



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

**Wednesday, December 6, 2017
Closed Session – 5:30 p.m.
Open Session – 6:30 p.m.**

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

Please turn off your cell phones during the meeting

CLOSED SESSION – 5:30 P.M.

- 1. Call to Order**
- 2. Roll Call:** Council Members Ehrenkranz, Greene, Haggerty, Mayor Pro Tem Warren, Mayor Bonner
- 3. 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.*
- 4. Closed Session**
 - a. Conference with Legal Counsel – anticipated litigation – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9 - 2 cases
 - b. Return/Report from Closed Session

OPEN SESSION – 6:30 P.M.

- 1. Call Open Session to Order**
- 2. Invocation**

Flag Salute

- 3. **Roll Call:** Council Members Ehrenkranz, Greene, Haggerty, Mayor Pro Tem Warren, Mayor Bonner

- 4. **Approval of City Council Agenda**

- 5. **Special Presentations and Proclamations:**

- 5.1 **Presentation by Assemblywoman Melissa Melendez**

- 5.2 **Presentation to Meagan Newlin, Student of the Month recipient from Temescal Canyon High School**

- 5.3 **Presentation to Jake Hosking, for recognition for completion of Eagle Scout Project at Holiday Harbor Park**

- 5.4 **Chamber of Commerce Announcements**

- 6. **City Council Reorganization**

- 6.1 **Selection of Mayor**

- 6.2 **Selection of Mayor Pro Tem**

- 6.3 **Committee and Agency Assignments **Pg. 7****

- 7. **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.*

- 8. **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.

- 8.1 **Waiver of Reading in Full of all Ordinances by Title Only**

- 8.2 **Adoption of Resolution No. 2017-22, Approving Claims and Demands of the City** **Pg. 11**
- 8.3 **City Council Meeting Minutes** **Pg. 55**
 - 8.3.1 November 1, 2017
- 8.4 **Authorize the Mayor to Sign Letter Supporting AB 767 to Assist in Increasing Funding for Riverside County RAID Program** **Pg. 63**
- 8.5 **Authorize the City Manager to join, on the City’s behalf, the Regional Homeless Alliance (RHA)** **Pg. 77**
- 8.6 **Acceptance of Contract Work for Fire Station #60 Roof Repair Project No. 2017-10** **Pg. 81**
- 8.7 **Authorize City Manager to Purchase Radar Speed Feedback Signs for Speed Limit Signage Project No. 2017-13** **Pg. 105**
- 9. **Pulled Consent Calendar Items**
- 10. **Schedule of Future Events:**
 - 10.1 Administration, Finance, and Planning Committee Meeting
Tuesday, January 9, 2018 at 8:00 a.m., City Council Chambers
 - 10.2 Public Safety Committee Meeting
Tuesday, January 9, 2018 at 9:30 a.m., City Council Chambers
 - 10.3 Canyon Lake City Council Meeting
Wednesday, January 10, 2018 at 6:30 p.m., City Council Chambers
 - 10.4 Water Committee Meeting
Thursday, December 21, 2017 at 9:00 a.m., City Council Chambers
 - 10.5 Veterans Committee Meeting
Meeting date to be determined
- 11. **Business Items**
 - 11.1 **Discussion and Possible Direction to Staff Regarding Enforcement of State Smoking Regulations in Private Places of Employment** **Pg. 113**
- 12. **Public Hearing**
 - 12.1 **Public hearing and approval of Resolution 2017-21: Authorizing the Allocation of Community Development Block Grant Funds for Fiscal Year 2018/2019** **Pg. 123**

- 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

13. City Manager Comments

14. Committee and Council Reports/Comments

- 14.1 Council Member Bonner
- 14.2 Council Member Ehrenkranz
- 14.3 Council Member Greene
- 14.4 Council Member Haggerty
- 14.5 Council Member Warren

15. Announcements

The next regular City Council meeting that was scheduled for Wednesday, January 3, 2017 at 6:30 p.m. for open session will be adjourned for lack of a quorum. There will be an adjourned regular City Council Meeting **Wednesday, January 10, 2017 at 6:30 p.m.**

16. 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

Canyon Lake City Council

Agenda – December 6, 2017

contact Stephanie Roseen, Deputy 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.

December 6, 2017 City Council Meeting

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

I, Stephanie N. Roseen, being duly sworn, depose and say that I am the duly appointed and qualified Deputy City Clerk of the City of Canyon Lake and that on November 30, 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. Roseen

Deputy City Clerk

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

TO: Honorable Mayor and Respectable Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Stephanie Roseen, Deputy City Clerk

DATE: December 6, 2017

SUBJECT: Committee and Agency Assignments

Recommendation

It is recommended that the City Council: Review and approve proposed Council Members to the various committees and agencies, and direct the City Clerk to notify respective agencies of any changes and post the FPPC Form 806 to the City’s website.

Background

The City Council reviews and selects committee and agency assignments annually. The City Clerk’s Department has posted a Form 806, so action may be taken by the entire City Council on the appointments as a whole.

Budget (or Fiscal) Impact

There is no impact.

Attachments

1. Proposed Committee Roster for 2018 **Pg. 9**

2018 Agency and Committee Assignments; and Appointments

Committee	Per Meeting Stipend	Chair	Member	Meeting Date	Time	Place
Administration, Finance & Planning Committee		Greene	Bonner	Tuesday before Regular Council Meeting	8:00 AM	Municipal Building
Public Safety Committee		Bonner	Greene	Tuesday before Regular Council Meeting	9:30 AM	Municipal Building
Public Works Committee		Warren	Ehrenkranz	As Needed		Municipal Building
Water Committee		Warren	Ehrenkranz	Quarterly, Third Thursday	9:30 AM	Municipal Building
Veterans Committee		Warren	Ehrenkranz	As Needed		Municipal Building
Agency	Designee	Alternate	Meeting Date	Time	Place	
Lake Elsinore San Jacinto Watersheds Authority (LESJWA)	Warren	Greene	Third Thursday	3:00 PM	EVMWD, 31315 Chaney St, Lake Elsinore	
Riverside County Transportation Commission (RCTC)	Bonner	Ehrenkranz	Second Wednesday	9:30 AM	4080 Lemon St, Riverside, 1st Floor	
Riverside Transit Agency (RTA)	Haggerty	Bonner	Fourth Thursday	2:00 PM	4080 Lemon St, Riverside, 1st Floor	
SCFA - JPA (Animal Friends)	Warren	City Manager	As Needed		33751 Mission Trail, Wildomar	
Western Riverside Council of Governments (WRCOG) - Executive Committee	Ehrenkranz	Bonner	First Monday	2:00 PM	4080 Lemon St, Riverside, 1st Floor	
Western Riverside County - Regional Conservation Authority (RCA)	Greene	Warren	First Monday	1:00 PM	4080 Lemon St., 1st Floor, Riverside	
Southwest Cities Coalition	Mayor	Mayor Pro Tem	Quarterly	Lunch	Rotates Cities	
League of California Cities (Legislative)	Mayor	Mayor Pro Tem			Rotates Cities	
Southern California Association of Governments (SCAG)	Mayor	Mayor Pro Tem			818 West 7th St. 12th Floor, Los Angeles	
Murrieta/Temecula Group (Open to anyone)	Warren		First Friday	7:30 AM	Varies	
Regional Task Force on Health			As Needed		Murrieta City Hall, 1 Town Square, Murrieta	
South Coast Air Quality Management District (SCAQMD)	Mayor	Mayor Pro Tem			21865 Copley Drive, Diamond Bar	
Northwest Mosquito and Vector Control District	Ehrenkranz	Greene	Third Thursday Term Expires 12/15	3:00 PM	1966 Compton Ave., Corona	
Appointment by Agency	Member	Member	Meeting Date	Time	Place	
Public Entity Risk Management Authority	City Manager	Admin Serv Mgr	6 times per year		Rancho Mirage	
Coal Valley Environmental Coalition (501C3)	Warren	Bonner				
County Free Library Advisory Committee	Ginger Harris	Sandra Brautigam	Quarterly, Thursdays	10:00 AM	Rotates Riverside County	
League of California Cities Riverside Division	Warren				Rotates Cities	

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

TO: Mayor and City Council
FROM: Lisa Casillas, Accountant
DATE: December 6, 2017
SUBJECT: List of Demands

Recommendation:

That the City Council adopts a resolution entitled: RESOLUTION NO. 2017-22

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 November 1, 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. 2017-22

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 December 6th, in the amount of \$297,270.41 as follows:

Payroll Earnings (Gross)	\$ 42,009.47	(2nd Half of October & 1st Half of November)
Payroll Taxes - Employer	\$ 861.10	(2nd Half of October & 1st Half of November)
On-line Retirement	4,016.34	(2nd Half of October & 1st Half of November)
On-line Health	730.59	(For the Month of November)
General	249,652.91	(Accounts Payable)
TOTAL	<u>\$ 297,270.41</u>	

PASSED, APPROVED AND ADOPTED this 6th day of December 2017.

Mayor

ATTEST:

Stephanie Roseen, Deputy City Clerk

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

I, Stephanie Roseen, Deputy 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. 2017-22 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on December 6, 2017, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Stephanie Roseen, Deputy City Clerk

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23905				0.00		
Total 23905				0.00		
23908	11/8/2017	AB Fence Company	Retention for Wrought Iron Fence Repair on Railroad Cyn;9/20	3,222.20	20	GAS TAX
Total 23908	11/8/2017			3,222.20		
23909	11/8/2017	AB Fence Company	Wrought Iron Fence Repair on Railroad Cyn Rd; 9/20/15	16,450.00	20	GAS TAX
Total 23909	11/8/2017			16,450.00		
23910	11/8/2017	All Signs Graphics and Designs	Banner for Veterans Day; Invoice Date: 10/19/17	215.93	10	GENERAL
Total 23910	11/8/2017			215.93		
23911	11/8/2017	Charles Abbott Associates, Inc.	Building & Safety - Permit & Plan Review for October 2017	13,109.66	10	GENERAL
23911	11/8/2017	Charles Abbott Associates, Inc.	Building and Safety - Code Enf. Software Licensing; Nov 2017	200.00	10	GENERAL
Total 23911	11/8/2017			13,309.66		
23912	11/8/2017	Corelogic Information Solutions, INC.	Database for Code Enforcement October 2017	125.00	10	GENERAL
Total 23912	11/8/2017			125.00		
23913	11/8/2017	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station, October 2017	250.00	10	GENERAL
23913	11/8/2017	CTAI Pacific Greenscape	Irrigation Repair for Median & Parkways; October 2017	216.00	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23913	11/8/2017	CTAI Pacific Greenscape	Landscape Maintenance for Median & Parkways; October 2017	5,000.00	20	GAS TAX
Total 23913	11/8/2017			5,466.00		
23914	11/8/2017	Gina Dickson	Candy for Parade of Frights; October 2017	37.46	10	GENERAL
23914	11/8/2017	Gina Dickson	Mileage & Parket Permit Reimbursement for October 2017	72.28	10	GENERAL
Total 23914	11/8/2017			109.74		
23915	11/8/2017	Eagle Graphic Creations, Inc.	Laminate Plaque for Jean Voshall; Invoice date: 10/30/17	58.72	10	GENERAL
Total 23915	11/8/2017			58.72		
23916	11/8/2017	Debby Gagnon	Flags and Ribbons for Veterans Day 2017	306.23	10	GENERAL
Total 23916	11/8/2017			306.23		
23917	11/8/2017	Jani-King of CA, Inc.	Janitorial Services for November 2017	720.37	10	GENERAL
Total 23917	11/8/2017			720.37		
23918	11/8/2017	Joe's Hardware	Supplies for Fire Station Rehab; Invoice Date: 10/28/17	49.76	10	GENERAL
Total 23918	11/8/2017			49.76		
23919	11/8/2017	Lake Chevrolet	Oil Change, Tire Check & Handle Repair on 08 GMC Yukon,10/28	738.65	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23919	11/8/2017			738.65		
23920	11/8/2017	League of California Cities	General Membership Meeting for Palmer, Greene & Bonner	75.00	10	GENERAL
Total 23920	11/8/2017			75.00		
23921	11/8/2017	Jason Monroe	Veterans Brick - Refund, brick not made or installed;11/8/17	50.00	10	GENERAL
Total 23921	11/8/2017			50.00		
23922	11/8/2017	MR. WINDOW & CO.	Window Cleaning for November 2017	60.00	10	GENERAL
Total 23922	11/8/2017			60.00		
23923	11/8/2017	NBS	Comprehensive Citywide User Fee and Rate Study; Nov 2017	3,880.00	10	GENERAL
Total 23923	11/8/2017			3,880.00		
23924	11/8/2017	Ramsey Backflow & Plumbing	Tested Backflow Device in front of POA Office; 10/11/17	45.00	10	GENERAL
Total 23924	11/8/2017			45.00		
23925	11/8/2017	Rightway	ADA Compliant Restroom - Porta Potty for Veterans Day 2017	270.09	10	GENERAL
23925	11/8/2017	Rightway	Porta Potty for BLM Clean Up Day, 11/1/17	176.36	10	GENERAL
Total 23925	11/8/2017			446.45		
23926	11/8/2017	Safe and Secure Locksmith Service	Locksmith for Inspection Warrent; 11/1/17	155.00	10	GENERAL

City of Canyon Lake
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 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23926	11/8/2017			155.00		
23927	11/8/2017	SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals; 9/21/17 to 10/20/17	81.03	20	GAS TAX
23927	11/8/2017	SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals; 9/28/17 to 10/27/17	350.52	20	GAS TAX
Total 23927	11/8/2017			431.55		
23928	11/8/2017	Signs4Realtors	Banner for Veterans Day Event 2017, Invoice Date: 11/8/2017	172.26	10	GENERAL
Total 23928	11/8/2017			172.26		
23929	11/8/2017	STAPLES	Cobweb Duster Brush for Fire Station; Invoice Date: 10/21/17	207.74	10	GENERAL
23929	11/8/2017	STAPLES	Coffee, Paper, Spoons, Sweet N Low; Invoice Date: 10/28/17	206.38	10	GENERAL
Total 23929	11/8/2017			414.12		
23930	11/8/2017	Sudweeks Construction, Inc.	Fire Station Column Repair; Invoice date: 10/6/2017	595.00	10	GENERAL
23930	11/8/2017	Sudweeks Construction, Inc.	Repairs and Maintenance at Fire Station; Invoice Date: 10/6	675.00	10	GENERAL
Total 23930	11/8/2017			1,270.00		
23931	11/8/2017	Synoptek, LLC	IT Services for November 2017	1,895.00	10	GENERAL
Total 23931	11/8/2017			1,895.00		
23932	11/8/2017	Toshiba Financial Services	Monthly Copier Lease; 10/15/17 - 11/15/17	749.61	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 23932	11/8/2017			749.61		
23933	11/22/2...	Aflac	Supplemental Ins, December 2017	325.70	10	GENERAL
Total 23933	11/22/2...			325.70		
23934	11/22/2...	Allied Traffic and Equipment Rentals, INC.	Replace speed limit signs on Railroad Cyn	875.21	20	GAS TAX
Total 23934	11/22/2...			875.21		
23935	11/22/2...	AMERICAN FORENSIC NURSES INC	Sheriff's Dept Blood Draw, October 2017	40.00	10	GENERAL
Total 23935	11/22/2...			40.00		
23936	11/22/2...	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services, September 2017	3,500.00	10	GENERAL
Total 23936	11/22/2...			3,500.00		
23937	11/22/2...	Bell Roof Company, Inc.	Fire Station 60, Roof Repair	16,292.50	10	GENERAL
Total 23937	11/22/2...			16,292.50		
23938	11/22/2...	Canyon Lake Pest Control	Pest Control, City Hall	100.00	10	GENERAL
23938	11/22/2...	Canyon Lake Pest Control	Pest Control, Storage Unit	90.00	10	GENERAL
Total 23938	11/22/2...			190.00		
23939	11/22/2...	Charles Abbott Associates, Inc.	Engineering Service, October 2017	2,716.00	10	GENERAL
23939	11/22/2...	Charles Abbott Associates, Inc.	Engineering Services October 2017	18,182.47	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23939	11/22/2...	Charles Abbott Associates, Inc.	Environmental Services October 2017	935.50	10	GENERAL
23939	11/22/2...	Charles Abbott Associates, Inc.	Engineering Services October 2017	6,130.00	20	GAS TAX
Total 23939	11/22/2...			27,963.97		
23940	11/22/2...	Christopher McPeck	Christmas Tree Lighting Service	1,526.25	10	GENERAL
Total 23940	11/22/2...			1,526.25		
23941	11/22/2...	CTAI Pacific Greenscape	Damage Repair RC Rd East Median Adjacent to Church	442.00	20	GAS TAX
23941	11/22/2...	CTAI Pacific Greenscape	Damage Repair RC Rd West median near fitness center	465.00	20	GAS TAX
Total 23941	11/22/2...			907.00		
23942	11/22/2...	DATA TICKET	Monthly Code Enforcement October 2017	100.00	10	GENERAL
23942	11/22/2...	DATA TICKET	Monthly Parking Citations October 2017	100.00	10	GENERAL
Total 23942	11/22/2...			200.00		
23943	11/22/2...	Department of Justice Accounting Office	Fingerprinting Apps, October 2017	64.00	10	GENERAL
Total 23943	11/22/2...			64.00		
23944	11/22/2...	Donna Lovejoy	Reimbursement for Decorations for Veterans Day Event	60.76	10	GENERAL
Total 23944	11/22/2...			60.76		
23945	11/22/2...	ELSINORE VALLEY MUNI WATER DIS	Water Service - Fire Station 60, 9/28/17-10/30/17	292.54	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23945	11/22/2...	ELSINORE VALLEY MUNI WATER DIS	Water Service, City Hall 0925/17-10/26/17	73.62	10	GENERAL
23945	11/22/2...	ELSINORE VALLEY MUNI WATER DIS	Water Service - Irrigation, 9/28/17-10/30/17	1,025.23	20	GAS TAX
Total 23945	11/22/2...			1,391.39		
23946	11/22/2...	Mike Feeney	Reimbursement for Santa's Chair	100.00	10	GENERAL
Total 23946	11/22/2...			100.00		
23947	11/22/2...	Frontier Communications	City Hall Internet 11/10/17-12/09/17	146.98	10	GENERAL
23947	11/22/2...	Frontier Communications	City Hall Phones 11/13/17-12/12/17	122.21	10	GENERAL
23947	11/22/2...	Frontier Communications	Phone & Internet, Fire Station 11/13/17-12/12/17	275.79	10	GENERAL
Total 23947	11/22/2...			544.98		
23948	11/22/2...	Good Time Entertainment	Disc Jockey/MC for Veterans Day Event	250.00	10	GENERAL
Total 23948	11/22/2...			250.00		
23949	11/22/2...	Dawn Haggerty	Internet Reimbursement November 2017	30.00	10	GENERAL
23949	11/22/2...	Dawn Haggerty	Internet Reimbursement October 2017	30.00	10	GENERAL
Total 23949	11/22/2...			60.00		
23950	11/22/2...	Larry Greene	Reimbursement for gas - Sonoma Cnty Emergency Response	31.11	10	GENERAL
Total 23950	11/22/2...			31.11		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23951	11/22/2...	Nancy Greenhalgh	Retiree Health Ins	196.21	10	GENERAL
Total 23951	11/22/2...			196.21		
23952	11/22/2...	Pitney Bowes Global Financial Services, LLC	Postage Machine Lease 9/13/17-12/12/17	175.14	10	GENERAL
Total 23952	11/22/2...			175.14		
23953	11/22/2...	Purchase Power	Postage for October 2017	604.50	10	GENERAL
Total 23953	11/22/2...			604.50		
23954	11/22/2...	Regional Conservation Authority	MSHCP Fees November 2017	4,062.00	50	AGENCY
Total 23954	11/22/2...			4,062.00		
23955	11/22/2...	JOHN REGUS	Conference Room Rent December 2017	250.00	10	GENERAL
Total 23955	11/22/2...			250.00		
23956	11/22/2...	JOHN REGUS	Library Lease January 2018	1,012.95	10	GENERAL
Total 23956	11/22/2...			1,012.95		
23957	11/22/2...	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Sheriff's Contract Law Enforcement Services-9/14/17-10/11/17	120,375.98	10	GENERAL
Total 23957	11/22/2...			120,375.98		
23958	11/22/2...	COUNTY OF RIVERSIDE-TLMA	SLF Costs October 2017	317.13	20	GAS TAX
Total 23958	11/22/2...			317.13		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23959	11/22/2...	SOUTHERN CALIFORNIA EDISON	Electricity - City Hall, 10/13/17-11/14/17	909.79	10	GENERAL
23959	11/22/2...	SOUTHERN CALIFORNIA EDISON	Electricity - Fire Station, 10/13/17-11/14/17	338.96	10	GENERAL
23959	11/22/2...	SOUTHERN CALIFORNIA EDISON	Electricity - Pump Station, 10/9/17-11/7/17	228.68	20	GAS TAX
23959	11/22/2...	SOUTHERN CALIFORNIA EDISON	Electricity - Traffic Signals, 09/20/17-10/19/17	12.52	20	GAS TAX
23959	11/22/2...	SOUTHERN CALIFORNIA EDISON	Electricity - Traffic Signals, 10/13/17-11/14/17	196.70	20	GAS TAX
Total 23959	11/22/2...			1,686.65		
23960	11/22/2...	Special District Risk Management Authority	Dental Ins, December 2017	275.50	10	GENERAL
Total 23960	11/22/2...			275.50		
23961	11/22/2...	Sparkletts	Drinking Water Service 10/25/17-11/08/17	20.09	10	GENERAL
Total 23961	11/22/2...			20.09		
23962	11/22/2...	STAPLES	Office Supplies	728.80	10	GENERAL
Total 23962	11/22/2...			728.80		
23963	11/22/2...	STATE COMP. INS. FUND	Worker's Comp, December 2017	1,265.42	10	GENERAL
Total 23963	11/22/2...			1,265.42		
23964	11/22/2...	Structural Termite/Pest Control	Monthly Pest Control, Fire Station - Aug thru Nov 2017	147.00	10	GENERAL
Total 23964	11/22/2...			147.00		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 11/1/2017 Through 11/30/2017

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
23965	11/22/2...	U. S. Bank	ICMA Membership and Conf, Code Enf uniforms, office supplies	3,702.70	10	GENERAL
Total 23965	11/22/2...			3,702.70		
23966	11/22/2...	Verizon Wireless	Cell Phones, 11/4/17-12/3/17	563.25	10	GENERAL
23966	11/22/2...	Verizon Wireless	iPads, 11/4/17-12/3/17	253.08	10	GENERAL
Total 23966	11/22/2...			816.33		
23967	11/22/2...	WRCOG	TUMF Fees for November 2017	8,874.00	50	AGENCY
Total 23967	11/22/2...			8,874.00		
23968	11/29/2...	Randall Bonner	Internet and Mileage Reimbursement November 2017	193.35	10	GENERAL
23968	11/29/2...	Randall Bonner	Internet, Phone and Mileage Reimbursement Oct 2017	210.04	10	GENERAL
Total 23968	11/29/2...			403.39		
Report Total				249,652.91		

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

Vendor ID	Invoice Description	Cash Required
AB Fence	Retention for Wrought Iron Fence Repair on Railroad Cyn;9/20	3,222.20
	Wrought Iron Fence Repair on Railroad Cyn Rd; 9/20/15	16,450.00
All Signs	Banner for Veterans Day; Invoice Date: 10/19/17	215.93
Charles Abbott	Building and Safety - Code Enf. Software Licensing; Nov 2017	200.00
	Building & Safety - Permit & Plan Review for October 2017	13,109.66
Corelogic	Database for Code Enforcement October 2017	125.00
CTAI	Irrigation Repair for Median & Parkways; October 2017	216.00
	Landscape Maintenance for Median & Parkways; October 2017	5,000.00
	Landscape Maintenance for Fire Station, October 2017	250.00
Dickson	Candy for Parade of Frights; October 2017	37.46
	Mileage & Parket Permit Reimbursement for October 2017	72.28
Eagle	Laminate Plaque for Jean Voshall; Invoice date: 10/30/17	58.72
Gagnon	Flags and Ribbons for Veterans Day 2017	306.23
Jani-King	Janitorial Services for November 2017	720.37
Joe's	Supplies for Fire Station Rehab; Invoice Date: 10/28/17	49.76
Lake Chevrolet	Oil Change, Tire Check & Handle Repair on 08 GMC Yukon,10/28	738.65
LOCC	General Membership Meeting for Palmer, Greene & Bonner	75.00
Monroe	Veterans Brick - Refund, brick not made or installed;11/8/17	50.00
MR. WINDOW	Window Cleaning for November 2017	60.00
NBS	Comprehensive Citywide User Fee and Rate Study; Nov 2017	3,880.00
Ramsey Backflow	Tested Backflow Device in front of POA Office; 10/11/17	45.00
Rightway	ADA Compliant Restroom - Porta Potty for Veterans Day 2017	270.09
	Porta Potty for BLM Clean Up Day, 11/1/17	176.36
Safe and Secure Locksmith	Locksmith for Inspection Warrent; 11/1/17	155.00
SCE	Electricity for Traffic Signals; 9/21/17 to 10/20/17	81.03
	Electricity for Traffic Signals; 9/28/17 to 10/27/17	350.52



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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Signs4Realtors	Banner for Veterans Day Event 2017, Invoice Date: 11/8/2017	172.26
STAPLES	Cobweb Duster Brush for Fire Station; Invoice Date: 10/21/17	207.74
	Coffee, Paper, Spoons, Sweet N Low; Invoice Date: 10/28/17	206.38
Sudweeks	Fire Station Column Repair; Invoice date: 10/6/2017	595.00
	Repairs and Maintenance at Fire Station; Invoice Date: 10/6	675.00
Synoptek	IT Services for November 2017	1,895.00
Toshiba	Monthly Copier Lease; 10/15/17 - 11/15/17	749.61
Report Total		<u>50,416.25</u>

