



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

**Wednesday, October 3, 2018
Closed Session – 5:30 p.m.
Open Session – 6:30 p.m.**

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

Please turn off your cell phones during the meeting

CLOSED SESSION – 5:30 P.M.

REGULAR MEETING – 6:30 P.M.

1. **Call to Order**
2. **Roll Call:** Councilmembers Bonner, Ehrenkranz, Haggerty, Mayor Pro Tem Greene, Mayor Warren
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**
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 2 cases

OPEN SESSION – 6:30 P.M.

1. **Call Open Session to Order**

2. **Invocation – Brittany Youngquist - Director of Preschool and Family Ministries - Canyon Lake Community Church**

3. **Roll Call:** Councilmembers Bonner, Ehrenkranz, Haggerty, Mayor Pro Tem Greene, Mayor Warren

4. **Approval of City Council Agenda**

5. **Special Presentations and Proclamations:**
 - 5.1 **Chamber of Commerce Announcements**
 - 5.2 **Presentation – Riverside County Fire Department**
 - 5.3 **Presentation – Hell’s Kitchen Motorsports Bar & Grill**
 - 5.4 **Presentation – Animal Friends of the Valleys**
 - 5.5 **Presentation – Adam McNaughton**
 - 5.6 **Presentation – Code Enforcement Update**
 - 5.7 **Presentation – Measure S Informational Update**

6. **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.*

7. 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.

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

7.2 Adoption of Resolution No. 2018-26, Approving Claims and Demands of the City – Page 5

7.3 City Council Meeting Minutes

7.3.1 September 5, 2018 – Regular Meeting Minutes – Page 43

7.3.2 September 17, 2018 – Special Meeting Minutes – Page 53

7.4 Resolution No. 2018-27, Approving Participation in the Riverside County Mortgage Certificate (MCC) Program – Page 55

7.5 City Hall Holiday Closure – Page 67

8. Pulled Consent Calendar Items:

9. Schedule of Future Events:

10. Business Items

10.1 Consideration of Approving Fiscal Year 2019 / 2020 Community Development Block Grant (CDBG) and Allocation for Public Service Agencies – Page 69

11. City Manager Comments

12. Committee and Council Reports/Comments

12.1 Council Member Bonner

12.2 Council Member Ehrenkranz

12.3 Council Member Haggerty

12.4 Mayor Pro Tem Greene

12.5 Mayor Warren

13. Announcements

The next regular meeting will be **Wednesday, November 7, 2018 at 6:30 p.m. for Open Session**

14. Adjournment

VISION STATEMENT

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

ATTENTION RESIDENTS:

Supporting documents, including staff reports, are available for review at City Hall in the City Clerk’s Office or on the City’s website at www.cityofcanyonlake.org once the agenda has been publicly posted. Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk’s Office during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or participant at this meeting, you will need special assistance beyond what is normally provided, the City of Canyon Lake will attempt to accommodate you in every reasonable manner. Please contact Aaron Palmer, City Manager/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.

October 3, 2018 City Council Meeting

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

I, Ana V. Sauseda, 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 September 27, 2018 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.

**Ana V. Sauseda
Deputy City Clerk**

City of Canyon Lake
City Council
Staff Report

TO: Mayor and City Council
FROM: Lisa Casillas, Accountant
DATE: October 3, 2018
SUBJECT: List of Demands

Recommendation:

That the City Council adopts a resolution entitled: RESOLUTION NO. 2018-26

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 September 5, 2018.

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. 2018-26

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 October 3rd, in the amount of \$383,166.97 as follows:

Payroll Earnings (Gross)	\$ 41,810.88	(2nd Half of August & 1st Half of September)
Payroll Taxes - Employer	643.83	(2nd Half of August & 1st Half of September)
On-line Retirement	4,017.99	(2nd Half of August & 1st Half of September)
On-line Health	133.76	(For the Month of September)
GASB 68 Reporting Services Fee	700.00	(For the Month of September)
Nationwide Deferred Comp.	343.37	(For the Month of August)
General	335,517.14	
TOTAL	<u>\$ 383,166.97</u>	

PASSED, APPROVED AND ADOPTED this 3rd day of October 2018.

