 2017	79.80	10	GENERAL
Total 23025	4/13/2017			79.80		
23026	4/13/2017	ELSINORE VALLEY MUNI WATER DIS	Water Bill for City Hall; 2/23/17 to 3/24/17	109.42	10	GENERAL
23026	4/13/2017	ELSINORE VALLEY MUNI WATER DIS	Water Service Fire Station 2/24/17-3/27/17	112.20	10	GENERAL
23026	4/13/2017	ELSINORE VALLEY MUNI WATER DIS	Water Service 2/24/17-3/27/17	739.17	20	GAS TAX
Total 23026	4/13/2017			960.79		
23027	4/13/2017	Fastsigns	Acylic Cut Letters & Graphic Design Fee/Installation 2/23/17	390.30	40	CAP. PROJ.
Total 23027	4/13/2017			390.30		
23028	4/13/2017	GOLDING PUBLICATIONS	Business Cards for Jim Morrissey	37.71	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23028	4/13/2017			37.71		
23029	4/13/2017	Interpreters Unlimited	Language Services 2/14/17	26.00	10	GENERAL
Total 23029	4/13/2017			26.00		
23030	4/13/2017	Jani-King of California, Inc. L.A./Col Region	City Hall Cleaning Services for April 2017	720.37	10	GENERAL
Total 23030	4/13/2017			720.37		
23031	4/13/2017	Joe's Hardware	Supplies for Code Enforcement; 3/27/17	45.60	10	GENERAL
Total 23031	4/13/2017			45.60		
23032	4/13/2017	Larry Greene	Phone/Internet Reimbursement March 2017	100.00	10	GENERAL
Total 23032	4/13/2017			100.00		
23033	4/13/2017	Maureen Kane & Associates, Inc.	Technical Training for Clerks Series 400; June 20, 2017	1,550.00	10	GENERAL
Total 23033	4/13/2017			1,550.00		
23034	4/13/2017	MR. WINDOW & CO.	Window Cleaning for April 5, 2017	60.00	10	GENERAL
Total 23034	4/13/2017			60.00		
23035	4/13/2017	PETERSON ELECTRIC	Canyon Lake Retro Fit Lighting	245.78	10	GENERAL
Total 23035	4/13/2017			245.78		
23036	4/13/2017	Pitney Bowes, Inc.	Postage Meter Lease; 3/22/2017	131.86	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23036	4/13/2017			131.86		
23037	4/13/2017	County Executive Office, Finance	SCFA Debt Service Due FY 2016-17	30,654.00	10	GENERAL
Total 23037	4/13/2017			30,654.00		
23038	4/13/2017	RIVERSIDE COUNTY FIRE DEPT	Fire Protection Services, 2nd Qtr. FY 16/17, Oct-Dec 2016	270,473.37	10	GENERAL
Total 23038	4/13/2017			270,473.37		
23039	4/13/2017	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Sherriff's Dept Contract 02/02/17-03/01/17	111,142.54	10	GENERAL
Total 23039	4/13/2017			111,142.54		
23040	4/13/2017	SOUTHERN CALIFORNIA EDISON	Electricity Bill for Office Lease 02/21/17-03/22/17	38.05	10	GENERAL
23040	4/13/2017	SOUTHERN CALIFORNIA EDISON	Electricity Bill for Traffic Signals; 2/22/17 to 3/23/17	83.81	20	GAS TAX
23040	4/13/2017	SOUTHERN CALIFORNIA EDISON	Electricity for Taffric Signals; 3/1/17 to 3/30/17	371.50	20	GAS TAX
Total 23040	4/13/2017			493.36		
23041	4/13/2017	Sparkletts	Water for City Hall; 3-15-17 to 3-29-17	70.14	10	GENERAL
Total 23041	4/13/2017			70.14		
23042	4/13/2017	STAPLES	Office Supplies - Binders, Cups, Paper; 3/18/17	389.89	10	GENERAL
23042	4/13/2017	STAPLES	Office Supplies - Coffee, Staples, Binder; 3/25/17	242.71	10	GENERAL
23042	4/13/2017	STAPLES	Office Supplies Inv Date 4/1/17	88.09	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23042	4/13/2017			720.69		
23043	4/13/2017	Synoptek	Adobe Acrobat; 3/27/17	489.11	10	GENERAL
23043	4/13/2017	Synoptek	IT Services for April 2017	1,910.00	10	GENERAL
Total 23043	4/13/2017			2,399.11		
23044	4/13/2017	TPx Communications	City Hall Phone Systems; 3/16/17 to 4/15/17	557.12	10	GENERAL
Total 23044	4/13/2017			557.12		
23045	4/13/2017	The Gas Company	Gas Bill; Billing Period: 2/28/17 to 3/29/17	61.50	10	GENERAL
Total 23045	4/13/2017			61.50		
23046	4/13/2017	Toshiba Financial Services	Monthly Copier Lease; 3/15/17 to 4/15/17	778.87	10	GENERAL
Total 23046	4/13/2017			778.87		
23047	4/13/2017	TVC, Inc.	Repair Phone Issues in Bldg and Safety	135.00	10	GENERAL
Total 23047	4/13/2017			135.00		
23048	4/13/2017	VERIZON CALIFORNIA	iPads Service 04/04/17 - 05/03/17	239.10	10	GENERAL
Total 23048	4/13/2017			239.10		
23049	4/13/2017	VERIZON CALIFORNIA	Cell Phones Service 04/04/17-05/03/17	331.68	10	GENERAL
Total 23049	4/13/2017			331.68		
23050	4/13/2017	XEROX	Copier Lease; March 2017	512.57	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23050	4/13/2017			512.57		
23051	4/20/2017	Canyon Lake Property Owners Assoc.	2017 Fiesta Day - Silver Sponsorship 5/27/17	500.00	10	GENERAL
Total 23051	4/20/2017			500.00		
23052	4/26/2017	BIO-TOX LABORATORIES	Sheriff's Dept Blood Testing	306.00	10	GENERAL
Total 23052	4/26/2017			306.00		
23053	4/26/2017	California State Fire Protection	Fire Extinguisher Certification at City Hall	39.66	10	GENERAL
Total 23053	4/26/2017			39.66		
23054	4/26/2017	CANYON LAKE PEST CONTROL, Steven E. Young	Pest Control Fire Station 04/19/17	190.00	10	GENERAL
Total 23054	4/26/2017			190.00		
23055	4/26/2017	CTAI PACIFIC GREENSCAPE	Landscape Median and replace damaged tree 03/29/17	841.00	20	GAS TAX
Total 23055	4/26/2017			841.00		
23056	4/26/2017	DATA TICKET	Monthly Citation Processing March 2017	100.00	10	GENERAL
Total 23056	4/26/2017			100.00		
23057	4/26/2017	Frontier	City Hall Internet 04/10/17 - 05/09/17	147.50	10	GENERAL
23057	4/26/2017	Frontier	Phones 04/10/17 - 05/09/17	404.55	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23057	4/26/2017			552.05		
23058	4/26/2017	HINDERLITER, DE LLAMAS & ASSOC	Annual FY 16/17 Sales Tax Audit Services	2,435.76	10	GENERAL
Total 23058	4/26/2017			2,435.76		
23059	4/26/2017	Hosopo Corporation	Permit Refund	62.50	10	GENERAL
Total 23059	4/26/2017			62.50		
23060	4/26/2017	Larry Greene	Replace Lost Payroll Check #42851104 dtd 12/29/16	292.95	10	GENERAL
Total 23060	4/26/2017			292.95		
23061	4/26/2017	League of California Cities	2017 Local Streets * Roads Needs Assessment	200.00	10	GENERAL
Total 23061	4/26/2017			200.00		
23062	4/26/2017	NANCY GREENHALGH	Retiree Health Insurance	196.21	10	GENERAL
Total 23062	4/26/2017			196.21		
23063	4/26/2017	Pitney Bowes, Inc.	Postage Mar and Apr 2017	1,210.50	10	GENERAL
Total 23063	4/26/2017			1,210.50		
23064	4/26/2017	Regional Conservation Authority	MSHCP April 2017	1,992.00	50	AGENCY
Total 23064	4/26/2017			1,992.00		
23065	4/26/2017	JOHN REGUS	Rent for Library June 2017	1,012.95	10	GENERAL
Total 23065	4/26/2017			1,012.95		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23066	4/26/2017	JOHN REGUS	Rent Conference Room May 2017	250.00	10	GENERAL
Total 23066	4/26/2017			250.00		
23067	4/26/2017	County Executive Office	Animal Shelter Service Apr - Jun 2017	12,941.28	10	GENERAL
23067	4/26/2017	County Executive Office	SCFA Misc Fees	296.63	10	GENERAL
Total 23067	4/26/2017			13,237.91		
23068	4/26/2017	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Contract Law Enforcement 03/02/17 - 03/29/17	111,947.92	10	GENERAL
Total 23068	4/26/2017			111,947.92		
23069	4/26/2017	COUNTY OF RIVERSIDE-TLMA	Temporary Pavement Repairs	218.48	20	GAS TAX
Total 23069	4/26/2017			218.48		
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity City Hall 03/16/17 - 04/17/17	893.86	10	GENERAL
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity Fire Station 03/16/17 - 04/17/17	138.49	10	GENERAL
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity Office Lease 03/22/17 - 04/21/17	37.43	10	GENERAL
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity Pump Station 03/10/17 - 04/10/17	243.69	20	GAS TAX
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity Traffic Control 02/21/17 - 03/22/17	12.62	20	GAS TAX
23070	4/26/2017	SOUTHERN CALIFORNIA EDISON	Electricity Traffic Signals 03/16/17 - 04/17/17	204.36	20	GAS TAX
Total 23070	4/26/2017			1,530.45		
23071	4/26/2017	Special District Risk Management Authority	Dental & Vision Insurance May 2017	275.50	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2017 Through 4/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23071	4/26/2017			275.50		
23072	4/26/2017	Seabreeze Group Services, LLC	City Hall Phone Service 4/15/17 - 4/14/18	1,080.00	10	GENERAL
Total 23072	4/26/2017			1,080.00		
23073	4/26/2017	STAPLES	Office Supplies	187.52	10	GENERAL
Total 23073	4/26/2017			187.52		
23074	4/26/2017	STATE COMP. INS. FUND	Workers Comp May 2017	1,538.68	10	GENERAL
Total 23074	4/26/2017			1,538.68		
23075	4/26/2017	TPx Communications	City Hall Phone Systems 04/16/17 - 05/15/17	557.30	10	GENERAL
Total 23075	4/26/2017			557.30		
23076	4/26/2017	U. S. Bank	City Credit Card March 2017	1,742.96	10	GENERAL
Total 23076	4/26/2017			1,742.96		
23077	4/26/2017	WRCOG	TUMF Fees April 2017	4,437.00	50	AGENCY
Total 23077	4/26/2017			4,437.00		
Report Total				625,787.50		

City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
BIO-TOX	Sheriff's Dept Blood Testing	306.00
California State Fire Protection	Fire Extinguisher Certification at City Hall	39.66
CL PEST	Pest Control Fire Station 04/19/17	190.00
CTAI PACIFIC GREENSCAP	Landscape Median and replace damaged tree 03/29/17	841.00
DATA TICKET	Monthly Citation Processing March 2017	100.00
Frontier	Phones 04/10/17 - 05/09/17	118.45
	Phones 04/10/17 - 05/09/17	63.87
	Phones 04/10/17 - 05/09/17	222.23
	City Hall Internet 04/10/17 - 05/09/17	147.50
HINDERLITER	Annual FY 16/17 Sales Tax Audit Services	2,435.76
Hosopo	Permit Refund	62.50
Larry Greene	Replace Lost Payroll Check #42851104 dtd 12/29/16	292.95
LCC	2017 Local Streets * Roads Needs Assessment	200.00
Nancy Greenhalgh	Retiree Health Insurance	196.21
Pitney Bowes	Postage Mar and Apr 2017	1,210.50
RCA	MSHCP April 2017	1,992.00
REGUS	Rent for Library June 2017	1,012.95
	Rent Conference Room May 2017	250.00
riv Co Exec	SCFA Misc Fees	296.63
	Animal Shelter Service Apr - Jun 2017	12,941.28
Riv Co Sheriff Acctg	Contract Law Enforcement 03/02/17 - 03/29/17	111,947.92
Riv Co TLMA	Temporary Pavement Repairs	218.48
SCE	Electricity Pump Station 03/10/17 - 04/10/17	243.69
	Electricity Traffic Signals 03/16/17 - 04/17/17	204.36
	Electricity Office Lease 03/22/17 - 04/21/17	37.43
	Electricity Traffic Control 02/21/17 - 03/22/17	12.62
	Electricity Fire Station 03/16/17 - 04/17/17	138.49
	Electricity City Hall 03/16/17 - 04/17/17	893.86
SDRMA	Dental & Vision Insurance May 2017	275.50
SEABREEZE	City Hall Phone Service 4/15/17 - 4/14/18	1,080.00
STAPLES	Office Supplies	187.52
STATE FUND	Workers Comp May 2017	1,538.68
TelePacific	City Hall Phone Systems 04/16/17 - 05/15/17	557.30
US Bank	City Credit Card March 2017	1,742.96
WRCOG	TUMF Fees April 2017	4,437.00
Report Total		146,435.30

City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
CL PROPERTY OWNERS	2017 Fiesta Day - Silver Sponsorship 5/27/17	<u>500.00</u>
Report Total		<u>500.00</u>

City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
ABILA	Abilia MIP - Accounting Software Renewal for June 2017	803.00
AMERICAN FORENSIC	Sherriff's Dept DUI Blood Draws; 3/15/17	120.00
ANIMAL FRIENDS	Animal Control Services for Jan 2017	3,500.00
CBSC	Permit Valuation Fee Report Form; Jan - Mar 2017	154.80
CHARLES ABBOTT	Permit and Plan Review March 2017	11,339.22
	Engineering Services March 2017	4,688.00
	Engineering Services March 2017	9,615.00
	Engineering Services March 2017	4,770.23
City of San Gabriel	Public Records Act Class for Hunter; 4/17/17	20.00
CL CHAMBER	2017 Chamber Golf Tournament Sponsorship Dinner; 5/20/17	550.00
CL PROPERTY OWNERS	Buoy Supplies Reimbursement	345.53
Corelogic	Database for Code Enforcement March 2017	30.00
10 Cota Cole	Attorney Services March 2017	10,148.06
	Attorney Services; Marina Landscape March 2017	441.46
CTAI PACIFIC GREENSCAP	Railroad Canyon Road Median Light Replacement; 3/29/17	260.00
	Canyon Lake Fire Station Landscape Maintenance; March 2017	250.00
	Median & Parkways Landscape Maintenance for March 2017	5,200.00
DATA TICKET	Monthly Citation Processing; Feb 2017	100.00
	Monthly Citation Processing March 2017	100.00
Department of Justice	Fingerprint Apps March 2017	96.00
DEPT OF CONSER	Q1 State Report for Motion & Seismic Hazard; Jan - Mar 2017	403.64
DOWN	Stormwater Maintenance; 11/23/16	3,000.00
DSA	Disability Access & Education Fee Report Jan-Mar 2017	79.80
EVMWD	Water Bill for City Hall; 2/23/17 to 3/24/17	109.42
	Water Service 2/24/17-3/27/17	739.17
	Water Service Fire Station 2/24/17-3/27/17	112.20
Fastsigns	Acylic Cut Letters & Graphic Design Fee/Installation 2/23/17	390.30
GOLDING	Business Cards for Jim Morrissey	37.71
10 Interpreters Unlimited	Language Services 2/14/17	26.00
Jani-King	City Hall Cleaning Services for April 2017	720.37
Joe's	Supplies for Code Enforcement; 3/27/17	45.60
Larry Greene	Phone/Internet Reimbursement March 2017	100.00
Maureen Kane & Associates, Inc.	Technical Training for Clerks Series 400; June 20, 2017	1,550.00
MR. WINDOW PETERSON	Window Cleaning for April 5, 2017	60.00
	Canyon Lake Retro Fit Lighting	245.78

Date: 4/13/17
12:47:53 PM

City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
Pitney Bowes	Postage Meter Lease; 3/22/2017	131.86
Riv Co Executive	SCFA Debt Service Due FY 2016-17	30,654.00
Riv Co Fire	Fire Protection Services, 2nd Qtr. FY 16/17, Oct-Dec 2016	270,473.37
10 Riv Co Sheriff Acctg	Sherriff's Dept Contract 02/02/17-03/01/17	111,142.54
SCE	Electricity Bill for Office Lease 02/21/17-03/22/17	38.05
	Electricity Bill for Traffic Signals; 2/22/17 to 3/23/17	83.81
	Electricity for Taffric Signals; 3/1/17 to 3/30/17	371.50
Sparkletts	Water for City Hall; 3-15-17 to 3-29-17	70.14
STAPLES	Office Supplies - Coffee, Staples, Binder; 3/25/17	242.71
	Office Supplies - Binders, Cups, Paper; 3/18/17	389.89
	Office Supplies Inv Date 4/1/17	88.09
Synoptek	Adobe Acrobat; 3/27/17	489.11
	IT Services for April 2017	1,910.00
TelePacific	City Hall Phone Systems; 3/16/17 to 4/15/17	557.12
The Gas Co	Gas Bill; Billing Period: 2/28/17 to 3/29/17	61.50
Toshiba Financial	Monthly Copier Lease; 3/15/17 to 4/15/17	778.87
TVC, Inc.	Repair Phone Issues in Bldg and Safety	135.00
VERIZON	iPads Service 04/04/17 - 05/03/17	239.10
	Cell Phones Service 04/04/17-05/03/17	331.68
10 XEROX	Copier Lease; March 2017	512.57
Report Total		478,852.20

**City of Canyon Lake
City Council
Staff Report**

TO: Mayor and City Council

FROM: Aaron Palmer, City Manager

BY: Stephanie Hunter, Office Specialist

DATE: June 1, 2017

SUBJECT: Approval of Resolution No. 2017-06, Re-establishing City Council Committees, Committee Functions, and setting Committee Meeting dates and times.

Recommendation:

Staff recommends that the City Council approve Resolution No. 2017-06, re-establishing City Council Committees, Committee Functions, and setting Committee Meeting dates and times.

Background:

There had been discussion, by Council, at past Council Meetings to reevaluate some of the City Council Committee dates and times.

In September of 2016 Council asked that the Public Safety Meetings be held quarterly, in the evenings to accommodate the public. March 29, 2017 was the third nightly meeting that was not well attended. Due to agencies having to pay overtime to employees for reports to be given to the City Council, Council has asked that all Public Safety Meetings be held the Tuesday prior to the City Council Meetings at 9:30 a.m. after the Administration, Finance and Planning Committee Meetings.

At the December 2016 Adjourned Council Meeting there was discussion to eliminate the Fire Start-Up Committee and any discussion regarding fire would be discussed at the Public Safety Committee Meetings.

Council has asked that the Water Subcommittee Meetings be changed to quarterly at 9:00 a.m. on the third Thursday of the month; and that all meetings be held at City Hall in the City Council Chambers.

All City Council committees, their purposes, and their meeting dates and times are set by resolution of the City Council. In order to amend (or merge) committees, another resolution must be approved by a majority of the City Council.

Budget (or Fiscal) Impact:

There is no fiscal impact.

Attachments:

1. Resolution No. 2017-06 **Pg. 49**

RESOLUTION NO. 2017-06

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, RE-ESTABLISHING CITY COUNCIL COMMITTEES, COMMITTEE FUNCTIONS, AND SETTING COMMITTEE MEETING DATES AND TIMES

WHEREAS Section 2.04.040 of the Municipal Code requires that the City Council adopt Rules of Procedure to govern the conduct of its meetings and any of its other functions and activities, and regulations pertaining thereto; and

WHEREAS, with the passage of time, the City has had experience with such activities and therefore wishes to update such functions and activities by updating the City Council Committees, their functions, and meeting dates and times.

NOW, THEREFORE, the City Council of the City of Canyon Lake does hereby resolve that the City Council Committees, their related functions, and meeting dates and times are revised and adopted as follows:

Section 1. STANDING COMMITTEES

1.1 ADMINISTRATION, FINANCE, AND PLANNING COMMITTEE:

There shall be a standing committee of the City Council known as the Administration, Finance, and Planning Committee. The Committee shall consist of two members who shall be Councilmembers appointed by the City Council. The Administration, Finance, and Planning Committee shall study matters related to the administrative and financial policies of the City, revenues and expenditures, planning, land use, and those duties as prescribed in the Canyon Lake Municipal Code or assigned by the City Council and shall make recommendations to the Council. The Administration, Finance, and Planning Committee shall meet on the Tuesday prior to the monthly Regular City Council Meeting at 8:00 a.m. in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

1.2 PUBLIC WORKS COMMITTEE:

There shall be a standing committee of the City Council known as the Public Works Committee. The Committee shall consist of two members who shall be Councilmembers appointed by the City Council. The Public Works Committee shall study matters relating to roads, public facilities, street lighting, parks and recreation, and related matters referred to it by the City Council, and shall make recommendations to the Council. The Public Works Committee shall meet on an as needed basis in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

1.3 PUBLIC SAFETY COMMITTEE:

There shall be a standing committee of the City Council known as the Public Safety Committee. The Committee shall consist of two members who shall be Councilmembers

appointed by the City Council. The Public Safety Committee shall study matters relating to law enforcement, fire department, traffic safety, animal control, and related matters referred to it by the City Council, and shall make recommendations to the Council. The Public Safety Committee shall meet on the Tuesday prior to the monthly Regular City Council Meeting at 9:30 a.m., after the Administrative, Finance and Planning Committee Meeting, in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

1.4 HEALTH & COMMUNITY COMMITTEE

There shall be a standing committee of the City Council known as the Health & Community Committee. The Committee shall consist of two members who shall be Councilmembers appointed by the City Council. The Committee shall study matters relating to healthy cities and other matters as referred to it by the City Council, and shall make recommendations to the Council as to such matters. The Health and Community Committee shall meet on an as needed basis in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

1.5 WATER COMMITTEE

There shall be a standing committee of the City Council known as the Water Committee. The Committee shall consist of two members who shall be Councilmembers appointed by the City Council. The Committee shall study matters relating to water issues within the City and Region and such other matters a referred to it by the City Council, and shall make recommendations to the Council as to such matters. The Water Committee shall meet on a quarterly basis, the third Thursday of the month, in the months of March, June, September, and December at 9:00 AM at in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

1.6 ECONOMIC DEVELOPMENT COMMITTEE

There shall be a standing committee of the City Council known as the Economic Development Committee. The Committee shall consist of two members of the City Council appointed by the Council. This Committee shall study matters regarding redevelopment and economic development within the City and region and related matters referred to it by the City Council and shall make recommendations to the Council regarding such matters. The Economic Development Committee shall meet on an as needed basis in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

PASSED, APPROVED, and ADOPTED on this 1st day of June, 2017.

Mayor

ATTEST:

Stephanie Hunter, Office Specialist

State of California)
County of Riverside) ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, do hereby certify that the foregoing is a true and correct copy of the Resolution No. 2017-06 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting held on the 1st day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Stephanie Hunter, Office Specialist

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council
FROM: Aaron Palmer, City Manager
BY: Mike A. Borja, Administrative Services Manager
DATE: June 1, 2017
SUBJECT: Amendment of the Current Cafeteria Plan Benefit Policy

Recommendation

It is recommended that the City Council: Approve the amendment of the Cafeteria Plan Benefit Policy to reflect the January 2017 approved cafeteria increase and the addition of a new qualified pre-tax benefit to the policy.