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

Vendor ID	Invoice Description	Cash Required
Aflac	Supplemental Ins, December 2017	325.70
Allied	Replace speed limit signs on Railroad Cyn	875.21
AMERICAN FORENSIC	Sheriff's Dept Blood Draw, October 2017	40.00
ANIMAL FRIENDS	Animal Control Services, September 2017	3,500.00
Bell Roof	Fire Station 60, Roof Repair	16,292.50
Canyon Lake Pest Control	Pest Control, City Hall	100.00
	Pest Control, Storage Unit	90.00
Charles Abbott	Engineering Services October 2017	10,600.00
	Environmental Services October 2017	935.50
	Engineering Services October 2017	6,130.00
	Engineering Services October 2017	3,597.72
	Engineering Services October 2017	3,984.75
	Engineering Service, October 2017	2,716.00
Christopher McPeek	Christmas Tree Lighting Service	1,526.25
CTAI	Damage Repair RC Rd East Median Adjacent to Church	442.00
	Damage Repair RC Rd West median near fitness center	465.00
DATA TICKET	Monthly Parking Citations October 2017	100.00
	Monthly Code Enforcement October 2017	100.00
Department of Justice	Fingerprinting Apps, October 2017	64.00
Donna Lovejoy	Reimbursement for Decorations for Veterans Day Event	60.76
EVMWD	Water Service - Irrigation, 9/28/17-10/30/17	1,025.23
	Water Service - Fire Station 60, 9/28/17-10/30/17	292.54
	Water Service, City Hall 0925/17-10/26/17	73.62
Feeney	Reimbursement for Santa's Chair	100.00
Frontier	City Hall Phones 11/13/17-12/12/17	122.21
	Phone & Internet, Fire Station 11/13/17-12/12/17	275.79
	City Hall Internet 11/10/17-12/09/17	146.98
Good Time	Disc Jockey/MC for Veterans Day Event	250.00
Haggerty	Internet Reimbursement October 2017	30.00
	Internet Reimbursement November 2017	30.00
Larry Greene	Reimbursement for gas - Sonoma Cnty Emergency Response	31.11
NANCY GREENHALGH	Retiree Health Ins	196.21
Pitney Bowes	Postage Machine Lease 9/13/17-12/12/17	175.14
Pitney Bowes - Purchase Power	Postage for October 2017	604.50
RCA	MSHCP Fees November 2017	4,062.00
REGUS	Library Lease January 2018	1,012.95
	Conference Room Rent December 2017	250.00

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

Vendor ID	Invoice Description	Cash Required
Riv Co Sheriff Acctg	Sheriff's Contract Law Enforcement Services-9/14/17-10/11/17	120,375.98
Riv Co TLMA	SLF Costs October 2017	317.13
SCE	Electricity - Fire Station, 10/13/17-11/14/17	338.96
	Electricity - Traffic Signals, 09/20/17-10/19/17	12.52
	Electricity - Traffic Signals, 10/13/17-11/14/17	196.70
	Electricity - City Hall, 10/13/17-11/14/17	909.79
	Electricity - Pump Station, 10/9/17-11/7/17	228.68
SDRMA	Dental Ins, December 2017	275.50
Sparkletts	Drinking Water Service 10/25/17-11/08/17	20.09
STAPLES	Office Supplies	538.46
	Office Supplies	190.34
STATE FUND	Worker's Comp, December 2017	1,265.42
Structural	Monthly Pest Control, Fire Station - Aug thru Nov 2017	147.00
US Bank	ICMA Membership and Conf, Code Enf uniforms, office supplies	3,702.70
VerizonW	Cell Phones, 11/4/17-12/3/17	563.25
	iPads, 11/4/17-12/3/17	253.08
WRCOG	TUMF Fees for November 2017	8,874.00
Report Total		198,833.27

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Bonner	Internet, Phone and Mileage Reimbursement Oct 2017	210.04
	Internet and Mileage Reimbursement November 2017	193.35
Report Total		<u>403.39</u>

Labor Distribution

City of Canyon Lake

Company (10756)

Check Date: 10/31/2017
 Process: 2017103101
 Period: 10/16/2017 to 10/31/2017

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI Pre-Tax P.	CA	245.00	California SI	CA	102.48	CAETT CA Edu & T	CAETT	102.48	0.00	0.00
102	Reg Regular		3500.00		CASDI CA SDI - Err			CASUI California SI	35.93	CASUI California SI		35.93	0.00	0.00
3500.00					FITW Federal Incon			MED-R Medicare - E	342.64	MED-R Medicare - E		342.64	3992.43	57.89
					MED Medicare				57.89			57.89		3208.49
	Total Earnings	0.00	3992.43	Total Deductions		245.00		Total Employee Taxes	538.94			Total Employer Taxes		57.89
125CO	125 Cash		499.58	PTXPE Pre-Tax P.	CA	132.83	California SI	CA	116.34	CAETT CA Edu & T	CAETT	116.34	0.00	0.00
98	Comp Tin	3.00	69.30		CASDI CA SDI - Err			CASUI California SI	24.25	CASUI California SI		24.25	0.00	0.00
23.1000	Reg Regular	92.00	2125.20		FITW Federal Incon			MED-R Medicare - E	240.65	MED-R Medicare - E		240.65	2694.08	39.06
					MED Medicare				39.07			39.07		2140.94
	Total Earnings	95.00	2694.08	Total Deductions		132.83		Total Employee Taxes	420.31			Total Employer Taxes		39.06
125CO	125 Cash		451.02	PTXPE Pre-Tax P.	CA	338.54	California SI	CA	269.28	CAETT CA Edu & T	CAETT	269.28	0.00	0.00
99	Reg Regular		5416.67		CASDI CA SDI - Err			CASUI California SI	0.00	CASUI California SI		0.00	0.00	0.00
5416.67					FITW Federal Incon			MED-R Medicare - E	5529.15	MED-R Medicare - E		5529.15	5867.69	85.08
					MED Medicare				85.08			85.08		4448.65
	Total Earnings	0.00	5867.69	Total Deductions		338.54		Total Employee Taxes	1080.50			Total Employer Taxes		85.08
125CO	125 Cash		217.76	PTXPE Pre-Tax P.	CA	120.09	California SI	CA	37.33	CAETT CA Edu & T	CAETT	37.33	0.00	0.00
100	Comp Tin	3.50	73.50		CASDI CA SDI - Err			CASUI California SI	19.91	CASUI California SI		19.91	0.00	0.00
21.0000	Reg Regular	91.50	1921.50		FITW Federal Incon			MED-R Medicare - E	195.67	MED-R Medicare - E		195.67	2212.76	32.09
					MED Medicare				32.09			32.09		1807.67
	Total Earnings	95.00	2212.76	Total Deductions		120.09		Total Employee Taxes	285.00			Total Employer Taxes		32.09

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
4	125CO 125 Cash		1660.79	PTAXI Pre-Tax P.	CA	245.00	California SI	CA	525.43	CAETT CA Edu & T	CAETT	525.43	0.00	0.00
2	Comp Tin	6.50	142.80	PTXPE Pre-Tax P.	CASDI CA SDI - Err			CASUI California SI	80.09	CASUI California SI		80.09	0.00	0.00
2	Reg Regular	183.50	12963.37		FITW Federal Incon			MED-R Medicare - E	1505.10	MED-R Medicare - E		1505.10	14766.96	214.12
					MED Medicare				214.13			214.13		11605.75
	Total Earnings	190.00	14766.96	Total Deductions		836.46		Total Employee Taxes	2324.75			Total Employer Taxes		214.12

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 10/31/2017
Process: 2017103101
Period: 10/16/2017 to 10/31/2017

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	24.50	609.56		CA	California SI	609.56	609.56	CA	CA Edu & T	0.00	609.56	0.61
Emp Id	105				CASDI	CA SDI - Eir	609.56	609.56	CASUI	California SI	5.49	609.56	32.92
Rate	24.8800				FITW	Federal Incon	609.56	609.56	MED-R	Medicare - E	8.84	609.56	8.84
					MED	Medicare	609.56	609.56	OASDI - Em	OASDI - Em	8.84	-572.24	0.00
					SS	OASDI	-572.24	-572.24			0.00		0.00
Total Earnings		24.50	609.56	0.00	Total Deductions		0.00		Total Employer Taxes		14.33		42.37
Reg	Regular	26.00	598.00		CA	California SI	598.00	598.00	CA	CA Edu & T	0.00	598.00	0.60
Emp Id	104				CASDI	CA SDI - Eir	598.00	598.00	CASUI	California SI	5.38	598.00	32.29
Rate	23.0000				FITW	Federal Incon	598.00	598.00	MED-R	Medicare - E	6.88	598.00	8.67
					MED	Medicare	598.00	598.00	OASDI - Em	OASDI - Em	8.67	-460.00	0.00
Total Earnings		26.00	598.00	0.00	Total Deductions		0.00		Total Employer Taxes		20.93		41.56
Reg	Regular	38.00	1022.96		CA	California SI	1022.96	1022.96	CA	CA Edu & T	16.35	1022.96	0.00
Emp Id	83				CASDI	CA SDI - Eir	1022.96	1022.96	CASUI	California SI	9.21	1022.96	0.00
Rate	26.9200				FITW	Federal Incon	1022.96	1022.96	MED-R	Medicare - E	119.64	1022.96	14.83
					MED	Medicare	1022.96	1022.96	OASDI - Em	OASDI - Em	14.84		0.00
Total Earnings		38.00	1022.96	0.00	Total Deductions		0.00		Total Employer Taxes		160.04		14.83
125CO	125 Cash		228.02	PTAXF Pre-Tax P.	CA	California SI	2076.86	2076.86	CA	CA Edu & T	80.88	2076.86	0.00
Emp Id	101	71.00	1988.00		CASDI	CA SDI - Eir	2216.02	2216.02	CASUI	California SI	19.94	2216.02	0.00
Rate	28.0000				FITW	Federal Incon	2076.86	2076.86	MED-R	Medicare - E	218.61	2216.02	32.13
					MED	Medicare	2216.02	2216.02	OASDI - Em	OASDI - Em	32.13		0.00
Total Earnings		71.00	2216.02	0.00	Total Deductions		0.00		Total Employer Taxes		351.56		32.13
Reg	Regular	72.50	1951.70		CA	California SI	1951.70	1951.70	CA	CA Edu & T	69.87	1951.70	0.00
Emp Id	72				CASDI	CA SDI - Eir	1951.70	1951.70	CASUI	California SI	17.57	1951.70	0.00
Rate	26.9200				FITW	Federal Incon	1951.70	1951.70	MED-R	Medicare - E	286.41	1951.70	28.30
					MED	Medicare	1951.70	1951.70	OASDI - Em	OASDI - Em	28.30		0.00
Total Earnings		72.50	1951.70	0.00	Total Deductions		0.00		Total Employer Taxes		402.15		28.30

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		228.02	PTAXF Pre-Tax P.	CA	California SI	6259.08	6259.08	CA	CA Edu & T	167.10	1207.56	1.21
Emp Id	Female	232.00	6170.22		CASDI	CA SDI - Eir	6398.24	6398.24	CASUI	California SI	57.59	1207.56	65.21
Rate	Male				FITW	Federal Incon	6259.08	6259.08	MED-R	Medicare - E	631.54	6398.24	92.77
					MED	Medicare	6398.24	6398.24	OASDI - Em	OASDI - Em	92.78	-1032.24	0.00
Total Earnings		232.00	6398.24	0.00	Total Deductions		139.16		Total Employer Taxes		949.01		159.19

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Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 10/31/2017
Process: 2017103101
Period: 10/16/2017 to 10/31/2017

Department: (50)Council Members

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.00	300.00	0.30
Emp Id	78				FITW	Federal Incon	0.00	300.00	California SI	CASUI	0.00	300.00	16.20
Salary	300.00				MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	4.36
Total Earnings													20.86
Total Deductions													20.86
Net Amt													300.00

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.00	300.00	0.30
Emp Id	62				FITW	Federal Incon	0.00	300.00	California SI	CASUI	0.00	300.00	16.20
Salary	300.00				MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	4.35
Total Earnings													20.85
Total Deductions													20.85
Net Amt													300.00

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.00	300.00	0.30
Emp Id	103				FITW	Federal Incon	0.00	300.00	California SI	CASUI	0.00	300.00	16.20
Salary	300.00				MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	4.35
Total Earnings													20.85
Total Deductions													20.85
Net Amt													300.00

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.00	300.00	0.30
Emp Id	95				FITW	Federal Incon	0.00	300.00	California SI	CASUI	0.00	300.00	16.20
Salary	300.00				MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	4.35
Total Earnings													20.85
Total Deductions													20.85
Net Amt													300.00

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.00	300.00	0.30
Emp Id	94				FITW	Federal Incon	0.00	300.00	California SI	CASUI	0.00	300.00	16.20
Salary	300.00				MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	4.35
Total Earnings													20.85
Total Deductions													20.85
Net Amt													300.00

Department: (50)Council Members Total

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular		1500.00		CA	California SI	0.00	1500.00	CA Edu & T	CAETT	0.00	1500.00	1.50
Emp Id	3				FITW	Federal Incon	30.00	1500.00	California SI	CASUI	30.00	1500.00	81.00
Salary	300.00				MED	Medicare	21.75	1500.00	Medicare - E	MED-R	21.75	1500.00	21.76
Total Earnings													104.26
Total Deductions													104.26
Net Amt													1500.00

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Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 10/31/2017
Process: 2017103101
Period: 10/16/2017 to 10/31/2017

Report Total

Employees	14	Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
Female	7	125CO	125 Cash		1888.81	PTAXF Pre-Tax P.	CA	California SI	384.16	CAETT	CA Edu & T	692.53	21689.58	2707.56	2707.56	2.71		
Male	7	Comp	Comp Tin	6.50	142.80	PTXPF Pre-Tax P.	CASDI	CA SDI - Eir	591.46	CASUI	California SI	137.68	15297.51	2707.56	2707.56	146.21		
		Reg	Regular	415.50	20633.59		FITW	Federal Incon		MED-R	Medicare - E	2166.64	21689.58	22665.20	22665.20	328.65		
							MED	Medicare		SS-R	OASDI - Em	328.66	22665.20	-1032.24	-1032.24	0.00		
							SS	OASDI				0.00						
Total Earnings				422.00	22665.20	Total Deductions			975.62	Total Employee Taxes		3325.51	Total Employer Taxes		477.57			

Aaron Palmer

Aaron Palmer, City Manager

10/27/17
Date

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 11/15/2017
Process: 2017111501
Period: 11/01/2017 to 11/15/2017

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXFI Pre-Tax P.	CA	245.00	CA	California SI	CA	102.48	CA	CA	102.48	3747.43	CA	CA	102.48	0.00	0.00
102	Hol Holiday	9.50	0.00		CASDJ		CASDJ	CA SDI - Err	CASUI	35.93	CASUI	CA	35.93	3992.43	CA	CA	35.93	0.00	0.00
3500.00	Reg Regular		3500.00		FITW		FITW	Federal Inco	MED-R	342.64	MED-R	Medicare - E	342.64	3747.43	Medicare - E		342.64	3992.43	57.90
					MED		MED	Medicare		57.89			57.89	3992.43			57.89	57.90	57.90
	Total Earnings	9.50	3992.43	Total Deductions		245.00		Total Employee Taxes		538.94			538.94	3992.43			57.90	3992.43	3208.49

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular	34.00	676.60		CA		CA	California SI	CA	7.43	CA	CA	7.43	676.60	CA	CA	7.43	676.60	0.68
					CASDJ		CASDJ	CA SDI - Err	CASUI	6.09	CASUI	CA	6.09	676.60	CA	CA	6.09	676.60	36.53
					FITW		FITW	Federal Inco	MED-R	31.62	MED-R	Medicare - E	31.62	676.60	Medicare - E		31.62	676.60	9.81
					MED		MED	Medicare	SS-R	9.81	SS-R	OASDI - Em	9.81	676.60	OASDI - Em		9.81	676.60	0.00
	Total Earnings	34.00	676.60	Total Deductions		0.00		Total Employee Taxes		54.95			54.95	676.60			47.02	676.60	47.02

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		499.58	PTXPE Pre-Tax P.	CA	123.44	CA	California SI	CA	95.03	CA	CA	95.03	2351.19	CA	CA	95.03	0.00	0.00
98	Hol Holiday	9.50	219.45		CASDJ		CASDJ	CA SDI - Err	CASUI	22.27	CASUI	CA	22.27	2474.63	CA	CA	22.27	0.00	0.00
23.1000	Reg Regular	76.00	1755.60		FITW		FITW	Federal Inco	MED-R	209.14	MED-R	Medicare - E	209.14	2351.19	Medicare - E		209.14	2474.63	35.88
					MED		MED	Medicare		35.88			35.88	2474.63			35.88	2474.63	35.88
	Total Earnings	85.50	2474.63	Total Deductions		123.44		Total Employee Taxes		362.32			362.32	2474.63			35.88	2474.63	2510.51

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		451.02	PTXPE Pre-Tax P.	CA	338.54	CA	California SI	CA	269.28	CA	CA	269.28	5529.15	CA	CA	269.28	0.00	0.00
99	Hol Holiday	9.50	0.00		CASDJ		CASDJ	CA SDI - Err	CASUI	0.00	CASUI	CA	0.00	0.00	CA	CA	0.00	0.00	0.00
5416.67	Reg Regular		5416.67		FITW		FITW	Federal Inco	MED-R	726.14	MED-R	Medicare - E	726.14	5529.15	Medicare - E		726.14	5867.69	85.08
					MED		MED	Medicare		85.08			85.08	5867.69			85.08	5867.69	85.08
	Total Earnings	9.50	5867.69	Total Deductions		338.54		Total Employee Taxes		1080.50			1080.50	5867.69			85.08	5867.69	4448.65

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		217.76	PTXPE Pre-Tax P.	CA	99.75	CA	California SI	CA	29.45	CA	CA	29.45	1913.51	CA	CA	29.45	0.00	0.00
100	Comp Comp Tin	9.50	199.50		CASDJ		CASDJ	CA SDI - Err	CASUI	18.12	CASUI	CA	18.12	2013.26	CA	CA	18.12	0.00	0.00
21.0000	Hol Holiday	9.50	199.50		FITW		FITW	Federal Inco	MED-R	168.80	MED-R	Medicare - E	168.80	1913.51	Medicare - E		168.80	2013.26	29.19
					MED		MED	Medicare		29.19			29.19	2013.26			29.19	2013.26	29.19
	Total Earnings	85.50	2013.26	Total Deductions		99.75		Total Employee Taxes		245.56			245.56	2013.26			29.19	2013.26	1667.95

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		1660.79	PTAXFI Pre-Tax P.	CA	245.00	CA	California SI	CA	503.67	CA	CA	503.67	14217.88	CA	CA	503.67	676.60	0.68
2	Comp Comp Tin	9.50	199.50	PTXPE Pre-Tax P.	CASDJ	561.73	CASDJ	CA SDI - Err	CASUI	82.41	CASUI	CA	82.41	9156.92	CA	CA	82.41	676.60	36.53
	Hol Holiday	38.00	418.95		FITW		FITW	Federal Inco	MED-R	1478.34	MED-R	Medicare - E	1478.34	14217.88	Medicare - E		1478.34	15024.61	217.86
					MED		MED	Medicare	SS-R	217.85	SS-R	OASDI - Em	217.85	15024.61	OASDI - Em		217.85	676.60	0.00
	Total Earnings	224.00	15024.61	Total Deductions		806.73		Total Employee Taxes		2282.27			2282.27	676.60			255.07	676.60	255.07

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Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 11/15/2017
Process: 2017111501
Period: 11/01/2017 to 11/15/2017

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	25.00	622.00		CA	California SI	622.00	622.00	CA	CA Edu & T	0.00	622.00	0.62
Emp Id	105				CASDJ	CA SDI - Err	622.00	622.00	CASUI	California SI	5.59	622.00	33.59
Rate	24.8800				FITW	Federal Inco	622.00	622.00	MED-R	Medicare - E	0.00	622.00	9.02
					MED	Medicare	622.00	622.00			9.02		9.02
											14.61		43.23

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	25.00	575.00		CA	California SI	575.00	575.00	CA	CA Edu & T	0.00	575.00	0.57
Emp Id	104				CASDJ	CA SDI - Err	575.00	575.00	CASUI	California SI	5.18	575.00	31.05
Rate	23.0000				FITW	Federal Inco	575.00	575.00	MED-R	Medicare - E	4.58	575.00	8.34
					MED	Medicare	575.00	575.00			8.34		8.34
											18.10		39.96

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	42.00	1130.64		CA	California SI	1130.64	1130.64	CA	CA Edu & T	0.00	1130.64	0.00
Emp Id	83				CASDJ	CA SDI - Err	1130.64	1130.64	CASUI	California SI	10.17	1130.64	0.00
Rate	26.9200				FITW	Federal Inco	1130.64	1130.64	MED-R	Medicare - E	135.79	1130.64	16.39
					MED	Medicare	1130.64	1130.64			16.39		16.39
											183.44		16.39

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		228.02	PTAXI Pre-Tax P.	CA	California SI	1868.54	1868.54	CA	CA Edu & T	0.00	1868.54	0.00
Emp Id	101				CASDJ	CA SDI - Err	1992.02	1992.02	CASUI	California SI	17.93	1992.02	0.00
Rate	28.0000				FITW	Federal Inco	1868.54	1868.54	MED-R	Medicare - E	187.36	1992.02	28.88
					MED	Medicare	1992.02	1992.02			28.89		28.88
											297.57		28.88

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		228.02	PTAXI Pre-Tax P.	CA	California SI	4196.18	4196.18	CA	CA Edu & T	0.00	4196.18	1.19
Emp Id	101				CASDJ	CA SDI - Err	4319.66	4319.66	CASUI	California SI	38.87	4319.66	64.64
Rate	28.0000				FITW	Federal Inco	4196.18	4196.18	MED-R	Medicare - E	327.73	4319.66	62.63
					MED	Medicare	4319.66	4319.66			62.64		62.63
											513.72		128.46

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		1898.81	PTAXI Pre-Tax P.	CA	California SI	18414.06	18414.06	CA	CA Edu & T	0.00	18414.06	1.87
Emp Id	101				CASDJ	CA SDI - Err	13476.58	13476.58	CASUI	California SI	121.28	1873.60	101.17
Rate	28.0000				FITW	Federal Inco	18414.06	18414.06	MED-R	Medicare - E	1806.07	19344.27	280.49
					MED	Medicare	19344.27	19344.27	SS-R	OASDI - Em	280.49	676.60	0.00
											2795.99		383.53

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Comp	Comp Tin	9.50	199.50	PTXPE Pre-Tax P.	CA	California SI	561.73	561.73	CA	CA Edu & T	0.00	561.73	0.00
Emp Id	101				CASDJ	CA SDI - Err	16837.01	16837.01	CASUI	California SI	155.00	16837.01	155.00
Rate	21.0000				FITW	Federal Inco	16837.01	16837.01	MED-R	Medicare - E	155.00	16837.01	155.00
					MED	Medicare	16837.01	16837.01			155.00		155.00
											930.21		930.21

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		1898.81	PTAXI Pre-Tax P.	CA	California SI	18414.06	18414.06	CA	CA Edu & T	0.00	18414.06	1.87
Emp Id	101				CASDJ	CA SDI - Err	13476.58	13476.58	CASUI	California SI	121.28	1873.60	101.17
Rate	28.0000				FITW	Federal Inco	18414.06	18414.06	MED-R	Medicare - E	1806.07	19344.27	280.49
					MED	Medicare	19344.27	19344.27	SS-R	OASDI - Em	280.49	676.60	0.00
											2795.99		383.53

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Handwritten: Aaron Palmer, City Manager
Date: 11-15-17



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

Common Tasks

Name: City of Canyon Lake **CalPERS ID:** 3813045770

Menu

Payment Request Acceptance

- Billing and Payments
- Super Funded Accounts
- Rate Plan Details
- Payment Accounts
- Make Payment

Your request for payment has been accepted.