Mayor, Vicki Warren

ATTEST:

Ana V. Sauseda, Deputy City Clerk

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

I, Aaron Palmer, 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. 2018-26 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on October 3, 2018, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ana V. Sauseda, Deputy City Clerk

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24542	9/12/2018	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services June 2018	3,500.00	10	GENERAL
Total 24542	9/12/2018			3,500.00		
24543	9/12/2018	Corelogic Information Solutions, INC.	Database for Code Enforcement August 2018	125.00	10	GENERAL
Total 24543	9/12/2018			125.00		
24544	9/12/2018	ELSINORE VALLEY MUNI WATER DIS	Water, City Hall 7/25/18-8/24/18	121.61	10	GENERAL
24544	9/12/2018	ELSINORE VALLEY MUNI WATER DIS	Water, Fire Station 7/27/18-8/27/18	289.27	10	GENERAL
24544	9/12/2018	ELSINORE VALLEY MUNI WATER DIS	Water, Irrigation 7/27/18-8/27/18	2,177.11	20	GAS TAX
Total 24544	9/12/2018			2,587.99		
24545	9/12/2018	FRIDAY FLYER	Advertising September 2018	247.80	10	GENERAL
Total 24545	9/12/2018			247.80		
24546	9/12/2018	GOLDING PUBLICATIONS	Business cards for Ana Sauseda	37.71	10	GENERAL
24546	9/12/2018	GOLDING PUBLICATIONS	Business Cards for J. Ehrenkranz	42.56	10	GENERAL
Total 24546	9/12/2018			80.27		
24547	9/12/2018	Inland Urgent Care Wildomar	Pre Employment Screening, Ana Sauseda	60.00	10	GENERAL
Total 24547	9/12/2018			60.00		
24548	9/12/2018	Jani-King of CA, Inc.	Janitorial Services September 2018	735.50	10	GENERAL
Total 24548	9/12/2018			735.50		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24549	9/12/2018	Joe's Hardware	Supplies	39.03	10	GENERAL
Total 24549	9/12/2018			39.03		
24550	9/12/2018	The LEW Edwards Group	Professional Services Agreement August 2018	5,500.00	10	GENERAL
Total 24550	9/12/2018			5,500.00		
24551	9/12/2018	MP Business Doctors, LLC	Business License Refund	24.00	10	GENERAL
Total 24551	9/12/2018			24.00		
24552	9/12/2018	Nate Volk	Broadcasting Services 9/5/18	350.00	10	GENERAL
Total 24552	9/12/2018			350.00		
24553	9/12/2018	NBS	Comprehensive Citywide User Fee and Rate Study thru Aug 2018	2,475.00	10	GENERAL
Total 24553	9/12/2018			2,475.00		
24554	9/12/2018	County Executive Office	FY 18-19 Debt Service	18,555.00	10	GENERAL
Total 24554	9/12/2018			18,555.00		
24555	9/12/2018	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Sheriff's Contract Law 7/1/18-7/18/18	80,359.55	10	GENERAL
Total 24555	9/12/2018			80,359.55		
24556	9/12/2018	RIVERSIDE COUNTY SHERIFF'S	Sheriff's Extra Duty for 4th of July Event	8,187.75	10	GENERAL
Total 24556	9/12/2018			8,187.75		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24557	9/12/2018	COUNTY OF RIVERSIDE-TLMA	SLF Costs July 2018	695.33	20	GAS TAX
24557	9/12/2018	COUNTY OF RIVERSIDE-TLMA	SLF Costs June 2018	1,146.40	20	GAS TAX
Total 24557	9/12/2018			1,841.73		
24558	9/12/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Traffic Control 7/30/18-8/28/18	356.92	20	GAS TAX
Total 24558	9/12/2018			356.92		
24559	9/12/2018	STAPLES	Office Supplies	1,398.39	10	GENERAL
Total 24559	9/12/2018			1,398.39		
24560	9/12/2018	Structural Termite/Pest Control	Pest Control, Fire Station Sept 2018	36.75	10	GENERAL
Total 24560	9/12/2018			36.75		
24561	9/12/2018	Time Warner Cable	Internet, Fire Station 9/10/18-10/9/18	74.98	10	GENERAL
Total 24561	9/12/2018			74.98		
24562	9/12/2018	Verizon Wireless	Cell Phones, 8/4/18-9/3/18	443.36	10	GENERAL
24562	9/12/2018	Verizon Wireless	iPads, 8/4/18-9/3/18	631.08	10	GENERAL
Total 24562	9/12/2018			1,074.44		
24563	9/19/2018	ALL AMERICAN ASPHALT	Slurry Seal Project Completed 5% Retention	13,883.08	20	GAS TAX
Total 24563	9/19/2018			13,883.08		
24564	9/26/2018	Aflac	Supplemental Insurance October 2018	500.30	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 9/1/2018 Through 9/30/2018