Background

At the January 4, 2017 City Council Meeting, the City Council discussed the possible increase to the employee cafeteria benefit allowance. After much discussion, City Council approved an increased amount from \$806.29 per month to \$1,106.29 per month.

In addition to the policy, the addition of Section 5: Supplemental Insurance, has been added to the Qualified Benefits as a new pre-tax benefit, that's offered as an enrollment option towards the employee, their spouse, and dependents.

To comply with the Internal Revenue Service Section 125 Plan requirements, the City's Cafeteria Plan Benefit Policy is aligned with the practices of the City for providing benefits for its employees, and additionally, contained legal requirements for the City to become compliant with Section 125.

Budget (or Fiscal) Impact

The City will see an annual increase of approximately \$21,038 in employee benefit costs due to the increase of the cafeteria allowance, approved by City Council on January 4, 2017. There is no charge to the city for the addition of the Supplemental Insurance option for city employees.

Attachments

1. Amended Cafeteria Plan Benefit Policy – June 2017 **Pg. 55**

CAFETERIA PLAN BENEFIT POLICY



ADOPTED: June 1, 2017

TABLE OF CONTENTS

CHAPTER 1 – POLICIES AND PRACTICES	3
SECTION 1 – PURPOSE	3
SECTION 2 – ELIGIBLE INDIVIDUALS	3
SECTION 3 – CONTRIBUTIONS.....	3
SECTION 4 – ENROLLMENT/CHANGES/PLAN YEAR	3
CHAPTER 2 – QUALIFIED BENEFITS	5
SECTION 1 – HEALTH BENEFITS	5
SECTION 2 – DENTAL BENEFITS	5
SECTION 3 – VISION BENEFITS.....	5
SECTION 4 – LIFE INSURANCE BENEFITS	5
SECTION 5 - SUPPLEMENTAL INSURANCE BENEFITS.....	5
CHAPTER 3 – OTHER BENEFITS OFFERED	6
SECTION 1 – DEFERRED COMPENSATION	6
SECTION 2 – CASH OUT	6
CHAPTER 4 – DEFINITIONS	6

CHAPTER 1 – POLICIES AND PRACTICES

SECTION 1 – PURPOSE

This Cafeteria Plan allows the City to make a set cafeteria contribution to specific employees each month. This contribution may be used to purchase benefits offered within this policy. Additionally, this plan will allow each employee to contribute pre-tax dollars to purchase additional, qualified, benefits beyond what can be purchased with the monthly contribution from the City.

SECTION 2 – ELIGIBLE INDIVIDUALS

Full-time employees, full-time employees in their probation period, and part-time employees that work 1,000 hours or more in a calendar year, are eligible for benefits under this policy.

Employees that are eligible under this policy may elect to purchase eligible benefits for their spouse and/or qualified dependents.

SECTION 3 – CONTRIBUTIONS

The City will make a monthly cafeteria contribution of \$1106.29 (City Council Approved – January 4, 2017) towards the benefits of full-time employees, and full-time employees in their probation period. Part-time employees who work 1,000 hours or more in a calendar year are eligible for half of the approved monthly cafeteria contribution.

- a. Full-time employees, or full-time employees in their probation period, may elect to make pre-tax contributions in addition to the City contribution to purchase eligible benefits under this policy
- b. Part-time employees who work 1,000 hours or more in a calendar year may elect to make pre-tax contributions in addition to the City contribution to purchase eligible benefits under this policy.
- c. The maximum contribution that an eligible employee may make pre-tax for qualified benefits is \$1000.00 per month.

SECTION 4 – ENROLLMENT/CHANGES/PLAN YEAR

All benefit selections made by an eligible employee are effective for the entire calendar year, January 1st to December 31st, unless the employee experiences an eligible change in status or other event as listed in this policy.

a. Open Enrollment

All eligible employees will be notified annually of the open enrollment period. Typically, the open enrollment period will occur from the third Monday in September to the second Friday in October. Benefit options may be selected and/or changed during this period. Benefits selected during open enrollment will become effective January 1st.

b. Change in Status

All eligible employees may change their benefit selections during the plan year if they experience a change in status, and the change in benefits is consistent with the change in status. A selection change is consistent if that change is “on account of” and “corresponds with” a change in status event that affects eligibility for coverage. Change in status includes:

1. Change in marriage status
2. Change in number of dependents
3. Change in employment status
4. Changes in the eligibility of dependents
5. Changes in residence that directly affect coverage

c. Family and Medical Leave Act (FMLA)

Eligible employees who take unpaid FMLA leave may revoke their benefit selections during their unpaid leave. The eligible employee may reinstate their benefit selections on the same terms and conditions upon return from unpaid leave.

d. Judgment, Decree or Order

Eligible employees may revoke or change their benefit selections if a judgment, decree or order resulting from a divorce, legal separation, annulment, or change in legal custody requires health coverage for an eligible employee’s child.

e. Entitlement to Medicare or Medicaid

Eligible employees may revoke or change their benefit selections if the eligible employee, spouse, or other dependent becomes entitled to Medicare or Medicaid.

f. Significant Cost or Coverage Changes

1. Cost Changes

If the cost of an eligible employee’s selected Health, Dental, or Vision plan increase or decreases during the plan year by more than 20%, the eligible

employee may change their selection, or make a corresponding change to any pre-tax contribution they are making.

2. Coverage Changes

If the plan coverage that an eligible employee has selected ceases or is significantly curtailed, the eligible employee may revoke their corresponding selection, and/or enroll in a similar plan.

Significantly curtailed means that there is an overall reduction in coverage provided by the plan. Loss of coverage means that there is a complete loss of coverage provided by the plan, such as an HMO ceasing to be available in the area that the eligible employee resides.

CHAPTER 2 – QUALIFIED BENEFITS

SECTION 1 – HEALTH BENEFITS

The City offers Health Maintenance Organization (HMO) Basic Health Plans, Preferred Provider Organization (PPO) Basic Health Plans, and Exclusive Provider Organization (EPO) Health Plans through the California Public Employee Retirement System (CalPERS) organization. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

SECTION 2 – DENTAL BENEFITS

The City offers Dental Insurance benefits. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

SECTION 3 – VISION BENEFITS

The City offers Vision Insurance benefits. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

SECTION 4 – LIFE INSURANCE BENEFITS

The City offers Life Insurance benefits for the employee only. Dependents and spouses are not eligible for Life Insurance coverage under this policy. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

- a. Life Insurance coverage may not exceed \$50,000 to be eligible under this policy for pre-tax contributions.

SECTION 5 – SUPPLEMENTAL INSURANCE BENEFITS

The City offers Supplemental Insurance benefits for the employee, spouse, and dependents, under this policy. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

CHAPTER 3 – OTHER BENEFITS OFFERED

SECTION 1 – DEFERRED COMPENSATION

The City offers a 457(b) Deferred Compensation Plan through Nationwide that employees may make tax-deferred contributions to, subject to rules and regulations pertaining to such plans.

SECTION 2 – CASH OUT

If an eligible employee receives health insurance coverage through a source outside of the City's benefit plan, they may elect to receive the unused portion of the City's contribution as taxable income. In order to take advantage of "cashing out" the City's contribution, the eligible employee MUST provide proof of health insurance coverage.

CHAPTER 4 – DEFINITIONS

Eligible Employee	Any full-time employee, full-time employee in their probation period, or part-time employee that works 1,000 or more hours in the calendar year
Spouse	Any person that the eligible employee is lawfully married to
Qualified Dependent(s)	Any person that is legally the child, step-child, adopted child, or legally placed foster child of the eligible employee, up to the age of 26.

**City of Canyon Lake
City Council
Staff Report**

TO: Mayor and City Council

FROM: Aaron Palmer, City Manager

BY: Stephanie Hunter, Office Specialist

DATE: June 1, 2017

SUBJECT: Resolution No. 2017-08 Approving Annual Rate Adjustment and Confirmation of Collection of Residential Solid Waste Charges on the Tax Rolls

Recommendation:

Conduct a public hearing and adopt Resolution No. 2017-08 approving the annual rate adjustment for all solid waste services and placement of residential solid waste fees on the tax roll for collection for the 2017-2018 fiscal year.

Background:

A public hearing was noticed before the City Council on June 1, 2017 to review documentation from CR&R, the franchise holder, for the annual rate adjustment for solid waste fees. The rates are recommended to the City by CR&R based upon their actual costs for service, which include adjustments for the Consumer Price Index (CPI) and Landfill costs. The franchise agreement requires that CR&R annually provide evidence of the CPI adjustment to the City Manager for review and approval.

Since Canyon Lake has mandatory trash collection, the City Council adopted an ordinance which allowed these fees to be collected on the property tax roll for residential services. Tax roll collection minimizes delinquencies and thus helps keep rates down.

As provided in the contract with CR&R, there are automatic pass through components for service (CPI) and landfill (disposal) costs. The April 17, 2017 letter from J. Alex Braicovich of CR&R and 2016 Annual Price Adjustment reflect an increase of 36 cents per month for CPI and an increase in the Riverside County Landfill component of 9 cents per month for a total increase of 45 cents per month; from \$21.90 to \$22.35 a month for residential standard service.

Similarly, for commercial, industrial and multi-family residential refuse service, the typical three cubic yard bin will increase by \$2.32 from \$123.35 to \$125.67 per month. These are minimum increases which will help defray the increased cost of operations and maintain the level of service.

Budget (or Fiscal) Impact:

Revenue Neutral – this is a pass-through rate

Attachments:

1. Resolution No. 2017-08 **Pg. 63**
2. Letter from CR&R dated April 17, 2017 **Pg. 67**
3. Notice of Public Hearing **Pg.73**

RESOLUTION NO. 2017-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE INCREASING AND SETTING SOLID WASTE COLLECTION RATES FOR THE 2017-2018 FISCAL YEAR AND PROVIDING FOR COLLECTION OF RESIDENTIAL SERVICE ON THE PROPERTY TAX ROLL

WHEREAS, pursuant to the provisions of State law, including but not limited to Health & Safety Code Sections 5470 et seq., the City of Canyon Lake may adopt and implement fees and charges to cover the cost of collection of solid waste within the City and, when adopted, may collect such fees for residential service on the property tax rolls; and

WHEREAS, because of increased costs, the City's franchise hauler has informed the City that such fees must be increased by \$0.45 per month per single family residence and \$2.32 per month for commercial, industrial and multi-family residential refuse service, and has provided a report explaining the reasons for such increase, which report has been on file at the City offices; and

WHEREAS, the proposed increased fees are set out on Exhibit "C", attached and incorporated hereto; and

WHEREAS, the City has published notice of the collection of such residential fees on the property tax roll in the same manner, at the same time and subject to the same penalties as property taxes; and

WHEREAS, as additional information for such tax roll collection, a written report of prospective solid waste collection fees for the fiscal year 2017-2018 has been prepared and filed with the City Clerk; and

WHEREAS, on June 1, 2017, the City Council conducted a duly noticed public hearing and heard all comments/protests regarding the fee increase; and

WHEREAS, the City Council finds from such reports that the amount of fees is the reasonable cost of service provided, plus direct and indirect overhead; that amounts collected will be used only for immediately available (and not standby) solid waste collection services; that such fees and charges are proportionate to the amount of service received, and that such fees and charges are not for traditional governmental services such as police or libraries; and

WHEREAS, the City Council further finds that this increase in rates is for the purpose of meeting operating expenses, including wage rates and fringe benefits, required for the collection of solid waste within the City pursuant to its existing franchise, and that such action therefore is statutorily exempt from CEQA under Public Resources Code Section 21080 (b) and Section 15273 of the CEQA guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF CANYON LAKE RESOLVES AND ORDERS AS FOLLOWS:

SECTION 1. RECITALS: The Recitals set out above are true and correct.

SECTION 2. CEQA EXEMPTION: The adoption of fess as set out here is statutorily exempt from CEQA and staff is directed to take all necessary actions to prepare and file a Notice of Exemption.

SECTION 3. FEES DETERMINED: The solid waste collection fees are increased in the amounts set out on Exhibit "C". Such increase shall be effective on July 1, 2017.

SECTION 4. TAX ROLL COLLECTION: Such residential fees shall be collected on the property tax rolls. The City Clerk is directed to file a certified copy of this resolution and of the report with the County Auditor. The County Auditor is designated and empowered to collect the assessment as set out here as necessary. For purpose of tax roll collection, the fees set forth in the report shall be deemed to constitute special assessments against the respective parcels on which they are levied without regard to property valuation. The Assessment shall be collected at the same time and subject to the same procedures provided for such taxes. All laws applicable to the levy, collection and enforcement of ad valorem property taxes shall be applicable to such assessments, except that if any real property to which such fees or charges relate has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrancer for value has been created and attached thereon, prior to the date on which the first installment of such taxes would become delinquent, then the lien which would otherwise be imposed shall not attach to such real property and the fees or charges and interest shall be transferred to the unsecured roll for collection.

PASSED, APPROVED AND ADOPTED the 1st day of June, 2017.

Vicki Warren, Mayor Pro Tem

ATTEST:

Stephanie Hunter, Office Specialist

State of California)
County of Riverside)ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2017-08 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting thereof, held on June 1, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Hunter, Office Specialist

Dated: June 1, 2017



April 17, 2017

Mr. Aaron Palmer
City Manager
City of Canyon Lake
31532 Railroad Canyon Road
Suite 101/103
Canyon Lake, CA 92587

RECEIVED
APR 24 2017
BY: *Rm*

Re: Annual Consumer Price Index Rate Adjustment

Dear Aaron,

Pursuant to our current agreement to provide Solid Waste and Recycling Services to the City of Canyon Lake, CR&R Incorporated respectfully submits the attached information which outlines our Annual Rate Adjustment request for fiscal year 2017-2018. As provided for in the contract between the City of Canyon Lake and CR&R Incorporated, the rates illustrated in Exhibit "C" shall be adjusted annually to reflect the change in the Consumer Price Index (CPI).

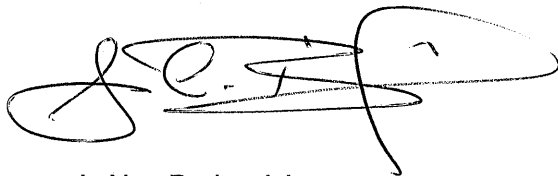
In reviewing the data from the Bureau of Labor Statistics (BLS) for October 2016, the CPI for All Urban Consumers has increased by 1.85% and the CPI for Urban Wage Earners increased by .26%. In addition, the County of Riverside's Waste Management Department has indicated that they will adjust their disposal rate by 1.97% from \$28.52 per ton to \$29.08 per ton. Therefore, based upon the data supplied by both the BLS and the County of Riverside, we have prepared the attached rate schedules which pass these adjustments through to the various rates. We have also prepared a new Exhibit "C" to reflect the incremental increases that will become effective July 1, 2017.

As an example, the new rate for standard residential service will increase from \$21.90 per month to \$22.35 per month; an increase of 2.1% or .45 cents per month. Your typical 3 cubic yard commercial bin will increase from \$123.35 per month to \$125.67 per month; an increase of 1.9% or \$2.32 per month. These are minimum increases which help to defray our increased cost of operations and maintain the level of service your community has come to expect.

In addition to these annual rate adjustments, Canyon Lake residents will also see an increase on their refuse bills as a result of the City's passage of the Utility Tax in November of 2014.

We sincerely appreciate our long standing relationship with the City of Canyon Lake as well as the opportunity that we have had to be of service to your residents and businesses. It continues to be a privilege to be of service to your City. Please do not hesitate to call if you have any questions or comments. We look forward to any further assistance that we can provide.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Alex Braicovich', with a large, sweeping flourish extending to the right.

J. Alex Braicovich
Senior Vice President

Cc: David Fahrion

Attachments

CITY OF CANYON LAKE

EXHIBIT "C"

Schedule of Rates
(effective July 1, 2017)

2 Fully automated single family residential collection, fully mechanized recycling, composting, transfer and disposal:		
Monthly Rate:	\$	22.35
3 Fully automated single family residential additional refuse, recycling or composting container:		
Monthly Rate Per Container:	\$	9.45
4 Single family residential additional bulky item pick up:		
Per Pick Up (two items per pick up):	\$	10.02
5 Commercial, industrial, and multi-family residential refuse monthly bin rates (one 3 cubic yard bin) with the following pick ups per week:		
	1 x week	\$ 125.67
	2 x week	\$ 249.16
	3 x week	\$ 372.66
	4 x week	\$ 496.15
	5 x week	\$ 619.66
	6 x week	\$ 743.16
6 Commercial, industrial, and multi-family residential recycle monthly bin rates (one 3 cubic yard bin) with the following pick ups per week:		
	1 x week	\$ 54.28
	2 x week	\$ 108.54
	3 x week	\$ 162.82
	4 x week	\$ 217.11
	5 x week	\$ 271.36
	6 x week	\$ 325.63
7 Temporary 3 cubic yard bin rate:	\$	95.29 per bin
8 Redeliver and reinstatement rate:	\$	43.75 per occurrence
9 40 cubic yard roll-off bin rate:	\$	229.57 + MRF/landfill fees
10 10 cubic yard roll-off/lowboy bin rate:	\$	229.57 + MRF/landfill fees

**CANYON LAKE
2017 ANNUAL PRICE ADJUSTMENT**

	New	Previous	CPI Change	Rate Change	Unit Measure
1. All Urban Consumers (Oct)	251.10	245.81	2.15%	86.0%	1.85%
2. Urban Wage Earners (Oct)	241.93	237.47	1.88%	14.0%	0.26%
					2.110%

	New	Previous	CPI *
Landfill	\$ 29.08	\$ 28.52	1.97%
MRF	\$ 49.03	\$ 48.08	1.96%
			1.98%

* Provided by County Waste Manag

	Service Component				
	Previous Rate	Contract	CPI Change	Rate Change	Unit Measure
2 Standard service	\$ 21.90	78.0%	2.11%	\$ 0.36	per month
3 Additional Cart	9.21	78.0%	2.11%	\$ 0.15	per month
4 Additional Bulky pick up	9.77	78.0%	2.11%	\$ 0.16	per month
5 Refuse Bin rate - 3 cubic yard	123.35	71.5%	2.11%	\$ 1.86	per month
6 Recycle Bin rate - 3 cubic yard	53.47	71.5%	2.11%	\$ 0.81	per month
7 Temporary 3 cubic yard bin	93.42	71.5%	2.11%	\$ 1.41	per load
8 Re-deliver and re-instatement	42.85	100.0%	2.11%	\$ 0.90	per occurrence
9 40 cubic yard roll-off	224.83	100.0%	2.11%	\$ 4.74	per load
10 10 cubic yard roll-off	224.83	100.0%	2.11%	\$ 4.74	per load

	Landfill Component			
	Contract	Diversion	Landfill Fee Increase per Ton	Rate Change
\$	0.21	20.2%	\$ 0.56	\$ 0.09
\$	0.21	20.2%	\$ 0.56	\$ 0.09
\$	0.21	20.2%	\$ 0.56	\$ 0.09
\$	0.91	10.6%	\$ 0.56	\$ 0.46
\$	0.91	10.6%	\$ 0.56	\$ 0.46

Total Rate Change	Previous Rate	Proposed Rate	Net % Change
\$ 0.45	\$ 21.90	\$ 22.35	2.1%
\$ 0.24	\$ 9.21	\$ 9.45	2.6%
\$ 0.25	\$ 9.77	\$ 10.02	2.6%
\$ 2.32	\$ 123.35	\$ 125.67	1.9%
\$ 0.81	\$ 53.47	\$ 54.28	1.5%
\$ 1.87	\$ 93.42	\$ 95.29	2.0%
\$ 0.90	\$ 42.85	\$ 43.75	2.1%
\$ 4.74	\$ 224.83	\$ 229.57	2.1%
\$ 4.74	\$ 224.83	\$ 229.57	2.1%

	Service Component				
	Previous Rate	Contract	CPI Change	Rate Change	Unit Measure
5 Complete Refuse 3 yd Bin Rates					
1 x week	\$ 123.35	71.5%	2.11%	\$ 1.86	per month
2 x week	245.00	71.5%	2.11%	\$ 3.70	per month
3 x week	366.67	71.5%	2.11%	\$ 5.53	per month
4 x week	488.32	71.5%	2.11%	\$ 7.37	per month
5 x week	610.00	71.5%	2.11%	\$ 9.20	per month
6 x week	731.66	71.5%	2.11%	\$ 11.04	per month
6 Complete Recycle Bin Rates					
1 x week	\$ 53.47	71.5%	2.11%	\$ 0.81	per month
2 x week	106.93	71.5%	2.11%	\$ 1.61	per month
3 x week	160.40	71.5%	2.11%	\$ 2.42	per month
4 x week	213.88	71.5%	2.11%	\$ 3.23	per month
5 x week	267.33	71.5%	2.11%	\$ 4.03	per month
6 x week	320.79	71.5%	2.11%	\$ 4.84	per month

	Landfill Component			
	Contract	Diversion	Landfill Fee Increase per Ton	Rate Change
\$	0.91	10.6%	\$ 0.56	\$ 0.46
\$	0.91	10.6%	\$ 0.56	\$ 0.46
\$	0.91	10.6%	\$ 0.56	\$ 0.46
\$	0.91	10.6%	\$ 0.56	\$ 0.46
\$	0.91	10.6%	\$ 0.56	\$ 0.46

Total Rate Change	Previous Rate	Proposed Rate	Net % Change
\$ 2.32	\$ 123.35	\$ 125.67	1.9%
\$ 4.16	\$ 245.00	\$ 249.16	1.7%
\$ 5.99	\$ 366.67	\$ 372.66	1.6%
\$ 7.83	\$ 488.32	\$ 496.15	1.6%
\$ 9.66	\$ 610.00	\$ 619.66	1.6%
\$ 11.50	\$ 731.66	\$ 743.16	1.6%
\$ 0.81	\$ 53.47	\$ 54.28	1.5%
\$ 1.61	\$ 106.93	\$ 108.54	1.5%
\$ 2.42	\$ 160.40	\$ 162.82	1.5%
\$ 3.23	\$ 213.88	\$ 217.11	1.5%
\$ 4.03	\$ 267.33	\$ 271.36	1.5%
\$ 4.84	\$ 320.79	\$ 325.63	1.5%

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Data extracted on: March 13, 2017 (2:00:35 PM)

Consumer Price Index - All Urban Consumers

Series Id: CUURA421SA0
 Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items
Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2007	212.584	214.760	216.500	217.845	218.596	217.273	217.454	217.330	217.697	218.696	219.943	219.373	217.338	216.260	218.416
2008	220.918	221.431	223.606	224.625	226.651	229.033	229.886	228.484	227.449	226.159	222.229	219.620	225.008	224.377	225.638
2009	220.719	221.439	221.376	221.693	222.522	223.906	224.010	224.507	225.226	225.264	224.317	223.643	223.219	221.943	224.495
2010	224.610	224.620	225.483	225.916	226.438	225.877	225.991	226.373	226.048	226.794	225.941	226.639	225.894	225.491	226.298
2011	228.652	229.729	232.241	233.319	233.367	232.328	231.303	231.833	233.022	233.049	232.731	231.567	231.928	231.606	232.251
2012	233.441	234.537	236.941	236.866	237.032	236.025	235.776	237.222	238.104	240.111	237.675	236.042	236.648	235.807	237.488
2013	238.015	239.753	239.995	239.043	239.346	239.223	238.920	239.219	239.611	239.940	238.677	238.742	239.207	239.229	239.185
2014	239.857	241.059	242.491	242.437	243.362	243.528	243.727	243.556	243.623	243.341	241.753	240.475	242.434	242.122	242.746
2015	239.724	241.297	243.738	243.569	246.093	245.459	247.066	246.328	245.431	245.812	245.711	245.357	244.632	243.313	245.951
2016	247.155	247.113	247.873	248.368	249.554	249.789	249.784	249.700	250.145	251.098	250.185	250.189	249.246	248.309	250.184
2017	252.373														