- **Please print this page for your records.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will be reflected in your CalPERS account once the payment has been received by CalPERS.
- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

Payment Setup Total

Total Payment Amount: \$730.59

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000959291	11/06/2017	100000015096219	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$730.59

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Build: v6.9.0.a Baseline: 171003_165119_v6.9_Int.8338 **UID: 318**

OK to pay 11/21/17

Skip to: Content | Footer | Welcome Kayla | Help | Contact Us | CalPERS | Log out **November 09, 2017**



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

Common Tasks **Name:** City of Canyon Lake **CalPERS ID:** 3813045770

Menu **Payment Request Acceptance**

Billing and Payments

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Payment Setup Total

Total Payment Amount: \$2,055.84

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000962314	11/09/2017	100000015063886	Employer Contribution, PEPRA, 26189, CalPERS, 10/16/2017 - 10/31/2017	EFT - Debit	Citizens Business Bank -5402	\$1,209.70
1000962315	11/09/2017	100000015063849	Employer Contribution, Classic, 1684, CalPERS, 10/16/2017 - 10/31/2017	EFT - Debit	Citizens Business Bank -5402	\$846.14

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Build: v6.9.0.a Baseline: 171003_165119_v6.9_Int.8338 UID: 318

Ok to pay 11/13/17



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

Common Tasks **Name:** City of Canyon Lake **CalPERS ID:** 3813045770

Menu **Payment Request Acceptance**

- Billing and Payments
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- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

Payment Setup Total
Total Payment Amount: \$1,960.50

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000965201	11/16/2017	100000015092382	Employer Contribution, PEPRA, 26189, CalPERS, 11/01/2017 - 11/15/2017	EFT - Debit	Citizens Business Bank -5402	\$1,148.90
1000965202	11/16/2017	100000015092336	Employer Contribution, Classic, 1684, CalPERS, 11/01/2017 - 11/15/2017	EFT - Debit	Citizens Business Bank -5402	\$811.60

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Build: v6.9.0.a Baseline: 171003_165119_v6.9_Int.8338 UID: 318

*Ok to pay
11/16/17*

U S BANK Statement dated 11/6/2017

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	MSF Microsoft Office Business	Microsoft 365 Monthly Fee	\$ 360.83	10-310-6610
2	Wal-Mart	Code Enforcement Uniform Jackets	\$ 107.23	10-520-6220
3	Kohls	Code Enforcement Uniform Pants	\$ 86.96	10-520-6220
4	Staples	Office Supplies	\$ 48.79	10-310-6210
5	Chevron	Sonoma County Emergency Response	\$ 56.45	10-310-6210
6	Exxonmobil	Sonoma County Emergency Response	\$ 0.94	10-310-6210
7	Shell Oil	Sonoma County Emergency Response	\$ 62.43	10-310-6210
8	Love's County	Sonoma County Emergency Response	\$ 50.75	10-310-6210
9	Corelogic	Property Title Info - Foreclosure Activity	\$ 8.09	10-520-6220
10	Corelogic	Property Title Info - Foreclosure Activity	\$ 8.09	10-520-6220
11	Canyon Lake Market	Water for council meeting	\$ 5.19	10-100-6510
12	Sacramento Holiday Inn	League of California Cities - Randy Bonner	\$ 583.05	10-100-6520
13	Staples	Student of the Month	\$ 26.08	10-100-6830
14	Vista Print	Office Supplies - Large Stamp	\$ 21.26	10-310-6210
15	International	ICMA Membership	\$ 1,040.00	10-310-6510
16	Dollar Rent A Car	ICMA Annual Conference	\$ 147.68	10-310-6510
17	Westin, Texas	ICMA Annual Conference	\$ 1,088.88	10-310-6510
			\$ 3,702.70	
		Account Breakdown		
	Council Special Dept. Expense	10-100-6520	\$ 107.23	
	Council Meeting	10-100-6510	\$ 360.83	
	Promotion and Advertising	10-100-6830	\$ 86.96	
	Office Expense	10-310-6210	\$ 227.45	
	City Manager Meeting	10-310-6510	\$ 596.33	
	Professional/Specialized Services	10-310-6610	\$ 26.08	
	Training and Education	10-320-6710		
	Law Enforcement Specialized Service	10-410-6610		
	Fire Station Upgrades	10-420-8018		
	Emergency Preparedness Supplies	10-425-6215		
	Special Enforcement Misc Expense	10-520-6220	\$ 2,297.82	
	Building Maint.	10-550-6610		
			\$ 3,702.70	
		Check Figure	\$ -	

*Ok to pay
11/20/17*

*Copies for City Council
as directed by
the Finance Committee*

CITIZENSTRUST™

PO Box 2549

Rancho Cucamonga, CA 91729-2549

Return Service Requested

00000057 MCB1000110717114042 01 000000 57 004

CITY OF CANYON LAKE
31516 RAILROAD CANYON RD
CANYON LAKE CA 92587

STATEMENT FOR THE PERIOD FROM 10/01/2017 TO 10/31/2017
ACCOUNT 1035003119

THIS IS YOUR REPORT OF INVESTMENTS AND TRANSACTIONS FOR THE PERIOD. INCLUDED
IN THE REPORT ARE

* PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT

* ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY

* PORTFOLIO STATEMENT: A LISTING OF COST AND MARKET VALUE OF ASSETS
HELD IN THE PORTFOLIO

COST BASIS APPLICABLE FOR CALCULATING CAPITAL GAINS AND LOSSES.
MARKET VALUE IS THE CURRENT VALUE OF EACH ASSET FOR MOST STOCKS AND BONDS.
MARKETS ARE THE CLOSING PRICES ON THE LAST TRADING DAY OF THE PERIOD.

* TRANSACTION STATEMENT: A COMPLETE LISTING FOR THE PERIOD GROUPED BY
TRANSACTION TYPE.

* DISCLOSURES: CITIZENS BUSINESS BANK MAY RECEIVE RESEARCH AND OTHER BENEFITS
FROM BROKER DEALERS WHICH MAY BE CONSIDERED COMPENSATION TO US. UPON REQUEST
WE WILL DISCLOSE DETAILS OF ANY COMPENSATION RECEIVED.

* TO TRUST BENEFICIARIES: UNDER SECTION 17200 OF CALIFORNIA PROBATE CODE,
YOU MAY PETITION THE COURT TO OBTAIN A COURT REVIEW OF THE ACCOUNT AND
THE ACTS OF THE TRUSTEE. CLAIMS AGAINST THE TRUSTEE FOR BREACH OF TRUST
MUST BE MADE WITHIN THREE YEARS FROM THE DATE OF RECEIPT OF AN ACCOUNTING
OR OTHER REPORT DISCLOSING FACTS GIVING RISE TO THE CLAIM.

CITIZENSTRUST™

PO Box 2549
Rancho Cucamonga, CA 91729-2549

Return Service Requested



Account Statement

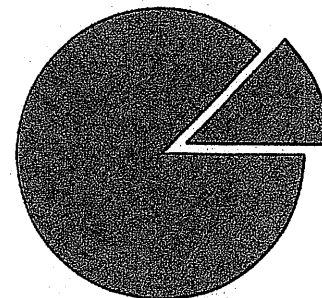
Account Number: **1035003119**
October 01, 2017 To October 31, 2017

CITY OF CANYON LAKE
31516 RAILROAD CANYON RD
CANYON LAKE, CA 92587

Account Name:	CITY OF CANYON LAKE CITIZENS BUSINESS BANK
Account Number:	1035003119
Your Relationship Manager Is:	MIKE GARDNER
Phone:	909-483-4390

Investment Portfolio Summary

Market Value As Of	10/01/2017	10/31/2017	% Of Account
 CASH & CASH EQUIVALENTS	326,036.06	336,929.02	12.8%
 FIXED INCOME	2,301,272.21	2,294,968.82	87.2%
Total	2,627,308.27	2,631,897.84	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,627,308.27	2,594,420.15		
Income	9,294.65	44,867.81	Long Term	169.42-
Asset Activity	2,420.23	235,407.16	Short Term	0.00
Fees	821.92-	8,328.77-	Total Gains / Losses	169.42-
Cash Management	10,892.96-	271,946.20-		3,144.23-
Change In Market Value	4,589.57	37,477.69		
Ending Market Value	2,631,897.84	2,631,897.84		

Account Statement

Account Number: **1035003119**

October 01, 2017 To October 31, 2017

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Unclassified			
336,929.020	31607A703 FIDELITY GOVERNMENT PORTFOLIO	336,929.02	336,929.02
	Total Unclassified	336,929.02	336,929.02
Total	Cash Equivalents	336,929.02	336,929.02
Total	Cash & Cash Equivalents	336,929.02	336,929.02
Fixed Income			
Taxable			
100,000.000	02587DA99 AMERICAN EXPR CENTURION MEDIUM-TERM CD DTD 09/16/15 1.6% 09/17/2018	99,904.14	99,975.00
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	76,170.00	75,502.70
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	100,823.85	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	100,829.39	99,615.00
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	105,575.00	109,598.00
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	99,527.13	100,000.00
70,000.000	3130A1CE6 FEDERAL HOME LOAN DTD 03/27/14 2% 12/27/2019	70,443.80	70,920.50
100,000.000	3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	98,996.00	100,000.00
50,000.000	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	49,168.50	50,000.00
100,000.000	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	97,902.00	100,000.00
100,000.000	313380FB8 FEDERAL HOME LOAN BANK DTD 08/09/12 1.375% 09/13/2019	99,489.00	99,667.18

PO Box 2549
 Rancho Cucamonga, CA 91729-2549
 Return Service Requested

Account Number: **1035003119**
 October 01, 2017 To October 31, 2017

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
100,000.000	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	98,727.00	99,909.00
200,000.000	3134G9J40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	197,916.00	200,000.00
50,000.000	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	48,849.00	49,967.50
100,000.000	3134GAZR8 FREDDIE MAC DTD 12/30/2016 CALL 2.05% 12/30/2021-2017	98,938.00	100,000.00
100,000.000	3134GBZS4 FREDDIE MAC DTD 7/27/2017 CALL 2.15 4/27/2022 2.15% 04/27/2022-2017	99,195.00	100,000.00
50,000.000	3136G1C98 FANNIE MAE DTD 02/05/13 1.42% 02/05/2020	49,674.50	50,561.00
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	97,596.00	100,000.00
100,000.000	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	98,925.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	97,923.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	97,263.00	99,959.00
83,065.830	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	85,688.01	88,880.46
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	199,038.00	202,837.59
25,000.000	713448BN7 PEPSICO INC DTD 01/14/10 4.5% 01/15/2020	26,407.50	28,169.00
Total	Taxable	2,294,968.82	2,325,541.93
Total	Fixed Income	2,294,968.82	2,325,541.93

Account Statement

Account Number: **1035003119**
 October 01, 2017 To October 31, 2017

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Miscellaneous			
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
	Total Documents	0.00	0.00
	Total Miscellaneous Sundry Assets	0.00	0.00
	Total Miscellaneous	0.00	0.00
Grand Total Assets		2,631,897.84	2,662,470.95

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,655,124.05	2,638,872.21
Prior Accruals			11,563.94-
Unrealized Appreciation This Period			4,758.99
Current Accruals			7,200.60
Asset Activity	2,420.23	2,589.65-	2,420.23
Cash Management	10,892.96-	10,892.96	10,892.96-
Fees	821.92-	0.00	821.92-
Income	9,294.65	956.41-	9,294.65
Realized Gain/loss			169.42-
Non Cash Asset Changes			
Balances End Of Period	0.00	2,662,470.95	2,639,098.44

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
10/01/17		Beginning Balance		0.00	2,655,124.05
Income					
Dividends					
10/02/17		CBBMMKFM1 CITIZENS BUSINESS BANK CBB-CITIZENSTRUST SWEEP ACCOUNT	DIVIDEND	187.40	
		Total Dividends		187.40	0.00
Interest					
10/02/17		05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	INTEREST RCVD	1,109.04	
10/02/17		3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	INTEREST RCVD	400.00	

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
10/02/17		31607A703 FIDELITY GOVERNMENT PORTFOLIO	INTEREST RCVD	25.45	
10/10/17		14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	INTEREST RCVD	1,103.01	
10/12/17		3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	INTEREST RCVD	810.00	
10/16/17		29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	INTEREST RCVD	143.84	
10/25/17		31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	272.06	
10/26/17		3134G9I40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	INTEREST RCVD	1,000.00	
10/26/17		31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	43.85	
10/27/17		3134GBZ54 FREDDIE MAC DTD 7/27/2017 CALL 2.15 4/27/2022 2.15% 04/27/2022-2017	INTEREST RCVD	537.50	
10/30/17		3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	INTEREST RCVD	812.50	
10/30/17		3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	INTEREST RCVD	700.00	
10/30/17		69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	INTEREST RCVD	2,150.00	
Total Interest				9,107.25	0.00
Total Income				9,294.65	0.00
Asset Activity					
Assets Sold					
10/25/17	2,420.230-	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	NOTE AND MTG PMT	2,420.23	2,589.65-
Total Assets Sold				2,420.23	2,589.65-
Total Asset Activity				2,420.23	2,589.65-
Fees					
10/25/17		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 10/20/2017	DISBURSEMENT	821.92-	
Total Fees				821.92-	0.00

Account Statement

Page 6

Account Number: **1035003119**

October 01, 2017 To October 31, 2017

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Cash Management					
10/31/17	10,892.960	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	10,892.96-	10,892.96
Total Cash Management				10,892.96-	10,892.96
Miscellaneous					
10/30/17		69353REW4 AMORTIZATION ON 200,000 UNITS PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021 EFFECTIVE 10/29/2017 TO ADJUST TAX LOT, AMORTIZATION = 956.41-	AMORTIZATION		956.41-
Total Miscellaneous				0.00	956.41-
10/31/17		Ending Balance		0.00	2,662,470.95

Disclosure

CitizensTrust may receive research and other benefits from Brokers/Dealers which may be considered compensation. Upon request, we will disclose details of any compensation received. We have added an additional benchmark to your performance insert. Call for details.

City of Canyon Lake
Utility Users Tax Remittance
October, 2017

* All types of Utility Services are subjected to a 3.95% tax percentage to be remitted to the City of Canyon Lake monthly.

	Vendor	Deposit Date	Check Date	Amount	Tax Period	Gas (3.95%)	Electric (3.95%)	Video Users (3.95%)	Solid Waste (3.95%)	Water (3.95%)	Sewer (3.95%)	Telecom (3.95%)
1	AT&T Corp	11/21/2017	11/16/2017	\$ 14.63	Oct-17							\$ 14.63
2	Calpine Energy Solutions	11/14/2017	11/13/2017	\$ 18.54	Oct-17		18.54					
3	CenturyLink Communications Company, LLC	11/21/2017	11/13/2017	\$ 0.73	Oct-17							\$ 0.73
4	Compliance Solutions, Inc. - Ready Wireless, LLC	11/21/2017	11/10/2017	\$ 68.04	Oct-17							\$ 68.04
5	Compliance Solutions, Inc. - GreatCall, Inc dba Jitterbug	11/21/2017	11/10/2017	\$ 25.30	Oct-17							\$ 25.30
6	Compliance Solutions, Inc. - Nextiva, Inc.	11/21/2017	11/10/2017	\$ 0.32	Oct-17							\$ 0.32
7	Compliance Solutions, Inc. - Opex Communications, Inc.	11/21/2017	11/10/2017	\$ 11.42	Oct-17							\$ 11.42
8	Compliance Solutions, Inc. - Utility Telecom Group	11/21/2017	11/10/2017	\$ -	Oct-17							\$ -
9	Compliance Solutions, Inc. - Spectrol, Inc.	N/A	11/10/2017	\$ 0.12	Oct-17							\$ 0.12
10	Compliance Solutions, Inc. - Total Holdings, Inc.	11/21/2017	11/10/2017	\$ 99.65	Oct-17							\$ 99.65
11	Constellation New Energy, Inc	11/21/2017	11/10/2017	\$ 49.69	Oct-17							\$ 49.69
12	Consumer Cellular, Inc. c/o Avalara, Inc.	11/21/2017	11/15/2017	\$ 39.74	Oct-17							\$ 39.74
13	CR & R	11/21/2017	11/17/2017	\$ 2,145.92	Oct-17							\$ 2,145.92
14	Crockett Wireless LLC	11/21/2017	11/16/2017	\$ 26,054.53	Oct-17					26,054.53		
15	EMWD	11/21/2017	11/16/2017	\$ 5,145.52	Oct-17							\$ 5,145.52
16	EVMSWD	11/21/2017	11/16/2017	\$ 305.85	Oct-17							\$ 305.85
17	Frontier California, Inc. (Split)	11/21/2017	11/15/2017	\$ -	Oct-17							\$ -
18	Frontier Communications of America	11/21/2017	11/15/2017	\$ -	Oct-17							\$ -
19	Flash Wireless, LLC c/o AVALARA, INC.	N/A	11/17/2017	\$ 3.82	Oct-17							\$ 3.82
20	Granite Telecommunications LLC	11/21/2017	11/13/2017	\$ 0.12	Oct-17							\$ 0.12
21	Google North America c/o AVALARA, INC.	11/21/2017	11/13/2017	\$ 1.78	Oct-17							\$ 1.78
22	iWireless	N/A	11/9/2017	\$ 410.54	Oct-17							\$ 410.54
23	InReach, Inc. c/o AVALARA, INC. (FKA Etax Services)	11/21/2017	11/15/2017	\$ 0.84	Oct-17							\$ 0.84
24	Level 3 Communications LLC	11/21/2017	11/10/2017	\$ 3,156.89	Oct-17							\$ 3,156.89
25	Los Angeles SMSA Limited Partnership	11/29/2017	11/20/2017	\$ 410.54	Oct-17							\$ 410.54
26	MCI Communications Services, Inc.	11/29/2017	11/17/2017	\$ 51.13	Oct-17							\$ 51.13
27	MCI Metro Access Transmission Services Corp.	11/29/2017	11/17/2017	\$ 35.59	Oct-17							\$ 35.59
28	MetroPCS California, LLC	10/21/2017	11/16/2017	\$ 3,181.64	Oct-17							\$ 3,181.64
29	Mitel Cloud Services, Inc	11/21/2017	11/16/2017	\$ 13.97	Oct-17							\$ 13.97
30	New Cingular Wireless PCS LLC	11/21/2017	11/16/2017	\$ 5.94	Oct-17							\$ 5.94
31	OnStar LLC	11/21/2017	11/15/2017	\$ 0.01	Oct-17							\$ 0.01
32	Pacific Bell Telephone Company, AT&T	11/21/2017	11/16/2017	\$ 0.99	Oct-17							\$ 0.99
33	PNG Telecommunications Inc c/o AVALARA, INC.	11/29/2017	11/14/2017	\$ -	Oct-17							\$ -
34	Ready Wireless, LLC	11/29/2017	11/14/2017	\$ -	Oct-17							\$ -
35	Southern California Edison	N/A	11/10/2017	\$ -	Oct-17							\$ -
36	Spok, Inc.	N/A	11/15/2017	\$ -	Oct-17							\$ -
37	Sprint Communications	N/A	11/15/2017	\$ -	Oct-17							\$ -
38	Sprint Spectrum	11/21/2017	11/16/2017	\$ 15.90	Oct-17							\$ 15.90
39	Sprint Telephony PCS, LP - CA Prepaid	11/21/2017	11/16/2017	\$ 952.89	Oct-17							\$ 952.89
40	Sprint Telephony PCS, LP - Wireless Post Paid	11/29/2017	11/20/2017	\$ 15.89	Oct-17							\$ 15.89
41	Star2Star Communications	EFT	11/16/2017	\$ 32.45	Oct-17							\$ 32.45
42	The Gas Company	11/21/2017	11/13/2017	\$ 1,129.88	Oct-17							\$ 1,129.88
43	T-Mobile West	11/21/2017	11/13/2017	\$ 1,543.86	Oct-17							\$ 1,543.86
44	Time Warner Cable Info Services (CA) LLC	11/21/2017	11/16/2017	\$ 33.59	Oct-17							\$ 33.59
45	Time Warner Cable Business LLC	11/21/2017	11/16/2017	\$ 100.14	Oct-17							\$ 100.14
46	TWC Digital Phone LLC	11/21/2017	11/17/2017	\$ -	Oct-17							\$ -
47	U.S. TelePacific Communications	11/21/2017	11/17/2017	\$ -	Oct-17							\$ -
48	Utility Telephone, Inc.	N/A	11/15/2017	\$ -	Oct-17							\$ -
49	Verizon California Inc.	11/21/2017	11/13/2017	\$ 58.45	Oct-17							\$ 58.45
50	Verizon Long Distance, LLC	11/21/2017	11/13/2017	\$ 36.23	Oct-17							\$ 36.23
51	Vonage America c/o AVALARA, INC.	11/21/2017	11/13/2017	\$ 119.51	Oct-17							\$ 119.51
52	Vonage Business Solutions, Inc. c/o AVALARA, INC.	11/21/2017	11/16/2017	\$ -	Oct-17							\$ -
53	Virgin Mobile USA - CA prepaid Wireless MTS Surcharge	11/21/2017	11/16/2017	\$ -	Oct-17							\$ -
54	Vonage Business Solutions, Inc. c/o Etax Services, Inc.	N/A	11/20/2017	\$ -	Oct-17							\$ -
55	Xoom Energy California, LLC	N/A	11/20/2017	\$ -	Oct-17							\$ -

44,881.45 \$

32.45 \$ 18.54 \$ 3,045.19 \$ - \$ 26,054.53 \$ - \$ 15,790.74 \$

0.00 0.00 0.07 0.00 0.58 0.00 0.35

received a zero report

2017 Expense Reports

	January	February	March	April	May	June	July	August	September	October	November	December
Randall Bonner												
Internet			\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00		\$ 20.00	\$ 20.00	
Cell Phone			\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 53.71		\$ 44.52		
Travel			\$ 19.26	\$ -	\$ -	\$ 103.74	\$ 154.62		\$ 358.81	\$ 145.52	\$ 173.35	
Total	\$ -	\$ -	\$ 99.26	\$ 80.00	\$ 80.00	\$ 183.74	\$ 234.62	\$ 73.71	\$ 358.81	\$ 210.04	\$ 193.35	\$ -
Jordan Ehrenkranz												
Internet		\$ 40.00	\$ 40.00									
Cell Phone												
Travel												
Total	\$ -	\$ 40.00	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Larry Greene												
Internet												
Cell Phone												
Travel											\$ 31.11	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31.11	\$ -
Dawn Haggerty												
Internet				\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00				
Cell Phone			\$ 56.43	\$ 60.44	\$ 60.44	\$ 57.43	\$ 57.40	\$ 57.40		\$ 30.00	\$ 30.00	
Travel					\$ 128.94							
Total	\$ -	\$ -	\$ -	\$ 86.43	\$ 219.38	\$ 87.43	\$ 87.40	\$ 87.40	\$ -	\$ 30.00	\$ 30.00	\$ -
Vicki Warren												
Internet												
Cell Phone												
Travel												
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, November 1, 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 Bonner Called Closed Session to order at 6:00 p.m.

2. Roll Call

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

Absent: Council Member Haggerty

3. Public Comments

There were no public comments.

Council Member Haggerty arrived 6:02 p.m.

4. Closed Session

a. Closed session with Legal Counsel pursuant to govt. code section 54956.9(d)(2) -
Threatened litigation - 1 case

b. Return/Report from Closed Session

The City Council returned from closed session at 6:30 p.m. with no reportable action.

Open Session – 6:30 p.m.

1. Call Open Session to Order

Mayor Bonner called the meeting to order at 6:32 p.m.

2. Invocation

Invocation was led by Brittany Youngquist.

Flag Salute

Flag Salute was led by Alex Braicovich.

3. Roll Call

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

4. Approval of the City Council Agenda

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

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

5. Special Presentation and Proclamations

5.1 Presentation to Kaitlyn Basham, Student of the Month recipient from Temescal Canyon High School

Mayor Bonner presented Kaitlyn Basham with a certificate of recognition.

5.2 Presentation to Jean Voshall, Code Enforcement Officer for the City of Canyon Lake

Mayor Bonner presented Jean Voshall with a proclamation and plaque for her service with the City.

Previous Mayors, Jordan Ehrenkranz, Nancy Horton and Mary Craton, expressed their appreciation for Jean Voshall.

5.3 Chamber of Commerce Announcements

Jim Randle, Chamber of Commerce President, discussed the Parade of Frights, Small Business Saturday and the Annual Gala.

6. Public Comment

Nancy Horton with Elsinore Valley Municipal Water District (EVMWD) discussed the Quail Valley Coalition.

Richard Siems discussed the Regional Homeless Alliance.

7. Consent Calendar

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

7.2 Adoption of Resolution No. 2017-20, Approving Claims and Demands of the City

7.3 City Council Meeting Minutes

7.3.1 October 4, 2017

7.4 Approve second reading and adoption of Ordinance No. 176 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CANYON LAKE MUNICIPAL CODE CHAPTER 9.03, TO MEET THE REQUIREMENTS OF THE MEDICINAL AND ADULT-USE CANNABIS REGULATION AND SAFETY ACT, UPDATING AND CONTINUING THE PROHIBITION OF COMMERCIAL CANNABIS ACTIVITIES WITHIN THE CITY

7.5 Acceptance of Contract Work - Fire Station #60 Sitework Improvements Project No. 2017-09

7.6 Acceptance of Contract Work - Fire Station #60 Column Repair Project No. 2017-12

7.7 Amendment to Contract with CR&R Inc. - AMENDMENT NUMBER FIVE TO THE AGREEMENT BETWEEN THE CITY OF CANYON LAKE AND CR&R INCORPORATED, FOR THE COLLECTION, TRANSPORTATION, RECYCLING, COMPOSTING AND DISPOSAL OF SOLID WASTE, RECYCLABLES, COMPOSTABLES AND YARD WASTE AND TEMPORARY ROLLOFF BINS/ROLL-OFF SERVICES

7.8 Authorization to Purchase Code Enforcement Department Vehicle with Communication Accessory for the City of Canyon Lake

7.9 Authorize the Mayor to send a letter on behalf of the City Council to the Helping Hands Group in support of its Community Homelessness Efforts

Moved by Greene, seconded by Warren to approve the consent calendar with budget adjustment of \$500.00 for the Christmas Tree Lighting event for Item 7.2.

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

8. Pulled Consent Calendar Items

There were no pulled consent calendar items.

9. Schedule of Future Events

Mayor Bonner announced the schedule of future events are located on the agenda, website and Friday Flyer.

10. Business Items

10.1 Discussion by Jeremy Goldman with Southern California Edison regarding electricity outages in the City

Jeremy Goldman discussed the recent electricity outages within the City and updates Southern California Edison (SCE) was making.

There was discussion regarding the tier levels for the City.

There was discussion regarding the substation located at the Canyon Lake Golf Course.

There was discussion regarding the road work that was left behind after Southern California Edison after work.

There was discussion regarding the baseline change in regards to the SCE tier levels.

10.2 Authorize the City to join California Municipal Finance Authority (CMFA) by approving Resolution No. 2017-19 - consenting to the inclusion of properties within the jurisdictional limits of the City of Canyon Lake (the "City") in the CMFA Open PACE Program; authorizing the CMFA to accept applications from property owners, conduct contractual assessment proceedings and levy contractual assessments within the City of Canyon Lake and authorizing the Mayor or City Manager to sign the JPA agreement with CMFA.

City Manager Palmer introduced the item.

There was discussion regarding PACE and Western Riverside Council of Governments (WRCOG).

There was discussion regarding the disclosure statement regarding the escrow process.

Moved by Warren, seconded by Ehrenkranz to authorize the City to join the California Municipal Finance Authority.

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

10.3 Discussion and possible direction regarding Landscape Plant Replacement plan

Mayor Bonner introduced the item.

There was discussion regarding the maintenance and bare spots along Railroad Canyon Road that would need attention.

There was discussion to cover the exposed purple piping along the sound wall with mulch, planting around the City monuments and a few spots within the median on Railroad Canyon Road.

It was discussed that the water pump issue was corrected.

There was discussion regarding other items that the Gas Tax could fund.

Margret Monson, Public Works, introduced Steve Frankin, Landscape Architect.

Steve Frankin introduced the plant replacement that was proposed.

It was discussed that the areas that should be attended to were the sound wall, the areas near the City monuments, and bare spots along the median.

City Manager Palmer discussed addressing the bare spots in the median and plants near the City monuments at the mid-year budget review and the areas near the sound wall during the next fiscal budget.

There was discussion regarding the best time to plant was fall and spring.

Moved by Haggerty, seconded by Greene to have a revised plan brought back at mid-year budget review and 2018-2019 budget review.

Motion carried 5-0.

10.4 Discussion regarding U.S. Post Office Preferred Names/ZIP code

Mayor Bonner introduced the item.

There was discussion regarding the zip code 92587 be considered “Meniffee” and not “Quail Valley.”