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 24564	9/26/2018			500.30		
24565	9/26/2018	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draws August 2018	40.00	10	GENERAL
Total 24565	9/26/2018			40.00		
24566	9/26/2018	Charles Abbott Associates, Inc.	Building and Safety Services August 2018	13,023.30	10	GENERAL
24566	9/26/2018	Charles Abbott Associates, Inc.	Engineering Services August 2018	3,424.00	10	GENERAL
24566	9/26/2018	Charles Abbott Associates, Inc.	Environmental Services August 2018	217.50	10	GENERAL
24566	9/26/2018	Charles Abbott Associates, Inc.	Engineering Services August 2018	2,859.67	20	GAS TAX
Total 24566	9/26/2018			19,524.47		
24567	9/26/2018	Cole Huber LLP	Attorney Services August 2018	5,177.57	10	GENERAL
Total 24567	9/26/2018			5,177.57		
24568	9/26/2018	CTAI Pacific Greenscape	Landscape Maintenance Service, Fire Station September 2018	250.00	10	GENERAL
24568	9/26/2018	CTAI Pacific Greenscape	Landscape Maintenance Service September 2018	5,000.00	20	GAS TAX
Total 24568	9/26/2018			5,250.00		
24569	9/26/2018	DATA TICKET	Code Enforcement Citation Processing August 2018	100.00	10	GENERAL
24569	9/26/2018	DATA TICKET	Parking Citation Processing August 2018	100.00	10	GENERAL
Total 24569	9/26/2018			200.00		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24570	9/26/2018	DIRECTV	Satellite Service, Fire Station 9/12/18-10/11/18	224.14	10	GENERAL
Total 24570	9/26/2018			224.14		
24571	9/26/2018	STATE OF CA DEPT. OF JUSTICE	Sheriff's Dept Fingerprinting August 2018	32.00	10	GENERAL
Total 24571	9/26/2018			32.00		
24572	9/26/2018	Jordan Ehrenkranz	Internet and Mileage Reimbursement September 2018	120.33	10	GENERAL
Total 24572	9/26/2018			120.33		
24573	9/26/2018	Embroidery & More	Jackets for Code Enforcement	143.85	10	GENERAL
24573	9/26/2018	Embroidery & More	Shirts for Code Enforcement	126.61	10	GENERAL
Total 24573	9/26/2018			270.46		
24574	9/26/2018	Frontier Communications	City Hall Internet 9/10/18-10/9/18	151.22	10	GENERAL
24574	9/26/2018	Frontier Communications	City Hall Phones 9/13/18-10/12/18	121.11	10	GENERAL
24574	9/26/2018	Frontier Communications	Phone and Internet, Fire Station 9/13/18-10/12/18	265.92	10	GENERAL
Total 24574	9/26/2018			538.25		
24575	9/26/2018	NANCY GREENHALGH	Retiree Health Insurance October 2018	197.76	10	GENERAL
Total 24575	9/26/2018			197.76		
24576	9/26/2018	Dawn Haggerty	Internet and Phone Reimbursement September 2018	30.00	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 24576	9/26/2018			30.00		
24577	9/26/2018	Horizon Solar Power	Refund on Permit 2018-169	93.75	10	GENERAL
Total 24577	9/26/2018			93.75		
24578	9/26/2018	Joe's Hardware	Supplies	14.00	10	GENERAL
Total 24578	9/26/2018			14.00		
24579	9/26/2018	Johnson Controls Security Solutions	Security System 10/1/8-12/31/18	205.30	10	GENERAL
Total 24579	9/26/2018			205.30		
24580	9/26/2018	LESJWA	Task Force Contributions FY 18/19	6,000.00	10	GENERAL
Total 24580	9/26/2018			6,000.00		
24581	9/26/2018	Purchase Power	Postage August 2018	402.50	10	GENERAL