12-Month Percent Change

Series Id: CUURA421SA0
 Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items
Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2007	3.2	3.5	3.8	3.5	2.9	2.9	2.9	2.6	2.3	3.5	4.2	4.2	3.3	3.3	3.2
2008	3.9	3.1	3.3	3.1	3.7	5.4	5.7	5.1	4.5	3.4	1.0	0.1	3.5	3.8	3.3
2009	-0.1	0.0	-1.0	-1.3	-1.8	-2.2	-2.6	-1.7	-1.0	-0.4	0.9	1.8	-0.8	-1.1	-0.5
2010	1.8	1.4	1.9	1.9	1.8	0.9	0.9	0.8	0.4	0.7	0.7	1.3	1.2	1.6	0.8
2011	1.8	2.3	3.0	3.3	3.1	2.9	2.4	2.4	3.1	2.8	3.0	2.2	2.7	2.7	2.6
2012	2.1	2.1	2.0	1.5	1.6	1.6	1.9	2.3	2.2	3.0	2.1	1.9	2.0	1.8	2.3
2013	2.0	2.2	1.3	0.9	1.0	1.4	1.3	0.8	0.6	-0.1	0.4	1.1	1.1	1.5	0.7
2014	0.8	0.5	1.0	1.4	1.7	1.8	2.0	1.8	1.7	1.4	1.3	0.7	1.3	1.2	1.5
2015	-0.1	0.1	0.5	0.5	1.1	0.8	1.4	1.1	0.7	1.0	1.6	2.0	0.9	0.5	1.3
2016	3.1	2.4	1.7	2.0	1.4	1.8	1.1	1.4	1.9	2.2	1.8	2.0	1.9	2.1	1.7
2017	2.1														

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Consumer Price Index - Urban Wage Earners and Clerical Workers

Series Id: CWURA421SA0
 Not Seasonally Adjusted
 Area: Los Angeles-Riverside-Orange County, CA
 Item: All items
 Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2007	204.498	206.632	208.929	210.195	211.145	209.614	209.444	209.240	209.849	211.259	212.844	212.282	209.661	208.502	210.820
2008	213.825	214.231	216.493	217.914	219.702	222.435	223.245	221.230	220.285	218.726	214.083	211.007	217.765	217.433	218.096
2009	212.454	213.234	213.013	213.405	214.446	216.145	216.128	216.628	217.302	217.474	216.618	216.233	215.257	213.783	216.730
2010	217.290	217.090	218.157	218.475	218.787	218.222	218.367	218.752	218.427	219.339	218.694	219.619	218.435	218.004	218.866
2011	221.540	222.814	225.770	227.051	226.842	225.461	224.277	224.665	226.096	226.116	225.786	224.444	225.072	224.913	225.231
2012	226.245	227.585	230.281	230.023	230.180	228.917	228.446	230.229	231.085	233.431	230.426	228.940	229.649	228.872	230.426
2013	230.651	232.983	233.200	232.030	232.387	232.378	232.190	232.245	232.817	232.735	231.598	231.594	232.234	232.271	232.197
2014	232.578	233.886	235.500	235.717	236.647	236.880	236.963	236.504	236.451	235.921	233.896	232.330	235.273	235.201	235.344
2015	231.063	232.975	235.991	235.697	238.816	237.792	239.889	238.755	237.324	237.472	237.190	236.787	236.646	235.389	237.903
2016	238.609	238.262	239.146	239.536	240.320	240.522	240.580	240.267	240.851	241.932	240.809	240.846	240.140	239.399	240.881
2017	242.735	244.254													

12-Month Percent Change

Series Id: CWURA421SA0
 Not Seasonally Adjusted
 Area: Los Angeles-Riverside-Orange County, CA
 Item: All items
 Base Period: 1982-84=100

Download: [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2007	3.1	3.4	4.0	3.6	3.0	2.7	2.4	2.1	2.2	3.8	4.7	4.6	3.3	3.3	3.3
2008	4.6	3.7	3.6	3.7	4.1	6.1	6.6	5.7	5.0	3.5	0.6	-0.6	3.9	4.3	3.5
2009	-0.6	-0.5	-1.6	-2.1	-2.4	-2.8	-3.2	-2.1	-1.4	-0.6	1.2	2.5	-1.2	-1.7	-0.6
2010	2.3	1.8	2.4	2.4	2.0	1.0	1.0	1.0	0.5	0.9	1.0	1.6	1.5	2.0	1.0
2011	2.0	2.6	3.5	3.9	3.7	3.3	2.7	2.7	3.5	3.1	3.2	2.2	3.0	3.2	2.9
2012	2.1	2.1	2.0	1.3	1.5	1.5	1.9	2.5	2.2	3.2	2.1	2.0	2.0	1.8	2.3
2013	1.9	2.4	1.3	0.9	1.0	1.5	1.6	0.9	0.7	-0.3	0.5	1.2	1.1	1.5	0.8
2014	0.8	0.4	1.0	1.6	1.8	1.9	2.1	1.8	1.6	1.4	1.0	0.3	1.3	1.3	1.4
2015	-0.7	-0.4	0.2	0.0	0.9	0.4	1.2	1.0	0.4	0.7	1.4	1.9	0.6	0.1	1.1
2016	3.3	2.3	1.3	1.6	0.6	1.1	0.3	0.6	1.5	1.9	1.5	1.7	1.5	1.7	1.3
2017	1.7	2.5													

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THE FRIDAY FLYER
PROOF OF PUBLICATION
(2010, 2015.5)
STATE OF CALIFORNIA
County of Riverside

CITY OF CANYON LAKE
31516 Railroad Canyon Road
Canyon Lake, CA 92587

City of Canyon Lake
NOTICE OF PUBLIC HEARING

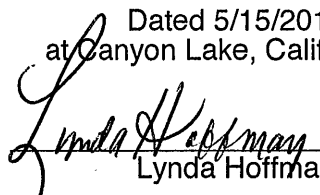
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am an authorized representative of THE FRIDAY FLYER, a newspaper of general circulation, printed and published weekly in the City of Canyon Lake, County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 29, 1996, Case Number 279205; that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

5/5/2017

5/12/2017

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated 5/15/2017
at Canyon Lake, California by


Lynda Hoffman

This space for filing stamp only

RECEIVED
MAY 17 2017
BY: SA

CITY OF CANYON LAKE
NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Canyon Lake will conduct a Public Hearing on Thursday, June 1, 2017 during the course of the Adjourned City Council meeting that begins at 5:30 p.m., at the Canyon Lake City Hall, Council Chambers, 31516 Railroad Canyon Road, Canyon Lake, CA 92587, pertaining to the annual adjustment of solid waste fees and residential collection on the annual tax roll for the fiscal year 2017-2018. As provided for in the contract between the City of Canyon Lake and CR&R Incorporated, the rates are adjusted annually to reflect the change in the Consumer Price Index (CPI) and the landfill costs.

The CPI and the landfill costs increased. The rate for basic service for a single family dwelling will increase 45 cents a month from \$21.90 to \$22.35. Refuse service for commercial, industrial and multi-family residential service will increase \$2.32 per month from \$123.35 to \$125.67 per month.

Residential solid waste fees will be placed on the tax roll for fiscal year 2017-2018. All such fees will be collected at the same time and in the same manner as County property taxes. The description of each lot or parcel is part of the records of the Assessor of the County of Riverside.

Anyone wishing to protest this action must file a written response or may appear personally at the public hearing. Prior to the hearing, written comments in favor or against should be sent to the Canyon Lake City Hall, City Clerk's Office at 31516 Railroad Canyon Road, Canyon Lake, CA 92587. If you challenge any project or fee in court, you may be held to raising only those issues you or someone else raised at the public hearing or in written correspondence to the City Clerk at or prior to the public hearing as described in this notice.

For additional information contact the City Hall at (951) 244-2955 or at 31516 Railroad Canyon Road, Canyon Lake, CA 92587. City Hall is open Monday through Thursday from 8 a. m. to 5 p.m.

Stephanie Hunter, Office Specialist
City of Canyon Lake
The Friday Flyer

Published: 5/5/2017, 5/12/2017

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Margaret Monson, Associate Engineer, Public Works

DATE: May 31, 2017

SUBJECT: Award of Contract –Wrought Iron Fence Repair Project #2016-03

Recommendation

That City Council:

1. Award and authorize the City Manager to execute a contract, and the City Manager or his designee to administer the terms of the contract to the lowest responsible bidder, AB Fence Company of Beaumont, California in the amount of \$64,444.00 for the Wrought Iron Fence Repair Project #2016-03; and
 - 1) Authorize the amounts of \$16,500 for contingency and \$7,000 for construction contract administration, staff time and inspection, for a total project budget in the amount of \$87,944; and
 - 2) Approve the plans and specifications prepared for this project.

Background

In October of 2016 a Request for Construction Bids was advertised for the Wrought Iron Fence Repair Project #2016-03; bids were opened in November of 2016; two bids were received and the low bid was \$103,995. The engineer’s estimate for the work was \$88,000. Staff decided to change the fence material design from the existing custom fencing to a stock fencing, to match the design of the south fence ring ornamentation, which is readily available and less expensive. Plans and specifications were redesigned and re-advertised for construction bids.

On May 18, 2017, bids were opened for the revised design. Five bidders submitted bids.

AB Fence Co.	Beaumont, CA	\$ 64,444.00
Harris Steel Fence Co.	Los Angeles, CA	\$ 79, 835.00
Fencecorp, Inc.	Riverside, CA	\$ 83, 605.50
Ace Fence Co.	La Puente, CA	\$104,049.00
Alcorn Fence Co.	Sun Valley, CA	\$112,212.50

On the basis of sealed competitive bids, received after publicly advertising, AB Fence Co. of Beaumont, CA, is the apparent lowest responsible bidder. Staff has checked their references and their documents.

Fiscal Impact

The Wrought Iron Fence Repair Phase I budget of \$87,944 was anticipated in this fiscal year 2016/2017 General Fund Budget and was planned for with the widening and construction of Railroad Canyon Road in 2012.

Due to the favorable bid prices received, staff is recommending approval of a higher contingency amount for the contract. Typically, the recommended contingency amount is 10% to 15% of the contract amount. Staff is recommending a contingency in the amount of \$16,500 (25% of the contract amount) for this contract. If approved, staff will work with the proposed contractor to replace the additional damaged fencing at the northwest corner of Country Club Drive and the additional fencing panels on the south side damaged due to vehicle collisions. This will allow the City to take advantage of the favorable bid prices and complete the additional damaged fencing sooner resulting in a higher level of service and an overall cost savings to the City.

Attachments

Agreement with AB Fence Company **(Contract will be provided at a later date)**
Construction Bid AB Fence Company **Pg. 77**
Plans and Specifications **Pg. 99**

BID FORM

Bid Date: May 18, 2017
Time: 10:00 AM
Place: 31516 Railroad Canyon Road – Canyon Lake
Project: Railroad Canyon Road Wrought Iron Fence Repair Project

TO THE CITY OF CANYON LAKE, hereinafter called the Agency, the undersigned, as Bidder, declares that he has carefully examined the location of the project, that he has examined the plans and specifications and addenda (if any), and has read the Information for Bidders, and hereby proposes and agrees, if this bid is accepted, to furnish all materials to do all work required to complete the said plans and specifications in the time and manner herein prescribed for the Bid Price set forth in the Schedule of Bid Items.

Proposal of AB FENCE COMPANY, hereinafter called "Bidder", organized and existing under the laws of CALIFORNIA State of California, doing business as INDIVIDUAL. Insert "a corporation", "a partnership", "a joint venture", or "an individual", as applicable.

No separate payment will be made for any item that is not specifically set forth in the Schedule of Bid Items. All costs, therefore, shall be included in the prices named in the Schedule of Bid Items for the various appurtenant items of work. In case of discrepancy between words and figures, words shall prevail.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies, as to his own organization that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Since time is of the essence, Bidder hereby agrees to commence work under this Contract in July 2017 and to fully complete all work on or before the 3rd calendar month after receiving the Notice to Proceed. Bidder agrees with the Agency that if the project is not fully completed within said time, he shall pay as liquidated damages the sum of \$250.00 (two hundred fifty dollars) for each calendar day thereafter until such completion and that this amount shall be presumed to be the amount of damages sustained by Agency in the event of such a breach by Bidder, as it would be impracticable or extremely difficult to fix the actual damage. The undersigned, as Bidder proposes and agrees, if the proposal is accepted, that he will execute a Contract with the Agency in the form set forth in the Contract Documents and that he will accept in full payment thereof the following prices, to wit:

NOTE: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41CFR 60-1.7(b)(1), and must be submitted by Bidders and proposed subcontractors only in connection with contracts and subcontracts which are subject to the equal opportunity clause.
Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or under are exempt).

Currently, Standard Form 100 (EE0-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract, subject to the Executive Orders, and have not filed the required reports should note that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

TITLE 23, UNITED STATES CODE, SECTION 112 NON-COLLUSION AFFIDAVIT

In accordance with Title 23, United States Code, Section 112, the Bidder hereby states, under penalty of perjury, that he has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

NOTE: The above Statement, Questionnaire, and Non-Collusion Affidavit are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement, Questionnaire, and non-Collusion Affidavit.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

**TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29
DEBARMENT AND SUSPENSION CERTIFICATION**

The Bidder, under penalty of perjury, certifies that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, office manager:

Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;

Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;

Does not have a proposed debarment pending; and

Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any manner involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

N/A

Exceptions will not necessarily result in denial of award, but will be considered in determining Bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

N/A

Note: Providing false information may result in criminal prosecution or administrative sanctions.

The above certification is part of the Proposal. Signing this proposal on the signature portion thereof shall also constitute signature of this Certification.

Person who inspected site of the proposed work as a representative of your firm:

Alberto G. BEDOLLA
Name (please print)

5-11-17
Date of Inspection

Bidder acknowledges receipt of the following Addenda:

N/A

Dated _____

Dated _____

Dated _____

Dated _____


Bidder's Signature

995035
Contractor's California
License No.

C-13
Type of License

AB FENCE CO / Alberto G. Bedolla
Name of License Holder

7-31-2018
Expiration Date

CITY OF CANYON LAKE
Bid Schedule – Railroad Canyon Road Wrought Iron Fence Repair Project

BIDDER NAME: AB FENCE COMPANY

Item	Description	Qty.	Unit	Unit Price	Extended Amount
1	Remove and dispose of existing tubular steel fencing.	510	LF	\$ 10. ⁰⁰	\$ 5,100. ⁰⁰
2	Remove and replace post footing, install sleeve to receive new fence post per detail; dispose of excavated material off-site.	39	EA	\$ 84. ⁰⁰	\$ 3,276. ⁰⁰
3	Remove from wall/curbing existing fence post. Core wall/curbing, install and grout new 36" long steel square sleeve to fit around new 2 1/2" square x 8' long x 16 gauge fence post.	32	EA	\$ 145. ⁰⁰	\$ 4,640. ⁰⁰
4	Furnish and install 3-rail steel fencing with and 2 1/2" square x 8' x 16 gauge steel posts see specifications for details.	510	LF	\$ 79. ⁰⁰	\$ 40,290. ⁰⁰
5	Install temporary fencing where existing fencing is removed.	510	LF	\$ 8. ⁰⁰	\$ 4,080. ⁰⁰
6	Install and maintain all traffic control devices and equipment for required lane closure per Caltrans Std Plan T11	1	LS	\$ 5,430. ⁰⁰	\$ 5,430. ⁰⁰
7	Furnish and install concrete pilaster cap to match existing, onto existing pilaster	1	EA	\$ 1,628. ⁰⁰	\$ 1,628. ⁰⁰

TOTAL FOR BID ITEMS 1 TO 7:

\$ 64,444.⁰⁰

(Figures)

TOTAL FOR BID ITEMS 1 TO 7:

SIXTY FOUR THOUSAND, FOUR HUNDRED FORTY FOUR DOLLARS & ZERO CENTS
 (Words)

Please note the following regarding bids:

- A. Award will be based upon lowest total of all bid items
- B. Bid shall include all sales tax, and all other taxes and fees.
- C. Bid is for a project complete-in-place
- D. Quantities above are for the purpose of comparison only, and payments will be made on a basis of actual measurement of work completed (except where noted otherwise such as for lump sum work).

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,
_____ A B Fence Company _____ as Principal,
and _____ Philadelphia Indemnity Insurance Company _____ as Surety,
are hereby held and firmly bound unto the CITY OF CANYON LAKE as Agency in the penal sum
of _____ ten percent of bid amount (10%) _____

_____ for the payment
of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors
and assigns.

Signed, this 17th day of May, 2017.

The Condition of the above obligation is such that whereas the Principal has submitted to the
Agency a certain Bid, attached hereto and hereby made a part hereof, to enter into a contract in
writing for the

RAILROAD CANYON ROAD WROUGHT IRON FENCE REPAIR PROJECT

NOW, THEREFORE,

- A. If said Bid shall be rejected, or
- B. If said Bid shall be accepted and the Principal shall execute and deliver a contract in the
Form of Contract attached hereto (properly completed in accordance with said Bid) and
shall furnish Bonds for his faithful performance of said Contract and for the payment of all
persons performing labor or furnishing materials in connection therewith, the required
Insurance Certificates, and shall in all other respects perform the agreement created by
the acceptance of said Bid, then this obligation shall be void, otherwise the same shall
remain in force and effect; it being expressly understood and agreed that the liability of
the Surety for any and all claims hereunder shall, in no event, exceed the penal amount
of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligation of said Surety
and its Bond shall be in no way impaired or affected by any extension of the time within which the
Agency may accept such Bid; and said Surety does hereby waive notice of any such extension.

THIS IS A REQUIRED FORM

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Two Witnesses
(If Individual):

Marcela B. Quinonez
SECRETARY/OWNER

Principle: A B Fence Company

By: [Signature]

Title: OWNER

ATTEST (If Corporation):

By: _____

Title: _____

(Corporate Seal)

ATTEST (If Corporation):

By: see attached notary

Title: _____

(Corporate Seal)

SURETY:

Philadelphia Indemnity Insurance Company

[Signature]
By: _____

Title: Michael R. Strahan, Attorney-In-Fact

IMPORTANT:

Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the Project is located.

THIS IS A REQUIRED FORM

Any claims under this bond may be addressed to:

(Name and Address of Surety)

Philadelphia Indemnity Insurance Company
One Bala Plaza
Bala Cynwyd, PA 19004

(Name and Address of Agent or Representative for service of process in California, if different from above)

KPS Insurance Services, Inc.

1620 5th Ave, Suite 340, San Diego, CA 92101

(Telephone Number of Surety and Agent or Representative for service of process in California)

Surety 717-540-2843 / agent 858-538-8822

THIS IS A REQUIRED FORM

PHILADELPHIA INDEMNITY INSURANCE COMPANY
One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint **MICHAEL R. STRAHAN OF KPS INSURANCE SERVICES, INC.**, its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed **\$25,000,000.00**.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

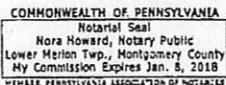
IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 14TH DAY OF NOVEMBER, 2016.



(Seal)

Robert D. O'Leary Jr., President & CEO
Philadelphia Indemnity Insurance Company

On this 14th day of November, 2016, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



Notary Public:

residing at:

Bala Cynwyd, PA

(Notary Seal)

My commission expires:

January 8, 2018

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and this Power of Attorney issued pursuant thereto on this 14th day of November, 2016 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY,

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 17th day of MAY, 2017



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

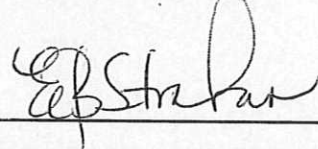
State of California
County of San Diego

On MAY 17th, 2017 before me, E.B. Strahan, Notary Public
(insert name and title of the officer)

personally appeared Michael R. Strahan
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature 

(Seal)



DESIGNATION OF SUBCONTRACTORS

In compliance with the provisions of section 2.3 of the (modified) Standard Specifications, the Bidder shall set forth below the name and location of the mill, shop or office of each Subcontractor and the portions of the work, which will be done by that Subcontractor.

In compliance with the provisions of the Government Code, Section 4100-4108, the undersigned Bidder herewith sets forth the name and location of the place of business of each Subcontractor who will perform work or labor or render service to the Contractor on or about the construction site of the work or improvements in an amount in excess of one-half of one percent (1/2%) of the Contractor's total bid and the portion of the work which will be done by each Subcontractor as follows:

<u>Subcontractor</u>	<u>% Of Work To Be Done</u>	<u>Trade & Type Of License</u>	<u>City</u>

N/A

*Identify any DBE subcontractors

LISTING OF MANUFACTURERS

The Contractor shall submit this sheet with his Bid, completed, to list the manufacturers of materials he intends to use. It shall be understood that where the Contractor elects not to use the material manufacturers called for in the Specifications, he will substitute only items of equal quality, durability, functional character and efficiency as determined by the Agency. The Contractor should ascertain prior to bidding the acceptability of substitutes. Only one manufacturer shall be listed for each item.

* Item or Material

Manufacturer or Supplier

Item #4

FSI (Fence specialties inc.)

No change shall be allowed of any material manufacturer listed after receipt of Bids unless the manufacturer so listed cannot furnish materials meeting the Specifications. Should such change be allowed by the Agency, there will be no increase in the amount of the Bid originally submitted.

* Identify DBE Suppliers

ANTI-TRUST CLAIM

In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the contractor or Subcontractor offers and agrees to assign to the Agency all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter (commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the Public Works Contract or the Contract or the Subcontract. This assignment shall be made and become effective at the time the Agency tenders final payment to the Contractor, without further acknowledgment by the parties.

RESPECTFULLY SUBMITTED:

Alberto G. Bedolla
Signature

Alberto G. BEDOLLA
Please Print

OWNER
Title

1130 Wellwood Ave BEAUMONT CA
Address
92223

05/18/17
Date

995035
Contractor's California
License No.

C-13
Type of License

Alberto G. Bedolla
Name of License Holder

7/31/2018
Expiration Date

THE REPRESENTATIONS MADE HEREIN ARE MADE UNDER PENALTY OF PERJURY.

47-1616005
Federal I.D. No.

(Seal – if Bid is by a Corporation)

ATTEST _____

CALIFORNIA JURAT WITH AFFIANT STATEMENT

GOVERNMENT CODE § 8202

- See Attached Document (Notary to cross out lines 1-6 below)
- See Statement Below (Lines 1-6 to be completed only by document signer[s], not Notary)

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

Signature of Document Signer No. 1 _____ Signature of Document Signer No. 2 (if any) _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
 County of Riverside

Subscribed and sworn to (or affirmed) before me
 on this 18 day of MAY, 2017,
 by Alberto Bedolla
 (1) _____
 (and (2) _____),
 Name(s) of Signer(s)



proved to me on the basis of satisfactory evidence
 to be the person(s) who appeared before me.