There was discussion regarding having the City of Menifee submit a letter to the Mayor and City Council when they were ready to move forward with reclassifying 92587.

11. City Manager Comments

City Manager Palmer discussed the issue regarding the videographer not attending the meeting, Small Business Saturday and the City Christmas Tree Lighting that would take place at 5:30 PM, and moving the January City Council Meeting, Administration, Finance and Planning Committee Meeting, and Public Safety Committee Meeting to the second week in January due to the holidays.

Mayor Bonner stepped away from the dias at 7:37 pm
Mayor Bonner returned to the dias at 7:39 pm

12. Committee and Council Reports/Comments

12.1 Council Member Ehrenkranz

There was discussion regarding the fee for the new videographer.

Council Member Ehrenkranz discussed participating in the Halloween costume contest for the Chamber of Commerce Parade of Freights.

12.2 Council Member Greene

Council Member Greene discussed 911 calls from cell phones, traveling to Sonoma County to assist during the fires, and the developing plan for assistance for the Golf Course.

12.3 Council Member Haggerty

Council Member Haggerty did not have any reports.

12.4 Mayor Pro Tem Warren

Mayor Pro Tem Warren discussed the upcoming Veterans Day Event, the status and recent test results of the lake, the City Tree Lighting Event and the alternate for the Animal Friends of the Valley JPA.

12.5 Mayor Bonner

Mayor Bonner discussed the Canyon Lake Car show, League of California Cities (LOCC) golf tournament where the City won first place, RCTC Meeting, WRCOG conference, the Student of the Month event, RTC Rodeo, the Canyon Lake Pickle ball Court ribbon cutting, and the RTA board meeting.

13. Announcements

The next regular City Council meeting was scheduled for December 6, 2017 at 6:30 p.m. for Open Session.

14. Adjournment

Mayor Bonner adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Stephanie Roseen
Deputy City Clerk

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

TO: Honorable Mayor and Members of the City Council
FROM: Aaron Palmer, City Manager
DATE: December 6, 2017
SUBJECT: Authorize the Mayor to Sign Letter Supporting AB 767 to Assist in Increasing Funding for Riverside County RAID Program

Recommendation

Authorize the Mayor to sign letter supporting AB 767 to assist in increasing funding for Riverside County RAID Program.

Background

The Riverside Auto-Theft Interdiction Detail (RAID) is a multi-agency law enforcement taskforce established to reduce the incidence of vehicle theft while increasing the apprehension of the professional vehicle theft. Currently, Riverside County sets aside (as set in State law) one dollar (\$1.00) of VLF funding from each registered vehicle, to fund the RAID program. The State has now changed the law to allow an increase from one dollar (\$1.00) to two dollars (\$2.00) of VLF funding to go towards funding the RAID program. The proposed letter of support for the increase in RAID funding is asking for the County to increase the funding to two dollars (\$2.00) of VLF fees received per registered vehicle.

Attached to the staff report is the PowerPoint presentation that the RAID Task Force gave to the Public Safety Committee on October 31, 2017.

Budget (or Fiscal) Impact

None

Attachments

1. Proposed Letter of Support **Pg. 65**
2. RAID PowerPoint Presentation **Pg.67**

December 6, 2017

Riverside County Board of Supervisors
4080 Lemon Street, 5th Floor
Riverside, CA 92501

Re: Letter in Support of AB 767 Increase of Vehicle License Fees

Honorable Chairman and Board of Supervisors:

The city of Canyon Lake submits this letter of support to the Riverside County Board of Supervisors for their consideration to increase related vehicle license fees from \$1 to \$2. This increase in fees will be used to fund added task force positions for the Riverside Auto-Theft Interdiction Detail (RAID) and assist prosecution efforts for auto-theft related crimes.

Since its inception in 1993, the Riverside Auto-Theft Interdiction Detail (RAID) has proven to be one of the most successful and productive auto-theft task forces in California. In 2016, RAID apprehended 185 suspects and recovered 533 stolen vehicles with a recovery value of approximately \$5,190,629. In 2015, vehicle theft increased by 18% over the previous year and it is expected 2016 statistics will report an even higher increase in vehicle theft.

In order to effectively combat the increase in vehicle theft related crimes occurring throughout Riverside County, RAID is in need of additional funding as outlined in AB 767. The additional funds generated would allow for a much-needed expansion of RAID personnel.

The city of Canyon Lake supports the increase of AB 767 and urges the Riverside County Board of Supervisors to approve the increase of Riverside County Vehicle license fees by \$1.00.

Thank you for your time and consideration.

Sincerely,

Randall P Bonner
Mayor

**Riverside Auto-Theft Interdiction Detail
2017**



**RIVERSIDE AUTO-THEFT
INTERDICTION DETAIL**

RAID MISSION STATEMENT

***“To reduce the incidence of vehicle theft
while increasing the apprehension of the
professional vehicle thief.”***

A MULTI-JURISDICTIONAL LAW ENFORCEMENT AUTO-THEFT TASK FORCE

- Lieutenant (CHP)
- Sergeant (RSO)
- 11 Detectives/Investigators
 - CHP (3), RSO (2), Riverside PD, Murrieta PD, Cathedral City PD, Riverside County DA, DOI & NICB.
- RSO Office Assistant
- RSO Accountant

RAID ADMINISTRATION

Executive Committee Voting Members

- Chief Deputy Christopher Ford, Chairperson (RSO)
- Inland Division Chief Bill Dance (CHP)
- Chief Sergio Diaz (Riverside PD)
- Chief Sean Hadden (Murrieta PD)
- Chief George Crum (Cathedral City PD)

RAID

Responsibilities:

1. Aggressive pursuit of vehicle theft suspects
2. Timely investigative assistance to local law enforcement
3. Chop shop/2805 CVC investigations
4. Provide investigative training to local law enforcement
5. Conduct public awareness campaigns

RAID FUNDING HISTORY

- Since its inception in 1993, the Riverside Auto-Theft Interdiction Detail has been funded with Section 9250.14 CVC.
- This source has not changed significantly over the 23 year history of the task force.

FY 93/94, the estimated revenue was \$750,109

FY 15/16, the revenue was \$957,251

RAID FUNDING

- **Senate Bill 2139 (1993)**
 - Created section 9250.14 VC, allowing counties to obtain \$1.00 per registered vehicle to investigate, deter and prosecute vehicle theft activity.
 - Currently, 70% of salary/benefits of investigators/detectives assigned to RAID are covered through task force funds (Exceptions: CHP, DOI, NICB).
 - Revenue: 50% to RAID and 50% to DA's Office
- **AB 767 (2013) – Increases fee from \$1 to \$2**
 - Legislation signed by Gov. Brown, pending resolution by County Board of Supervisors.

AB 767 Funding

Board of Supervisors Resolution:

- Passage of AB 767 authorizes a county, upon the adoption of a resolution by its board of supervisors, to increase the motor vehicle fee from \$1 to \$2, and its commercial vehicle service fee from \$2 to \$4, upon adoption of a resolution by its board of supervisors, and requires the resolution to be submitted to the Department of Motor Vehicles at least 6 months prior to the operative date of the fee increase.
- The bill deleted the January 1, 2018, date of repeal and thereby make these provisions operative indefinitely.

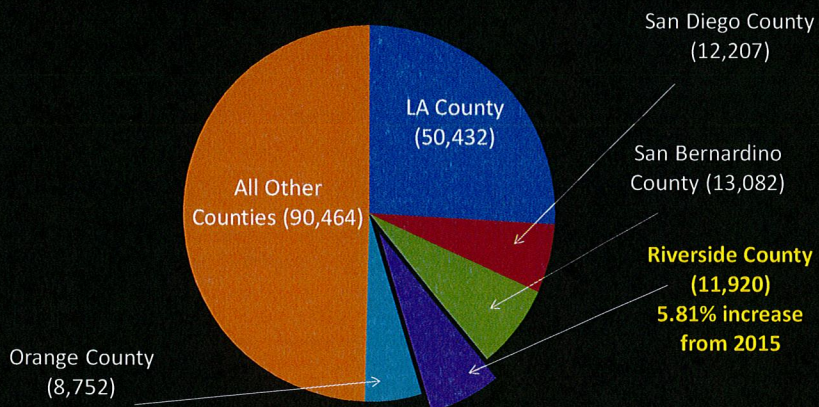
COUNTIES APPROVING ADDITIONAL FUNDING

The following 12 Counties have increased their respective auto theft fees:

- Marin
- Sonoma
- Sacramento
- Santa Cruz
- San Mateo
- Solano
- Kings
- Los Angeles
- Alameda
- Santa Clara
- Napa
- San Bernardino

2016 VEHICLE THEFTS

186,857 Total Thefts Statewide
(3.4% Increase from 2015)



COUNTIES BY RANKING OF VEHICLE THEFTS IN 2016

1. Los Angeles County (50,432) VLF fee increase- **YES**
2. Alameda County (13,803) VLF fee increase- **YES**
3. San Bernardino County (13,082) VLF fee increase- **YES**
4. San Diego County (12,207) VLF fee increase - **No**
5. Riverside County (11,920) VLF fee increase- **???**

RIVERSIDE COUNTY VEHICLE THEFTS- 5 YEAR SNAPSHOT

	2012	2013	2014	2015	2016
Total # of Vehicles Stolen	9,733	10,070	9,521	11,265	11,920
# of Vehicles Stolen Daily	26.67	27.59	26.08	30.86	32.65
# of Vehicles Stolen Hourly	1.11	1.15	1.09	1.3	1.36
One Vehicle Stolen Every	54 minutes	52 minutes	55 minutes	47 minutes	44 minutes

RECOVERIES 2016

- Of the 186,857 vehicles stolen statewide, 168,608 were recovered. Recovery Rate of 90.2%
- Of the 11,920 vehicles stolen in **Riverside County**, 10,709 vehicles were recovered. Recovery Rate of **89.8%**

Information Sources

- California Department of Justice, Stolen Vehicle System
- California Highway Patrol, Vehicle Theft Information System
- Federal Bureau of Investigation

Top 10 Metropolitan Statistical Areas by Vehicle Theft Rate - 2015

Nationwide, the 2015 motor vehicle theft rate per 100,000 people was 220.2			
Rank	Metropolitan Statistical Area	Vehicles stolen	Rate
1	Modesto, CA	4,072	756.33
2	Albuquerque, NM	6,657	733.71
3	Bakersfield, CA	6,000	680.14
4	Salinas, CA	2,934	676.20
5	San Francisco-Oakland-Hayward, CA	30,554	656.21
6	Stockton-Lodi, CA	4,656	641.23
7	Pueblo, CO	983	600.89
8	Merced, CA	1,605	597.87
9	Riverside-San Bernardino-Ontario, CA	25,001	556.92
10	Vallejo-Fairfield, CA	2,352	539.34

Top 10 Metropolitan Statistical Areas by Vehicle Theft Rate - 2016

Rank	Metropolitan Statistical Area	Vehicles stolen	Rate
1	Albuquerque, NM	10,011	1,114
2	Pueblo, Co	1,325	899.43
3	Bakersfield, CA	7,176	854.66
4	Modesto, CA	3,820	767.69
5	Riverside-San Bernardino-Ontario, CA	25,708	679.05
6	Anchorage, AK	2,273	669.38
7	Merced, CA	1,622	660.65
8	San Francisco-Oakland-Hayward, CA	29,414	640.26
9	Fresno, CA	5,682	631.79
10	Billings, MT	877	625.38

RAID BY THE NUMBERS 2016

- Investigations: **531**
- Arrested **185** suspects
- Recovered **533** stolen vehicles
- Eliminated **20** Chop Shop operations
- Inspected **2039** vehicles
- 2805 inspections: **22**
- Recovered vehicles with a value of **\$5,190,629**



Increased Funding

- Salary/Benefits coverage at 80% or greater
- Full-time Supervisor on East Team
- Additional 3-4 full-time task force members
- Increase overtime from 150 to 200 hours per investigator
- Increase confidential investigative fund and undercover operations

The ultimate goal of the RAID Task Force is to protect the property (vehicles) of our hard-working County residents by targeting professional vehicle thieves.

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

TO: Honorable Mayor and Members of the City Council
FROM: Aaron Palmer, City Manager
DATE: December 6, 2017
SUBJECT: Authorize the City Manager to join, on the City's behalf, the Regional Homeless Alliance

Recommendation

Authorize the City Manager to join, on the City's behalf, the Regional Homeless Alliance (RHA).

Background

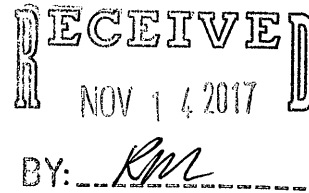
In 2015, the cities of Temecula, Murrieta, Lake Elsinore, and Menifee formed a regional group to discuss and develop solutions to the homelessness issues that were occurring in Southwest Riverside County. Currently, the RHA has over fifty participants monthly. They include members representing local government, faith based organizations, and non-profits. This group feels it is necessary to work together to help address the socio-economic issues creating homelessness and keeping individuals from obtaining permanent housing and therefore helping to eliminate the negative impacts of homelessness on Southwest Riverside County communities.

Budget (or Fiscal) Impact

None. The RHA does not assess dues on its members.

Attachments

Letter from the City of Temecula inviting Canyon Lake to join the RHA. **Pg. 79**



November 13, 2017

Mr. Aaron Palmer
City Manager
City of Canyon Lake
31516 Railroad Canyon Road
Canyon Lake, CA 92587

Dear Mr. Palmer,

The Cities of Temecula, Murrieta, Wildomar, Lake Elsinore and Menifee began collaborating on the regional homeless challenges back in 2015. As this complicated socio-economic issue continues to encompass not just our region, but the entire state, we feel it is necessary to work together. Since its inception, the Regional Homeless Alliance (RHA) has grown from 5 to over 50 participants every other month.

Here is a little background on Temecula's efforts;

The Homeless Outreach program is consistent with the City's *Quality of Life Master Plan* Core Value of Accountable and Responsive City Government and an effective approach to countering the causes and consequences of homelessness within our community.

The City's efforts include:

1. Partnering with law enforcement, neighboring municipalities, faith-based organizations, and select non-profits to create a cohesive network of resources, proactive outreach, and community education initiatives.
2. Initiating a cooperative agreement to support Community Mission of Hope and
3. Supporting the Problem Oriented Policing (POP) model with a dedicated multi-agency Homelessness Outreach Team (HOT) which works on an individual basis to prevent and respond to unwanted behaviors.
4. Working to educate the community about appropriate avenues for helping homeless individuals without unintentionally exacerbating problem behaviors.
5. Distributing collateral (e.g., *Responsible Compassion* door hanger and tri-fold *Social Services Resource Guide*) to assist in community education.
6. Participating in annual homelessness surveys to support a data-driven approach to policies and initiatives, as well as to gain insight into regional socio-economic factors which impact rates of homelessness in our community.
7. Encouraging continuity among personnel engaged in front-line outreach, because efforts are most effective when staff can engage individuals with an understanding of specific factors which may include mental illness, addiction, disability, willingness to accept help, access to family or other social support, and prior illegal activity.
8. Sharing best practices with other regional agencies to improve local efforts and create a consistent climate of responsible compassion throughout the region.

9. Utilizing City Park Rangers, other staff, and the Community Action Patrol to act as “eyes and ears” supporting Temecula Police Department in its efforts to deter unlawful behavior and respond quickly to citizen concerns.

We would like to formally invite the City of Canyon Lake to join us as we move the needle on mitigating homelessness within our region.

Feel free to contact me directly with questions or concerns,

Respectfully,

A handwritten signature in black ink that reads "Robin Gilliland". The signature is written in a cursive, flowing style with a large initial "R".

Robin Gilliland
Homeless Outreach Liaison
City of Temecula
Robin.Gilliland@TemeculaCA.gov

**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: December 06, 2017

SUBJECT: Acceptance of Contract Work
Fire Station #60 Roof Repair
Project No. 2017-10

Recommendation

That City Council:

1. Accept the contract work completed by Bell Roof Company of Colton, CA in the amount of \$17,150 for the Fire Station #60 Roof Repair, Project No 2017-10; and
2. Approve the contract work final payment; and
3. Accept the Change Order No. 1 contract work completed by Bell Roof Company of Colton, CA in the amount of \$1,101 for the Fire Station #60 Roof Repair, Project No 2017-10; and
4. Approve the Change Order No. 1 contract work final payment; and
5. Authorize the recordation of the Notice of Completion.

Background

City Council awarded the contract to complete Fire Station #60 Roof Repair, Project No. 2017-10, to Bell Roof Company at their September 06, 2017, City Council Meeting in the amount of \$17,150. An additional \$1,715 was authorized for contingencies.

The Contractor obtained a Building Permit and a City Business License. Staff conducted field inspections throughout the course of the project. The work was completed in accordance with the project plans and specifications.

Fiscal Impact

The fiscal impact is as follows:

Project Item	Approved Budget	Actual Cost
2017-10 Construction Contract	\$17,150	\$17,150
2017-10 Construction Contract Contingency	\$1,715	\$1,101
Total	\$18,865	\$18,251

Table 1. Project Amounts. Project 2017-10 approved budget and actual costs.

The total project contract costs for the repairs are \$18,251. With the completion of this project, there is a total savings in the amount of \$614. These savings will be returned to the \$110,000 budget allocated for the fire station repairs.

Five percent of the 2017-10 Construction Contract was retained and will be paid upon the filing of the Notice of Completion.

The Contract Retention amount is as follows:

Project	Contract Cost	5% Retention
2017-10 Construction Contract	\$17,150	\$857.50
Total	\$17,150	\$857.50

Table 2. Contract Retention. 5% Contraction Retention detailed for Project 2017-10.

The Construction Contract 5% Retention is \$857.50.

Attachments

Notice of Completion **Pg. 83**

Change Order No. 1 **Pg. 85**

Contractor’s Bid **Pg. 87**

*Construction Documents are available at the City Manager’s office upon request

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Name
Street
Address
City &
State

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:

2. The full name of the owner is _____

3. The full address of the owner is _____

4. The nature of the interest or estate of the owner is in fee.

(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES

ADDRESSES

6. A work of improvement on the property hereinafter described was completed on _____ . The work done was:

7. The name of the contractor, if any, for such work of improvement was _____

(If no contractor for work of improvement as a whole, insert "none")

(Date of Contract)

8. The property on which said work of improvement was completed is in the city of _____ ,
County of _____ , State of California, and is described as follows: _____

9. The street address of said property is _____

(If no street address has been officially assigned, insert "none")

Dated: _____

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)

notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____ , 20 _____ , at _____ , California.
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)



CITY OF CANYON LAKE
ENGINEERING DEPARTMENT

31516 Railroad Canyon Road • Canyon Lake, California 92587
 Phone: 951.244.2955 x209 • Fax: 951.246.2022

Change Order No. 1

DATE: October 16, 2017
PROJECT: Fire Station #60 Roof Repair
LOCATION: Fire Station #60
PROJECT NO.: 2017-10

Changes Proposed:

Item	Description	Quantity	Unit	Unit Price	Extended Amount
1	Install rain gutter at the equipment room with one downspout	1	LS	\$ 680.00	\$ 680.00
2	Add screens to the gutter at the equipment room	1	LS	\$ 68.00	\$ 68.00
3	Add gutter screens to all new rain gutters at the main gable roof	1	LS	\$ 353.00	\$ 353.00
TOTAL EXTENDED AMOUNT FOR ADDITIONAL ITEMS					\$ 1,101.00

Previously Approved Contract Amount: \$ 17,150.00

Revised Total Contract Amount: \$ 18,251.00

Approved by City Engineer: *Danny Clew* 10/16/17
 Approved by City Manager: *Amor D. Palmer* Date 10/17/17
 Accepted by Bell Roof Company: *David Lenaker* Date 10/17/17

CONTRACTOR'S PROPOSAL

Date 8/22 20 17

To the City of Canyon Lake:

The Undersigned hereby declares:

(a) That the only persons or parties interested in this proposal as principals are the following:

Scott Lyon, President

David Lenaker, Vice President

Robert Martin, Secretary Treasurer

(If the bidder is a corporation, give the name of the corporation and the name of its president, secretary, treasurer, and manager. If a co-partnership, give the name, under which the co-partnership does business, and the names and addresses of all co-partners. If an individual, state the name under which the contract is to be drawn.)

(b) That this bid proposal is made without collusion with any person, firm or corporation.

(c) That he has carefully examined the location of the proposed work and has familiarized himself with all the physical and climatic conditions, and makes this bid proposal solely upon his own knowledge.

(d) That by submitting this bidder's Proposal, he acknowledges receipt and knowledge of the contents of those communications sent by the City of Canyon Lake to him at the address furnished by him to the City of Canyon Lake when this bid proposal form was obtained.

(e) That he has carefully examined the specifications, both general and detail, and the drawings attached hereto, and communications sent to him as aforesaid, and makes this bid proposal in accordance therewith.

(f) That, if this bid proposal is accepted he will enter into a written contract for the performance of the proposed work with the City.

(g) That he proposes to enter into such contract and to accept in full payment for the work done thereunder the prices shown in the attached schedule. It is understood and agreed that the quantities set forth are estimates, and that the unit prices will apply to the actual quantities whatever they may be.

Accompanying this bid proposal is a certified or cashier's check or bidder's bond, payable to the order of the City in the amount of


See bid bond attached. DOLLARS (\$) Said BIDDER's bond has been duly executed by the undersigned bidder and by a financially sound surety company authorized to transact business in this state as a "California admitted insurer".

It is understood and agreed that should the bidder fail within ten business days after award of contract to enter into the contract and furnish acceptable surety bonds, then the proceeds of said cash, check, or bidder's bond, shall become the property of the City of Canyon Lake, but if this contract is entered into and said bonds are furnished, or if the bid is not accepted then said check or cash shall be returned to the undersigned, or the bidder will be released from the bidder's bond.

Bell Roof Company
Print Name of Bidder

636 South I Street San Bernardino, CA 92410
Street Address City Zip Code

909-885-6863
Telephone Number


Signature of BIDDER

CALIFORNIA ALL- PURPOSE CERTIFICATE OF 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 Bernardino }

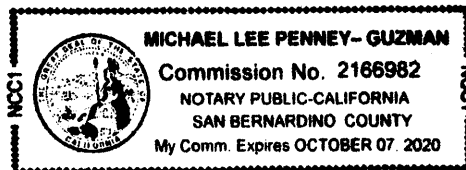
On August 22, 2017 before me, Michael Lee Penney-Guzman, Notary Public,
(Here insert name and title of the officer)

personally appeared Scott Lyon,
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.

M. Lee Penney-Guzman
Notary Public Signature (Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

Individual (s)

Corporate Officer

_____ (Title)

Partner(s)

Attorney-in-Fact

Trustee(s)

Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

- This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.*
- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
 - Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
 - The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
 - Print the name(s) of document signer(s) who personally appear at the time of notarization.
 - Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/~~they~~, is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
 - The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
 - Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
 - Securely attach this document to the signed document with a staple.

BID PROPOSAL FORM

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS, THAT WE, Bell Roof Co.

_____ as principal, and

Developers Surety and Indemnity Company as surety, are held and firmly bound unto the City, hereinafter "City" in the sum to ten percent (10%) of the total amount of the bid of the principal, to be paid to the said City or its certain attorney, its successors and assigns; for which payment will and truly to be made, we bind ourselves, our heirs, executors and administrators, successors or assigns, jointly and severally, firmly by these presents.

In no case shall the liability of the surety hereunder exceed the sum of \$ Ten percent of amount bid

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas the principal has submitted the above-mentioned bid to the City for roof repair services specifically described as follows, for which bids are to be opened at the City of Canyon Lake, City Hall, on August 22, 2017[time] at Canyon Lake [address].
California


NOW THEREFORE, if the aforesaid principal is awarded the contract, and within the time and manner required under the specifications, after the prescribed forms are presented to him for signature, enters into a written contract, in the prescribed form in accordance with the bid proposal, and files the two bonds with the City, one to guarantee faithful performance and other to guarantee payments for labor and materials, as required by law, then this obligation shall be null and void; otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the Obligee and judgment is recovered, the surety shall pay all costs incurred by the Obligee in such suit, including a reasonable attorney's fee to be fixed by the court.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this 21st
day of August, 2017

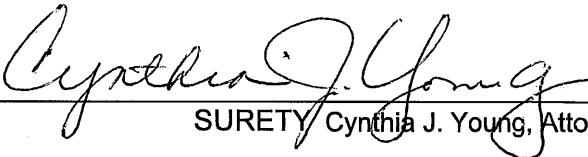
Bell Roof Co. (seal)

636 South "I" St., (seal)

San Bernardino, CA 92410 (seal)

 (seal)
PRINCIPAL

Developers Surety and Indemnity Company (seal)

 (seal)
SURETY Cynthia J. Young, Attorney-in-Fact

17771 Cowan, Suite 100, Irvine, CA 92614 (seal)
ADDRESS

NOTE: Signatures of those executing for the surety must be properly acknowledged.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

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 Bernardino

) ss.

On August 21, 2017 before me, Laurie B. Druck, Notary Public

Name and Title of Officer (e.g., "Jane Doe, Notary Public")

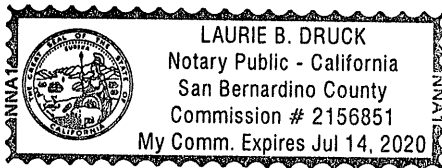
personally appeared Cynthia J. Young

Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the instrument the person, or the entity upon behalf of which the person 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.



Laurie B Druck

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

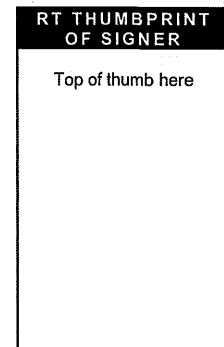
Description of Attached Document

Title or Type of Document: _____
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

- Individual
- Corporate Officer
Title _____
- Partner -- Limited General
- Attorney-in-Fact
- Trustee
- Guardian or Conservator
- Other: _____



Signer is Representing: _____

STATE OF CALIFORNIA
DEPARTMENT OF INSURANCE
SAN FRANCISCO

Amended
Certificate of Authority

THIS IS TO CERTIFY that, pursuant to the Insurance Code of the State of California,

Developers Surety and Indemnity Company

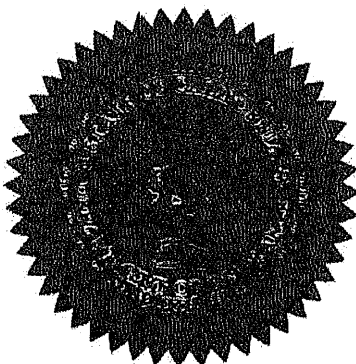
of California, organized under the laws of California, subject to its Articles of Incorporation or other fundamental organizational documents, is hereby authorized to transact within this State, subject to all provisions of this Certificate, the following classes of insurance:

**Fire, Marine, Surety, Plate Glass, Liability, Boiler and Machinery,
Burglary, Sprinkler, Automobile, Legal, and Miscellaneous**

as such classes are now or may hereafter be defined in the Insurance Laws of the State of California.