Total 24581	9/26/2018			402.50		
24582	9/26/2018	Rogers, Anderson, Malody & Scott, LLP	Accounting Services August 2018	6,700.00	10	GENERAL
Total 24582	9/26/2018			6,700.00		
24583	9/26/2018	Ramsey Backflow & Plumbing	Plumbing Repair	45.00	10	GENERAL
Total 24583	9/26/2018			45.00		
24584	9/26/2018	Regional Conservation Authority	MSHCP Fees September 2018	2,104.00	50	AGENCY
Total 24584	9/26/2018			2,104.00		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24585	9/26/2018	JOHN REGUS	Conference Room Rent October 2018	250.00	10	GENERAL
Total 24585	9/26/2018			250.00		
24586	9/26/2018	JOHN REGUS	Library Rent November 2018	1,043.33	10	GENERAL
Total 24586	9/26/2018			1,043.33		
24587	9/26/2018	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Sheriff's Contract Law Enforcement 7/19/18-8/15/18	122,786.66	10	GENERAL
Total 24587	9/26/2018			122,786.66		
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, City Hall 8/14/18-9/13/18	1,507.53	10	GENERAL
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Fire Station 8/14/18-9/13/18	547.09	10	GENERAL
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Office Lease 8/20/18-9/19/18	71.20	10	GENERAL
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Pump Station 8/8/18-9/7/18	564.44	20	GAS TAX
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Traffic Control 7/20/18-8/20/18	12.90	20	GAS TAX
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Traffic Control 8/14/18-9/13/18	177.74	20	GAS TAX
24588	9/26/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Traffic Control 8/21/18-9/20/18	64.98	20	GAS TAX
Total 24588	9/26/2018			2,945.88		
24589	9/26/2018	Special District Risk Management Authority	Dental Insurance October 2018	200.63	10	GENERAL
Total 24589	9/26/2018			200.63		
24590	9/26/2018	Sparkletts	Drinking Water 8/29/18-9/12/18	56.10	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 24590	9/26/2018			56.10		
24591	9/26/2018	STATE COMP. INS. FUND	Workers Comp Premium Annual 6/1/18	1,515.24	10	GENERAL
Total 24591	9/26/2018			1,515.24		
24592	9/26/2018	STATE COMP. INS. FUND	Workers Comp October 2018	659.17	10	GENERAL
Total 24592	9/26/2018			659.17		
24593	9/26/2018	Synoptek, LLC	IT Services, September 2018	2,541.50	10	GENERAL
Total 24593	9/26/2018			2,541.50		
24594	9/26/2018	TPx Communications	City Hall Phone System 9/16/18-10/15/18	568.18	10	GENERAL
Total 24594	9/26/2018			568.18		
24595	9/26/2018	Trauma Intervention Program	Annual Services FY 2018-2019	1,500.00	10	GENERAL
Total 24595	9/26/2018			1,500.00		
24596	9/26/2018	U. S. Bank	Office supplies, ICMA Meeting, etc.	1,219.03	10	GENERAL
Total 24596	9/26/2018			1,219.03		
24597	9/26/2018	Vavrinek, Trine, Day and Co., LLP	Completion of Agreed-upon procedures engagement	1,660.00	10	GENERAL
Total 24597	9/26/2018			1,660.00		
24598	9/26/2018	West Coast Lights & Sirens, Inc.	Fee for new radio installation in 09 GMC	535.41	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 9/1/2018 Through 9/30/2018