Signature Shannea Forrest
 Signature of Notary Public

Seal
 Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Anti trust claim Document Date: 5/18/17

Number of Pages: 15 Signer(s) Other Than Named Above: _____

CERTIFICATION -LABOR CODE SECTION 1861

I, the undersigned Contractor, am aware of the provisions of section 3700 et. seq. of the Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I, the undersigned Contractor, agree to and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR:

AB FENCE COMPANY
Firm Name

Alberto Bedolla
Signature

Alberto G. BEDOLLA
Print Name

995035
Contractor's California License No.

7/31/2018
Expiration Date

CERTIFICATION OF NON-DISCRIMINATION

On behalf of the Bidder making this proposal, the undersigned certifies that there will be no discrimination in employment with regard to ethnic group identification, color, religion, sex, age, physical or mental disability, or national origin; that all Federal, State, and local directives and executive orders regarding nondiscrimination in employment will be complied with; and that the principle of equal opportunity in employment will be demonstrated positively and aggressively.

DATED: 05/18/17

AB FENCE COMPANY / ALBERTO G. BEDOLLA
(Name of Bidder)

Alberto G. Bedolla
(Signature)

OWNER
(Typed Name and Title)

995035
California License No.

C-13
Type of License

AB FENCE CO / ALBERTO G. BEDOLLA
Name of License Holder

7-31-2018
Expiration Date

EXPERIENCE STATEMENT

Bidder submits, as part of his bid, the following statements as to his experience qualifications. Bidder certifies that all statements and information set forth below are true and accurate. Bidder hereby authorizes the agency to make inquiry as appropriate regarding his experience.

Bidder has been engaged in the contracting business under his present business name for 3 years.

Bidder's experience in work of a nature similar in type and magnitude to that set forth in the Specification extends over a period of 15+ years.

Bidder, as Contractor, has satisfactorily completed all Contracts awarded to him, except as follows:

(Name any/all exceptions and reasons and attach and designate additional pages if necessary.)

N/A

Within the last three years, Bidder has satisfactorily completed the following contracts covering work similar in type and magnitude to that set forth in these Specifications for the following owners (name person, firms, or authorities):

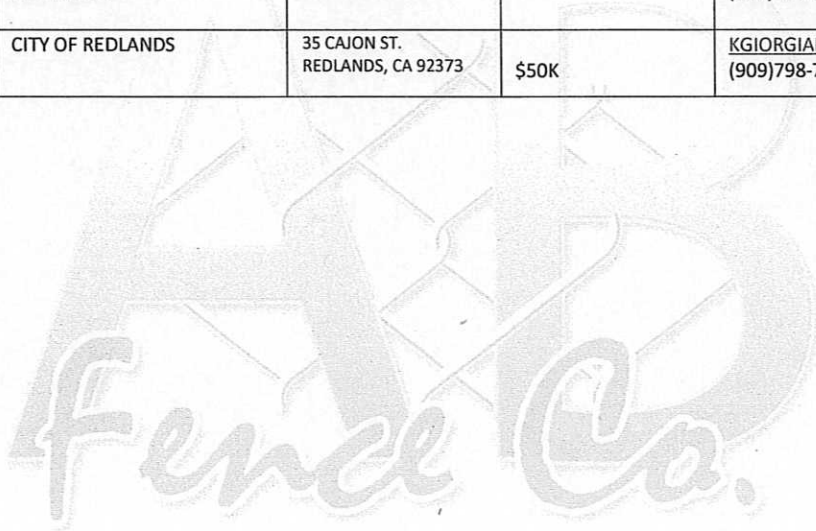
<u>Name & Address Of Owner/Agency</u>	<u>Representative And Telephone</u>	<u>Type of Work, Year Completed & \$ Amount</u>
<u>see Attached</u>		

(Bidder shall attach and properly designate additional pages, if necessary.)



1130 WELLWOOD AVE BEAUMONT, CA 92223
OFFICE:(844)707-0007 FAX:(909)453-3254
LIC # 995035 C-13

NAME:	ORGANIZATION:	ADDRESS:	PROJECT AMOUNT	INFO:
ROBERT BARTON	OLIVE VISTA BEHAVIRON HEALTH CENTER-POMONA	2335 S. TOWNE AVE. POMONA, CA 91766	\$50K	ROBERT.BARTON@GENESISIHCC.COM (909)628-6024
CHUCK COLLETT	CITY OF YUCAIPA	34272 YUCAIPA BLVD. YUCAIPA, CA 92399	\$140K	CCOLLETT@YUCAIPA.ORG (909)841-0336
JOE ACETO	REDLANDS SCHOOL DISTRICT	20 W. LUGONIA AVE. REDLANDS, CA 92374	\$47K	JOE_ACETO@REDLANDES.K12.CA.US 951-203-1432
SCOTT WASHBURN	CITY OF YUCAIPA	34272 YUCAIPA BLVD. YUCAIPA, CA 92399	\$30K	SWASHBURN2@YUCAIPA.ORG (909)649-5981
DAVE GARVEY	SEAFOOD RESTAURANT. PALM SPRINGS	73505 EL PASEO DR. PALM DESERT, CA 92260	\$9K	DAVE@PACIFICASEAFOODRESTAURANT.COM (760)331-9290
TIM MAUS	TIM MAUS PAVING AND GRADING INC-LAKE ELSINORE	31900 MISSION TRAIL, LAKE ELSINORE, CA 92530	\$40K	TIM@TMAUSPAVING.COM (951)602-0383
TOBBIN WHITT	ABC PROPERTIES SAN DIEGO	4949 LA SIERRA AVE. RIVERSIDE, CA 92505	\$40K	TOBIN.WHITT@PACIFICPRODUCTION.COM (619)520-9694
KATHLEEN GIORGIANI	CITY OF REDLANDS	35 CAJON ST. REDLANDS, CA 92373	\$50K	KGIORGIANI@CITYOFREDLANDS.ORG (909)798-7655





STATE OF CALIFORNIA
**CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE**



License No: **995035**

Entity: **INDIV**

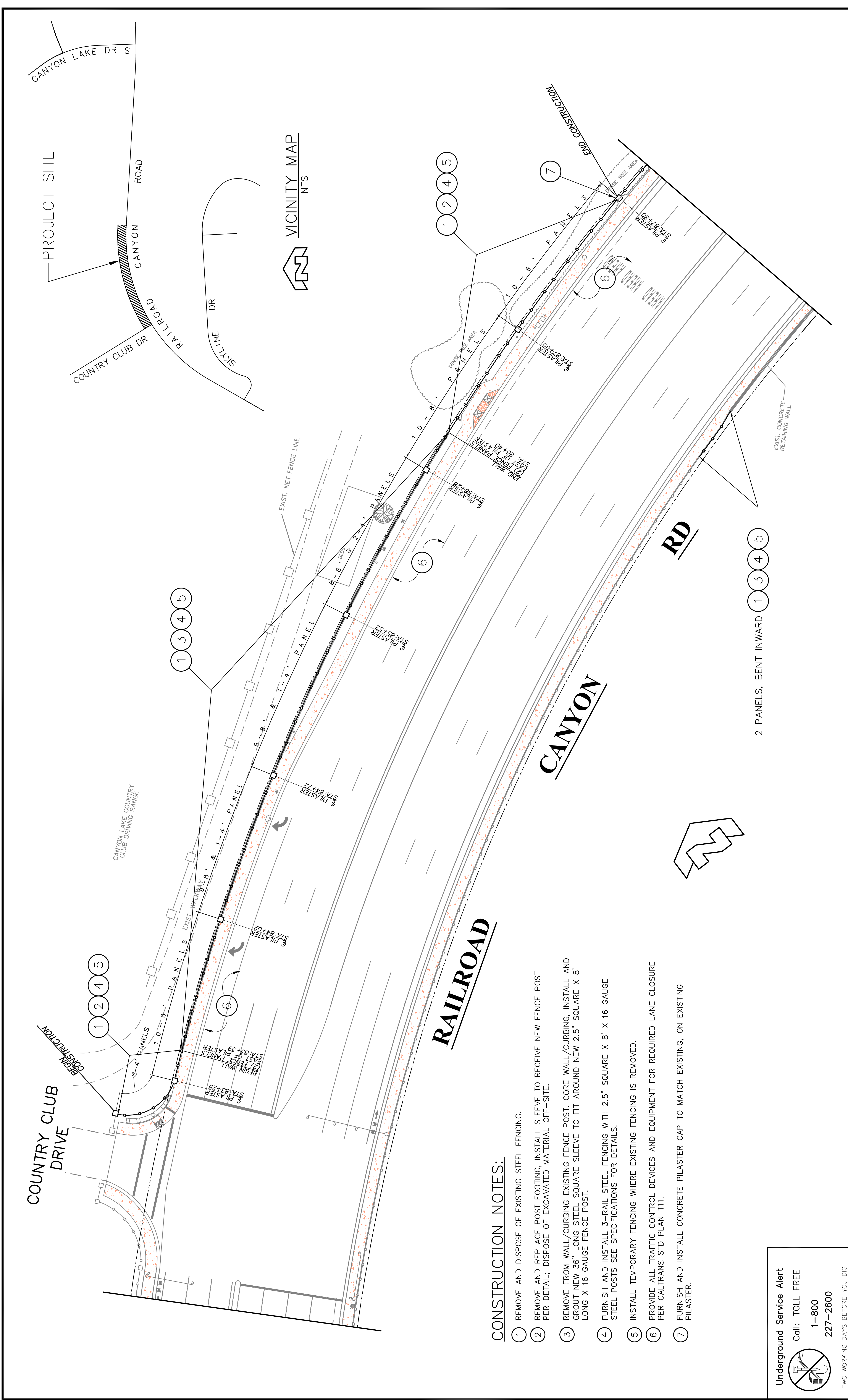
Business Name: **A B FENCE COMPANY**

Classification: **C13**

Expiration Date: **07/31/2018**

www.csib.ca.gov

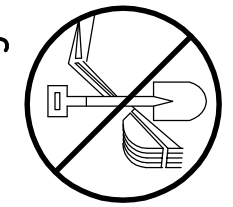




CONSTRUCTION NOTES:

- 1 REMOVE AND DISPOSE OF EXISTING STEEL FENCING.
- 2 REMOVE AND REPLACE POST FOOTING, INSTALL SLEEVE TO RECEIVE NEW FENCE POST PER DETAIL; DISPOSE OF EXCAVATED MATERIAL OFF-SITE.
- 3 REMOVE FROM WALL/CURBING EXISTING FENCE POST. CORE WALL/CURBING, INSTALL AND GROUT NEW 3/6" LONG STEEL SQUARE SLEEVE TO FIT AROUND NEW 2.5" SQUARE X 8' LONG X 16 GAUGE FENCE POST.
- 4 FURNISH AND INSTALL 3-RAIL STEEL FENCING WITH 2.5" SQUARE X 8' X 16 GAUGE STEEL POSTS SEE SPECIFICATIONS FOR DETAILS.
- 5 INSTALL TEMPORARY FENCING WHERE EXISTING FENCING IS REMOVED.
- 6 PROVIDE ALL TRAFFIC CONTROL DEVICES AND EQUIPMENT FOR REQUIRED LANE CLOSURE PER CALTRANS STD PLAN T11.
- 7 FURNISH AND INSTALL CONCRETE PILASTER CAP TO MATCH EXISTING, ON EXISTING PILASTER.

Underground Service Alert
 Call: TOLL FREE
 1-800
 227-2600



TWO WORKING DAYS BEFORE YOU DIG

CITY OF CANYON LAKE
 31516 RAILROAD CANYON ROAD
 CANYON LAKE, CA 92587
 (951) 244-2955
 FAX (XXX) XXX-XXXX
 WEB SITE: CITYOFCANYONLAKE.ORG
 EMAIL: info@cityofcanyonlake.com

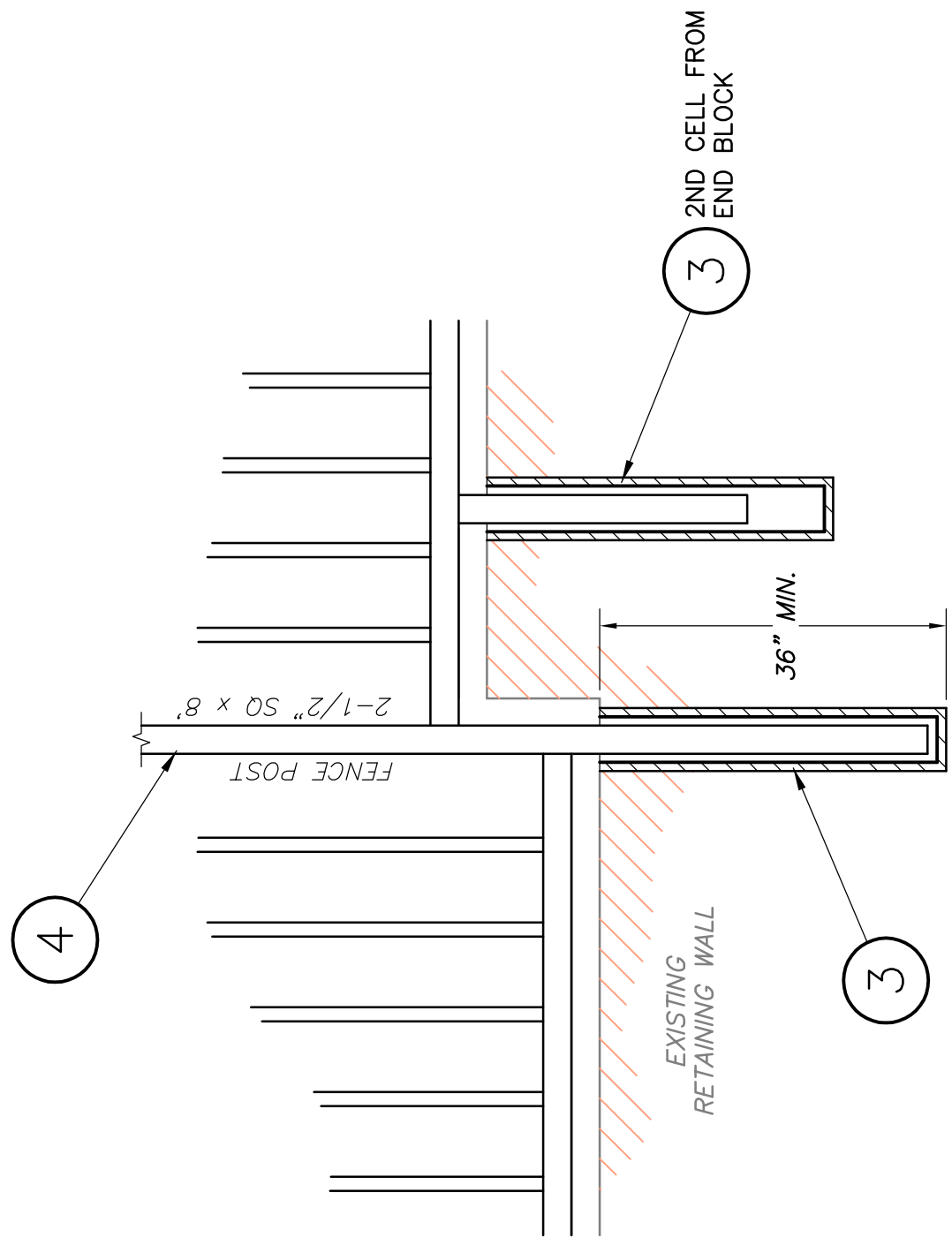
BENCHMARK:

NO.	DESCRIPTION	DATE	BY

CITY OF CANYON LAKE
 PUBLIC WORKS DEPT.
 REVIEWED BY:
 DANNY CHOW
 CITY ENGINEER
 DATE: _____ EXP: _____
 PREPARED UNDER THE SUPERVISION OF:
 PROJECT ENGINEER R.C.E. NO. _____ DATE _____

DESIGNED BY: _____ 08/16 DATE
 MM
 DRAWN BY: _____ 08/16 DATE
 TH
 CHECKED BY: _____ 08/16 DATE
 DC

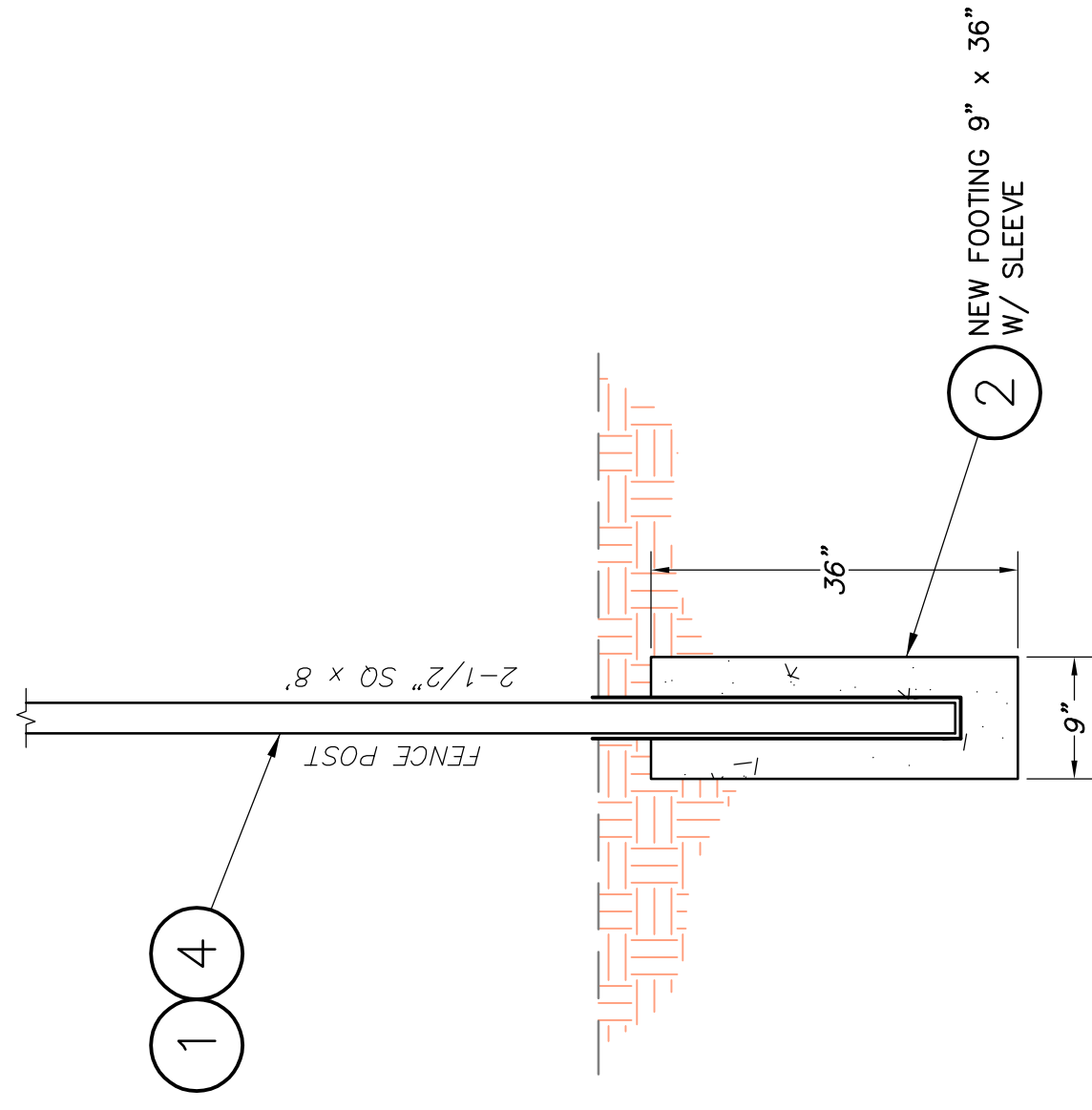
CITY OF CANYON LAKE
 PLAN SHEET
WROUGHT IRON FENCE REPAIR
 PROJECT NUMBER _____ SCALE: 1"=20'
 SHEET 1 OF 2



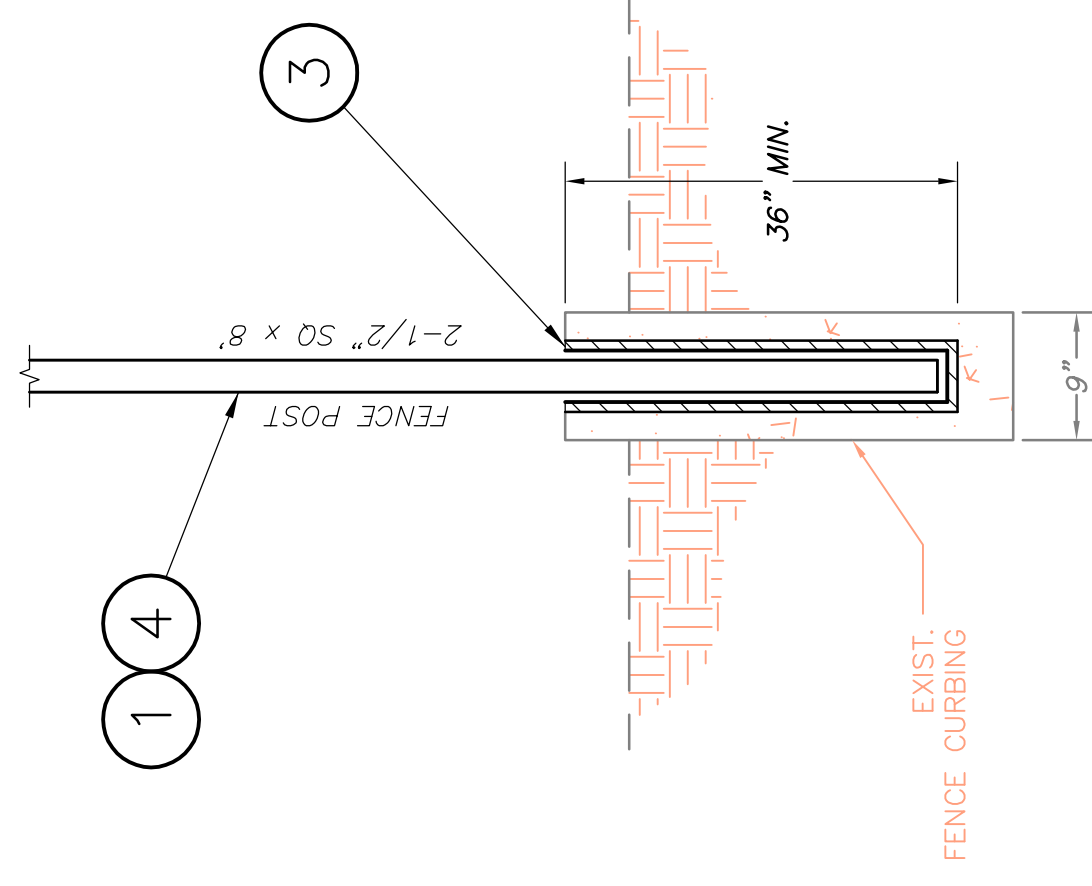
WALL DETAIL
N.T.S.