THIS CERTIFICATE is expressly conditioned upon the holder hereof now and hereafter being in full compliance with all, and not in violation of any, of the applicable laws and lawful requirements made under authority of the laws of the State of California as long as such laws or requirements are in effect and applicable, and as such laws and requirements now are, or may hereafter be changed or amended.

IN WITNESS WHEREOF, effective as of the 21st day of December, 2016, I have set my hand and caused my official seal to be affixed this 21st day of December, 2016.



Dave Jones
Insurance Commissioner

By

Carol Frair
Carol Frair
for Joel Laucher
Chief Deputy

NOTICE:

Qualification with the Secretary of State must be accomplished as required by the California Corporations Code promptly after issuance of this Certificate of Authority. Failure to do so will be a violation of Insurance Code section 701 and will be grounds for revoking this Certificate of Authority pursuant to the covenants made in the application therefor and the conditions contained herein.

**POWER OF ATTORNEY FOR
DEVELOPERS SURETY AND INDEMNITY COMPANY
INDEMNITY COMPANY OF CALIFORNIA**
PO Box 19725, IRVINE, CA 92623 (949) 263-3300

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, do each hereby make, constitute and appoint:

Cynthia J. Young, Jay P. Freeman, Laurie B. Druck, jointly or severally

as their true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporations, as sureties, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporations could do, but reserving to each of said corporations full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolutions adopted by the respective Boards of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, Executive Vice-President, Senior Vice-President or any Vice President of the corporations be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporations, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of either of the corporations be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporations when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA have severally caused these presents to be signed by their respective officers and attested by their respective Secretary or Assistant Secretary this 6th day of February, 2017.

By: *Daniel Young*
Daniel Young, Senior Vice-President

By: *Mark Lansdon*
Mark Lansdon, Vice-President



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 Orange

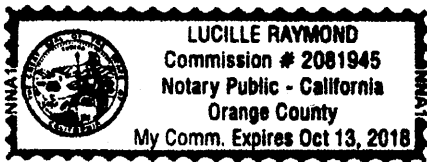
On February 6, 2017 before me, Lucille Raymond, Notary Public
Date Here Insert Name and Title of the Officer
personally appeared Daniel Young and Mark Lansdon
Name(s) of Signer(s)

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 *Lucille Raymond*
Lucille Raymond, Notary Public



Place Notary Seal Above

CERTIFICATE

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY or INDEMNITY COMPANY OF CALIFORNIA, does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 21st day of August 2017

By: *Cassie J. Harrisford*
Cassie J. Harrisford, Assistant Secretary



SUBCONTRACTOR LIST

In compliance with the provisions of the Public Contract Code Section 4102, 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 General contractor in or about the roof repairs in an amount in excess of one-half (1/2) of one percent (1%) of the General Contractor's total bid, and the portion of the work which will be done by each subcontractor.

Name of Subcontractor on License	Address of Office	License Number	Work to be completed by subcontractor
None			

If the bidder fails to specify a subcontractor for any portion of the work, the bidder agrees to perform the work with his own crews. (Alternative subcontractors for the same work are prohibited by provisions of the California Government Code.)

8/22/17

Dated _____



 BIDDER Signature

CALIFORNIA ALL- PURPOSE CERTIFICATE OF 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 Bernardino }

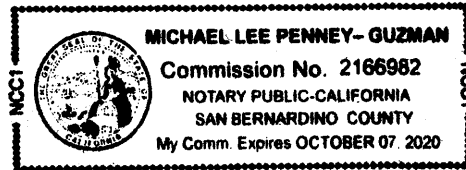
On August 22, 2017 before me, Michael Lee Penney-Guzman, Notary Public
(Here insert name and title of the officer)

personally appeared Scott Lyon,
who proved to me on the basis of satisfactory evidence to be the person(s) whose
name(s) (s) 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.

M. Lee Penney-Guzman
Notary Public Signature (Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

Individual (s)

Corporate Officer

_____ (Title)

Partner(s)

Attorney-in-Fact

Trustee(s)

Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he~~/she/~~they~~, is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.

CALIFORNIA ALL-PURPOSE CERTIFICATE OF 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 Bernardino }

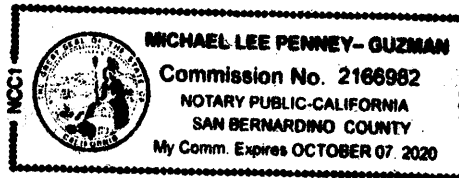
On August 22, 2017 before me, Michael Lee Penney-Guzman, Notary Public,
(Here insert name and title of the officer)

personally appeared Scott Lyon,
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.


Notary Public Signature (Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

CAPACITY CLAIMED BY THE SIGNER

- Individual (s)
- Corporate Officer
- _____ (Title)
- Partner(s)
- Attorney-in-Fact
- Trustee(s)
- Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

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JURAT

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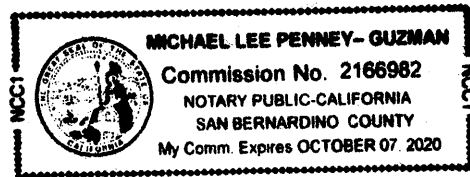
State of California

County of San Bernardino

Subscribed and sworn to (or affirmed) before me on this 22 day of August,
20 17 by Michael Lee Penney-Guzman, Notary Public

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

M. Lee Penney-Guzman
Signature (Seal)



OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

Additional information

INSTRUCTIONS

The wording of all Jurats completed in California after January 1, 2015 must be in the form as set forth within this Jurat. There are no exceptions. If a Jurat to be completed does not follow this form, the notary must correct the verbiage by using a jurat stamp containing the correct wording or attaching a separate jurat form such as this one with does contain the proper wording. In addition, the notary must require an oath or affirmation from the document signer regarding the truthfulness of the contents of the document. The document must be signed AFTER the oath or affirmation. If the document was previously signed, it must be re-signed in front of the notary public during the jurat process.

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 - ❖ Indicate title or type of attached document, number of pages and date.
- Securely attach this document to the signed document with a staple.

BID SCHEDULE

SPECIFIC TERMS AND CONDITIONS

Pursuant to the Notice Inviting Bids, the undersigned hereby proposes and agrees that on award by the City under this Bid, and in accordance with the provisions therein stated, to execute a Contract, with necessary bonds, to furnish and install any and all labor, materials, transportation, and services for **FIRESTATION #60 ROOF REPAIR, Project No. 2017-10**, in accordance with the Scope of Work and Specifications therefore adopted and on file with the City within the time hereinafter set forth and at the prices named in this Bid as follows:

BASE BID

ITEM NO.	QTY		DESCRIPTION	UNIT PRICE	TOTAL
1	1	LS	Repair Damaged Areas of Foam Roof	\$950.00	\$950.00
2	1	LS	Install Elastomeric Acrylic Coating System	\$11,900.00	\$11,900.00
3	1	LS	Remove and Replace Damaged Clay Tile Work	\$1,600.00	\$1,600.00
4	1	LS	Install 6" Aluminum Rain Gutter and Downspout	\$2,700.00	\$2,700.00

Sub Total Items 1 - 4 \$ 17,150.00

TOTAL AMOUNT BASE BID IN FIGURES \$ 17,150.00

TOTAL AMOUNT BASE BID IN WORDS Seventeen Thousand One Hundred Fifty Dollars and No Cents

**AFFIDAVIT OF NON-COLLUSION
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID**

FIRE STATION #60 ROOF REPAIR, Project No. 2017-10

State of California)
County of Riverside) ss

Scott Lyon, being first duly sworn, deposes and says that he/she is of Bell Roof Company, the party making the foregoing bid; that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and neither collusive nor sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

By: 
Signature (CONTRACTOR)

President
Title (CONTRACTOR)

A notary public or other officer completing this certificate verifies on 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.

Subscribed and sworn (affirmed)
to before me this

_____ day of _____, 20__

Signature of Officer Administering Oath
(NOTARY PUBLIC)

JURAT

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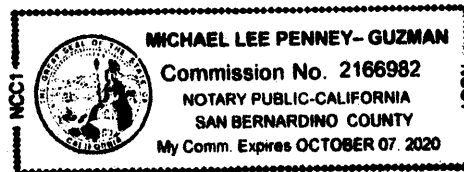
State of California

County of San Bernardino

Subscribed and sworn to (or affirmed) before me on this 22 day of August,
2017 by Michael Lee Penney-Guzman, Notary Public

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

M. Lee Penney-Guzman
Signature _____ (Seal)



OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages _____ Document Date _____

Additional information

INSTRUCTIONS

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Bell Roof Company

Established in 1928!

P.O. Box 111 - Colton, CA 92324 - 636 South "I" St. - San Bernardino, CA 92410
Phone: 909-885-6863 Fax: 909-885-7431 Email: info@bellroofcompany.com

Experience Qualifications

1. San Bernardino City Unified School District
956 West 9th St. San Bernardino, CA 92411
David Delmonico 909-388-6100
Re-Roof Various Sites
Annual Contract July 1, 2016 – June 30, 2017
Contract Amount \$800,000.00
100,400 sq. ft.

2. Fontana Unified School District
9680 Citrus Ave. Fontana, CA 92335
Joe Jackson 909-357-5200
Roof Restoration – Shadow Hills Elementary School
Project completed summer 2016
Contract Amount \$220,988.00
49,109 sq. ft.

3. Garden Grove Unified School District
8211 Lampson Ave. Garden Grove, CA 92841
Jerry Flores 714-661-6000
Re-Roof – Faylane Elementary School
Project completed summer 2016
Contract Amount \$469,252.00
58,667 sq. ft.

**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: December 06, 2017

**SUBJECT: Recommendation to Purchase Radar Speed Feedback Signs
Speed Limit Signage Project No. 2017-13**

Recommendation

Authorize the City Manager to issue a purchase order with Statewide Traffic Safety of Riverside, CA, for the purchase of three new radar speed feedback signs, including necessary mounting hardware for \$12,990.00, and installation cost of \$3,125.00 plus an installation contingency of \$625.00 in an amount not to exceed \$16,740.00.

Background

On March 24th, 2017, CAA’s Traffic Engineer evaluated the existing speed limit signage and radar speed feedback signs on Railroad Canyon Road within the City of Canyon Lake. Speed limit signage recommendations were subsequently submitted to the City in a report. The recommendations included relocating the current Radar Speed Feedback Signs, increasing the size of the existing speed limit signs and installing new speed limit signs.

In an effort to offset costs, the City secured a Beyond Grant of \$28,000.00 from Western Riverside Council of Governments (WRCOG) for the Railroad Canyon Road Mobility Improvement Project. The project is an effort to mitigate high speeds along Railroad Canyon Road.

On November 18th, 2017, the City’s contract street maintenance crew, PV Maintenance, installed seven (7) new speed limit signs along Railroad Canyon Road. Placement of the signs were in conformance to the report submitted to the City.

With respect to the Radar Speed Feedback Signs, quotes were requested from numerous companies, both in and near Riverside County areas. Four quotes were received that represented the City’s needs. The quotes were for signs that had the following features:

- Solar-Powered
- Ability to display warning message
- Activate warning strobe light
- Collect traffic data
- In compliance with CA MUTCD

Analysis

Table 1 compares the four quotes for signs that meet the City’s criteria.

Company	Product	Quote Includes Traffic Data Recording	Subscription Required for Data Recording	Quote Includes Posts or Poles	Street Maintenance Crew Can Install	Image	Notes	Cost
ForTel Traffic	V Calm VMS	No	Yes	Yes	No		Quote is to refurbish current signs installed in the City.	\$ 20,850.00
All Traffic Solutions	SpeedAlert 18	Yes	Yes	No	Yes			\$ 16,775.00
Traffic Safety Corporation	SafePace 600	No	No	No	Yes		Quote obtained by the City.	\$ 15,361.02
Statewide Traffic Safety & Signs	Radarsign TC-600S	Yes	No	Yes	Yes		Company referred by Mayor. Also used in other CAA contract cities.	\$ 12,990.00

Table 1. Equipment Analysis. Radar Speed Feedback Signs are compared.

PRO CON

Statewide Traffic Safety & Signs provided the lowest quote and, compared to the other quotes, appears to be the most cost-effective purchase. They are the only company to provide a quote that includes Traffic Data Recording, does not require a subscription for Traffic Data Recording, includes poles necessary to mount the signs and PV Maintenance is qualified to maintain the signs.

Fiscal Impact

Table 2: Installation of Seven (7) Speed Limit Signs:

Item	Cost
Speed Limit Signs	\$875.21
Sign Installed by PV Maintenance	\$1,717.64
Total Expenses	*\$2,592.85

*This portion of the project has been completed and is not a part of this Council action.

Table 3: Purchase and Install Three (3) Radar Speed Feedback Signs:

Item	Cost
Statewide Traffic Safety & Signs Quote	\$12,990.00
Sign Installation by PV Maintenance	\$3,125.00
20% Installation Contingencies	\$625.00
Total Expected Expenses	\$16,740

Table 4: Available and remaining budget from WRCOG funding for Railroad Canyon Road Mobility Improvement Project:

Item	Cost
Project Budget	\$28,000.00
Speed limit signs	\$2,592.85
Radar Speed Feedback Signs	\$16,740.00
Total Remaining Budget	\$8,667.15

The expected cost to purchase and install the Radar Speed Feedback Signs is \$16,740.00. The speed limit signs were purchased and installed for a cost of \$2,592.85. The total cost of this project is \$19,322.85. With \$8,667.15 remaining in the \$28,000.00 Railroad Canyon Road Mobility Improvement Project budget, there are sufficient funds to complete this project.

This project was included in the approved FY 17/18 budget in account 000-40-8101.

Attachments

- Statewide Traffic Safety & Signs Quote **Pg. 109**
- Radar Speed Feedback Sign Locations **Pg. 111**



Safety in a Box Bundle: Solar TC-600S - 13" Full Matrix Display Area

Quotation

Date: 11/9/2017

1095 Windward Ridge Pkwy
Suite 150
Alpharetta, GA 30005

PROPOSED BY:	
Name	Charlie Robeson STATEWIDE TRAFFIC SAFETY
Phone	678-520-5152 Cell RIVERSIDE, CA
Fax	(678)278-1256 MAYRA BARAY 916-212-9481

PROPOSED TO / SOLD TO:	SHIP TO:	
City of Canyon Lake (Bundle)	City of Canyon Lake	Account
31516 Railroad Canyon Road	31516 Railroad Canyon Road	Address
Canyon Lake, CA 92587	Canyon Lake, CA 92587	City, ST, Zip
951-244-2955 x. 209		Phone
mmonson@cityofcanyonlake.com		Email
Margaret Monson		Attention

P. O. NUMBER	TERMS		F.O.B		
	Net 30		Marietta, GA		
LINE #	QTY	PART #	DESCRIPTION	PRICE EACH	TOTALS
1	3	TC-600BOX	Safety in a Box Bundle: Solar TC-600S - 13" Full Matrix Display Area 13" LED display - superbright amber with est. 100,000 hour life 40 watt solar panel with pole mounting bracket Two 12V 18 amp hour AGM batteries, provides up to 12 days backup operation 28" w x 33" h YOUR SPEED faceplate with 4" lettering K Band radar, meets FCC Part 15 rules, detection range up to 1200 feet "SLOW DOWN" & "TOO FAST" speeder alert messages 3/8" thick Bashplate™ (provides the ultimate in vandal protection of sign) WiFi transmitter - use web browser to communicate with sign up to 300 feet	\$4,375.00 Included Included Included Included Included Included Included	\$13,125.00
2	3	AA010	Sign mounting clamp set (specify 4.5"OD)	Included	
3	3	SL00xx	Regulatory speed limit sign 24" x 30" (please indicate MPH on PO)	Included	
4	3	AR005	Sign Extender brackets for regulatory speed limit sign	Included	
5	6	AC027	Large pole clamp set	Included	
6	3	RH029	13' Aluminum Pole (4.5" OD) w/square breakaway base & pole cap (+ RH002 & RH008)	Included	
7	3	SS002	StreetSmart™ Data Collection software license (per sign) 35 charts & graphs Provides weekly, daily, hourly, and 1/2 hour data on # of vehicles, # of speeders, average speeds, peak speeds, 50th & 85th percentile	Included	
8	3	CF001	Concrete Form Kit Prefabricated for pouring base pad (includes four anchor bolts & rebar)	Included	
9	3	AA061	Optional Simulated Camera Flash	\$95.00	\$285.00
10	3	RW002	Two year warranty (includes parts & labor) Turnaround time to repair after receipt, 10 business days	Included	
11	3	SH-600SB	Ground Shipping for TC-600BOX	\$220.00	\$660.00
12	3	-	Customer Discount for Quantity 3 signs	(\$360.00)	(\$1,080.00)
Minimum re-stock fee: 15%					
* Quote valid for 60 days. Pricing does not include any international taxes, fees, or duties or US State Sales Tax.				TOTAL	\$12,990.00

Authorized Signature _____

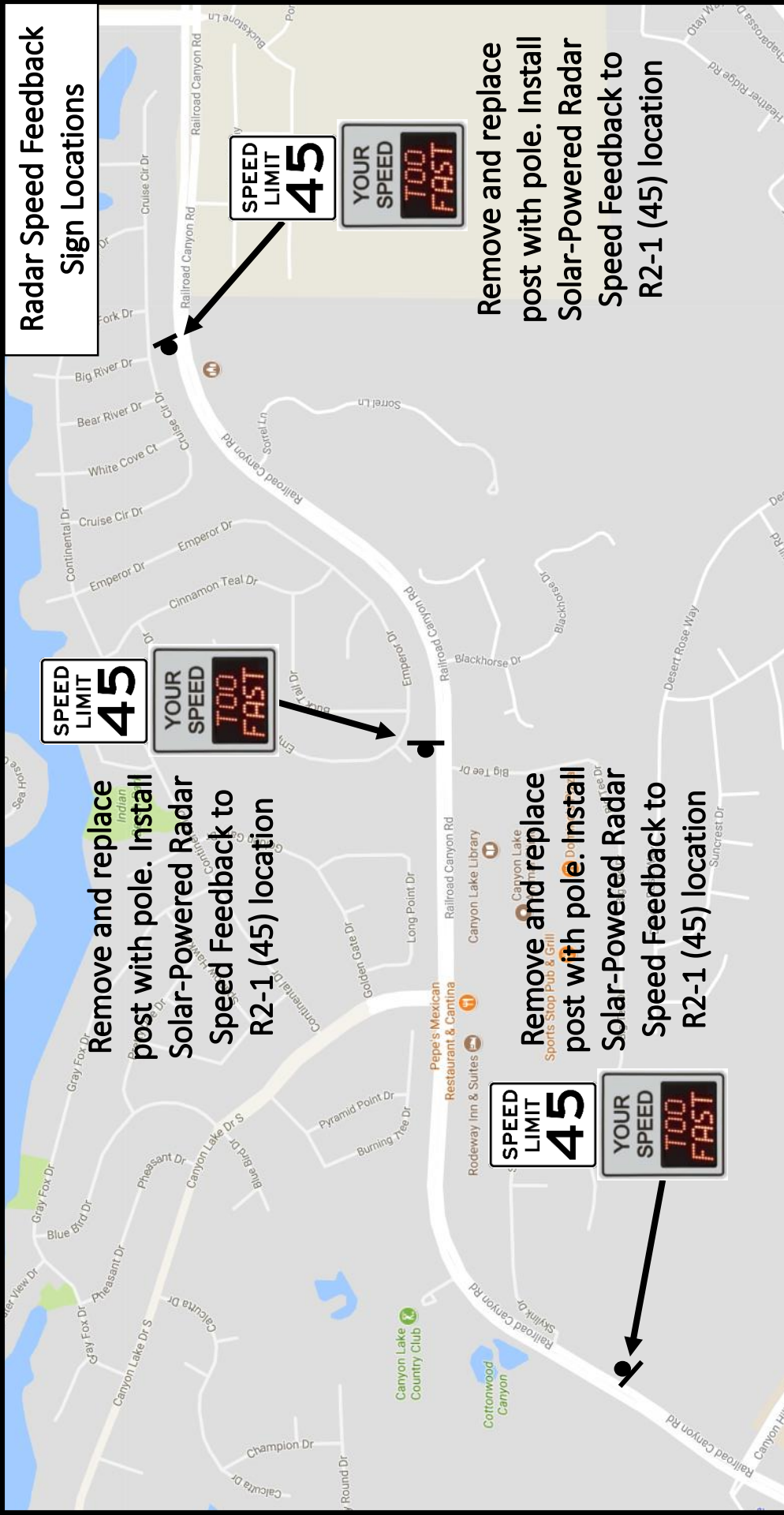
Print Name/Title _____

Date _____



CONFIDENTIAL

Radar Speed Feedback Sign Locations



Remove and replace post with pole. Install Solar-Powered Radar Speed Feedback to R2-1 (45) location

Remove and replace post with pole. Install Solar-Powered Radar Speed Feedback to R2-1 (45) location

Remove and replace post with pole. Install Solar-Powered Radar Speed Feedback to R2-1 (45) location

Note

1. The eastbound signs are to have a 7' clearance between the bottom of the lowest sign and the walking surface.

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

DATE: December 6, 2017

SUBJECT: Discussion and Possible Direction to Staff Regarding Enforcement of State Smoking Regulations in Private Places of Employment

Recommendation

Discussion and Possible Direction to Staff Regarding Enforcement of State Smoking Regulations in private places of employment

Background

The City has received several complaints regarding smoking in private areas of buildings in the Town Center. Code Enforcement staff has sent letters out to the business owners in the Town Center regarding the State of California smoking regulations, but, according to the complainant, there has not been compliance in at least once instance. The complainant now is requesting that the City adopt its own ordinance to prohibit smoking. Based upon the analysis below, the City has no authority to adopt its own ordinance, as State law preempts the area, unless there is an area of necessary enforcement not covered by state law. However, the City does have the authority to issue citations for violation of State law. So far, Code Enforcement staff has not done so. Staff would like to receive further direction from the City Council as how to proceed regarding enforcement of state smoking regulations and possible identification of areas where a City ordinance would be effective.

Analysis of City Authority

The State law regarding smoking in “places of employment” is set out in Labor Code Section 6404.5, a copy of which is attached. The City’s authority to adopt a local smoking ordinance is completely preempted by state law. As can be seen by the underlined portions of Section 6404.5, the City may not adopt a local ordinance when state law covers the smoking ban the City would seek to impose. In this case, the City has been requested to prohibit smoking in private areas adjacent to leased premises (common areas) including stairwells. Section 6404.5 defines such areas as part of the definition of place of employment where smoking is prohibited by that Section: “Enclosed space” includes covered parking lots, lobbies, lounges, waiting areas, elevators, stairwells, and restrooms that are a structural part of the building ...

Because State law covers such enclosed spaces, the City cannot adopt its own ordinance as to those areas. We are not aware of any area of private employment that is not covered by State law that could be subject to a local ordinance. A possible example of such additional regulations would be designate a non-smoking area in open spaces around a commercial building, i.e. 15 feet from the entrances. Murrieta and other local cities have adopted similar additional requirements.

However, Section 6404.6 also provides as follows the City Council may determine to enforce State law by administrative (or criminal) citations:

A violation of the prohibition set forth in subdivision (c) is an infraction, punishable by a fine not to exceed one hundred dollars (\$100) for a first violation, two hundred dollars (\$200) for a second violation within one year, and five hundred dollars (\$500) for a third and for each subsequent violation within one year. This subdivision shall be enforced by local law enforcement agencies, including, but not limited to, local health departments, as determined by the local governing body.

To date, the City has not done so; the citation process must proceed before any local health department will become involved.

Budget (or Fiscal) Impact

Possible staff time may or may not offset by citation revenue

Attachments

Staff Report from April 6, 2016 City Council Meeting **Pg. 115**

Labor Code Section 6404.5 - State law regarding smoking in “places of employment” **Pg. 119**

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

TO: Honorable Mayor and Members of the City Council
FROM: Aaron Palmer, City Manager
BY: Elizabeth Martyn, City Attorney
DATE: April 6, 2016
SUBJECT: Discussion and possible direction to staff regarding potential ordinance regulating smoking in public places

Recommendation

It is recommended that the City Council discuss and provide further direction to staff.

Background

Council member Haggerty has asked the City Council to consider regulating smoking in public places within the City.

California law addresses smoking in a variety of ways. First, the California Indoor Clean Air Act of 1976 declares tobacco smoke as a health hazard for the general public. There are a number of other state law no-smoking rules, including Labor Code 6404.5 that bans smoking in places of employment

City Authority: A general law city may regulate smoking more strictly than the state. Health & Safety Code Section 118910 is part of the California Clean Indoor Air Act and provides as follows:

118910. The Legislature declares its intent not to preempt the field of regulation of the smoking of tobacco. A local governing body may ban completely the smoking of tobacco, or may regulate smoking in any manner not inconsistent with this article and Article 3 (commencing with Section 118920) or any other provision of state law.

For example, the City of Menifee bans smoking in public parks:

§ 13.01.290 SMOKING PROHIBITED.

It is unlawful for any person to smoke or to dispose of any lighted match or cigarette, cigar ashes or any flaming or glowing substance in any area of any park or open space managed by the City Manager/Community Services Department and specifically designated by sign as a prohibited smoking area by the City Manager/Community Services Department. (Ord. 2014-146, passed 5-21-2014)

The provisions of City ordinances supersede those of other entities. In *City of San Jose v. Department of Health Services* (1998) 66 Cal. App. 4th 35, the City sued the State of California to confirm the applicability of its no-smoking ordinance to a state long-term health care facility located in the city. The court found that the state's rules and regulations, to the extent that they were in conflict with the city's no-smoking ordinance, exceeded the Department's rulemaking authority under the Clean Air Act. This case indicates that a City smoking ban would be effective in the Property Owners' Association common areas if made applicable to them by the City ordinance.