CONSTRUCTION NOTES:

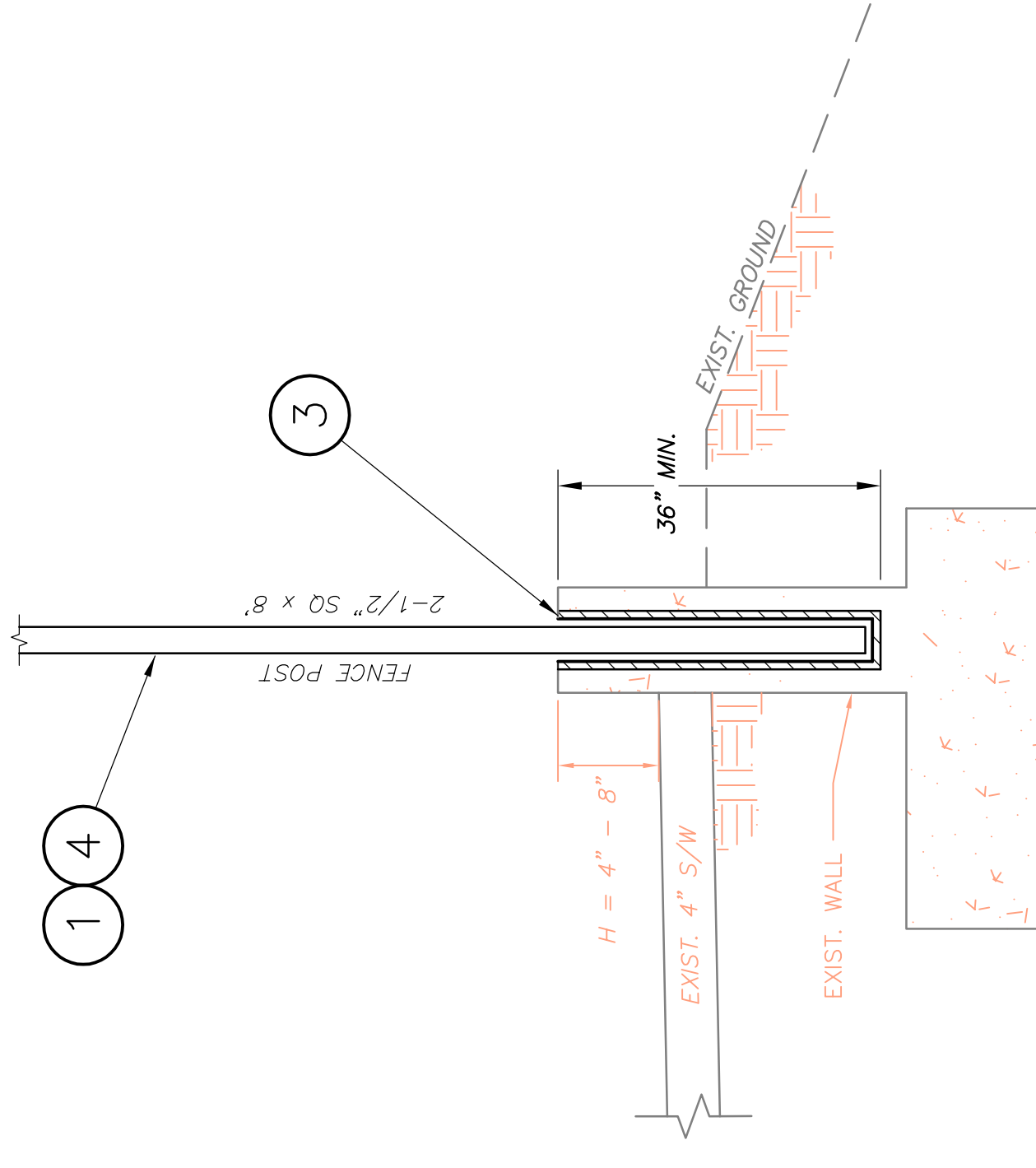
- ① REMOVE AND DISPOSE OF EXISTING STEEL FENCING.
- ② REMOVE AND REPLACE POST FOOTING; INSTALL SLEEVE TO RECEIVE NEW FENCE POST PER DETAIL; DISPOSE OF EXCAVATED MATERIAL OFF-SITE.
- ③ REMOVE FROM WALL/CURBING EXISTING FENCE POST. CORE WALL/CURBING, INSTALL AND GROUT NEW 36" LONG STEEL SQUARE SLEEVE TO FIT AROUND NEW 2.5" SQUARE X 8" LONG X 16 GAUGE FENCE POST.
- ④ FURNISH AND INSTALL 3-RAIL STEEL FENCING WITH 2.5" SQUARE X 8' X 16 GAUGE STEEL POSTS SEE SPECIFICATIONS FOR DETAILS.



REMOVE AND REPLACE POST FOOTING
N.T.S.



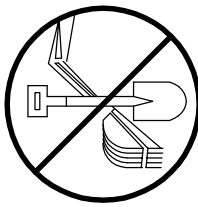
CORED CURBING DETAIL 3
N.T.S.



CORED WALL DETAIL 3
N.T.S.

Underground Service Alert

Call: TOLL FREE
1-800
227-2600



TWO WORKING DAYS BEFORE YOU DIG

CITY OF CANYON LAKE
31516 RAILROAD CANYON ROAD
CANYON LAKE, CA 92587
(951) 244-2955
FAX (XXX) XXX-XXXX
WEB SITE: CITYOFCANYONLAKE.ORG
EMAIL: info@cityofcanyonlake.com

BENCHMARK:

NO.	DESCRIPTION	DATE	BY

CITY OF CANYON LAKE
REVIEWED BY:

DANNY CHOW
CITY ENGINEER
DATE: _____ EXP: _____
R.C.E. NO. _____

PREPARED UNDER THE SUPERVISION OF:

PROJECT ENGINEER R.C.E. NO. _____ DATE _____

DESIGNED BY: _____
MM _____

08/16
DATE

DRAWN BY: _____
TH _____

08/16
DATE

CHECKED BY: _____
DC _____

08/16
DATE

CITY OF CANYON LAKE
DETAIL SHEET

WROUGHT IRON FENCE REPAIR

SCALE: AS SHOWN

PROJECT NUMBER

SHEET 2 OF 2

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Margaret Monson, Associate Engineer, Public Works

DATE: June 1, 2017

SUBJECT: Award of Contract –Fire Station Shower Repair and Water Heater Closet Repair Project #2017-02 and Fire Station ADA Retrofit Project #2017-07

Recommendation

That City Council:

1. Award and authorize the City Manager to execute a contract, and the City Manager or his designee to administer the terms of the contract to the lowest responsible bidder, Masterline Plumbing, Inc. of Rancho Cucamonga, California in the amount of \$8,690.00 for the Fire Station Shower Repair and Water Heater Closet Door Repair Project #2017-02; and
2. Authorize the amounts of \$1,500 for contingency and \$1,000 for construction contract administration, staff time and inspection, for a total project budget in the amount of \$11,190 for Fire Station Shower Repair and Water Heater Closet Door Project #2017-02; and
3. Award and authorize the City Manager to execute a contract, and the City Manager or his designee to administer the terms of the contract to the lowest responsible bidder, Masterline Plumbing, Inc. of Rancho Cucamonga, California in the amount of \$7,425.00 for the ADA Retrofit Project #2017-07; and
4. Authorize the amounts of \$1,500 for contingency and \$1,000 for construction contract administration, staff time and inspection, for a total project budget in the amount of \$9,925.00 for the Fire Station ADA Retrofit Project #2017-07.

Background

On May12 of 2017 a Request for Construction Bids was electronically advertised for the Fire Station Shower Repair and Water Heater Closet Repair Project #2017-02 and ADA Retrofit Project #2017-07. Local contractors were invited to bid and a job walk was held on May 18. Three bids were received and were bids opened on May 22, 2017. The low bid for Fire Station Shower Repair and Water Heater Closet Door Repair Project #2017-02 was \$8,690. The low bid for the ADA Retrofit Project #2017-07 was \$7,425.00.

2017-02 Fire station Shower and Water Heater Closet Repair

				Masterline Plumbing	Proteam Construction	WF Rice Jr
Item #	Item Description	Estimated	Unit of	Item Total	Item Total	Item Total
		Quantity	Measure			
1	Remove and replace shower doors and enclosure located in bunk and engine room bathrooms, respectively.	1	LS	\$1,250.00	\$2,500.00	\$13,071.00
2	Remove and replace water heater closet door with vented door with combustion air inlets.	1	EA	\$1,050.00	\$5,200.00	\$840.00
3	install fiberglass shower liner in bunk and engine room bathroom showers	3	EA	\$6,390.00	\$12,000.00	\$0.00
Bid List Total:				\$8,690.00	\$19,700.00	\$13,911.00

# 2017-07 Fire Station ADA Retrofit						
				Masterline Plumbing	Proteam Construction	WF Rice Jr
Item #	Item Description	Estimated	Unit of	Item Total	Item Total	Item Total
		Quantity	Measure			
1	Remove and replace shower doors and enclosure located in bunk and engine room bathrooms, respectively.	1	LS	\$4,450.00	\$12,500.00	\$3,054.00
2	Remove and replace water heater closet door with vented door with combustion air inlets.	1	EA	\$1,600.00	\$4,500.00	\$1,091.00
3	install fiberglass shower liner in bunk and engine room bathroom showers	3	EA	\$200.00	\$1,250.00	\$225.00
4	Remove and replace existing door knobs with ADA compliant door levers, match existing locking or non locking knob type. Furnish two copies of keys for each interior locking type lever and four copies of exterior lever key.	1	LS	\$1,175.00	\$6,500	\$576.00
Bid List Total:				\$7,425.00	\$24,750.00	\$5,396.00

WF Rice Jr withdrew their bid for errors on the Fire Station ADA Retrofit Project #2017-07 due to mathematical errors. On the basis of competitive bids, received after advertising, Masterline Plumbing of Rancho Cucamonga, California, is the apparent lowest responsible bidder. Staff has checked their references, license and their documents and found favorable reviews.

Fiscal Impact

The Fire Station Shower Repair and Water Heater Closet Door Repair Project #2017-02 budget of \$11,190 and ADA Retrofit Project #2017-07 of \$9,925.00 was anticipated in this fiscal year 2016/2017 General Fund Budget and was planned for with the approval of the Fire Station Rough Order of Magnitude Budget at the City Council Meeting on April 5, 2017.

Due to the possibility of additional drywall replacement, staff is recommending approval of a higher contingency amount for the contract. Typically, the recommended contingency amount is 10% to 15% of the contract amount. Staff is recommending a contingency in the amount of \$1,500 (17% and 20% respectively of each of the contract amounts) for each contract. If approved, staff will work with the proposed contractor to replace any additional damaged drywall and insulation, once found when the removals take place. This will allow the City to take advantage of the favorable bid prices and complete any potential additional work sooner resulting in a higher level of service and an overall cost savings to the City.

Attachments

Fire Station Shower Repair and Water Heater Closet Door Repair Project #2017-02 Agreement with Masterline Plumbing, Inc. **(Contract will be provided at a later date)**

Fire Station ADA Retrofit Project #2017-07 Agreement with Masterline Plumbing, Inc. **(Contract will be provided at a later date)**

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

DATE: June 1, 2017

SUBJECT: Review and discussion of Resolution No. 2017-09, adopting the City's Fiscal Year 2017/2018 Budget and Appropriations Limit

Recommendation:

City Council review and discuss Resolution No. 2017-09, adopting the budget, appropriating revenue and establishing the appropriations limit for Fiscal Year 2017-2018; and authorizing the City Manager to execute contracts per the budget and Municipal Code.

Background:

The attached budget for Fiscal Year 2017-2018 is presented to the City Council for review.

The historic General Fund revenue detail can be found on budget page 4, and the historic General Fund expenditure detail is on budget page 5. At the bottom of budget page 8, a pie chart identifies General Fund Expenditures by function.

Budget page 9, entitled Fund Balance Summary, of the proposed 2017-2018 budget identifies the City's projected fund balance at \$3,400,000 at June 30, 2017 (unaudited).

The budget indicates General Fund revenues estimated to be \$4,784,300 for Fiscal Year 2017-2018. Estimated General Fund expenditures are \$4,928,269. The projected fund balance at June 30, 2018 is \$3,275,031. The budget reflects a General Fund deficit of \$143,969 for Fiscal Year 2017-18.

The major changes from the Fiscal Year 2016-17 budget are as follows:

- Increase of \$20,000 in Utility Users Tax, based on actual FY 2016-17 amounts
- Increase of \$57,000 in Sales & Use Tax based on actual FY 2016-17 amounts
- Increase of \$27,000 in Fire Structure Fees based on actual FY 2016-17 amounts and assessed values
- Includes \$36,000 for a grant from AVA for the purchase of a vehicle
- Increase in the City Council Budget of \$5,000 for a lobbyist and \$4,000 for the Canyon Lake Chamber of Commerce
- Decreased the City Clerk Department Budget \$85,249, which includes \$65,479 for salary and benefits and \$20,000 for election services.

- Increased the Finance Department Budget by \$30,000 to hire a consultant for a User Fee Study
- Increased the Law Enforcement Budget \$135,604, which is a 10% increase as requested from the County of Riverside
- Increased the Fire Budget \$311,000 to \$1,532,300 to reflect the new Cooperative agreement amount and opening the Fire Station, as well as a onetime cost of \$80,000 for an exhaust ventilation system for the Station.
- Increased the Animal Control Department Budget by \$39,300, \$18,900 in debt service costs and \$20,400 in sheltering costs as a result of the City of Canyon Lake's percentage of animal count for 2016 increasing from 2015 and increased costs to run the shelter
- Increased the Special Enforcement Budget \$120,576 which includes \$55,386 in salary and benefits as a result of increased hours and benefits for the Code Enforcement Supervisor and the creation of a new position of Code Compliance Technician. The additional increase is for the purchase of a new vehicle for the Department, which is \$60,000 of which \$36,000 will be offset with an AVA Grant
- For the Gas Tax Special Revenue Fund there is an increase of \$530,000 for slurry seal of Railroad Canyon Road
- For the AQMD Special Revenue Fund we are proposing to purchase a new alternative fuel vehicle to be used by Special Enforcement for \$55,000
- In the Capital Projects Fund we are proposing \$28,000 for speed project on Railroad Canyon Road and a monument sign on Goetz Road for \$6,800, the costs will be offset by a Beyond Grant of \$34,800 from WRCOG

Budget (or Fiscal) Impact:

See attached Proposed Budget document.

Attachments:

1. Resolution No. 2017-09 **Pg. 107**
2. Proposed Budget **Pg. 109**

Resolution 2017-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE ADOPTING THE BUDGET, APPROPRIATING REVENUE AND ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed budget for the 2017-2018 fiscal year commencing July 1, 2017 and ending June 30, 2018, and

WHEREAS, the City Council held a Council Meeting to discuss the proposed budget on June 1, 2017 where all interested persons were provided the opportunity to be heard, and

WHEREAS, the City Council has considered the same budget and comments thereon, and has determined it is necessary for the efficient management of the City that certain sums of revenue be appropriated to the various departments, officers, agencies and activities of the City, and

WHEREAS an appropriations limit must be established for FY 2017-2018 to meet the legal requirements of Article XIII B of the California Constitution, including the designation of certain revenues as tax proceeds, as set forth in said budget.

NOW THEREFORE the City Council of the City of Canyon Lake does resolve as follows:

Section 1. For the Fiscal Year ending June 30, 2018, the appropriations limit has been computed using the change in population for the City of Canyon Lake and the change in California per capita personal income as set out in Section 7901 of the Government Code. The appropriations limit for the fiscal year ending June 30, 2018 is established at \$ 5,614,442 as verified by calculations attached "Exhibit A".

Section 2. The City Council hereby identifies and authorizes a total estimated Operations, Debt Service and Capital Budget for FY 2017-2018 in the amount of \$6,060,569 with reserves and balances of \$4,386,831 and appropriates said amount from revenues of the City to the departments, functions and funds as contained in the Budget and authorizes the City Manager to carry out the City's expenditures in conformity herewith.

Passed and adopted this XX day of June, 2017.

Mayor

Attest:

Stephanie Hunter,
Office Specialist

State of California)
County of Riverside)ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2017-09 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting thereof, held on June XX, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Hunter
Office Specialist

**City of Canyon Lake
Revenue Summary by Fund
Fiscal Year 2017-2018**

Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
GENERAL FUND				
General Fund	\$ 3,838,984	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300
SPECIAL REVENUE FUNDS				
Gas Tax	289,284	251,861	230,400	292,700
Measure A	212,469	171,301	175,400	175,400
AQMD Trust	13,640	14,863	12,700	13,200
Law Enforcement Grants	106,256	114,618	100,100	100,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 621,649	\$ 552,643	\$ 518,600	\$ 581,300
DEBT SERVICE FUND				
Debt Service	\$ 4,056	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ -	\$ -	\$ -	\$ 34,800
TOTAL	\$ 4,464,689	\$ 5,267,431	\$ 5,185,464	\$ 5,400,400

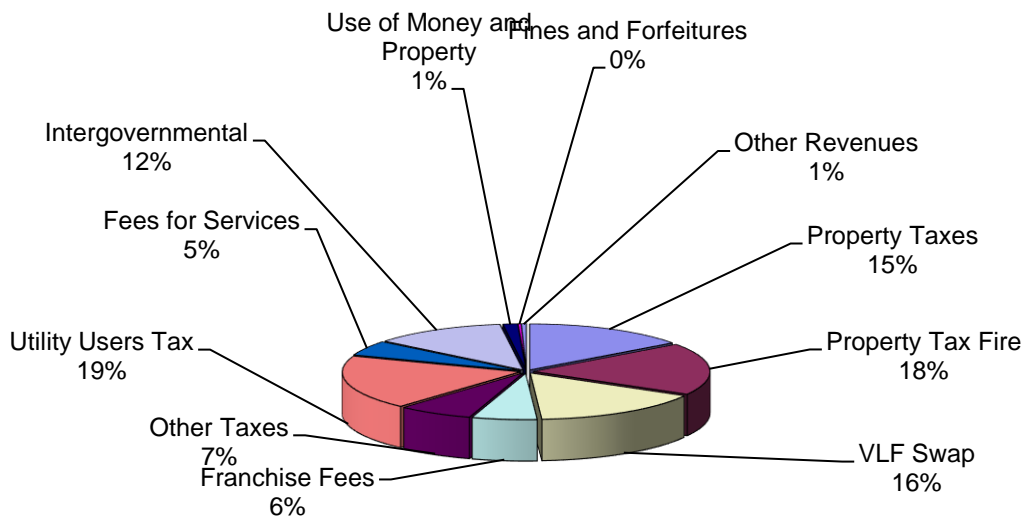
**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2017-2018**

Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
GENERAL FUND				
Property Taxes	\$ 729,047	\$ 760,972	\$ 806,500	\$ 808,900
Property Taxes Fire	917,446	955,399	958,000	985,000
VLF Swap	779,237	817,192	843,600	850,000
Sales Tax	193,097	234,033	170,000	227,000
Utility Users Tax	-	1,024,814	1,000,000	1,020,000
Franchise Fees	320,286	326,537	320,100	319,100
Other Taxes	125,439	127,532	130,000	140,800
Fees for Services	279,271	308,535	311,800	281,500
Intergovernmental	141,153	10,982	19,264	41,800
Use of Money and Property	49,467	84,824	67,600	70,200
Fines and Forfeitures	16,963	20,470	15,000	15,000
Other Revenues	37,095	43,498	25,000	25,000
Total General Fund	\$ 3,588,501	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300
SPECIAL REVENUE FUNDS				
Gas Tax				
Intergovernmental Revenue	\$ 287,499	\$ 241,643	\$ 230,000	\$ 291,700
Use of Money and Property	1,785	10,218	400	1,000
Measure A				
Intergovernmental Revenue	211,947	168,134	175,000	175,000
Use of Money and Property	522	3,167	400	400
AQMD Trust				
Intergovernmental Revenue	13,432	13,754	12,500	13,000
Use of Money and Property	208	1,109	200	200
Law Enforcement Grants				
Intergovernmental Revenue	106,229	114,618	100,000	100,000
Use of Money and Property	27	-	100	-
Miscellaneous Grants Fund				
Intergovernmental Revenue	-	-	-	-
Total Special Revenue	\$ 621,649	\$ 552,643	\$ 518,600	\$ 581,300

**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2017-2018**

Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
Debt Service				
Use of Money and Property	\$ -	\$ -	\$ -	\$ -
Transfers In	4,056	-	-	-
Total Debt Service	\$ 4,056	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ 34,800
Other Revenues	-	-	-	-
Transfers In	-	-	-	-
Total Capital Projects	\$ -	\$ -	\$ -	\$ 34,800
TOTAL	\$ 4,214,206	\$ 5,267,431	\$ 5,185,464	\$ 5,400,400

Revenue Summary by Type



**City of Canyon Lake
Fiscal Year 2017-2018**

General Fund Revenue Detail

Code	Description	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2016-17
Taxes					
4020	Base Property Tax (S)	\$ 643,973	\$ 680,985	\$ 713,000	\$ 723,000
4030	Base Property Tax (U)	29,826	30,342	32,200	33,500
4032	Property Tax Fire	917,446	955,399	958,000	985,000
4040	Homeowner-S Exemption Reimb	9,123	9,057	9,400	8,900
4050	Real Property Transfer Tax	74,783	66,472	72,000	76,800
4060	Property Tax-Py (S)	29,041	24,303	30,700	26,700
4070	Property Tax -Py (U)	2,705	1,757	2,400	2,300
4080	Property Tax 2345/Cur/Sup	10,139	10,240	13,000	10,200
4090	Property Tax 2345/Py/Sup	4,240	4,288	5,800	4,300
4705	Property Tax Vlf Swap	779,237	817,192	843,600	850,000
4100	Sales & Use Tax	193,097	234,033	170,000	227,000
4130	Utility Users Tax	250,483	1,024,814	1,000,000	1,020,000
4150	Franchise Fee - Cable Tv	116,551	121,176	116,000	124,000
4160	Transient Lodging Tax	50,656	61,060	58,000	64,000
4170	Edison Franchise Fee	112,220	112,965	114,000	108,000
4180	Refuse Disposal Franchise Fee	85,727	87,682	84,800	84,800
4190	So. Cal Gas Franchise Fee	5,788	4,713	5,300	2,300
	Subtotal Taxes	\$ 3,315,035	\$ 4,246,478	\$ 4,228,200	\$ 4,350,800
Licenses, Permits & Fees					
4200	Construction/Bldg Permit Fee	\$ 200,511	\$ 209,525	\$ 229,000	\$ 200,000
4201	CBSC Green Fees	-	-	300	300
4202	SMIP Fees	-	-	800	800
4220	Site Plan Review	5,048	23,286	6,000	6,000
4225	Credit Card Convenience Fee	-	897	1,000	1,000
4230	Miscellaneous Planning Fees	-	-	1,000	-
4231	Grading Fees	-	-	500	1,000
4250	Encroachment Fees	1,300	1,216	4,000	2,000
4786	Cable Access Fee	17,143	17,476	16,800	18,000
4450	Foreclosure Fees	3,510	5,720	4,400	4,400
4400	Business License Fee	51,759	50,415	48,000	48,000
	Subtotal Licenses, Permits & Fees	\$ 279,271	\$ 308,535	\$ 311,800	\$ 281,500
Use of Money & Property					
4690	Library Lease Income	\$ 38,770	\$ 40,374	\$ 42,500	\$ 45,100
4695	Multi-Purpose Lease Income	210	100	100	100
4792	Sale of Assets	-	-	-	-
4900	Interest Income	10,487	44,351	25,000	25,000
	Subtotal Use of Money & Property	\$ 49,467	\$ 84,825	\$ 67,600	\$ 70,200
Intergovernmental					
4700	Motor Vehicle License Fee	\$ 4,600	\$ 4,398	\$ 4,785	\$ -
4590	Grant Revenues (Emergency, AVA)	4,553	6,584	-	36,000
	Grant Revenues (WRCOG Beyond)	132,000	-	13,479	4,800
	Grant Revenues (DUI, Etc)	-	-	1,000	1,000
	Subtotal Intergovernmental	\$ 141,153	\$ 10,982	\$ 19,264	\$ 41,800
Fines & Forfeitures					
4600	Court, Vehicle & Parking Fees	\$ 16,963	\$ 20,470	\$ 15,000	\$ 15,000
Other Income					
4790	Miscellaneous	\$ 37,095	\$ 43,498	\$ 25,000	\$ 25,000
	TOTAL REVENUE	\$ 3,838,984	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300

City of Canyon Lake Fiscal Year 2017-2018				
General Fund Expenditure Detail				
Department	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
City Council				
Personnel	\$ 21,664	\$ 20,593	\$ 20,572	\$ 19,540
Operations & Maintenance	52,598	35,291	43,220	54,355
City Attorney				
Operations & Maintenance	230,458	98,996	80,000	80,000
City Manager				
Personnel	153,323	188,618	266,941	274,774
Operations & Maintenance	113,528	81,295	83,700	89,390
Capital Outlay	-	-	900	1,000
City Clerk				
Personnel	181,166	151,968	146,557	81,078
Operations & Maintenance	27,061	15,808	40,370	20,600
Finance				
Personnel	45,033	5,772	-	3,900
Operations & Maintenance	88,032	109,550	108,510	139,425
Planning				
Personnel	-	-	-	-
Operations & Maintenance	56,258	62,189	56,100	56,000
Building & Safety				
Operations & Maintenance	155,333	95,362	162,250	141,600
Law Enforcement				
Operations & Maintenance	1,403,484	1,486,677	1,658,896	1,794,500
Fire				
Personnel	-	-	-	-
Operations & Maintenance	1,262,969	850,050	1,221,300	1,452,300
Capital Outlay	-	-	-	80,000
Emergency Preparedness				
Operations & Maintenance	9,625	10,388	9,980	9,980
Animal Control				
Operations & Maintenance	133,007	167,872	157,700	197,000
Public Works				
Operations & Maintenance	4,116	75,264	40,300	50,300
NPDES				
Personnel	14,639	15,237	15,984	21,098
Operations & Maintenance	45,560	46,338	46,660	60,300
Special Enforcement				
Personnel	64,517	60,351	97,132	152,518
Operations & Maintenance	26,553	10,584	12,840	18,030
Capital Outlay	-	-	900	60,900
Building & Facilities Maintenance				
Operations & Maintenance	56,782	74,931	64,300	65,280
Capital Outlay	-	-	-	4,400
TOTAL EXPENDITURES	\$ 4,145,706	\$ 3,663,134	\$ 4,335,112	\$ 4,928,269

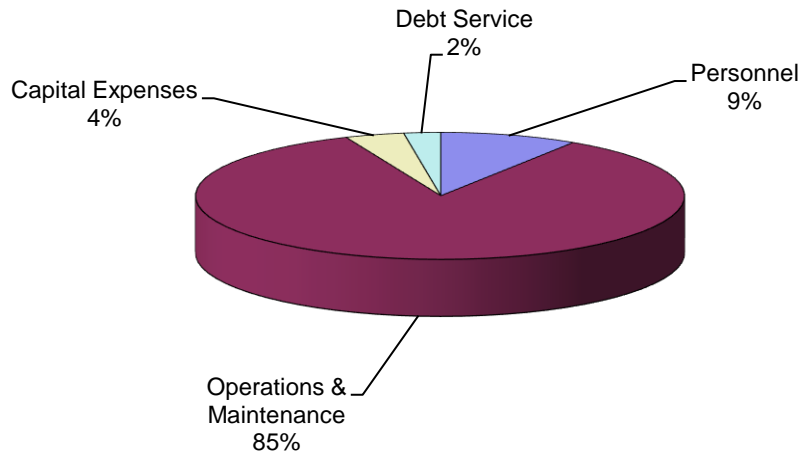
**City of Canyon Lake
Expenditure Summary by Fund
Fiscal Year 2017-2018**

Fund Type & Name	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
GENERAL FUND				
General Fund	\$ 4,145,706	\$ 3,663,134	\$ 4,335,112	\$ 4,928,269
SPECIAL REVENUE FUNDS				
Kangaroo Rat	\$ -	\$ -	\$ -	\$ -
RSA	-	-	-	-
Gas Tax	77,415	117,406	265,800	766,500
Measure A	132,000	137,000	142,000	147,000
AQMD Trust	-	-	-	55,000
Law Enforcement Grants	100,000	100,100	100,100	129,000
Miscellaneous Grants	248	-	-	-
TOTAL SPECIAL REVENUE	\$ 309,663	\$ 354,506	\$ 507,900	\$ 1,097,500
DEBT SERVICE FUND				
Debt Service	\$ 6,390	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ -	\$ -	\$ 30,000	\$ 34,800
TOTAL	\$ 4,461,759	\$ 4,017,640	\$ 4,873,012	\$ 6,060,569

**City of Canyon Lake
Expenditure Summary by Category
Fiscal Year 2017-2018**

CATEGORY/TYPE	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
Personnel	\$ 449,221	\$ 479,389	\$ 518,380	\$ 552,909
Operations & Maintenance	3,537,482	3,401,251	3,675,081	5,124,560
Capital Expenses	33,248	-	431,800	236,100
Debt Service	281,945	137,000	137,000	147,000
Transfers Out	4,056	-	-	-
TOTAL	\$ 4,305,952	\$ 4,017,640	\$ 4,762,261	\$ 6,060,569

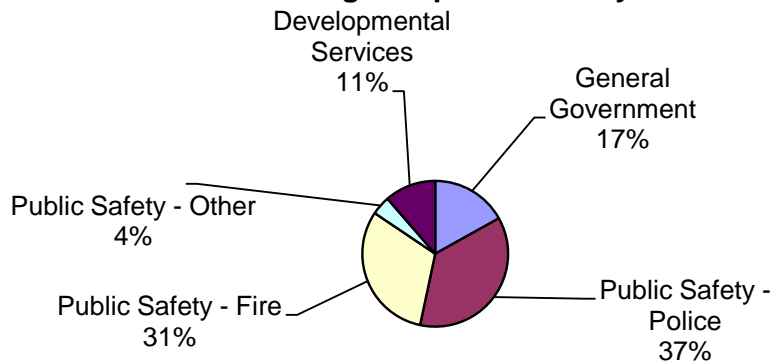
Expenditures by Category Fiscal Year 2016-2017



**City of Canyon Lake
General Fund Budget Expenditure Summary
Fiscal Year 2017-2018**

Department/Division	Personnel	O & M	Capital	Total
GENERAL GOVERNMENT				
100 City Council	\$ 19,540	\$ 54,355	\$ -	\$ 73,895
200 City Attorney	-	80,000	-	80,000
310 City Manager	274,774	89,390	1,000	365,164
320 City Clerk	81,078	20,600	-	101,678
330 Finance	3,900	139,425	-	143,325
550 P W Building & Fac Maint	-	65,280	4,400	69,680
SUBTOTAL	\$ 379,292	\$ 449,050	\$ 5,400	\$ 833,742
DEVELOPMENT SERVICES				
350 Planning	\$ -	\$ 56,000	\$ -	\$ 56,000
360 Building and Safety	-	141,600	-	141,600
510 Public Works Administration	-	50,300	-	50,300
515 NPDES	21,098	60,300	-	81,398
520 Special Enforcement	152,518	18,030	60,900	231,448
SUBTOTAL	\$ 173,616	\$ 326,230	\$ 60,900	\$ 560,746
PUBLIC SAFETY				
410 Law Enforcement	\$ -	\$ 1,794,500	\$ -	\$ 1,794,500
420 Fire & Medical Aid	-	1,452,300	80,000	1,532,300
425 Emergency Preparedness	-	9,980	-	9,980
430 Animal Control	-	197,000	-	197,000
SUBTOTAL	\$ -	\$ 3,453,780	\$ 80,000	\$ 3,533,780
TOTAL	\$ 552,909	\$ 4,229,060	\$ 146,300	\$ 4,928,269

General Fund Budget Expenditures by Function



**City of Canyon Lake
Fund Balance Summary
Fiscal Year 2017-2018**

Fund Type & Name	Estimated Available Balance 06/30/17	+	Estimated Revenues 2017-18	=	Funds Available 2017-18	-	Budgeted Appropriations 2017-18	=	Estimated Available Balance 06/30/18
GENERAL FUND									
General Fund	\$ 3,400,000		\$ 4,784,300	*	\$ 8,184,300		\$ 4,928,269	*	\$ 3,256,031
SPECIAL REVENUE FUNDS									
Gas Tax	800,000		292,700		1,092,700		766,500		326,200
Measure A	320,000		175,400		495,400		147,000		348,400
AQMD Trust	110,000		13,200		123,200		55,000		68,200
Law Enforcement Grants	29,000		100,000		129,000		129,000		-
Miscellaneous grants	21,000		-		21,000		-		21,000
TOTAL SPECIAL REVENUE	\$ 1,280,000		\$ 581,300		\$ 1,861,300		\$ 1,097,500		\$ 763,800
DEBT SERVICE FUND									
Debt Service	\$ -		\$ -		\$ -		\$ -		\$ -
CAPITAL IMPROVEMENT FUND									
Capital Projects	\$ 367,000		\$ 34,800		\$ 401,800		\$ 34,800		\$ 367,000
TOTAL	\$ 5,047,000	+	\$ 5,400,400	=	\$ 10,447,400	-	\$ 6,060,569	=	\$ 4,386,831

* The proposed General Fund Budget anticipates a budgeted deficit of \$

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Council - 100			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 18,600	\$ 18,000	\$ 18,000	\$ 18,000
6080	Benefits	3,064	2,593	2,572	1,540
	Personnel Total:	\$ 21,664	\$ 20,593	\$ 20,572	\$ 19,540
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ -	\$ -	\$ -	\$ -
6220	Departmental Expense	8,850	6,473	9,750	8,610
6240	Printing	76	-	150	-
6440	Mileage Reimbursement	184	-	-	-
6510	Conference/Meeting/Travel Exp	6,701	7,583	8,700	8,700
6520	Membership/Dues/Publications	16,843	13,913	16,220	14,800
6610	Professional/Specialized Services	12,000	-	-	5,000
6620	Emissions Control Program	177	-	-	-
6830	Promotion and Advertising	7,767	7,322	8,400	17,245
	O & M Total:	\$ 52,598	\$ 35,291	\$ 43,220	\$ 54,355
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 21,664	\$ 20,593	\$ 20,572	\$ 19,540
	Operations & Maintenance	52,598	35,291	43,220	54,355
	Capital	-	-	-	-
		\$ 74,262	\$ 55,884	\$ 63,792	\$ 73,895

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Council - 100	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
6010	Salaries and Wages	\$ 18,000	\$ 18,000
	City Council Members (5)		
6080	Benefits	2,572	1,540
	Medicare/Workers Comp		
Personnel Total:		\$ 20,572	\$ 19,540
6220	Departmental Expense	\$ 9,750	\$ 8,610
6240	Printing	150	-
	Printing of Council materials		
6510	Conference/Meeting/Travel Exp	8,700	8,700
	League of CA Cities Conference	\$ 7,100	
	League Division Meetings	\$ 700	
	WRCOG General Assembly	\$ -	
	Miscellaneous Meetings	\$ 500	
	Chamber Meetings	\$ 400	
6520	Membership/Dues/Publications	16,220	14,800
	League of CA Cities	\$ 5,750	
	Riverside Division	\$ 100	
	SCAG	\$ 1,220	
	WRCOG	\$ 1,450	
	WRCOG Solid Waste	\$ 800	
	LAFCO	\$ 800	
	2-1-1 Riverside County	\$ 380	
	Merchant Owners Assoc (assessment)	\$ 4,300	
6610	Professional/Specialized Services	-	5,000
	Lobbyist	\$ 5,000	
6830	Promotion and Advertising	8,400	17,245
	Chamber of Commerce	\$ 5,325	
	Veterans Day Celebration	\$ 4,000	
	Christmas Tree Lighting	\$ 4,000	
	Advertisement/Promotion	\$ 1,000	
	Windows	\$ 120	
	Trauma Intervention Program	\$ 1,500	
	Student of the Month	\$ 800	
	Fiesta Days Sponsorship	\$ 500	
O & M Total:		\$ 43,220	\$ 54,355

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

<u>General Government</u>		<u>City Attorney - 200</u>			
<u>Function - Department</u>		<u>Division - Code</u>			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6610	Professional/Specialized Services	\$ 230,458	\$ 98,996	\$ 80,000	\$ 80,000
	O & M Total:	\$ 230,458	\$ 98,996	\$ 80,000	\$ 80,000
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	230,458	98,996	80,000	80,000
	Capital	-	-	-	-
		<u>\$ 230,458</u>	<u>\$ 98,996</u>	<u>\$ 80,000</u>	<u>\$ 80,000</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Attorney - 200	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6610	Professional/Specialized Services Attorney services	\$ 80,000	\$ 80,000
	O & M Total:	\$ 80,000	\$ 80,000
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Manager - 310			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 133,797	\$ 163,426	\$ 210,000	\$ 214,000
6080	Benefits	19,526	25,192	56,941	60,774
	Personnel Total:	\$ 153,323	\$ 188,618	\$ 266,941	\$ 274,774
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ 10,039	\$ 13,879	\$ 14,600	\$ 16,720
6215	EOC Equipment/Supplies	46	-	-	-
6220	Departmental Expense	67	262	300	300
6310	Communications	749	764	900	1,020
6440	Mileage Reimbursement	1,017	514	1,000	250
6510	Conference/Meeting/Travel Exp	938	80	4,300	5,600
6520	Membership/Dues/Publications	-	-	-	-
6610	Professional/Specialized Services	71,828	33,480	31,200	32,600
6710	Training and Education	80	526	1,000	1,000
6965	Credit Card Fees	-	1,340	-	800
6840	Liability Property Ins & Deductible	28,764	30,450	30,400	31,100
	O & M Total:	\$ 113,528	\$ 81,295	\$ 83,700	\$ 89,390
CAPITAL COSTS					
8010	Computer Upgrade	\$ -	\$ -	\$ 900	\$ 1,000
	Capital Total:	\$ -	\$ -	\$ 900	\$ 1,000
DIVISION SUMMARY					
	Personnel	\$ 153,323	\$ 188,618	\$ 266,941	\$ 274,774
	Operations & Maintenance	113,528	81,295	83,700	89,390
	Capital	-	-	900	1,000
		\$ 266,851	\$ 269,913	\$ 351,541	\$ 365,164

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Manager - 310	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ 210,000	\$ 214,000
	City Manager	\$ 130,000	
	Administrative Service Mgr	\$ 84,000	
6080	Benefits	56,941	60,774
	Medical/Dental/PERS/WC/Medicare		
	Personnel Total:	\$ 266,941	\$ 274,774
6210	Office Expense and Supplies	\$ 14,600	\$ 16,720
	General office supplies		
6220	Departmental Expense	300	300
6310	Communications	900	1,020
	Telephones	\$ 720	
	Service charge IPADs	\$ 300	
6440	Mileage Reimbursement	1,000	250
6510	Conference/Meeting/Travel Exp	4,300	5,600
	League of CA Cities Conference	\$ 1,400	
	League Division Meetings	\$ 200	
	ICMA Conference	\$ 2,500	
	League Division City Manager Conf	\$ 1,500	
6520	Membership/Dues/Publications	-	-
	CCMFA	\$ -	
6610	Professional/Specialized Services	31,200	32,600
	Support services	\$ 23,100	
	Other support services	\$ 4,000	
	Annual Website update	\$ 4,800	
	Web domain and offsite backup	\$ 700	
6710	Training and Education	1,000	1,000
6840	Liability Property Ins & Deductible	30,400	31,100
	General Liability Premium	\$ 25,000	
	Property Premium	\$ 2,700	
	Cyber	\$ 800	
	Crime Bond	\$ 700	
	ERMA	\$ 1,900	
6965	Credit Card fees		800
	O & M Total:	\$ 83,700	\$ 89,390
8010	Computer Upgrade	\$ 900	\$ 1,000
	Capital Total:	\$ 900	\$ 1,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government
Function - Department

City Clerk - 320
Division - Code

Object Acct #	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS				
6010 Salaries and Wages	\$ 155,194	\$ 129,403	\$ 108,268	\$ 55,194
6080 Benefits	25,972	22,565	38,289	25,884
Personnel Total:	\$ 181,166	\$ 151,968	\$ 146,557	\$ 81,078
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ 7,209	\$ 10,088	\$ 6,900	\$ 6,900
6240 Printing	3,399	3,460	4,200	3,700
6310 Communications	350	-	-	-
6440 Mileage Reimbursement	-	121	400	400
6510 Conference/Meeting/Travel Exp	149	1,500	4,000	200
6520 Membership/Dues/Publications	130	639	1,070	1,100
6610 Professional/Specialized Services	15,624	-	21,800	5,000
6710 Training and Education	200	-	2,000	3,300
O & M Total:	\$ 27,061	\$ 15,808	\$ 40,370	\$ 20,600
CAPITAL COSTS				
8010 Computer Upgrade	\$ -	\$ -	\$ -	\$ -
Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ 181,166	\$ 151,968	\$ 146,557	\$ 81,078
Operations & Maintenance	27,061	15,808	40,370	20,600
Capital	-	-	-	-
	\$ 208,227	\$ 167,776	\$ 186,927	\$ 101,678

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Clerk - 320	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
6010	Salaries and Wages	\$ 108,268	\$ 55,194
	City Clerk	\$ -	
	Deputy City Clerk	\$ 41,496	
	Senior Office Specialist	\$ 13,698	
	Parttime Office Specialist	\$ -	
6080	Benefits	38,289	25,884
	Medical/Dental/PERS/WC/Medicare		
Personnel Total:		\$ 146,557	\$ 81,078
6220	Departmental Expense	\$ 6,900	\$ 6,900
	Meeting taping	\$ 5,000	
	Service charge IPADs	\$ 300	
	Hosted mail subscriptions	\$ 600	
	Miscellaneous	\$ 1,000	
6240	Printing	4,200	3,700
6440	Mileage Reimbursement	400	400
6510	Conference/Meeting/Travel Exp	4,000	200
	Miscellaneous meetings	\$ 200	
	Travel	\$ -	
	Clerk Conference	\$ -	
6520	Membership/Dues/Publications	1,070	1,100
	Notary	\$ 100	
	IIMC	\$ 160	
	Publications	\$ 700	
	So Cal Clerks	\$ 140	
6610	Professional/Specialized Services	21,800	5,000
	City Clerk Consultant	\$ 4,000	
	Antivirus Software	\$ -	
	Election Consultant	\$ 1,000 *	
6710	Training and Education	2,000	3,300
O & M Total:		\$ 40,370	\$ 20,600
8010	Computer Replacement	\$ -	\$ -
Capital Total:		\$ -	\$ -

* = One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		Finance - 330			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 32,405	\$ -	\$ -	\$ -
6080	Benefits	12,628	5,772		3,900
	Personnel Total:	\$ 45,033	\$ 5,772	\$ -	\$ 3,900
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ 9,477	\$ 10,653	\$ 10,200	\$ 9,600
6220	Departmental Expense	2,461	2,012	500	250
6440	Mileage Reimbursement	55	36	500	250
6520	Membership/Dues/Publications	-	-	110	-
6530	Software	1,328	1,363	800	825
6610	Professional/Specialized Services	66,211	85,486	86,200	118,300
6612	Annual Audit Expense	8,500	10,000	10,000	10,000
6710	Training and Education	-	-	200	200
	O & M Total:	\$ 88,032	\$ 109,550	\$ 108,510	\$ 139,425
CAPITAL COSTS					
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 45,033	\$ 5,772	\$ -	\$ 3,900
	Operations & Maintenance	88,032	109,550	108,510	139,425
	Capital	-	-	-	-
		\$ 133,065	\$ 115,322	\$ 108,510	\$ 143,325

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		Finance - 330	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
6010	Salaries and Wages	\$ -	\$ -
	Accounting Specialist	\$ -	
6080	Benefits	6,000	3,900
	Retiree Medical	\$ 3,900	
Personnel Total:		\$ 6,000	\$ 3,900
6210	Office Expense and Supplies	\$ 10,200	\$ 9,600
	Toshiba lease and supplies		
6220	Departmental Expense	500	250
	Bank charges	\$ 250	
6440	Mileage Reimbursement	500	250
6520	Membership/Dues/Publications	110	-
	Costco	\$ -	
6530	Software	800	825
	SAGE MIP Licensing	\$ 825	
6610	Professional/Specialized Services	86,200	118,300
	Contract Accounting Firm	\$ 80,400	
	HDL	\$ 2,500	
	GASB 68 Acturarial PERS	\$ 1,300	
	Software support plan	\$ 600	
	Payroll service	\$ 3,500	
	Fee Study (Carryover from prior year)	\$ 30,000 *	
6612	Annual Audit Expense	10,000	10,000
6710	Training and Education	200	200
	Computer	\$ 200	
O & M Total:		\$ 108,510	\$ 139,425
8010	Computer Upgrade	\$ -	\$ -
Capital Total:		\$ -	\$ -

* One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Planning - 350			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 36	\$ 100	\$ 100	\$ -
6616	Regular Planning Services	56,222	62,089	56,000	56,000
6619	General Plan Services	-	-	-	-
	O & M Total:	\$ 56,258	\$ 62,189	\$ 56,100	\$ 56,000
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	56,258	62,189	56,100	56,000
	Capital	-	-	-	-
		<u>\$ 56,258</u>	<u>\$ 62,189</u>	<u>\$ 56,100</u>	<u>\$ 56,000</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Planning - 350	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ -	\$ -
	Planning Tech	\$ -	-
6080	Benefits	-	-
	Medicare, SUI, WC	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 100	\$ -
6616	Regular Planning Services	56,000	56,000
	Contract City Planner	\$ 56,000	
O & M Total:		\$ 56,100	\$ 56,000
None			
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Building & Safety - 360			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6015	Special Enforcement Salary	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expenses	\$ 2,127	\$ 2,006	\$ 950	\$ 1,600
6240	Printing & Advertising	41	-	-	-
6520	Membership/Dues/Publications	-	-	-	-
6610	Professional/Specialized Services	153,165	93,356	161,300	140,000
6840	Liability Property Ins and Ded	-	-	-	-
6845	Booking Fees	-	-	-	-
	O & M Total:	\$ 155,333	\$ 95,362	\$ 162,250	\$ 141,600
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	155,333	95,362	162,250	141,600
	Capital	-	-	-	-
		\$ 155,333	\$ 95,362	\$ 162,250	\$ 141,600

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Building & Safety - 360	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Special Enforcement Salary	\$ -	\$ -
6080	Benefits	-	-
	Medical/Dental/PERS/WC/Medicare \$ -		
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 950	\$ 1,600
6520	Membership/Dues/Publications	-	-
	State Building Officials \$ -		
6610	Professional/Specialized Services	161,300	140,000
	Consulting Services (Charles Abbott) \$ 140,000		
	Hazardous Pools \$ -		
O & M Total:		\$ 162,250	141,600
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Police		Law Enforcement - 410		
Function - Department		Division - Code		
Object Acct #	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6210 Office Expense and Supplies	\$ -	\$ -	\$ -	\$ -
6220 Departmental Expense	43	-	350	350
6240 Printing	-	1,932	1,000	1,000
6310 Communications	-	-	-	-
6330 Rentals & Leases	-	-	-	-
6335 Facility Rate	53,024	51,943	55,060	56,000
6410 Vehicle & Equip Maint/Support	155	-	1,800	1,800
6420 Fuel and Lubricants	-	-	-	-
6610 Professional/Specialized Services	1,319,005	1,407,504	1,561,486	1,696,400
6845 Booking Fees	12,418	6,149	19,980	19,700
6850 Cal ID	10,768	10,826	10,900	10,900
6861 County RMS System	8,071	8,323	8,320	8,350
6866 Gang Task Force	-	-	-	-
O & M Total:	\$ 1,403,484	\$ 1,486,677	\$ 1,658,896	\$ 1,794,500
CAPITAL COSTS				
8000 Boats	\$ -	\$ -	\$ -	\$ -
8001 New Vehicles	-	-	-	-
Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	1,403,484	1,486,677	1,658,896	1,794,500
Capital	-	-	-	-
	\$ 1,403,484	\$ 1,486,677	\$ 1,658,896	\$ 1,794,500