The POA has a number of smoking rules. They include GR.2.13 No Smoking – No smoking within twenty (20) feet of any CLPOA building or within twenty five (25) feet of a park.

Penalties: Any smoking ban adopted by the Council could be enforced by administrative citation and subject to the existing fine schedule.

California Cities with Smoking bans:

- Alameda, January 2, 2012, banned in commercial areas, recreation areas (parks, trails beaches, sports fields), service areas (bus stops, ticket lines, ATMs), dining areas, public event spaces, entryways, and many workplaces including 90% of hotel/motel guest rooms, small businesses with fewer than five employees, tobacco shops, hookah bars medical research sites, work vehicles, theatrical production sites, and all outdoor worksites. On January 1, 2013 the ban expanded to include all multi-unit housing]
- Belmont, October 9, 2007, banned in parks and other public places, as well as inside apartments and condominiums.
- Berkeley, March 26, 2008, banned on all commercially zoned sidewalks, and within 20 feet (6.1 m) of a bus stop.
- Beverly Hills, October 1, 2007, banned in all outdoor dining areas.
- Burbank, April, 2007, banned in most public places including Downtown Burbank, outdoor dining & shopping areas, parks, service lines, and within 20 feet (6.1 m) of all building entrances/exits.
- Calabasas, 2006, banned in all indoor and outdoor public places, except for a handful of scattered, designated outdoor smoking areas in town. Believed to be the strictest ban in the United States.
- Davis, The Davis City Code prohibits smoking in a wide variety of locations open to the public.
- El Cajon, August 14, 2007, banned on city streets, in outdoor patios in restaurants, and outside of the local shopping mall. Anyone caught smoking in public areas will faces a

fine of up to \$500. The city previously outlawed smoking in parks, and also requires businesses that sell tobacco products to obtain a city license.

- El Cerrito, January 1, 2015, banned in all public places, commercial areas, and multi-unit residences and within 25 feet of any of these.
- Escondido, in 2005, increased the state prohibition on smoking within 20 feet (6.1 m) of an entrance to a public place to 80 feet (24 m) outside city-owned buildings. In 2009, the city, at the urging of local students, banned smoking in parks, city open spaces, and trails, including the parking areas for these city properties.
- Glendale, October 7, 2008, banned smoking in/on and within 20 feet (6.1 m) from: all city property (except streets and sidewalks); city vehicles and public transportation vehicles; city public transit stations; places of employment; enclosed public places; non-enclosed public places; and common areas of multi-unit rental housing. Some of the areas where smoking is prohibited are authorized to have smoking-permitted areas, subject to regulations. Also, landlords in Glendale are required to provide disclosure to a prospective renter, prior to signing a lease, as to the location of possible sources of second-hand smoke, relative to the unit that they are renting.
- Hermosa Beach, March 1, 2012, banned at all of Hermosa's outdoor dining areas, the popular Pier Plaza, the city pier, the Strand, the greenbelt parkway, and all city parks and parking lots. Smoking already is outlawed on the city-owned beach.
- Loma Linda, July 25, 2008, banned on all sidewalks, streets, common areas in shopping centers, bus stops, parks, restaurant patios, theaters, City Hall, and 80% of motel rooms and apartment units. Exempts the federally controlled VA hospital grounds, and smoking in cars traveling in the city.
- Long Beach, California bans smoking in all city parks, at or within 20 feet of bus stops, and at farmers' markets.
- Los Angeles, 2007, banned in all city parks, and, 2011, all outdoor dining areas.
- Marin County, May 23, 2012 banned in all condos and apartments, as well as all patios within residential units. Anyone caught smoking will face a \$100 fine and will be sentenced to five community day services. A second offense warrants a \$300 fine and ten community day services, and a third offense being \$700 fine and fifteen community day services. Landlords may opt out of smoking restrictions by designating 20 percent of their units reserved for smoking and may permit e-cigarettes to be used inside apartments and condos. All other outdoor areas, including bar and restaurant patios, and private homes that are not of multi-unit residences and smoking in cars are exempt from the ban.
- Oakland, bans smoking within 25 feet of an entrance, exit, window, or air intake of the building of most enclosed places where smoking is prohibited (e.g., workplaces, service areas, common areas and no-smoking units of multi-unit housing); exemption is made outside of bars provided the smoke doesn't enter prohibited areas. Smoking is also banned in certain unenclosed areas, including service areas (e.g., bus stops, cab stands, ATMs).
- Pasadena, October 27, 2008, banned smoking in certain outdoor areas, including shopping malls, unenclosed areas of bars and restaurants, service waiting lines (e.g. ATMs, bus stops, etc.) and within 20 feet (6.1 m) from them, and within 20 feet (6.1 m) of doorways, windows, or ventilation areas of enclosed places where smoking is banned.
- Palo Alto, 2013, all city parks

- San Diego, July 11, 2006, banned smoking at all City of San Diego beaches and parks, including all beaches from La Jolla to Sunset Cliffs.
- San Francisco, January 2005, banned smoking in all city parks. January 2013, banned smoking at all outdoor "street fairs and festivals", with exceptions for legal medical marijuana and small neighborhood block parties.
- San Jose, October 2007, banned in all city parks.
- San Luis Obispo, August 2, 1990, became the first city in the world to ban smoking in all public buildings. On January 15, 2010, the City's municipal code amendment included city parks and outdoor recreational facilities as smoke-free areas. In April 2010, City Council adopted an ordinance that bans smoking in all areas frequented by the public, with limited exceptions, including unenclosed areas at certain drinking establishments.
- Santa Barbara & Goleta, Local laws in Santa Barbara County and in the City of Goleta prohibit smoking within 20 feet of any building or area where smoking is prohibited. Ashtrays are also banned within a 20-foot smoke-free area.
- Santa Monica, 2006, banned smoking within 20 feet (6.1 m) of entrances, exits, or operable windows of a public building (such as City Hall and the courthouse); in local parks (including parking lots); on the Third Street Promenade; on local beaches; and on the Santa Monica Pier (except within designated zones). City Council passed a law that prohibits smoking in ALL common areas of a multi-family residential building including condominiums, which went into effect February 26, 2009.

Budget (or Fiscal) Impact

Enforcement costs/citation revenue

Attachments

None

Labor Code Section 6404.5 (a) The Legislature finds and declares that regulation of smoking in the workplace is a matter of statewide interest and concern. It is the intent of the Legislature in enacting this section to prohibit the smoking of tobacco products in all (100 percent of) enclosed places of employment in this state, as covered by this section, thereby eliminating the need of local governments to enact workplace smoking restrictions within their respective jurisdictions. It is further the intent of the Legislature to create a uniform statewide standard to restrict and prohibit the smoking of tobacco products in enclosed places of employment, as specified in this section, in order to reduce employee exposure to environmental tobacco smoke to a level that will prevent anything other than insignificantly harmful effects to exposed employees, and also to eliminate the confusion and hardship that can result from enactment or enforcement of disparate local workplace smoking restrictions. Notwithstanding any other provision of this section, it is the intent of the Legislature that an area not defined as a "place of employment" pursuant to subdivision (e) is subject to local regulation of smoking of tobacco products.

(b) For purposes of this section, an "owner-operated business" shall mean a business having no employees, independent contractors, or volunteers, in which the owner-operator of the business is the only worker. "Enclosed space" includes covered parking lots, lobbies, lounges, waiting areas, elevators, stairwells, and restrooms that are a structural part of the building and not specifically defined in subdivision (e).

(c) An employer or owner-operator of an owner-operated business shall not knowingly or intentionally permit, and a person shall not engage in, the smoking of tobacco products at a place of employment or in an enclosed space.

(d) For purposes of this section, an employer or owner-operator of an owner-operated business who permits any nonemployee access to his or her place of employment or owner-operated business on a regular basis has not acted knowingly or intentionally in violation of this section if he or she has taken the following reasonable steps to prevent smoking by a nonemployee:

(1) Posted clear and prominent signs, as follows:

(A) Where smoking is prohibited throughout the building or structure, a sign stating "No smoking" shall be posted at each entrance to the building or structure.

(B) Where smoking is permitted in designated areas of the building or structure, a sign stating "Smoking is prohibited except in designated areas" shall be posted at each entrance to the building or structure.

(2) Has requested, when appropriate, that a nonemployee who is smoking refrain from smoking in the enclosed workplace or owner-operated business. For purposes of this subdivision, "reasonable steps" does not include (A) the physical ejection of a nonemployee from the place of employment or owner-operated business or (B) any requirement for making a request to a nonemployee to refrain from smoking, under circumstances involving a risk of physical harm to the employer or any employee or owner-operator.

(e) For purposes of this section, "place of employment" does not include any of the following:

(1) Twenty percent of the guestroom accommodations in a hotel, motel, or similar transient lodging establishment.

(2) Retail or wholesale tobacco shops and private smokers' lounges. For purposes of this paragraph:

(A) "Private smokers' lounge" means any enclosed area in or attached to a retail or wholesale tobacco shop that is dedicated to the use of tobacco products, including, but not limited to, cigars and pipes.

(B) "Retail or wholesale tobacco shop" means any business establishment, the main purpose of which is the sale of tobacco products, including, but not limited to, cigars, pipe tobacco, and smoking accessories.

(3) Cabs of motor trucks, as defined in Section 410 of the Vehicle Code, or truck tractors, as defined in Section 655 of the Vehicle Code, if nonsmoking employees are not present.

(4) Theatrical production sites, if smoking is an integral part of the story in the theatrical production.

(5) Medical research or treatment sites, if smoking is integral to the research and treatment being conducted.

(6) Private residences, except for private residences licensed as family day care homes where smoking is prohibited pursuant to Section 1596.795 of the Health and Safety Code.

(7) Patient smoking areas in long-term health care facilities, as defined in Section 1418 of the Health and Safety Code.

(f) The smoking prohibition set forth in this section constitutes a uniform statewide standard for regulating the smoking of tobacco products in enclosed places of employment and owner-operated businesses and supersedes and renders unnecessary the local enactment or enforcement of local ordinances regulating the smoking of tobacco products in enclosed places of employment and owner-operated businesses. Insofar as the smoking prohibition set forth in this section is applicable to all (100 percent) places of employment and owner-operated businesses within this state and, therefore, provides the maximum degree of coverage, the practical effect of this section is to eliminate the need of local governments to enact enclosed workplace smoking restrictions within their respective jurisdictions.

(g) This section does not prohibit an employer or owner-operator of an owner-operated business from prohibiting smoking of tobacco products in an enclosed place of employment or owner-operated business for any reason.

(h) The enactment of local regulation of smoking of tobacco products in enclosed places of employment or owner-operated businesses by local governments shall be suspended only for as long as, and to the extent that, the (100 percent) smoking prohibition provided for in this section remains in effect. In the event this section is repealed or modified by subsequent legislative or judicial action so that the (100 percent) smoking prohibition is no longer applicable to all enclosed places of employment and owner-operated businesses in California, local governments shall have the full right and authority to enforce previously enacted, and to enact and enforce new,

restrictions on the smoking of tobacco products in enclosed places of employment and owner-operated businesses within their jurisdictions, including a complete prohibition of smoking. Notwithstanding any other provision of this section, an area not defined as a "place of employment" or in which smoking is not regulated pursuant to subdivision (e), is subject to local regulation of smoking of tobacco products.

(i) A violation of the prohibition set forth in subdivision (c) is an infraction, punishable by a fine not to exceed one hundred dollars (\$100) for a first violation, two hundred dollars (\$200) for a second violation within one year, and five hundred dollars (\$500) for a third and for each subsequent violation within one year. This subdivision shall be enforced by local law enforcement agencies, including, but not limited to, local health departments, as determined by the local governing body.

(j) Notwithstanding Section 6309, the division is not required to respond to any complaint regarding the smoking of tobacco products in an enclosed space at a place of employment, unless the employer has been found guilty pursuant to subdivision (i) of a third violation of subdivision (c) within the previous year.

(k) If a provision of this section or the application thereof to any person or circumstances is held invalid, that invalidity shall not affect other provisions or applications of the section that can be given effect without the invalid provision or application, and to this end the provisions of this section are severable.

(l) For purposes of this section, "smoking" has the same meaning as in subdivision (c) of Section 22950.5 of the Business and Professions Code.

(m) For purposes of this section, "tobacco product" means a product or device as defined in subdivision (d) of Section 22950.5 of the Business and Professions Code.

(Amended by Stats. 2016, 2nd Ex. Sess., Ch. 7, Sec. 23.5. Effective June 9, 2016.)

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Mike Borja, Administrative Services Manager

DATE: December 6, 2017

SUBJECT: Approval of Resolution 2017-21: Authorizing the Allocation of Community Development Block Grant Funds for Fiscal Year 2018 / 2019

Recommendation

It is recommended that the City Council: Hold a public hearing and approve Resolution 2017-21 for approval of the application from Helping Our People in Elsinore (HOPE) for allocation of 15% of City's FY 2018/2019 Community Development Block Grant (CDBG) funding.

Background

The City participates in the Community Development Block Grant Program (CDBG) through the Riverside County Economic Development Agency (EDA). Each year, the City is allocated grant funding that may be used to benefit low-income individuals in the City. Up to 15% of the funding received may be provided to a Public Service Agency that serves Canyon Lake residents and qualifies through the County of Riverside's Economic Development Agency (EDA) as a non-profit serving low-income individuals. Traditionally, City Council has allocated 15% of its funding to a non-profit Public Service Agency that serves Canyon Lake residents. In FY 2017/2018, the allocation was awarded to HOPE (Helping Our People of Elsinore) to fund their Pantry Program which provides food and supplies for low income individuals and families in Canyon Lake.

On September 28, 2017, the City issued a notice calling for non-profit agencies to submit applications for FY 2018/2019 CDBG funding. Applications were due to City Hall on October 30, 2017. City staff received two applications, HOPE (Helping Our People of Elsinore) and Trauma Intervention Programs (TIP) of Southwest Riverside County. As in previous years, HOPE continues to use funding to support their Pantry Program by purchasing food supplies and paying for pantry operation costs such as rent, utilities, and transportation. Trauma Intervention Programs (TIP) of SW Riverside County provides immediate emotional and practical support to survivors of trauma events and their families

in the first few hours following a tragedy. Their funding supports the cost of non-personnel training, indirect fees, and printing material.

Upon review of both applicants, one of the main objective we look for with CDBG funding is that it's used for programs that it must benefit low-and moderate-income persons or families. HOPE's Pantry Program continues to demonstrate that support, however, the application from Trauma Intervention Programs of SW Riverside County does not. Although their applicant states that it supports low-income families, they also state that they do not discriminate against any person's income, which leaves the main objective of CDBG unsure of knowing whether the funds specifically will be used towards low-income activities. Based on this, and with the assistance from Riverside County EDA's office, we have determined that this would disqualify Trauma Intervention Programs of SW Riverside County and is recommending for City Council to support HOPE and their Pantry Program, which continues to cater to low-income seniors; grandparents raising grandchildren; working poor families with children; single parents; and disabled, homeless, and unemployed individuals.

Budget (or Fiscal) Impact

The City is estimated to receive a total amount of \$23,067 in grant funding for FY 2018/2019. Should the City Council approve staff's recommendation to allocate 15% of the \$23,076 to HOPE, the amount awarded to HOPE is estimated to be \$3,460.

Attachments

1. Helping Our People of Elsinore FY 2018/2019 CDBG Application **Pg. 125**
2. Trauma Intervention Programs of SW Riverside County FY 2018/2019 CDBG Application **Pg. 148**
3. Resolution No. 2017-21 **Pg. 176**

Does your Organization expend \$750,000 or more a year in federal funds? Y or N

Number of paid staff: 0

Number of volunteers: 150

Members/Board of Directors (*Attach*): Board of Directors - See Attached

III. PROJECT ACTIVITY

A. Name of Project: Pantry Program

B. Specific Location of Project

(Attach Project Map - include street address; if a street address has not been assigned provide APN)

Street or APN: _____

City: _____

Zip Code: _____

C. CDBG Funds Requested: \$10,000 *(total amount for the project only)*

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?
HOPE mirrors the service area of the Lake Elsinore Unified School District.

E. In which City (ies)/Communities does the activity occur?

City (ies): Cities of Lake Elsinore, Canyon Lake, and Wildomar

Community (ies): Lakeland Village, Horsethief Canyon

NOTE: EDA will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

Requests will be made with the County of Riverside and the Cities of Wildomar and Lake Elsinore.

G. Check ONLY the applicable category your application represents.

- Public Service
- Homeless Activities
- Real Property Acquisition (Must consult with EDA prior to submitting application)
- Housing
- Rehabilitation/Preservation (please provide picture of structure)
- Public Facilities (construction)
- Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- Other: (provide description) _____

H. Respond to A & B only if this application is for a **public service** project.

(a) Is this a NEW service provided by your agency? Yes No

(b) If service is not new, will the existing public service activity level be substantially increased or improved?

Those struggling with poverty and hunger are in constant need of securing healthy and attainable food. HOPE would like to add additional resourcing at the intake level to move clients from critical need to sustainable status.

IV. **PROJECT NARRATIVE**

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity:

According to the 2014 Food Hardship in America report by the Food Research and Action Center (FRAC) our geographic location is the 10th Highest Metropolitan Statistical Area struggling with food insecurities with a 22.4% hardship rate. HOPE clients are desperate for assistance. 94% of our clients are extremely low income clients, earning on 30% of the AMI. Families are struggling to make ends meet, and food security and housing are the toughest needs to meet, but the most critical. Without access to food children are more likely to be sick more frequently, experience growth and development impairments, have lower academic achievements, and struggle with social and behavioral problems. Seniors without access to healthy and abundant food sources are at a higher risk of illness and loss of independence, resulting in higher rates of depression, suicide and chronic disease.

Through our Pantry Program, we ensure that those at greatest risk of hunger receive the food they need to alleviate food-related consequences. We provide 12 days of food, or 36 meals to qualified individuals per month, serving over 500,000 meals to 1200+ clients. This past year our client base has increased significantly and we anticipate another increase with budgets taking a hit when the California gas tax takes effect in November 2017.

- B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. client scholarships, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):

CDBG funds will be used to cover our most basic, but crucial costs including food, rent, utilities, supplies, and safety repairs for our Pantry Program.

In 2018/2019 we are looking to maintain and improve our current facility and would like to increase our operation days from just three to Monday through Friday. We're in desperate need of a walk-in fridge that will maintain temperature. We've spoken with the Wildomar Rotary about partnering to reimplementing the Backpacks for Kids program and we'd like to acquire a refrigerated truck with a lift.

Backpacks for Kids is a program that packages and secures food for school aged children that is then sent home for over the weekend.

We would utilize funds from the CDBG program to assist in accomplishing those goals.

- C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

Our main goal is to ensure that those within our community do not go hungry and have access to food. We will provide 3,600 meals per month (43,000 meals per year) to 100 unduplicated Canyon Lake residents.

Using our client management tools, we log every individual and/or family who receives services from HOPE along with the type of assistance they receive. This gives us real time and accurate measurement of the individuals receiving assistance and reportable demographics necessary for progress and final reports.

- D. Please identify the project milestones using an Estimated Timeline for Project Implementation:

We provide services year-round and will serve 100 unduplicated Canyon Lake residents between July 1, 2018-June 30, 2019.

V. PROJECT BENEFIT

A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

100 unduplicated Canyon Lake residents.

B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

100 unduplicated Canyon Lake residents, or 25 families.

C. Length of proposed CDBG-funded activities or service (weeks, months, year):

12 months

D. Service will be provided to (check one or more):

Men

Women

Children (Range of children's ages : 0-18)

Homeless (Number of beds at facility : _____)

Seniors

Severely Disabled Adults

Migrant Farm Workers

Families

- E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

Our Outreach Team regularly goes out into the community to deliver food and to spread the word to those in need. We have ambassadors at many of the local churches in the valley. We visit local trailer parks, and low-income areas of the city to make food deliveries and work with other agencies for referrals. Other agencies include the Lake Elsinore Unified School District, DPSS, the City of Wildomar, the City of Lake Elsinore, and the City of Canyon Lake. We have become a wholly owned subsidiary of the Dream Center to continue our sustainability in the community.

- F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

HOPE has been meeting the needs of those in desperate need of food for over 26 years. CDBG funds have been instrumental in our ability to leverage other funds and partners, however, it is not our only source of income. We have collaborated with other agencies for referrals and partnered with local markets to receive fresh supplies.

Partnering with the Dream Center-LE will enable us to provide additional volunteers and access to resources at the intake evaluation.

VI. **National Objective**

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:

1. **Limited Clientele:**

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

Through client intake forms and income verification we confirm that all clients receiving services through HOPE are low income persons as determined by HUD guidelines.

2. Clientele presumed to be principally low- and moderate-income persons:
 The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|---|---|
| <input type="checkbox"/> Abused children | <input type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

- a. Describe the clientele above to be served by this activity:

Through client intake forms and income verification we confirm that all clients receiving services through HOPE are low income persons as determined by HUD guidelines.

- b. Discuss how this project directly benefits low- and moderate- income residents:

HOPE only serves those in desperate need of assistance within our community. It is our commitment to ensure that those most vulnerable receive assistance, particularly those who do not have adequate means to purchase food for themselves and/or their families. The majority of our clientele are extremely low-income clients as defined by HUD. For 6.5% or 723 residents in Canyon Lake living below the poverty line, food costs could easily equate to 30-40% of their income based on the USDA food cost guidelines. Given that the average rent of \$1722 is over 65% of a family of four's monthly income, 35% for food and necessities is not realistic, leaving our most vulnerable residents to make tough choices about food security. HOPE ensures that these families and residents have the food they need to stay healthy and secure.

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, EDA CDBG Program Manager for Census Information)

2010 Census Tract and Block Group numbers:

Total population in Census Tract(s) / block group(s): _____

Total percentage of low-moderate population in Census Tract(s) / block group(s): _____

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.

Proposed Job Creation/Retention

Total Jobs Expected to Create: _____

Total Jobs Expected to Retain: _____

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.

Proposed Assistance to Businesses

New Businesses expected to assist: _____

Existing Businesses expected to assist: _____

Enter Total Businesses expected to assist: _____

VII. FINANCIAL INFORMATION

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2017. If your proposed CDBG-funded activity will start on a date other than July 1, 2017, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).

	TOTAL ACTIVITY/ PROJECT BUDGET <small>(Include non-CDBG Funds and CDBG Funds)</small>	CDBG FUNDS REQUESTED-Only
I. Personnel		
A. Salaries & Wages	\$ _____	\$ _____
B. Fringe Benefits	\$ _____	\$ _____
C. Consultants & Contract Services	\$ _____	\$ _____
PERSONNEL SUB-TOTAL	\$ _____	\$ _____

II. Non-Personnel		
A. Space Costs	\$ <u>54,000</u>	\$ <u>5,000</u>
B. Rental, Lease or Purchase of Equipment	\$ <u>15,000</u>	\$ <u>1,000</u>
C. Consumable Supplies	\$ <u>40,000</u>	\$ <u>2,000</u>
D. Travel	\$ <u>12,000</u>	\$ <u>1,000</u>
E. Telephone	\$ <u>2,500</u>	\$ _____
F. Utilities	\$ <u>15,000</u>	\$ _____
G. Other Costs	\$ _____	\$ _____
NON-PERSONNEL SUB-TOTAL:	\$ <u>138,500</u>	\$ <u>9,000</u>
III. Other		
A. Architectural/Engineering Design	\$ _____	\$ _____
B. Acquisition of Real Property	\$ _____	\$ _____
C. Construction/Rehabilitation	\$ <u>10,000</u>	\$ <u>1,000</u>
D. Indirect Costs	\$ _____	\$ _____
E. Other	\$ _____	\$ _____
OTHER SUB-TOTAL:	\$ <u>10,000</u>	\$ <u>1,000</u>
GRAND TOTAL:	\$ <u>148,500</u>	\$ <u>10,000</u>

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

Federal:

State/Local: We average roughly \$24,500 per year for individual, business and misc. donations.

Private:

Fees:

Donations: 24,000 pounds of food x \$1.00 per pound = \$24,000 worth of in-kind support.
24,000 pounds of food is reflective of 1 month average

Other: Our 150 volunteers average 10 hours of service a month, leveraging 18,000 hours at the Federal giving rate of \$5.00 = \$90,000

- C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

HOPE has been meeting the needs of those in desperate need of food for over 26 years. CDBG funds have been instrumental in our ability to leverage other funds and partners, however it is not our only source of income. We have collaborated with other agencies for referrals and partnered with local markets to receive fresh supplies.

- D. Provide a summary by line item of your organization's previous year's income and expense statement. (Attach)

- E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes No

If yes, identify sources and indicate outcome.

We will be submitting CDBG applications for Program Year 2018-2019 to the Cities of Wildomar, Lake Elsinore and to the County of Riverside.

If no, please explain.

- F. Was this project or activity previously funded with CDBG? Yes No

If yes, when?

HOPE has been utilizing CDBG funds since July, 1995. CDBG funds have been critical in our ability to keep our doors open and our Pantry Program running.

Is this activity a continuation of a previously funded (CDBG) project? Yes No

If yes, explain:

6.5% of Canyon lake residents live in poverty, and food security is a major, daily hurdle. At HOPE, we ensure that food is available so residents can concentrate on other important essentials such as housing, employment, education, and health.

VIII. MANAGEMENT CAPACITY

- A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds.

HOPE has received CDBG Funds for the past 22 years and all funds have been spent in accordance with agreements and with no compliance issues. All required reports and statistics have been submitted on time.

B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

HOPE's board has adopted policies and procedures regarding personnel, volunteer management, procurement, property management, financial management, records, client intake, and other systems required to operate and manage HOPE.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

Brett Masters, Co-Executive and Wink Davis, Co-Executive will be primarily responsible for the implementation and completion of this project. Brett Masters serves as the main contact for the Dream Center-LE and Wink Davis has been running the Fresh Food program through HOPE at Gracepoint Church of the Nazareen in Wildomar since 2008, giving them the experience needed to help HOPE continue to succeed.