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Police		Law Enforcement - 410	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
	None	\$ -	\$ -
Personnel Total:		\$ -	\$ -
6210	Office Expense and Supplies	\$ -	\$ -
6220	Departmental Expense	350	350
6240	Printing	1,000	1,000
6335	Facility Rate	55,060	56,000
6410	Vehicle & Equip Maint/Support	1,800	1,800
6610	Professional/Specialized Services	1,561,486	1,696,400
	Police Services (total)		\$ 1,805,400
6620	Extra Duty		\$ 20,000
	Less CalCOPS Fund offset		\$ (129,000) #
6845	Booking Fees	19,980	19,700
	County Booking		\$ 12,000
6846	Blood/Alcohol Analysis		\$ 7,700
6850	Cal ID	10,900	10,900
6861	County RMS System	8,320	8,350
O & M Total:		\$ 1,658,896	\$ 1,794,500
8000	Boats	\$ -	\$ -
8001	New Vehicles		
8010	Vehicle Replacement	-	-
Capital Total:		\$ -	\$ -

= Amount of Law Enforcement costs charged to the Police Grants Fund.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Fire		Fire & Medical - 420			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ 36,020	\$ -	\$ -
6080	Benefits	-	830	-	-
	Personnel Total:	\$ -	\$ 36,850	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 285	\$ 732	\$ 2,000	\$ 4,000
6320	Utilities	9,105	6,509	9,300	12,300
6610	Professional/Specialized Services	1,253,579	805,959	1,210,000	1,436,000
	O & M Total:	\$ 1,262,969	\$ 813,200	\$ 1,221,300	\$ 1,452,300
CAPITAL COSTS					
8000	Equipment	\$ -	\$ -	\$ -	\$ -
8018	Station Upgrades	-	-	-	80,000
	Capital Total:	\$ -	\$ -	\$ -	\$ 80,000
DIVISION SUMMARY					
	Personnel	\$ -	\$ 36,850	\$ -	\$ -
	Operations & Maintenance	1,262,969	813,200	1,221,300	1,452,300
	Capital	-	-	-	80,000
		\$ 1,262,969	\$ 850,050	\$ 1,221,300	\$ 1,532,300

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Fire		Fire & Medical - 420	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ -	\$ -
6080	Benefits	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 2,000	\$ 4,000
6320	Utilities	9,300	12,300
	Electric	\$ 7,200	
	Water	\$ 5,100	
6610	Professional/Specialized Services	1,210,000	1,436,000
	Cal Fire Contract	\$ 1,436,000	
O & M Total:		\$ 1,221,300	\$ 1,452,300
8000	Equipment	\$ -	\$ -
8018	Station Upgrades	-	80,000
Capital Total:		\$ -	\$ 80,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425		
Function - Department		Division - Code		
Object Acct #	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6215 EOC Equipment/Supplies	\$ 95	\$ -	\$ -	\$ -
6220 Departmental Expense	8,452	9,310	8,900	8,900
6310 Communications	1,078	1,078	1,080	1,080
6710 Training	-	-	-	-
O & M Total:	\$ 9,625	\$ 10,388	\$ 9,980	\$ 9,980
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	9,625	10,388	9,980	9,980
Capital	-	-	-	-
	\$ 9,625	\$ 10,388	\$ 9,980	\$ 9,980

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
	None	\$ -	\$ -
Personnel Total:		\$ -	\$ -
6215	Emergency Management	\$ -	\$ -
	Matching Grant Expense	\$ -	
6220	Departmental Expense	-	
	Code Red Services	8,900	8,900
	Supplies	\$ 1,400	
6310	Communications (Emergency Management EOC)	1,080	1,080
	XSAT Global	\$ 1,080	
6320	Utilities	-	-
6710	Training	-	-
O & M Total:		\$ 9,980	\$ 9,980
	None	\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Animal Control
Function - Department

Animal Control - 430
Division - Code

Object Acct #	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6610 Professional/Specialized Services	\$ 75,665	\$ 106,194	\$ 94,000	\$ 114,400
6900 Debt Service	57,342	61,678	63,700	82,600
O & M Total:	\$ 133,007	\$ 167,872	\$ 157,700	\$ 197,000
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	133,007	167,872	157,700	197,000
Capital	-	-	-	-
	\$ 133,007	\$ 167,872	\$ 157,700	\$ 197,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Animal Control		Animal Control - 430	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS		
6610	Professional/Specialized Services	\$ 94,000	\$ 114,400
	Animal Control		\$ 42,000
	County Sheltering Services		\$ 72,400
6900	Interest Expense	63,700	82,600
	Debt Service		\$ 77,900
	Audit/Fiscal Agent/Admin		\$ 4,700
	O & M Total:	\$ 157,700	\$ 197,000
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

<u>Development Services</u>		<u>Public Works Administration - 510</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expenses	\$ -	\$ -	\$ 300	\$ 300
6610	Professional/Specialized Services	4,116	75,264	40,000	50,000
6722	Signal and Sign Maintenance	-	-	-	-
	O & M Total:	\$ 4,116	\$ 75,264	\$ 40,300	\$ 50,300
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	4,116	75,264	40,300	50,300
	Capital	-	-	-	-
		<u>\$ 4,116</u>	<u>\$ 75,264</u>	<u>\$ 40,300</u>	<u>\$ 50,300</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

<u>Development Services</u>		<u>Public Works Administration - 510</u>	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Salaries and Wages	\$ -	\$ -
	Special Enforcement Salary		
6080	Benefits	-	-
	Personnel Total:	\$ -	\$ -
6220	Departmental Expense	\$ 300	\$ 300
	Miscellaneous	\$ 300	
6610	Professional/Specialized Services	40,000	50,000
	Charles Abbott Assoc	\$ 50,000	
	Landscape Architect	\$ -	
	Dig Alert	\$ -	
	O & M Total:	\$ 40,300	\$ 50,300
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		NPDES - 515			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6015	Salaries and Wages	\$ 14,430	\$ 15,019	\$ 14,110	\$ 16,714
6080	Benefits	209	218	1,874	4,384
	Personnel Total:	\$ 14,639	\$ 15,237	\$ 15,984	\$ 21,098
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 87	\$ -	\$ -	\$ -
6320	Utilities	-	-	-	-
6520	Membership/Dues/Publications	45,403	46,338	46,660	52,300
6610	Professional/Specialized Services	70	-	-	8,000
	O & M Total:	\$ 45,560	\$ 46,338	\$ 46,660	\$ 60,300
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ 14,639	\$ 15,237	\$ 15,984	\$ 21,098
	Operations & Maintenance	45,560	46,338	46,660	60,300
	Capital	-	-	-	-
		\$ 60,199	\$ 61,575	\$ 62,644	\$ 81,398

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		NPDES - 515	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
6015	Salaries and Wages		\$ 16,714
	Code Compliance Officer	\$ 12,114	
	Code Compliance Tech	\$ 4,600	
6080	Benefits		4,384
	Medicare, SUI, WC		
Personnel Total:		\$ -	\$ 21,098
6320	Utilities	\$ -	\$ -
	TMDL Water Test	\$ -	
6520	Membership/Dues/Publications	65,400	52,300
	NPDES MS4 Permit Fee	\$ 9,000	
	LE/CL TMDL	\$ 28,500	
	MS4 Agreement	\$ 3,800	
	San Jacinto River Watershed Council	\$ 1,000	
	LESJWA	\$ 10,000	
6610	Professional/Specialized Services	24,000	8,000
	Environmental for HOS	\$ -	
	Consultant for NPDES (Charles Abbott)	\$ 8,000	
O & M Total:		\$ 89,400	\$ 60,300
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Special Enforcement - 520			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6015	Salaries and Wages	\$ 55,087	\$ 50,307	\$ 85,742	\$ 120,829
6080	Benefits	9,430	10,044	11,390	31,689
	Personnel Total:	\$ 64,517	\$ 60,351	\$ 97,132	\$ 152,518
OPERATIONS & MAINTENANCE COSTS					
6220	Department Expense	\$ 10,127	\$ 7,392	\$ 5,000	\$ 5,000
6310	Communications	521	853	840	2,700
6320	Utilities	-	-	-	-
6415	Boat Maintenance	3,696	1,029	3,000	6,000
6425	Fuels and Lubricants	2,209	1,310	2,500	2,200
6520	Membership/Dues/Publications	10,000	-	1,500	1,755
6610	Professional/Specialized Services	-	-	-	-
6710	Training and Education	-	-	-	375
	O & M Total:	\$ 26,553	\$ 10,584	\$ 12,840	\$ 18,030
CAPITAL COSTS					
8010	Computer Equipment	\$ -	\$ -	\$ 900	\$ 900
	Vehicles (60% funded by AVA)	-	-	-	60,000
	Capital Total:	\$ -	\$ -	\$ 900	\$ 60,900
DIVISION SUMMARY					
	Personnel	\$ 64,517	\$ 60,351	\$ 97,132	\$ 152,518
	Operations & Maintenance	26,553	10,584	12,840	18,030
	Capital	-	-	900	60,900
		\$ 91,070	\$ 70,935	\$ 110,872	\$ 231,448

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Special Enforcement - 520	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Salaries and Wages	\$ 85,742	\$ 120,829
	Code Enforcement Supervisor	\$ 43,680	
	Code Enforcement / Lake Patrol (2)	\$ 37,688	
	Code Compliance Officer	\$ 12,114	
	Code Compliance Tech	\$ 27,347	
6080	Benefits	11,390	31,689
	Medicare, SUI, WC		
Personnel Total:		\$ 97,132	\$ 152,518
6220	Departmental Expense	\$ 5,000	\$ 5,000
	Miscellaneous	\$ 1,300	
	Data Ticket/Revenue Experts	\$ 2,400	
	Pest control	\$ 400	
	Service Charge IPADs	\$ 900	
6310	Communications	840	2,700
6415	Vehicle Maintenance	3,000	6,000
6425	Fuels and Lubricants	2,500	2,200
6520	Membership/Dues/Publications	1,500	1,755
	Corelogic/Real Quest	\$ 1,500	
	Ca Association of Code Enf. Officers	\$ 255	
6610	Professional/Specialized Services	-	-
6710	Training and Education		375
O & M Total:		\$ 12,840	\$ 18,030
8010	Computer Equipment	\$ 900	\$ 900
	Vehicles		60,000
Capital Total:		\$ 900	\$ 60,900

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

<u>General Government</u>		<u>Building and Facilities Maint - 550</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense & Supplies	\$ -	\$ -	\$ -	\$ -
6310	Communications	640	1,565	2,300	2,300
6320	Utilities	24,971	26,515	27,180	28,080
6330	Rentals & Leases	14,279	15,613	14,820	15,300
6610	Professional/Specialized Services	16,892	31,238	20,000	19,600
	O & M Total:	\$ 56,782	\$ 74,931	\$ 64,300	\$ 65,280
CAPITAL COSTS					
8000	Equipment	\$ -	\$ -	\$ -	\$ 4,400
	Capital Total:	\$ -	\$ -	\$ -	\$ 4,400
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	56,782	74,931	64,300	65,280
	Capital	-	-	-	4,400
		<u>\$ 56,782</u>	<u>\$ 74,931</u>	<u>\$ 64,300</u>	<u>\$ 69,680</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		Building and Facilities Maint - 550	
Function - Department		Division - Code	
Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
	None	\$ -	\$ -
Personnel Total:		\$ -	\$ -
6310	Communications	\$ 2,300	\$ 2,300
	High Speed Services	\$ 1,800	
	Phone System Maintenance	\$ 500	
6320	Utilities	27,180	28,080
	Electric	\$ 16,020	
	Gas	\$ 480	
	Water	\$ 1,380	
	Tele Pacific	\$ 6,000	
	Frontier	\$ 4,200	
6330	Rentals and Leases		
	Library	\$ 12,300	14,820
	Conference Room	\$ 3,000	15,300
6610	Professional/Specialized Services	20,000	19,600
	Pest Control	\$ 400	
	Security	\$ 720	
	HVAC	\$ 1,200	
	Janitorial	\$ 9,640	
	Fire Extinguisher service	\$ 150	
	Roof Maintenance	\$ 1,400	
	Sprinkler Service	\$ 450	
	Elevator service	\$ 4,400	
	Windows	\$ 240	
	Plumbing	\$ 1,000	
O & M Total:		\$ 64,300	\$ 65,280
8000	Furniture & Equipment	\$ -	\$ 4,400
	\$ -		
Capital Total:		\$ -	\$ 4,400

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Works - Streets Function - Department		Gas Tax - Fund 20 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PROGRAM REVENUES					
4840	Gas Tax 2103	\$ 103,912	\$ 55,998	\$ 26,400	\$ 42,700
4850	Gas Tax 2105	60,802	61,204	68,100	62,000
4860	Gas Tax 2106	41,970	41,746	38,000	42,300
4870	Gas Tax 2107	77,815	79,695	94,500	80,200
4875	Gas Tax 2107.5	3,000	3,000	3,000	3,000
	Road Maintenance Rehab	-	-	-	61,500
4900	Interest Income	1,785	10,218	400	1,000
	Program Revenue Total	\$ 289,284	\$ 251,861	\$ 230,400	\$ 292,700
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6610	Professional and Specialized Services	\$ -	\$ -	\$ 98,000	\$ 80,000
6320	Utilities	2,280	2,973	4,000	3,900
6720	Landscape Maintenance	35,170	67,525	65,000	92,400
6721	Street Maintenance	8,790	7,035	20,000	550,000
6722	Signal and Sign Maintenance	20,384	23,562	48,600	23,200
6724	Street Tree Trimming	-	-	5,000	5,000
6723	Reclaimed Water (RRCR)	10,791	16,311	25,200	12,000
8505	Transfer to Debt Service Fund	-	-	-	-
	O & M Total:	\$ 77,415	\$ 117,406	\$ 265,800	\$ 766,500
CAPITAL COSTS					
8100	Railroad Canyon Rd Wall Rehab	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Total Revenue	\$ 289,284	\$ 251,861	\$ 230,400	\$ 292,700
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	77,415	117,406	265,800	766,500
	Capital	-	-	-	-
	Total Expenditures	\$ 77,415	\$ 117,406	\$ 265,800	\$ 766,500
	Surplus/Shortfall	\$ 211,869	\$ 134,455	\$ (35,400)	\$ (473,800)
	Estimated Available Reserves				\$ 800,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Works - Streets Function - Department		Measure A - Fund 21 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PROGRAM REVENUES					
4550	Measure A Fees	\$ 160,831	\$ 168,134	\$ 175,000	\$ 175,000
4790	Miscellaneous Income	51,116	-		
4900	Interest Income	522	3,167	400	400
5010	Proceeds from Long-Term Debt	-	-	-	-
	Program Revenue Total	\$ 212,469	\$ 171,301	\$ 175,400	\$ 175,400
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6955	Interest Expense	\$ 3,568	\$ 2,833	\$ 2,091	\$ 1,342
6960	Principal Expense (RCTC advance)	128,432	134,167	81,909	82,658
	Principal Expense (County Loan)	-	-	58,000	63,000
	O & M Total:	\$ 132,000	\$ 137,000	\$ 142,000	\$ 147,000
CAPITAL COSTS					
8100	Railroad Canyon Road Project	\$ -	\$ -	\$ -	\$ -
		-	-	-	-
	Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ 212,469	\$ 171,301	\$ 175,400	\$ 175,400
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	132,000	137,000	142,000	147,000
	Capital	-	-	-	-
	Total Expenditures	\$ 132,000	\$ 137,000	\$ 142,000	\$ 147,000
	Surplus/Shortfall	\$ 80,469	\$ 34,301	\$ 33,400	\$ 28,400
	Estimated Available Reserves				\$ 320,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		AQMD - Fund 25			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4580	SCAQMD Fees	\$ 13,432	\$ 13,754	\$ 12,500	\$ 13,000
4900	Interest Income	208	1,109	200	200
	Program Revenue Total	\$ 13,640	\$ 14,863	\$ 12,700	\$ 13,200
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	Public Works				
6626	Student Bus Pass (50)	\$ -	\$ -	\$ -	\$ -
6710	Training and Education	-	-	-	-
6750	Bus Stops (2)	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Vehicle	-	-	-	55,000
	Capital Total:	\$ -	\$ -	\$ -	\$ 55,000
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 13,640	\$ 14,863	\$ 12,700	\$ 13,200
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	-	55,000
	Total Expenditures	\$ -	\$ -	\$ -	\$ 55,000
	Surplus/Shortfall	\$ 13,640	\$ 14,863	\$ 12,700	\$ (41,800)
	Estimated Available Reserves				\$ 110,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Police Function - Department		Law Enforcement Grants - Fund 26 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4575	CAL COPS Revenue	\$ 106,229	\$ 114,618	\$ 100,000	\$ 100,000
4900	Interest Income	27	-	100	-
	Program Revenue Total	\$ 106,256	\$ 114,618	\$ 100,100	\$ 100,000
	PERSONNEL COSTS				
414					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
414					
6610	Professional/Specialized Services	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
6620	Extra Duty	-	-	-	-
	O & M Total:	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 106,256	\$ 114,618	\$ 100,100	\$ 100,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	100,000	100,100	100,100	129,000
	Capital	-	-	-	-
	Total Expenditures	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
	Surplus/Shortfall	\$ 6,256	\$ 14,518	\$ -	\$ (29,000)
	Estimated Available Reserves				\$ 29,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government Function - Department		Miscellaneous Grants - Fund 27 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4585	CDBG Grant	\$ -	\$ -	\$ -	
4590	Grant Revenue	-	-	-	-
4900	Interest Income	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6910	Principal Expense	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
100	CAPITAL COSTS				
8000	Capital Outlay	\$ 248	\$ -	\$ -	\$ -
	Multi-Purpose Room Improvements	-	-	-	-
	Multi-Purpose Room Shelves	-	-	-	-
	Computers	-	-	-	-
	Audio Visual Upgrade	-	-	-	-
	Total:	\$ 248	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	248	-	-	-
	Total Expenditures	\$ 248	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ (248)	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ 21,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government - Debt Service Function - Department		Debt Service - Fund 30 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2016-17
PROGRAM REVENUES					
4900	Interest Income	\$ -	\$ -	\$ -	\$ -
5000	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
8501	Transfer Out	\$ 6,390	\$ -	\$ -	\$ -
6900	Interest Expense	-	-	-	-
6910	Principal Expense	-	-	-	-
	O & M Total:	\$ 6,390	\$ -	\$ -	\$ -
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	6,390	-	-	-
	Capital	-	-	-	-
	Total Expenditures	\$ 6,390	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ (6,390)	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Capital Projects Function - Department		Capital Projects - Fund 40 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PROGRAM REVENUES					
4500	LTF Road Fees	\$ -	\$ -	\$ -	
4590	Grant Revenues (Beyond Grant)	-	-	-	34,800
5901	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ 34,800
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
8101	Railroad Canyon Road Speed	\$ -	\$ -	\$ -	\$ 28,000
8102	Monument Signs	-	-	30,000	6,800
8312	Goetz/Newport Signal	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ 30,000	\$ 34,800
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ -	\$ -	\$ -	\$ 34,800
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	30,000	34,800
	Total Expenditures	\$ -	\$ -	\$ 30,000	\$ 34,800
	Surplus/Shortfall	\$ -	\$ -	\$ (30,000)	\$ -
	Estimated Available Reserves				\$ 367,000

City of Canyon Lake
City Council
Staff Report

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY:

DATE: June 1, 2017

SUBJECT: Approve Resolution No. 2017-10, Approving the salary and wage schedule for employees of the City for Fiscal Year 2017/18

Recommendation:

Staff recommends that the City Council approve Resolution No. 2017-10, approving the salary and wage schedule for employees of the City for Fiscal Year 2017/18.

Background:

Each year the City Council approves the salary and wage schedule for employees. The City Manager has reviewed the positions and organizational structure of the City and identified the positions necessary.

There are no increases in the wages and salaries for this fiscal year. They are the same rates as Fiscal Year 2016/17. There is a new position being proposed (Code Enforcement Technician) which has been added to the wage schedule.

Budget (or Fiscal) Impact:

There are no proposed pay increases. There is a new position being proposed (Code Enforcement Technician) which has been added to the wage schedule. The appropriate funding to cover staffing will be included in the Fiscal Year 2016/17 budget.

Attachments:

1. Resolution No. 2017-10 **Pg. 157**

RESOLUTION NO. 2017-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA APPROVING THE SALARY AND WAGE SCHEDULE FOR EMPLOYEES OF THE CITY FOR FY 2017-2018

WHEREAS, annually the City Council should adopt a resolution which establishes salaries and wages for its employees; and

WHEREAS, the City Manager has reviewed the staff positions and the organizational structure of the City and identified positions necessary for the City of Canyon Lake.

NOW, THEREFORE, the City Council of the City of Canyon Lake resolves as follows:

Section 1. Exhibit A has been modified to incorporate employee positions, salaries and wages.

Section 2. All other terms and conditions of employment shall remain the same.

Section 3. These changes shall be effective July 1, 2017 and shall continue until modified.

PASSED, APPROVED AND ADOPTED this XX day of June, 2017.

Mayor

ATTEST:

Stephanie Hunter, Office Specialist

State of California)
County of Riverside) ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, Do hereby certify, that the foregoing is a true and correct copy of the Resolution No. 2017-10 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting held on the XX day of June, 2017, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Stephanie Hunter, Office Specialist

SALARIES AND WAGES – EXHIBIT A

Salaried Employees	City Manager	Per contract
	City Clerk	Per contract
	Administrative Services Manager	\$75,000 - \$86,250

Hourly Employees

Job Title	Step A	Step B	Step C	Step D	Step E
Office Specialist	13.50/hr	14.04/hr	14.60/hr	15.18/hr	15.79/hr
Senior Office Specialist	17.00/hr	17.68/hr	18.39/hr	19.13/hr	19.90/hr
Deputy City Clerk	21.00/hr	21.84/hr	22.71/hr	23.62/hr	24.56/hr
Code Enforcement Tech	22.00/hr	23.10/hr	24.26/hr	25.47/hr	26.74/hr
Code Enforcement Officer	23.00/hr	23.92/hr	24.88/hr	25.88/hr	26.92/hr
Special Enforcement Officer	23.00/hr	23.92/hr	24.88/hr	25.88/hr	26.92/hr
Senior Special Enforcement Officer	28.00/hr	29.12/hr	30.28/hr	31.49/hr	32.75/hr

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council
FROM: Aaron Palmer, City Manager
DATE: June 1, 2017
SUBJECT: Ratify the one year agreement for Fire Services with Riverside County

Recommendation

The City Council to ratify a one year agreement with Riverside County for Fire Services at Station 60.

Background

At the April 20, 2017 special City Council meeting, the City Council gave the City Manager authorization to enter into an agreement with Riverside County for Fire Services at Station 60.

The Riverside County Board of Supervisors approved the agreement at their May 9, 2017. This agreement will reopen station 60 with a two-person engine company. One of the staff members will be a paramedic.