IX. APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate. BDM
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program. BDM
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities. BDM
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation. BDM
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe. BDM
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President) BDM

DATE: 10-27-2017

Signature: Brett D. Masters

Print Name/Title
Authorized Representative: Brett Masters

CHECK-LIST:

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Leveraging (Current evidence of commitment)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application

Board of Directors 2017-2018

Wink Davis
Co-Executive Director
Wildomar, CA 92595
909-210-1251

Bob Guilliams
Delegate to the Free Methodist Conference
Wildomar, CA 92595
951-544-5164

Brett Masters
Co-Executive Director
Wildomar, CA 92595
858-952-4024

Edwin Rodriguez
2nd Delegate to the Free Methodist Conference
Murrieta, CA 92563
951-972-0840

Chuck Searer
Member at Large
Winchester, CA 92596
951-347-5440

Dick Siems
Member at Large
Canyon Lake, CA 92587
951-230-2479

Diane Simones
Secretary
Canyon Lake, CA 92587
951-244-7028

Kara Vega
Treasurer
Lake Elsinore, CA 92532
951-246-2818

ENDORSED
FILED
In the office of the Secretary of State
of the State of California

ARTICLES OF INCORPORATION OF
Helping Our People in Elsinore, INC.

APR 30 1992

I

The name of the corporation is "Helping Our People in Elsinore, INC." Secretary of State

II

A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.

B. ~~The specific purpose of this corporation is to provide food, clothing and shelter to needy people.~~

III

The name and address in the State of California of this corporation's initial agent for service of process is James T. Winkler 31594 Railroad Canyon Road Suite C Canyon Lake California 92587.

IV

A. This corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

2-2-92

DATE

Robert J. Bryson
(Signature of Incorporator)

Robert J. Bryson

(Type name of Incorporator)

AMENDED BYLAWS
OF
HELPING OUR PEOPLE IN ELSINORE, INC.

PREAMBLE

RECOGNIZING OUR UNITY IN CHRIST AND OUR COMMON PRACTICE IN THE CHRISTIAN FAITH, DESIRING TO HEED AND FULFILL THE LORD'S IMPERATIVE AS STATED IN MATTHEW 25:31-40, MINDFUL OF OUR CHRISTIAN PRIVILEGES AND DUTIES, AND WISHING TO OBSERVE ORDERLY COOPERATION, WE THE MEMBERS OF HELPING OUR PEOPLE IN ELSINORE, INCORPORATED OF LAKE ELSINORE, CALIFORNIA, ADOPT THE FOLLOWING AMENDED BYLAWS, AND DO PROVIDE THAT THE FOLLOWING ARTICLES SUPERSEDE AND REPLACE THE FORMER BYLAWS THAT WERE ADOPTED AT A DULY CALLED MEETING OF THIS CORPORATION ON SEPTEMBER 9, 1991.

ARTICLE I – NAME AND INCORPORATION

1. The name of this organization shall be **HELPING OUR PEOPLE IN ELSINORE, INC.**
2. For the purpose of these Bylaws, **HELPING OUR PEOPLE IN ELSINORE, INC.** is hereafter designated as **H.O.P.E., Inc.**, or simply "this corporation."
3. **H.O.P.E., Inc.** shall be incorporated under the laws of the State of California as a **Non-profit Public Benefit Corporation.**

ARTICLE II – OFFICES

1. The principal office of this corporation for the transaction of business is located at 29885 2nd Street, Unit R-S, in Lake Elsinore, California.
2. This corporation is hereby granted full power and authority to change the principal office of the corporation from one location to another in Riverside County, California. Any such change shall be noted by the Secretary in these Bylaws, but shall not be considered an Amendment of the Bylaws.

ARTICLE III – STATEMENT OF PURPOSE

1. The object and purpose of this corporation shall be to propagate the gospel of Jesus Christ by reaching out to those persons who are hungry and who need assistance and renewed hope.
2. To fulfill this object and purpose, this corporation shall provide and dispense food to individuals and families in compliance with the regulations laid down by the governing body of this corporation in the Rules of Qualification. Furthermore, this corporation shall dedicate itself to an ongoing, caring ministry of service to others. We service anyone who qualifies regardless of ethnicity or color. We do not ~~hold religious services~~.

ARTICLE IV – STATEMENT OF FAITH

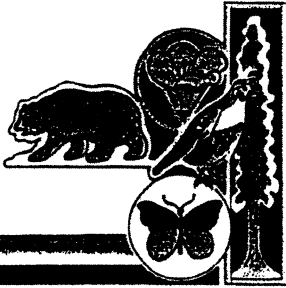
1. The members of this corporation adhere in faith to the following common symbol, held in the highest regard in all of Christendom, called the Apostolic Creed:

I believe in God, the Father almighty, creator of heaven and earth.

I believe in Jesus Christ, His only Son, our Lord. He was conceived by the power of the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended into hell. On the third day He rose again. He ascended into heaven, and is seated at the right hand of the Father. He will come again to judge the living and the dead.

I believe in the Holy Spirit, the holy catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.

1820572



State of California

OFFICE OF THE SECRETARY OF STATE

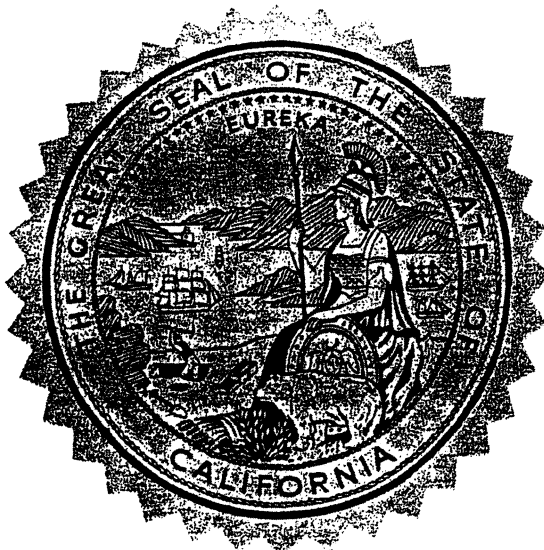
CORPORATION DIVISION

I, *MARCH FONG EU*, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the corporate record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this

MAY -1 1992

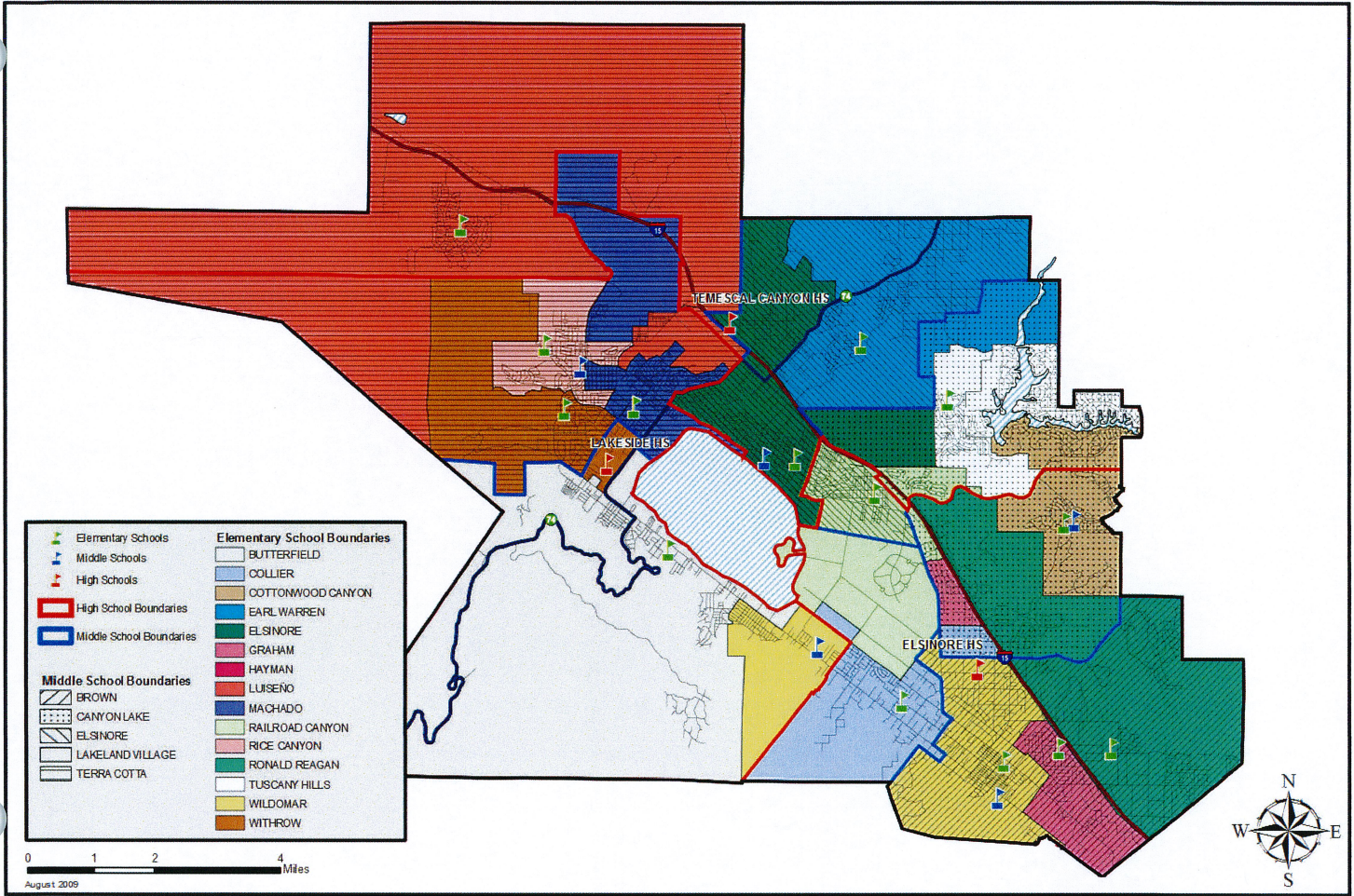


March Fong Eu

Secretary of State

LAKE ELSINORE UNIFIED SCHOOL DISTRICT

ATTENDANCE BOUNDARIES - SCHOOL YEAR 2009/2010



Income and Expense Statement Leveraging Commitments Anticipated Income & Expenses

2017-2018 Income Anticipated Leveraging: \$24,500

Grant Requests	\$114,000.00
Individual Donations	\$12,000.00
Government Funds	\$10,000.00
Businesses/Organizations	\$10,000.00
Misc. Income	\$2,500.00
	\$148,500.00

2017-2018 Expenses

Space Cost	\$54,000.00
Rental, Lease or Purchase of Equip.	\$15,000.00
Consumable Supplies	\$40,000.00
Travel	\$12,000.00
Telephone	\$2,500.00
Utilities	\$15,000.00
Safety Repairs	\$10,000.00
	\$148,500.00

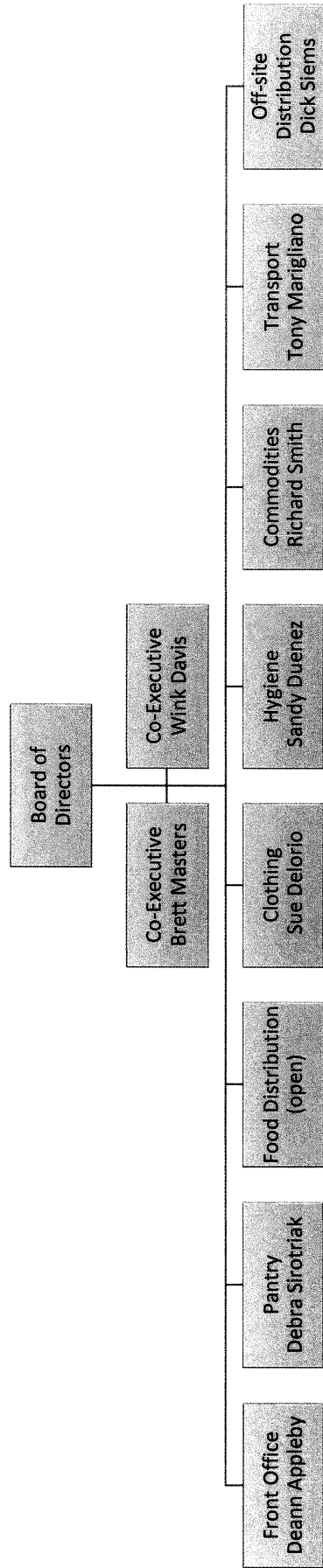
2017-2018 Income

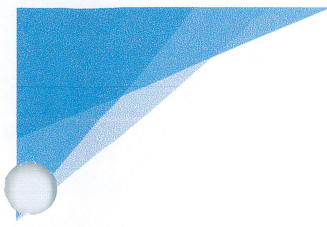
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Travel	\$12,000.00
Telephone	\$2,500.00
Utilities	\$15,000.00
Safety Repairs	\$10,000.00
	\$148,500.00

Helping Our People in Elsinore





September 20, 2017

The Board of Directors of Helping our People in Elsinore (HOPE) authorizes Brett Masters or Oliver “Wink” Davis, Co-Executive Directors, to submit a Community Development Block Grant to the County of Riverside, the Cities of Lake Elsinore, Wildomar, and Canyon Lake for 2017-2018 Program Year.

In addition, the Board authorizes Brett Masters or Oliver “Wink” Davis to act on behalf of Helping our People in Elsinore (HOPE) in the matter of contracts, billings, contact and reporting.

Brett D. Masters

Signature

10/26/17

Date

Chairperson

Title

**COUNTY OF RIVERSIDE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

APPLICATION FOR CITY OF CANYON LAKE FY2018- 2019 CDBG ALLOCATION

I. GENERAL INFORMATION:

Applying Organization Name: **Trauma Intervention Programs of S.W. Riverside County, INC (TIP).**

Type of Organization: Non-Profit Organization

Organization Address: PO Box 585

City: Murrieta Zip Code: 92564

Mailing Address: PO Box 585

City: Murrieta Zip Code: 92564

Telephone Number: 951-609-5068

Fax Number: 866-304-2141

Executive Director: Magda Stewart- CEO

Telephone Number: 951-609-5068

E-mail: Magdaoftipswrc@gmail.com

Program Manager: Magda Stewart - CEO

Telephone Number: 951-609-5068

E-mail: Magdaoftipswrc@gmail.com

Grant Writer: Elyse Linn

Address (If different from above):

Telephone Number: 951-743-5295

E-mail: linn4@outlook.com

II. ORGANIZATIONAL HISTORY: (This is applicable only if you are a non-profit organization)

Date Organization founded: 09/1993

Date Organization incorporated as a non-profit organization:

12-13-2006

Federal identification number: 20-5389457 Calif Corp Number: C2944744

DUNS Number:

Organization Web Address:

www.tipswrc.org

Does your Organization expend \$750,000 or more a year in federal funds? N

Number of paid staff: 1

Number of volunteers: 22

Members/Board of Directors: (Attach)

III. PROJECT ACTIVITY:

A. Name of Project: (TIP) **Trauma Intervention Programs of S.W. Riverside County, INC**

(TIP) Provides immediate emotional and practical support to survivors of trauma events and their families in the first few hours following a tragedy.

The Southwest Riverside Chapter is a dedicated group of typical everyday citizens helping everyday citizens in traumatic crises. Our group of helpful, supportive volunteers is here to serve the needs of anyone when requested by any first responder, hospital personnel, paramedic, or coroner's office to bring emotional first aid to survivors, friends, and family in crisis.

B. Specific Location of Project- Attachment 3 (include street address; if a street address has not been assigned provide APN) City of Canyon Lake; encompasses entire community including Fairway Estates

Street:

City:

Zip Code:

APN:

C. CDBG Funds Requested: \$ (total amount for the project only) 3460.00

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

The proposed activity is for the City of Canyon Lake; encompasses entire community including Fairway Estates.

E. In which City(ies)/Communities does the activity

occur? City (ies): Canyon Lake and Fairway Estates.

Community (ies):

NOTE: EDA will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.) No.

G. Check ONLY the applicable category your application represents:

Public Service

Homeless Activities

Real Property Acquisition (Must consult with EDA prior to submitting application)

Housing

Rehabilitation/Preservation (please provide picture of

structure) Public Facilities (construction)

- Infrastructure (i.e. Streets, Sewer, Sidewalk,
- etc.) Other: (provide description) _____

H. Respond to A & B only if this application is for a public service project.

- (a) Is this a NEW service provided by your agency? No
- (b) If service is not new, will the existing public service activity level be substantially increased or improved?

The level of service will be substantially increased and improve through improved relationships with the First Responder community of Canyon Lake. This includes education with the First Responders to better understand the role of TIP. By recruiting citizen volunteers, they are trained to help meet the emotional and practical needs of those who were experiencing stress symptoms from a traumatic incident. TIP adopted the slogan, "Citizens Helping Citizens in Crisis" which aptly captures the spirit of the program.

Tip partners with Canyon Lake and its neighboring cities, Fire Department, law enforcement agencies and hospitals. Volunteers are dispatched through the 911 system when emergency responders on scene believe a citizen has been traumatized and may need additional support provided by TIP.

Partners and supporting agencies include:

Riverside/Cal Fire Department/RSO/EMS and inland valley hospitals:
Inland Valley Hospital
Menifee Valley Hospital
Loma Linda University Medical Center
Ranch Springs Medical Center
Temecula Valley Hospital

V. PROJECT NARRATIVE:

- A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity:

To provide immediate emotional and practical support to survivors of traumatic events and their families in the first few hours following a tragedy.

The overall goal of TIP of S.W. Riverside is to maintain the quality of the services so that we may provide optimum emotional and practical support to victims of personal tragedy at no charge to residents. Volunteers will continue to respond to the scene with the goal of within 20 minutes of being dispatched and will provide necessary skills, tools, and resources to meet the needs of the victims and emergency responders on scene. These services will allow citizens to feel supported by "the system" during their traumatic incident, while permitting First Responders to focus on the duties of the scene.

The TIP program allows the First Responders to perform their immediate duties then allows them to clear the scene knowing that the survivor of the tragedy is left in capable, caring hands of the TIP volunteer; saving the City any additional monetary expenses.

TIP does not discriminate against any person or organization because of race, color, religion, sex, national origin, disability, familial status, or income.

Objective #1: To better support recruiting efforts, to promote volunteerism and civic engagement with residents of Canyon Lake and Fairway Estates. Provide extensive training to volunteers.

Objective #2: To respond to calls within a 20-minute goal time and provide emotional and practical support to survivors of traumatic events and their families as well as resource materials and supplies in English and Spanish language as needed by the survivor (client).

Objective #3: To provide services to residents of Canyon Lake and Fairway Estates regardless of income level.

- B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. client scholarships, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):

Funds are to be used for training of new volunteers, continuation training of existing volunteers and management. Funds are also to be used for printing of resource materials that is provided to survivors for reference.

- C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

The overall goal of TIP of S.W. Riverside County is to maintain the quality of the services so that we may provide optimum emotional and practical support to victims of personal tragedy at no charge to residents. To provide immediate emotional and practical support to survivors of traumatic events and their families in the first few hours following a tragedy. A major reason for the TIP Program is to prevent what mental health professionals call the "Second Injury." The Second Injury is a victim's perspective that the emergency system did not provide the support needed after a tragic event. Emergency personnel simply do not have the time to provide this support. In Southwest Riverside County, they call TIP Volunteers who can prevent a second injury. In parts of the county, which do not have a TIP Program, second injuries reported by victims are common.

TIP volunteers who responded to an emergency call must submit a written report within 24 hours of the incident within the TIP system. These reports are kept on record and submitted to the Crisis Team Manager (CTM) who then provides statistical information to the partnering cities and agencies on an annual or as needed basis.

TIP continually monitors the success of the volunteers and program by reaching out to Emergency Responders and Clients to provide immediate feedback after TIP engaged. This is executed by sending a letter and feedback card to complete. In result, positive feedback from both the Emergency Responder and Client is consistently received and shared with volunteers. In order to record the success of TIP, monthly statistics are calculated on a variety of categories including: total number of calls, clients assisted, Emergency Responders assisted, type of incident, response time and amount of time services are provided. TIP is consistently working towards the annual consistent average response time of 20 minutes. All statistics are reported to the TIP annual report regularly.

Statistical Data 2016

Number of residents provided service=2,143

Number of services provided to residents=2,417

Number of ready alert hours contributed=32,850

Number of TIP Volunteers serving SWRC=24

Average response time= 26 minutes

Reliability= 100% of calls responded to when requested by First Responders

- D. Please identify the project milestones using an Estimated Timeline for Project Implementation: TIP is an on-going nonprofit organization and the support to Canyon Lake and Fairway Estates is continuous. Volunteers are available 24/7/365. TIP continuously promotes the services provided and the need for volunteers through social media, printed materials, and speaking engagements.

V. PROJECT BENEFIT:

- A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds:

All households in the City of Canyon Lake and Fairway Estates benefit from TIP.
TIP does not discriminate against any person or organization because of race, color, religion, sex, national origin, disability, familial status, or income.

NOTE: This is based on the expected number of clients to be served if the County funds your project for the requested amount.

- B. Indicate the number of unduplicated clients that will be served (An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year):

All households in the City of Canyon Lake and Fairway Estates benefit from TIP.
TIP does not discriminate against any person or organization because of race, color, religion, sex, national origin, disability, familial status, or income.

- C. Length of proposed CDBG-funded activities or service (weeks, months, year): Tip is an ongoing nonprofit organization and the support to Canyon Lake and Fairway Estates is continuous. Volunteers are available 24/7/365.

- D. Service will be provided to (check one or more):

- Men
 Women
 Children (Range of children's ages: all)
 Families
 Seniors
 Severely Disabled
 Adults Migrant Farm
Workers
 Homeless (Number of beds at facility: N/A)

- E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

TIP is currently reaching out to the Canyon Lake community organizations/clubs for volunteers to the TIP program. First Responders are provided on-going briefings to remind them of our partnership, how to utilize our agency for trauma and crises prevention. TIP sponsors the "Hero's with Hearts" award event that recognizes First Responders every year as well as occasional visits to every agency.

- F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

TIP is an on-going nonprofit organization and the support to Canyon Lake and Fairway Estates is continuous. Volunteers are available 24/7/365.

Trauma Intervention Program (TIP) was founded by Wayne Fortin in 1985. Associated with the San Diego Mental Health, Fortin saw the need for a program through the numerous patients being treated by his facility of traumatic events even though some patients were not primary victims. By recruiting citizen volunteers, Fortin trained them to help meet the emotional and practical needs of those who were experiencing stress symptoms from a traumatic incident. TIP adopted the slogan, "Citizens helping citizens in crisis" which aptly captures the spirit of the program.

TIP has a 32-year history of successfully providing emotional support to citizens in crisis in partnership with local city government.

VI. **National Objective:**

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity:

TIP benefits every category A-D as required by the National Objectives.

TIP is a non-profit volunteer organization.

All households in the City of Canyon Lake and Fairway Estates benefit from TIP.

TIP does not discriminate against any person or organization because of race, color, religion, sex, national origin, disability, familial status, or income.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2: **Please see above statement.**

1. Limited Clientele:

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

2. Clientele presumed to be principally low- and moderate-income persons: **Please see above statement.**

The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|---|---|
| <input type="checkbox"/> Abused children | <input type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

Describe the clientele above to be served by this activity: All clientele will benefit.

Discuss how this project directly benefits low- and moderate- income residents:

This project does not discriminate between any income levels.

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income.

2010 Census Tract and Block Group numbers:

This project does not discriminate between any income levels.

Total population in Census Tract(s) / block group(s): all tracts/lots in Canyon Lake and Fairway Estates.

Total percentage of low-moderate population in Census Tract(s) / block group(s): 100%

(Applicant is welcome to contact a County of Riverside, EDA CDBG Program Manager for Census Information)

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons:

TIP is a volunteer organization.

Proposed Job Creation/Retention

Total Jobs Expected to Create:

Total Jobs Expected to Retain:

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income: All businesses will benefit from the TIP organization.

Proposed Assistance to Businesses

New Businesses expected to assist:

Existing Businesses expected to assist:

Enter Total Businesses expected to assist:

VI. FINANCIAL INFORMATION:

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2018. If your proposed CDBG-funded activity will start on a date other than July 1, 2018, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. **(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).**

	TOTAL ACTIVITY/ PROJECT BUDGET <small>(Include non-CDBG Funds and CDBG Funds)</small>	CDBG FUNDS REQUESTED-Only
I. Personnel		
A. Salaries & Wages	\$	\$
B. Fringe Benefits	\$	\$
C. Consultants & Contract Services	\$	\$
SUB-TOTAL	\$	\$
II. Non-Personnel		
A. Space Costs	\$	\$
B. Rental, Lease or Purchase of Equipment	\$	\$
C. Consumable Supplies	\$	\$
D. Travel	\$	\$
E. Telephone	\$	\$
F. Utilities		
G. Other Costs Training	\$2000	\$2000
SUB-TOTAL:	\$2000	\$2000
III. Other		
A. Architectural/Engineering Design	\$	\$
B. Acquisition of Real Property	\$	\$
C. Construction/Rehabilitation	\$	\$
D. Indirect Costs (Fees)	\$500	\$500
E. Other Printing Materials	\$960	\$960
SUB-TOTAL:	\$1460	\$1460
GRAND TOTAL:	\$3460	\$3460

(Note: CDBG funds requested must match amount requested in Project Activity, Section III-C above.)

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. Attachment 7.

This does not apply to TIP.

Federal:

State/Local:

Private:

Fees:

Donations:

Other:

- C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

TIP is an on-going nonprofit organization and the support to Canyon Lake and Fairway Estates is continuous. Funds are provided through grants, private donations, some city funding, and fundraising.

- D. Provide a summary by line item of your organization's previous year's income and expense statement Attachment 8

- E. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? No

If yes, identify sources and indicate outcome.

If no, please explain:

TIP will actively be submitting for CDBG and/or city funding from those cities we serve but do not currently receive any funding. Tip does receive funding from limited cities in the Riverside County.

- F. Was this project or activity previously funded with CDBG? No

If yes, when?

Is this activity a continuation of a previously funded (CDBG) project? No

If yes, explain:

VII. MANAGEMENT CAPACITY:

- A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds:

TIP currently is not a recipient of either of these funds. TIP relies on grants, private donations, some city funding, and fundraising. TIP's Board of Directors oversees financial management.