This agreement is for one year, fiscal year 2017-2018.

Fiscal Impact

The estimated fiscal responsibility for the City of Canyon Lake is \$1,436,000 for the twelve-month period of July 1, 2017 through June 30, 2017.

Attachments

1. Fire Services Contract between City of Canyon Lake and Riverside County **Pg. 163**

**A COOPERATIVE AGREEMENT
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE
AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF CANYON LAKE**

THIS AGREEMENT, made and entered into this ____ day of ___, 2017, by and between the County of Riverside, a political subdivision of the State of California, on behalf of the Fire Department, (hereinafter referred to as "COUNTY") and the City of Canyon Lake, a duly created city, (hereinafter referred to as "CITY"), whereby it is agreed as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to arrange for COUNTY, through its Cooperative Fire Programs Fire Protection Reimbursement Agreement ("CAL FIRE Agreement") with the California Department of Forestry and Fire Protection ("CAL FIRE") to provide CITY with fire protection, fire prevention, technical rescue, hazardous materials response, technical rescue response, medical emergency services, and public service assists (hereinafter called "Fire Services"). This Agreement is entered into pursuant to the authority granted by Government Code Sections 55600 et seq., and will provide a unified, cooperative, integrated, and effective regional fire services system. COUNTY's ability to perform under this Agreement is subject to the terms and conditions of the CAL FIRE Agreement.

SECTION II: DESIGNATION OF FIRE CHIEF

A. The County Fire Chief appointed by the Board of Supervisors, or his designee, (hereinafter referred to as "Chief") shall represent COUNTY and CITY during the period of this Agreement and Chief shall, under the supervision and direction of the County Board of Supervisors, have charge of the organization described in Exhibit "A", attached hereto and made a part hereof, for the purpose of providing Fire Services as deemed necessary to satisfy the needs of both the COUNTY and CITY, except upon those lands wherein other agencies of government have responsibility for the same or similar Fire Services.

B. The COUNTY will assign an existing Chief Officer as the Fire Department Liaison ("Fire Liaison"). The Chief may delegate certain authority to the Fire Liaison, as the Chief's duly authorized designee and the Fire Liaison shall be responsible for directing the Fire Services provided to CITY as set forth in Exhibit "A".

C. COUNTY will be allowed flexibility in the assignment of available personnel and equipment in order to provide the Fire Services as agreed upon herein.

SECTION III: PAYMENT FOR SERVICES

A. CITY shall annually appropriate a fiscal year budget to support the Fire Services designated at a level of service based upon the service level of a 2 person engine company (career full-time personnel) with one person being a jointly qualified firefighter paramedic as set forth in Exhibit "A" for the duration of the contract period of one (1) year ending June 30, 2018. This Exhibit may be amended in writing by mutual agreement by both parties or when a CITY requested increase in services during the term is approved by COUNTY. CITY expressly acknowledges that COUNTY is permitting this reduced service level of a 2 person engine company under its minimum staffing level of a three-firefighter unit per fire station with one person being a paramedic for no more than the one (1) year term of this agreement. CITY further acknowledges and agrees that any successor fire services agreement between the parties beginning July 1, 2018 will be at level of a three-firefighter unit (career full-time personnel) per fire station with one person being a jointly qualified firefighter paramedic and CITY will appropriate a fiscal year budget accordingly.

B. Any changes to the salaries or expenses set forth in Exhibit "A" made necessary by action of the Legislature, CAL FIRE, or any other public agency with authority to direct changes in the level of salaries or expenses, shall be paid from the funds represented as set forth in Exhibit "A." The CITY is obligated to expend or appropriate any sum in excess of Exhibit "A" increased by action of the Legislature, CAL FIRE, or any other public agency with authority to direct changes.

C. COUNTY provides fire personnel, equipment and services through its CAL FIRE Agreement. In the event CITY desires an increase in CAL FIRE or COUNTY civil service employees or services assigned to CITY as provided for in Exhibit "A," CITY shall provide one hundred twenty (120) days written notice of the proposed, requested increase. Proper notification shall include the following: (1) The total amount of increase; (2) The effective date of the increase; and (3) The number of employees, by classification, affected by the proposed increase. If such notice is not provided, CITY shall reimburse COUNTY for relocation costs incurred by COUNTY because of the increase, in addition to any other remedies available resulting from the increase in services. COUNTY is under no obligation to approve any requested increase. COUNTY shall render a written decision on whether to allow or deny the increase within thirty (30) days of the notice provided pursuant to this section.

D. CITY shall pay COUNTY actual costs for Fire Services pursuant to this Agreement. COUNTY shall make a claim to CITY for the actual cost of contracted services, pursuant to Exhibit "A," on a quarterly basis. CITY shall pay each claim, in full, within thirty (30) days after receipt thereof.

E. Chief may be authorized to negotiate and execute any amendments to Exhibit "A" of this Agreement on behalf of COUNTY as authorized by the Board of Supervisors. CITY shall designate a "Contract Administrator" who shall, under the

supervision and direction of CITY, be authorized to execute amendments to Exhibit "A" on behalf of CITY.

F. _____ [] (Check only if applicable, and please initial to acknowledge) Additional terms as set forth in the attached Exhibit "B" are incorporated herein and shall additionally apply to this agreement regarding payment of services and applicable fire tax credits.

G. _____ [X] (Check only if applicable, and please initial to acknowledge) Additional terms as set forth in the attached Exhibit "C" are incorporated herein and shall additionally apply to this agreement regarding payment for the Fire Engine Use Agreement.

H. Notwithstanding Paragraph F herein if applicable, additional terms as set forth are incorporated herein and shall additionally apply to this agreement regarding payment of services. In the event that a fire engine, owned and maintained by the CITY has a catastrophic failure, the COUNTY Fire Chief may allow use of a COUNTY fire engine, free of charge up to one hundred twenty (120) days. After the initial one hundred twenty (120) days, a rental fee will be applied to the CITY invoice for use of said COUNTY fire engine. The rental fee shall be Nine Hundred Forty-Four Dollars (\$944.00) per day; or Six Thousand Six Hundred Eight Dollars (\$6,608.00) per week.

SECTION IV: INITIAL TERM AND AMENDMENT

A. The term of this Agreement shall be from July 1, 2017, to June 30, 2018.

B. Six (6) months prior to the date of expiration of this Agreement, CITY shall give COUNTY written notice of whether CITY intends to enter into a new Agreement with COUNTY for Fire Services at the current COUNTY authorized minimum staffing level of a three-firefighter unit (career full-time personnel) per fire station with one person being a jointly qualified firefighter paramedic, stand up its own fire department or make other arrangements for fire service.

SECTION V: TERMINATION

During the terms of this Agreement, The Agreement may only be terminated by the voters of either the COUNTY or the CITY pursuant to Government Code §55603.5.

SECTION VI: COOPERATIVE OPERATIONS

All Fire Services contemplated under this Agreement shall be performed by both parties to this Agreement working as one unit; therefore, personnel and/or equipment belonging to either CITY or COUNTY may be temporarily dispatched elsewhere from time to time for mutual aid.

SECTION VII: MUTUAL AID

Pursuant to Health and Safety Code Sections 13050 et seq., when rendering mutual aid or assistance, COUNTY may, at the request of CITY, demand payment of charges and seek reimbursement of CITY costs for personnel, equipment use, and operating expenses as funded herein, under authority given by Health and Safety Code Sections 13051 and 13054. COUNTY, in seeking said reimbursement pursuant to such request of CITY, shall represent the CITY by following the procedures set forth in Health and Safety Code Section 13052. Any recovery of CITY costs, less actual expenses, shall be paid or credited to the CITY, as directed by CITY.

In all such instances, COUNTY shall give timely notice of the possible application of Health and Safety Code Sections 13051 and 3054 to the officer designated by CITY.

SECTION VIII: SUPPRESSION COST RECOVERY

As provided in Health and Safety Code Section 13009, COUNTY may bring an action for collection of suppression costs of any fire caused by negligence, violation of law, or failure to correct noticed fire safety violations. When using CITY equipment and personnel under the terms of this Agreement, COUNTY may, on request of CITY, bring such an action for collection of costs incurred by CITY. In such a case CITY appoints and designates COUNTY as its agent in said collection proceedings. In the event of recovery, COUNTY shall apportion to CITY its pro-rata proportion of recovery, less the reasonable pro-rata costs including legal fees.

In all such instances, COUNTY shall give timely notice of the possible application of Health and Safety Code Section 13009 to the officer designated by CITY.

In the event the CITY elects to use COUNTY funded Fire Marshal services, the services will be provided at a cost outlined in COUNTY Ordinance 671(Establishing Consolidated Fees For Land Use and Related Functions).

SECTION IX: PROPERTY ACCOUNTING

All personal property provided by CITY and by COUNTY for the purpose of providing Fire Services under the terms of this Agreement shall be marked and accounted for in such a manner as to conform to the standard operating procedure established by the COUNTY for the segregation, care, and use of the respective property of each.

SECTION X: FACILITY

CITY shall provide Fire Station(s), strategically located to provide standard response time within the City of Canyon Lake from which fire operations shall be conducted. If the Fire Station(s) are owned by the CITY, the CITY shall maintain the facilities at CITY's cost and expense. In the event CITY requests COUNTY to undertake

repairs or maintenance costs or services, the costs and expenses of such repairs or maintenance shall be reimbursed to COUNTY through the Support Services Cost Allocation, or as a direct Invoice to the CITY.

SECTION XI: INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent permitted by applicable law, COUNTY shall and does agree to indemnify, protect, defend and hold harmless CITY, its agencies, districts, special districts and departments, their respective directors, officers, elected and appointed officials, employees, agents and representatives (collectively, "**Indemnitees**") for, from and against any and all liabilities, claims, damages, losses, liens, causes of action, suits, awards, judgments and expenses, attorney and/or consultant fees and costs, taxable or otherwise, of any nature, kind or description of any person or entity, directly or indirectly arising out of, caused by, or resulting from (1) the Services performed hereunder by COUNTY, or any part thereof, (2) the Agreement, including any approved amendments or modifications, or (3) any negligent act or omission of COUNTY, its officers, employees, subcontractors, agents, or representatives (collectively, "**Liabilities**"). Notwithstanding the foregoing, the only Liabilities with respect to which COUNTY's obligation to indemnify, including the cost to defend, the Indemnitees does not apply is with respect to Liabilities resulting from the negligence or willful misconduct of an Indemnitee, or to the extent such claims do not arise out of, pertain to or relate to the Scope of Work in the Agreement.

To the fullest extent permitted by applicable law, CITY shall and does agree to indemnify, protect, defend and hold harmless COUNTY, its agencies, departments, directors, officers, agents, Board of Supervisors, elected and appointed officials and representatives (collectively, "**Indemnitees**") for, from and against any and all liabilities, claims, damages, losses, liens, causes of action, suits, awards, judgments and expenses, attorney and/or consultant fees and costs, taxable or otherwise, of any nature, kind or description of any person or entity, directly or indirectly arising out of, caused by, or resulting from (1) the services performed hereunder, by CITY, or any part thereof, (2) the Agreement, including any approved amendments or modifications, or (3) any negligent act or omission of CITY its officers, employees, subcontractors, agents, or representatives (collectively, "**Liabilities**"). Notwithstanding the foregoing, the only Liabilities with respect to which CITY's obligation to indemnify, including the cost to defend, the Indemnitees does not apply is with respect to Liabilities resulting from the negligence or willful misconduct of an Indemnitee, or to the extent such claims do not arise out of, pertain to or relate to the Scope of Work in the Agreement.

SECTION XII: AUDIT

A. COUNTY and CITY agree that their designated representative shall have the right to review and to copy any records and supporting documentation of the other party hereto, pertaining to the performance of this Agreement. COUNTY and CITY agree to maintain such records for possible audit for a minimum of three (3) years after final

payment, unless a longer period of records retention is stipulated or as required by law, and to allow the auditor(s) of the other party access to such records during normal business hours COUNTY and CITY agree to a similar right to audit records in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).

B. Each party shall bear their own costs in performing a requested audit.

SECTION XIII: DISPUTES

CITY shall select and appoint a "Contract Administrator" who shall, under the supervision and direction of CITY, be available for contract resolution or policy intervention with COUNTY, when, upon determination by the Chief that a situation exists under this Agreement in which a decision to serve the interest of CITY has the potential to conflict with COUNTY interest or policy. Any dispute concerning a question of fact arising under the terms of this Agreement which is not disposed of within a reasonable period of time by the CITY and COUNTY employees normally responsible for the administration of this Agreement shall be brought to the attention of the Chief Executive Officer (or designated representative) of each organization for joint resolution. For purposes of this provision, a "reasonable period of time" shall be ten (10) calendar days or less. CITY and COUNTY agree to continue with the responsibilities under this Agreement during any dispute. Disputes that are not resolved informally by and between CITY and COUNTY representatives may be resolved, by mutual agreement of the parties, through mediation. Such mediator will be jointly selected by the parties. The costs associated with mediator shall be shared equally among the participating parties. If the mediation does not resolve the issue(s), or if the parties cannot agree to mediation, the parties reserve the right to seek remedies as provided by law or in equity. The parties agree, pursuant to *Battaglia Enterprises v. Superior Court* (2013) 215 Cal.App.4th 309, that each of the parties are sophisticated and negotiated this agreement and this venue at arm's length. Pursuant to this Agreement, the parties agree that venue for litigation shall be in the Superior Court of Riverside County. Should any party attempt to defeat this section and challenge venue in Superior Court, the party challenging venue stipulates to request the Court change venue to San Bernardino County and shall not ask for venue in any other County.

Any claims or causes of actions, whether they arise out of unresolved disputes as specified in this Section or claims by third parties that are made against the COUNTY, shall be submitted to the Office of the Clerk of the Board for the County of Riverside in a timely manner. For claims made against the COUNTY that involve CalFire employees, to the extent permissible under the COUNTY's contract with CalFire, the claims will be forwarded on to CalFire for processing.

SECTION XIV: ATTORNEY'S FEES

If CITY fails to remit payments for services rendered pursuant to any provision of this Agreement, COUNTY may seek recovery of fees through litigation, in addition to all other remedies available.

In the event of litigation between COUNTY and CITY to enforce any of the provisions of this Agreement or any right of either party hereto, the unsuccessful party to such litigation agrees to pay the prevailing party's costs and expenses, including reasonable attorneys' fees, all of which shall be included in and as a part of the judgment rendered in such litigation.

SECTION XV: DELIVERY OF NOTICES

Any notices to be served pursuant to this Agreement shall be considered delivered when deposited in the United States mail and addressed to:

COUNTY
County Fire Chief
210 W. San Jacinto Ave.
Perris, CA 92570

CITY OF CANYON LAKE
City Manager
City of Canyon Lake

Provisions of this section do not preclude any notices being delivered in person to the addresses shown above. Delivery in person shall constitute service hereunder, effective when such service is made.

SECTION XVI: ENTIRE CONTRACT

This Agreement contains the whole contract between the parties for the provision of Fire Services. It may be amended or modified upon the mutual written consent of the parties hereto where in accordance with applicable state law. This Agreement does NOT supplement other specific agreements entered into by both parties for equipment or facilities, and excepting those equipment or facilities agreements, this Agreement cancels and supersedes any previous agreement for the same or similar services.

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[Signature Provisions on following page]

IN WITNESS WHEREOF, the duly authorized officials of the parties hereto have, in their respective capacities, set their hands as of the date first hereinabove written.

Dated: _____

CITY OF CANYON LAKE

By: _____

Title: _____

ATTEST:

APPROVED AS TO FORM:

By: _____

Title: _____

(SEAL)

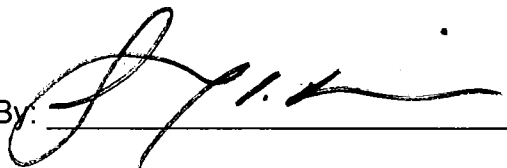
Dated: _____

COUNTY OF RIVERSIDE

By: _____
Chairman, Board of Supervisors

ATTEST:
KECIA HARPER-IHEM
Clerk of the Board

APPROVED AS TO FORM:

By:  _____
County Counsel

By: _____
Deputy

(SEAL)

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EXHIBIT "A"
TO THE COOPERATIVE AGREEMENT
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE
AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF CANYON LAKE
ESTIMATE DATED APRIL 27, 2017 FOR FY 2017/2018

CITY BUDGETED EXHIBIT "A" ESTIMATES

FISCAL YEAR 2016/2017	\$1,435,995
TOTAL CITY BUDGET ESTIMATES FOR 2016/2017	<u>\$1,435,995</u>

EXHIBIT "A"

TO THE COOPERATIVE AGREEMENT
 TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE
 AND MEDICAL EMERGENCY SERVICES FOR THE CITY OF CANYON LAKE
 ESTIMATE DATED APRIL 27, 2017 FOR FY 2017/2018

	CAPTAIN'S	CAPTAIN'S MEDICS	ENGINEER'S	ENGINEER MEDICS	FF II'S	FF II MEDICS	TOTALS					
STA #60												
Engine	222,079	1.0	0 0.0	193,914	1.0	216,601	1.0	0 0.0	379,157	2.0	1,011,752	5.0
SUBTOTALS	222,079		0	193,914		216,601		0	379,157		1,011,752	
SUBTOTAL STAFF		1	0	1	1			0		2		5
SUPPORT SERVICES												
Administrative/Operational				22,564		per assigned Staff **					118,687	5.26
Volunteer Program				6,414		Per Entity Allocation					6,414	1.0
Medic Program						Medic FTE/Defib Basis					26,514	3.0
Battalion Chief Support				69,480		.26 FTE per Station					69,480	1.0
Fleet Support				55,378		per Fire Suppression Equip					55,378	1.0
ECC Support						Calls/Station Basis					36,009	
Comm/IT Support						Calls/Station Basis					58,407	
Hazmat Support											10,024	
SUPPORT SERVICES SUBTOTAL											380,912	
ESTIMATED DIRECT CHARGES											18,000	
FIRE ENGINE USE AGREEMENT				25,331		each engine					25,331	1
TOTAL STAFF COUNT												5.26
TOTAL ESTIMATED CITY BUDGET											<u>\$1,435,995</u>	

SUPPORT SERVICES

Administrative & Operational Services
 Finance
 Training
 Data Processing
 Accounting
 Personnel

Procurement
 Emergency Services
 Fire Fighting Equip.
 Office Supplies/Equip.

5.0 Assigned Staff
 0.26 Battalion Chief Support
 ** 5.26 Total Assigned Staff
 1 Fire Stations
 795 Number of Calls
 3 Assigned Medic FTE
 1 Monitors/Defibs
 1 Hazmat Stations
 3 Number of Hazmat Calls

Volunteer Program - Support staff, Workers Comp, and Personal Liability Insurance

Medic Program - Support staff, Training, Certification, Case Review & Reporting

Battalion Chief Support - Pooled BC coverage for Cities/Agencies that do not include BC staffing as part of their contracted services.

Fleet Support - Support staff, automotive costs, vehicle/engine maintenance, fuel costs

Emergency Command Center Support - Dispatch services costs

Communications / IT Support - Support staff, communications, radio maintenance, computer support functions

FY 17/18 POSITION SALARIES TOP STEP

290,934	DEPUTY CHIEF	25,331	FIRE ENGINE
287,052	DIV CHIEF	22,564	SRVDEL
231,893	BAT CHIEF	6,414	VOL DEL
222,079	CAPT	7,882	MEDIC DEL
247,155	CAPT MEDIC	2,868	MEDIC MONITORS/DEFIBS REPLACEMENT
193,914	ENG	69,480	BATT DEL
216,601	ENG/MEDIC	15,800	ECC STATION
169,566	FF II	25.42	ECC CALLS
189,579	FF II/MEDIC	55,378	FLEET SUPPORT
158,048	FIRE SAFETY SUPERVISOR	25,629	COMM/IT STATION
150,260	FIRE SAFETY SPECIALIST	41.23	COMM/IT CALLS
128,390	FIRE SYSTEMS INSPECTOR	2,100	FACILITY STATION
93,455	OFFICE ASSISTANT III	654.18	FACILITY FTE
74,464	SECRETARY I	4,465	HAZMAT STATION
116,074	COUNTY EMERGENCY SERVICES COORDINATOR	1,237.80	HAZMAT CALLS
		1,845	HAZMAT VEHICLE REPLACEMENT

FY 17/18 DIRECT BILL ACCOUNT CODES

520230	Cellular Phone
520300	Pager Service
520320	Telephone Service
520800	Household Expense
520805	Appliances
520815	Cleaning and Custodial Supp
520830	Laundry Services
520840	Household Furnishings
520845	Trash
521380	Maint-Copier Machines
521440	Maint-Kitchen Equipment
521540	Maint-Office Equipment
521600	Maint-Service Contracts
521660	Maint-Telephone
521680	Maint-Underground Tanks
522310	Maint-Building and Improvement
522360	Maint-Extermination
522860	Medical-Dental Supplies
522870	Other Medical Care Materials
522890	Pharmaceuticals
523220	Licenses And Permits
523680	Office Equip Non Fixed Assets
526700	Rent-Lease Bldgs
526940	Locks/Keys
527280	Awards/Recognition
529500	Electricity
529510	Heating Fuel
529550	Water
537240	Interfnd Exp-Utilities
542060	Improvements-Building

EXHIBIT "C"

**TO THE COOPERATIVE AGREEMENT
TO PROVIDE FIRE PROTECTION, FIRE PREVENTION, RESCUE
AND MEDICAL AID FOR THE CITY OF CANYON LAKE
DATED JULY 1, 2017**

**PAYMENT FOR SERVICES
ADDITIONAL SERVICES
FIRE ENGINE USE AGREEMENT**

Station 60

Engine E60, RCO No. 07-850

\$ 25,331.00

\$ 25,331.00

The Fire Engine Use Agreement is utilized in the event that a fire engine(s) which was initially purchased by the CITY, and then the CITY elects to have the COUNTY take responsibility of said fire engine(s). The Fire Engine Use Agreement guarantees the CITY the use of this fire engine(s), the COUNTY network of equipment, and resources of the COUNTY.

This fire engine(s) shall be used as an integrated unit for Fire Services as set forth in this Cooperative Agreement between the COUNTY and CITY, and shall be stationed primarily in the CITY. The change in ownership of the fire engine does not waive or supersede any responsibilities of the CITY pursuant to this agreement. This exhibit is strictly to further detail for the CITY, the responsibilities and costs associated within the Cooperative Agreement between the COUNTY and CITY; therefore, the Fire Engine Use Agreement is inseparable.

The CITY will have the option of transferring title of said fire engine(s) to the COUNTY. If the CITY transfers title of said fire engine(s) to the County, the County will take ownership of the said fire engine(s), and the County will maintain insurance on said fire engine(s). If the CITY opts to maintain ownership and title of said fire engine(s), the CITY will maintain insurance on said fire engine(s). Proof of Insurance is to be provided to the COUNTY.

The COUNTY will ensure a working fire engine(s) is available for the CITY at all times under this agreement. All capital improvements and/or betterments to the fire

engine(s) listed above, will be the responsibility and paid for by the COUNTY under this Agreement.

When the Riverside County Fire Department Fleet personnel determine the fire engine(s) listed above is due for replacement, the COUNTY will purchase a new fire engine(s); and, survey the old fire engine(s).

The annual cost for this service is calculated at 1/20 of the replacement cost. The current replacement cost is \$506,625.00. If this Agreement is entered into mid-year, the annual cost will be prorated accordingly.