- B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

TIP has documented bylaws in place, which govern the organization. Volunteer contracts, Crisis Team Managers all have documented operation manuals. TIP has documented policies and procedures in place; all documents are updated on a regular basis. TIP's Board of Directors oversees financial management.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project:

Magda Stewart, CEO.

Magda is currently CEO of TIP S.W. Riverside, Inc.

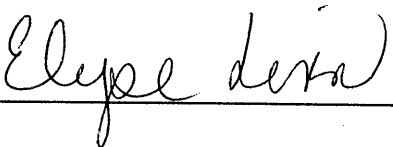
Magda has a long relationship with TIP as a volunteer and CEO.

APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

- X 1. The information contained in the project application is complete and accurate.
- X 2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program.
- X 3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities.
- X 4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation.
- X 5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe.
- X 6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (**DOCUMENTATION ATTACHED** Minute Action and/or written Board Approval signed by the Board President).

DATE: 10/28/2017

Signature: 

Print Name/Title

Authorized Representative: Elyse Linn

Applicant's Check-list:

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable) N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	5. Leveraging (Current evidence of commitment) This does not apply to TIP.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)- see Board of Directors.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application



**Trauma
Intervention
Programs
Inc.**

Southwest Riverside County Chapter.
P.O. Box 585
Murrieta, California 92564-0585
www.tipswrc.org
EIN: 20-5389457

"Citizens helping citizens in crisis"

Board of Directors

Reginald Wadlington
Chairman
City of Murrieta Commissioner

Chief Scott Ferguson
Co-Chairman
Murrieta Fire Chief

Jennifer Lee, RN BSN
Secretary
Southwest Healthcare System
Director of Clinical Resource
Project Management

Keshawn Cupid
Treasurer
Dexter Axel
Quality Manager

Mike Norkin
Owner
Cherished Memories Photography

Tonya Burke
City of Perris Council Member

Jonathan Ingram
Mayor Pro Term City of Murrieta

Magda Stewart
CEO
Trauma Intervention Program of
South West Riverside County, Inc.

*Winner
National Crime Victim Service Award
Innovations in State and Local Government Award*

BYLAWS OF
TRAUMA INTERVENTION PROGRAMS OF S.W. RIVERSIDE COUNTY, INC.

A California Public Benefit Corporation

ARTICLE I

NAME

The name of this corporation shall be:

TRAUMA INTERVENTION PROGRAMS OF S.W. RIVERSIDE COUNTY, INC.

ARTICLE II

OFFICES

SECTION 1. PRINCIPAL OFFICE

The principal office for the transaction of the business of the corporation ("Principal Executive Office") is located at 42405 Via Serrano, City of Murrieta, in the State of California, County of Riverside, 92562.

The directors may change the principal office from one location to another. Any change of this location shall be noted by the secretary on these Bylaws opposite this section, or this section may be amended to state the new location.

SECTION 2. OTHER OFFICES.

The board of directors may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to do business.

ARTICLE III

NONPARTISAN ACTIVITIES

This corporation has been formed under the California Corporation Law for the purposes described herein below at Article XV, and it shall be nonprofit and nonpartisan. No substantial part of the activities of the corporation shall consist of the publication or dissemination of materials with the purpose of attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office or for or against any cause or measure being submitted to the people for a vote.

The corporation shall not, except in an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes described above.

ARTICLE IV

DEDICATION OF ASSETS

The properties and assets of this nonprofit corporation are irrevocably dedicated to the fulfillment of the Objectives and Purposes of this corporation as set forth in Article XV hereof. No part of the net earnings, properties or assets of this corporation, on dissolution or otherwise, shall inure to the exclusive benefit of any private person or individual, or any member or director of this corporation except in fulfillment of said Objectives and Purposes. On liquidation or dissolution, all properties and assets and obligations shall be distributed pursuant to the nonprofit provisions of the California Corporation Code then in effect.

ARTICLE V

MEMBERSHIP

SECTION 1. DETERMINATION OF MEMBERS

This corporation shall make no provision for members, however pursuant to Section 5310(b) of the Nonprofit Public Benefit Corporation Law of the State of California, any action which would otherwise, under law or the provisions of the Articles of Incorporation or Bylaws of this corporation, require approval by a majority of all members or approval by the members, shall only require the approval of the board of directors.

ARTICLE VI

ELECTION OF THE DIRECTORS

SECTION 1. NOMINATION AND ELECTION OF BOARD

Election of Board. Directors shall be nominated and elected to the board by the presiding board of directors. The candidates receiving the highest number of votes up to the number of directors to be elected shall be elected. Each director shall cast one vote.

ARTICLE VII

DIRECTORS

SECTION 1. POWERS

A. General Corporate Powers. Subject to the provisions of the California Nonprofit Corporation Law and any limitations in the Articles of Incorporation and these Bylaws relating to action required to be approved by the members, the business and affairs of the corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the board of directors.

B. Specific Powers. Without prejudice to these general powers, and subject to the same limitations, the directors shall have the power to:

1. Select and remove all officers, agents, and employees of the corporation; prescribe any powers and duties for them that are consistent with law, with the Articles of Incorporation and with these Bylaws; and fix their compensation.

2. Change the principal executive office or the principal business office in the State of California from one location to another; cause the corporation to be qualified to do business in any other state, territory, dependency, or country and conduct business within or outside the State of California; and designate any place within or outside the State of California for the holding of any members' meeting or meetings, including annual meetings.

3. Adopt, make, and use a corporate seal; prescribe forms of membership certificates; and alter the form of the seal and certificate.

4. Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation, and other evidence of debt and securities.

5. Expenses and disbursements from Petty Cash exceeding \$300.00, excepting operating expenses, shall be approved by the Directors in advance

** SECTION 2. NUMBER AND QUALIFICATION OF DIRECTORS

The corporation shall have not less than three directors, and collectively they shall be known as the board of directors. The number may be changed by amendment of this Bylaw, or by repeal of this Bylaw and adoption of new Bylaw, as provided in these Bylaws.

SECTION 3. ELECTION AND TERM OF OFFICE OF DIRECTORS

Directors will be elected at the annual meeting for two year terms. Each director, including a director elected to fill a vacancy or elected at a special meeting, shall hold office until expiration of the term for which elected and until a successor has been elected and qualified.

SECTION 4. VACANCIES

A. Events Causing Vacancy. A vacancy or vacancies in the board of directors shall be deemed to exist on the occurrence of the following:

1. The death, resignation, or removal of any director;
2. The declaration by resolution of the board of directors of a vacancy of the office of a director who has been declared of unsound mind by an order of court or convicted of a felony or has been found by final order of judgment of any court to have breached a legally imposed duty under the California Nonprofit Corporation Law;
3. The vote of the directors to remove a director;
4. The increase of the authorized number of directors.

B. Resignations. Except as provided in this paragraph, any director may resign, which resignation shall be effective on giving written notice to the chairman of the board, the secretary, or the board of directors, unless the notice specifies a later time for the resignation to become effective. If the resignation of a director is effective at a future time, the board of directors may elect a successor to take office when the resignation becomes effective. No director may resign when the corporation would then be left without a duly elected

director or directors in charge of its affairs.

C. No Vacancy on Reduction of Number of Directors. No reduction of the authorized number of directors shall have the effect of removing any director before that director's term of office expires.

D. Restriction on Interested Directors. Not more than 49 of the persons serving on the board of directors at any time may be interested persons. An interested person is:

1. Any person being compensated by the corporation for services rendered to it within the previous twelve months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and

2. Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this paragraph shall not effect the validity or enforceability of any transaction entered into by the corporation.

SECTION 5. PLACE OF MEETINGS, MEETINGS BY TELEPHONE

Regular meetings of the board of directors may be held at any place within or outside the State of California that has been designated from time to time by resolution of the board. In the absence of such designation, regular meetings shall be held at the principal executive office of the corporation. Special meetings of the board shall be held at any place within or outside the State of California that has been designated in the notice of the meeting or, if not stated in the notice, or if there is no notice, at the principal executive office of the corporation. Notwithstanding the above provisions of this Section 5, a regular or special meeting of the board of directors may be held at any place consented to in writing by all the board members, either before or after the meeting. Any meeting, regular or special, may be held by conference telephone or similar communication equipment, so long as all directors participating in the meeting can hear one another, and all such directors shall be deemed to be present in person at such meeting.

SECTION 6. MEETINGS OF DIRECTORS

Not less than 1 time a year, the board of directors shall hold a regular meeting for the purpose of organization, election of officers, and the transaction of other business. Notice of this meeting shall not be required.

SECTION 7. OTHER REGULAR MEETINGS

Other regular meetings of the board of directors shall be held without call at such time as shall from time to time be fixed by the board of directors. Such regular meetings may be held without notice. Attendance by directors is required at meetings. Two or more unexcused absences shall constitute an automatic resignation from the Board. However, the President may excuse a director from attendance of a Board Meeting in the case of an emergency or death of a family member.

SECTION 8. SPECIAL MEETINGS

A. Authority to Call. Special meetings of the board of directors for any purpose may be called at any time by the chairperson of the board or the secretary, or any two directors.

B. Notice.

1. Manner of Giving. Notice of the time and place of special meetings shall be given to each director by one of the following methods: (a) by personal delivery or written notice; (b) by first-class mail, postage paid; (c) by telephone communication, either directly to the director or to a person at the director's office who would reasonably be expected to communicate such notice promptly to the director; or (d) by e-mail. All such notices shall be given or sent to the director's address or telephone number as shown on the records of the corporation.

2. Time Requirements. Notices sent by first-class mail shall be deposited into an United States mailbox at least four days before the time set for the meeting. Notices given by personal delivery, telephone, or telegraph shall be delivered, telephoned, or given to the telegraph company at least 48 hours before the time set for the meeting.

3. Notice Contents. The notice shall state the time and place for the meeting. However, it need not specify the purpose of the meeting, or the place of the meeting, if it is to be held at the principal executive office of the corporation.

SECTION 9. QUORUM

A majority of the authorized number of directors shall constitute a quorum for the transaction of business, except to adjourn as provided in Section 11 of Article VIII. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the board of directors, subject to the provisions of the California Nonprofit Corporation Law, especially those provisions relating to: (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest; (b) appointment of committees, and (c) indemnification of directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

SECTION 10. WAIVER OF NOTICE

The transactions of any meeting of the board of directors however called and notice or wherever held after regular call and notice, if (a) a quorum is present, and (b) either before or after the meeting, each of the directors not present signs a written waiver of notice, a consent to holding the meeting, or an approval of the minutes. The waiver of notice or consent need not specify the purpose of the meeting. All waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting. Notice of a meeting shall also be deemed given to any director who attends the meeting without protesting before or at its commencement about the lack of notice.

SECTION 11. ADJOURNMENT

A majority of the directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place.

SECTION 12. NOTICE OF ADJOURNMENT

Notice of the time and place of holding an adjourned meeting need not be given unless the meeting is adjourned for more than 24 hours, in which case personal notice of the time and place shall be given before the time of the adjourned meeting to the directors who were not present at the time of the adjournment.

SECTION 13. ACTION WITHOUT MEETING

Any action required or permitted to be taken by the board of directors may be taken without a meeting, if all members of the board, individually or collectively, consent in writing to that action. Such action by written consent shall have the same force and effect as an unanimous vote of the board of directors. Such written consent or consents shall be filed with the minutes of the proceedings of the board.

SECTION 14. FEES AND COMPENSATION OF DIRECTORS

Directors and members of committees may receive such compensation, if any, for their services, and reimbursement of expenses, as may be determined by resolution of the board of directors to be just and reasonable.

ARTICLE VIII

COMMITTEES

SECTION 1. COMMITTEES OF DECISION

The board of directors may, by resolution adopted by a majority of the directors then in office, designate one or more committees, each consisting of two or more directors, to serve at the pleasure of the board. Committees of the Board may also include members of the community who are not Directors of the Board. The Chairman of the Board will be an ex officio member of all committees and will be responsible for appointing a chair to each committee. Any committee, to the extent provided in the resolution of the board, shall have all the authority of the board, except that no committee, regardless of board resolution, may:

- A. Take any final action on matters which, under the Nonprofit Corporation Law of California, also requires members' approval or approval of the outstanding shares;
- B. Fill vacancies on the board of directors or in any committee;
- C. Fix any compensation of the directors for serving on the board or on any committee;
- D. Amend or repeal bylaws or adopt new bylaws;
- E. Amend or repeal any resolutions of the board of directors which by its express terms is not so amendable or repeal able;
- F. Appoint any other committees of the board of directors or the members of these committees;
- G. Expend corporate funds to support a nominee for director after there are more people nominated for director than can be elected; and
- H. Approve any transaction (1) to which the corporation is a party and one or more directors have a material financial interest, or (2) between the corporation and one or more of its directors or between the corporation and any person in which one or more of its directors have a material financial interest.

SECTION 2. MEETINGS AND ACTION OF COMMITTEES

Meetings and actions of committees shall be governed by, and held and taken in accordance with, the provisions of Article VIII of these bylaws, concerning meetings of directors, with such changes in the context of those bylaws as are necessary to substitute the committee and its members for the board of directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the board of directors or by resolution of the committee. Special meetings of committees may also be called by resolution of the board of directors. Notice of special meetings of committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the corporate records. The board of directors may adopt rules for the government of any committee not inconsistent with the provisions of these Bylaws.

ARTICLE IX

OFFICERS

SECTION 1. OFFICERS

The officers of the corporation shall be a Chief Executive Officer, a Financial Manager, and a Secretary. No two offices may be held concurrently by the same person.

** SECTION 2. SELECTION OF OFFICERS

Officers shall be appointed by the board of directors, at any time, and each officer shall hold office until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be appointed and qualified, whichever occurs first. The initial group of officers will be appointed by the current board of directors at the initial directors' meeting with the Crisis Team Manager automatically appointed as Chief Executive Officer until changed in these Bylaws. **REPEALED BY BOARD ACTION 02/02/2009**

SECTION 3. REMOVAL OF OFFICERS

Subject to the rights, if any, of any officer under any contract of employment, any officer may be removed, with or without cause, by the board of directors, at any regular or special meeting of the board or, except in the case of an officer chosen by the board of directors, by an officer on whom such power of removal may be conferred by the board of directors.

SECTION 4. RESIGNATION OF OFFICERS

Any officer may resign at any time by giving written notice to the corporation. Any resignation shall take effect at the date of the receipt of that notice or at a later time specified in that notice and, unless otherwise specified in that notice, the acceptance of the resignation shall not be necessary to make it effective. Any resignation is without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party.

SECTION 5. VACANCIES IN OFFICE

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled only in the manner prescribed in these bylaws for regular appointments to that office.

SECTION 6. DUTIES OF THE OFFICERS

A. **The Chairman of the Board** shall be the **Chief Executive Officer** of the corporation. He/She shall see that the bylaws of the corporation and such rules and regulations of the corporation, as the Board of Directors may adopt from time to time, are enforced. He/She shall supervise, generally, the affairs of the corporation. He/She shall conduct regular meetings of the Board and call special meetings when necessary. He/She shall serve as chairman of the Executive Committee and generally supervise the other officers of the Board. He/She shall oversee the day to day operation of the organization. He/She implements the policies and procedures adopted by the Board. He/She hires and fires staff.

C. **The Financial Manager** shall oversee the financial affairs of the corporation. He/She shall keep, or cause to be kept, full and accurate accounts of receipts and disbursements. He/She shall prepare a financial report for each meeting of the board of directors. He/She shall be responsible for developing and implementing ongoing and adequate financial controls for the organization. He/She shall be responsible for overseeing the development of the annual budget and for making recommendations to the Board regarding adoption of the budget.

D. **The Secretary** shall handle correspondence and shall keep accurate minutes of the regular meetings. He/She is responsible for notifying Board Members of upcoming meetings and for sending members the agenda for the upcoming regular Board meeting and minutes from the previous meeting.

ARTICLE X

RECORDS AND REPORTS

SECTION 1. MAINTENANCE AND INSPECTION OF ARTICLES AND BYLAWS

The corporation shall keep at its principal executive office, or if its principal executive office is not in the State of California, at its principal business office in this state, the original or a copy of the Articles and Bylaws as amended to date, which shall be open to inspection.

SECTION 2. MAINTENANCE AND INSPECTION OF OTHER CORPORATE RECORDS

The accounting books, records, and minutes of proceedings of the board of directors and any committee(s) of the board of directors shall be kept at such place or places designated by the board of directors or, in the absence of such designation, at the principal executive office of the corporation. The minutes shall be kept in written or typed form, and the accounting books and records shall be kept either in written or typed form or in any other form capable of being converted into written, typed, or printed form.

SECTION 3. INSPECTION BY DIRECTORS

Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the corporation and each of its subsidiary corporations. This inspection by a director may be made in person or by an agent or attorney, and the right of inspection includes the right to copy and make extracts of documents.

SECTION 4. ANNUAL REPORT

The annual report to members referred to in the California Nonprofit Corporation Law is expressly dispensed with, but nothing in these bylaws shall be interpreted as prohibiting the board of directors from issuing annual or other periodic reports to the members of the corporation as they consider appropriate. However, the corporation shall provide to the directors within 120 days of the close of its fiscal year, a report containing the following information in reasonable detail:

- A. The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year.
- B. The principal changes in assets and liabilities, including trust funds, during the fiscal year.
- C. The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
- D. The expenses or disbursements of the corporation, for both general and restricted purposes, during the fiscal year.
- E. Any information required by California Corporations Code Section 6322.

ARTICLE XI

FINANCIAL SUPPORT OF THE CORPORATION

Financial support of the corporation shall be government funds, public donations and contributions, grants from private foundations, and grants from corporations.

ARTICLE XII

CONSTRUCTION AND DEFINITIONS

Unless the context requires otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Corporation Law shall govern the construction of these bylaws. Without limiting the generality of the above, the masculine gender includes the feminine and neuter, the singular number includes the plural, the plural number includes the singular, and the term "person" includes both the corporation and a natural person.

ARTICLE XIII

AMENDMENTS

SECTION 1. AMENDMENT BY DIRECTORS

These bylaws may be adopted, amended, or repealed by the board of directors.

ARTICLE XIV

PURPOSES, MISSION AND OBJECTIVES

The objectives of this corporation shall be:

A. The purpose of this corporation is to operate a TIP Program in accordance with the TIP Affiliate Agreement entered into with TIP National.

B. The general mission of this corporation is to ensure that victims of traumatic events receive the emotional and practical support they need immediately following the traumatic occurrence.

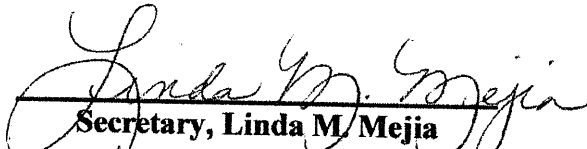
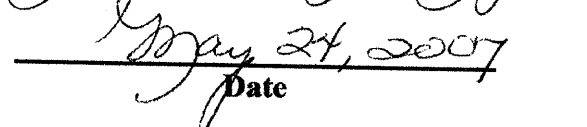
C. The following objectives have been selected to carry out the general mission of the corporation:

1. To operate a crisis response team composed of volunteers who respond in a 24/7 basis to help traumatized citizens.

2. To provide education for citizens, emergency responders and health care professionals on how to help others emotionally and practically after a traumatic event has occurred.

3. To provide helpful resources to survivors of tragic events.

4. To brief emergency responders on how and when to utilize TIP services.


Secretary, Linda M. Mejia

Date

ARTICLES OF INCORPORATION

I

The name of this corporation is **Trauma Intervention Programs of S. W. Riverside County, Inc.**

II

- A. This corporation is a nonprofit **PUBLIC BENEFIT CORPORATION** and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for **charitable** purposes.
- B. The specific purposes of this corporation is to ensure that victims of traumatic events receive the emotional and practical support they need immediately following a traumatic occurrence by training citizen volunteers to provide on scene crisis support.

III

The name and address in the State of California of this corporation's initial agent for service of process is

Name: Rosann Orewyler

Address: P O Box 585

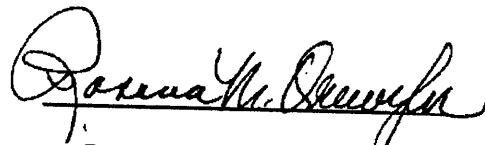
City: Murrieta State **CALIFORNIA** Zip: 92564-0585

IV

- A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of the organization shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this corporation, shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.



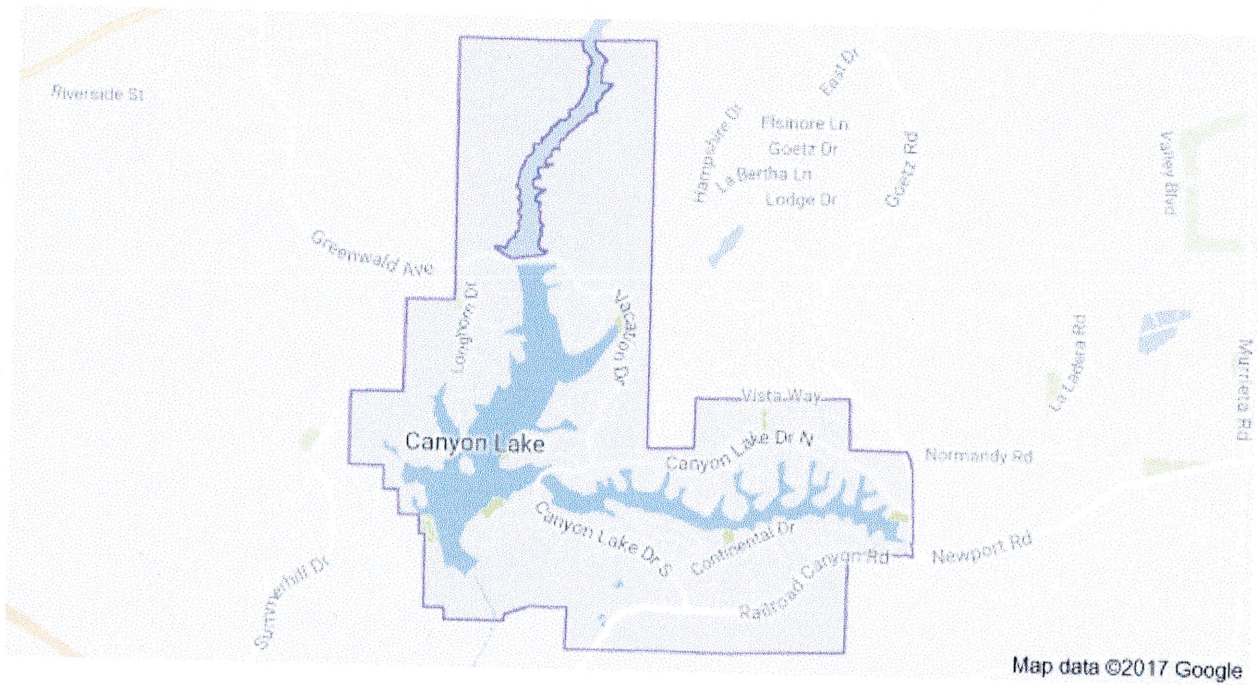
Rosann Orewyler, Incorporator

COUNTY OF RIVERSIDE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Attachment #3

- A. Specific Location of Project- Attachment 3 (include street address; if a street address has not been assigned provide APN)

Project is for the City of Canyon Lake; encompasses entire community including Fairway Estates





Trauma Intervention Programs Inc.

Southwest Riverside County Chapter.
P.O. Box 585
Murrieta, California 92564-0585
www.tipswrc.org
EIN: 20-5389457

"Citizens helping citizens in crisis"

Board of Directors

Reginald Wadlington
Chairman
City of Murrieta Commissioner

Chief Scott Ferguson
Co-Chairman
Murrieta Fire Chief

Jennifer Lee, RN BSN
Secretary
Southwest Healthcare System
Director of Clinical Resource
Project Management

Keshawn Cupid
Treasurer
Dexter Axle
Quality Manager

Mike Norkin
Owner
Cherished Memories Photographv

Tonya Burke
City of Perris Council Member

Jonathan Ingram
Mayor Pro-Tem City of Murrieta

Mazda Stewart
CEO
Trauma Intervention Programs of
Southwest Riverside County, Inc.

To Whom It May Concern:

Trauma Intervention Programs of Southwest Riverside County, Inc. authorizes Elyse Linn to submit the CDBG application on our behalf.

Should you need any further information please feel free to contact Magda Stewart-CEO at 951-609-5068 or by email at Magdaoftipswrc@gmail.com.

Sincerely,

DocuSigned by:

Reginald Wadlington
Chairman of the Board

Winner

*National Crime Victim Service Award
Innovations in State and Local Government Award*

RESOLUTION NO. 2017-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE
AUTHORIZING THE ALLOCATION OF COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDS FOR FISCAL YEAR 2018/19

WHEREAS, the City of Canyon Lake receives an annual allocation of Community Development Block Grant (CDBG) funds from the Riverside County Economic Development Agency (EDA); and

WHEREAS, on October 4, 2017 the City Council authorized funding for the City's Home Repair Project and set aside 15% of the City's CDBG funding for Public Service; and

WHEREAS, on September 28, 2017 the City advertised for eligible public service agencies to apply for the 15% public service allocation of the estimated CDBG funding; and

WHEREAS, two applications were received by the City from Helping Our People in Elsinore (HOPE) to support their pantry program and Trauma Intervention Programs of SW Riverside County to support their trauma intervention support program.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. 85% (or approximately \$19,607) of the City's CDBG funding will be used for the City's Home Repair Project.

Section 2. 15% (or approximately \$3,460) of the City's CDBG funding will be allocated to Helping Our People in Elsinore for their Pantry Program.

Section 3. That in the event the total CDBG allocation is more or less than anticipated, the City Manager is authorized and directed to increase or reduce the approximate amounts of funding based on the percentages set forth above.

Section 4. That the City Clerk is authorized to submit the required applications for funding for the approved project to Riverside County Economic Development Agency for further review.

Section 5. That the City Manager is authorized to execute documents, including supplemental agreements, with Riverside County, necessary to carry out the intent of this resolution.

Section 6. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Canyon Lake this 6th day of December 2017.

Mayor

Attest:

Stephanie Roseen, Deputy City Clerk

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

I, Stephanie Roseen, Deputy City Clerk of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2017-21 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on December 6, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Stephanie Roseen, Deputy City Clerk