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 24598	9/26/2018			535.41		
24599	9/26/2018	WRCOG	TUMF Fees September 2018	8,873.00	50	AGENCY
Total 24599	9/26/2018			8,873.00		
Report Total				335,517.14		

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

Vendor ID	Invoice Description	Cash Required
ANIMAL FRIENDS	Animal Control Services June 2018	3,500.00
Corelogic	Database for Code Enforcement August 2018	125.00
EVMWD	Water, City Hall 7/25/18-8/24/18	121.61
	Water, Irrigation 7/27/18-8/27/18	2,177.11
	Water, Fire Station 7/27/18-8/27/18	289.27
FRIDAY FLYER	Advertising September 2018	247.80
GOLDING	Business Cards for J. Ehrenkranz	42.56
	Business cards for Ana Sauseda	37.71
Inland	Pre Employment Screening, Ana Sauseda	60.00
Jani-King	Janitorial Services September 2018	735.50
Joe's	Supplies	39.03
LEW Edwards	Professional Services Agreement August 2018	5,500.00
MP Business	Business License Refund	24.00
Nate Volk	Broadcasting Services 9/5/18	350.00
NBS	Comprehensive Citywide User Fee and Rate Study thru Aug 2018	2,475.00
riv Co Exec	FY 18-19 Debt Service	18,555.00
Riv Co Sheriff Acctg	Sheriff's Contract Law 7/1/18-7/18/18	80,359.55
Riv Co Sheriff Perris	Sheriff's Extra Duty for 4th of July Event	8,187.75
Riv Co TLMA	SLF Costs June 2018	1,146.40
	SLF Costs July 2018	695.33
SCE	Electricity, Traffic Control 7/30/18-8/28/18	356.92
STAPLES	Office Supplies	1,398.39
Structural	Pest Control, Fire Station Sept 2018	36.75
Time Warner	Internet, Fire Station 9/10/18-10/9/18	74.98
VerizonW	iPads, 8/4/18-9/3/18	631.08
	Cell Phones, 8/4/18-9/3/18	443.36
Report Total		127,610.10

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
ALL AMERICAN ASPHALT	Slurry Seal Project Completed 5% Retention	13,883.08
Report Total		<u>13,883.08</u>

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

Vendor ID	Invoice Description	Cash Required
Aflac	Supplemental Insurance October 2018	500.30
AMERICAN FORENSIC	Sheriff's Blood Draws August 2018	40.00
Charles Abbott	Engineering Services August 2018	3,424.00
	Engineering Services August 2018	677.17
	Engineering Services August 2018	2,182.50
	Building and Safety Services August 2018	12,823.30
	Environmental Services August 2018	217.50
	Building and Safety Services August 2018	200.00
Cole Huber	Attorney Services August 2018	54.55
	Attorney Services August 2018	5,123.02
CTAI	Landscape Maintenance Service, Fire Station September 2018	250.00
	Landscape Maintenance Service September 2018	5,000.00
DATA TICKET	Parking Citation Processing August 2018	100.00
	Code Enforcement Citation Processing August 2018	100.00
DIRECTV	Satellite Service, Fire Station 9/12/18-10/11/18	224.14
DOJ	Sheriff's Dept Fingerprinting August 2018	32.00
Ehrenkranz	Internet and Mileage Reimbursement September 2018	120.33
Embroidery	Shirts for Code Enforcement	126.61
	Jackets for Code Enforcement	143.85
Frontier	Phone and Internet, Fire Station 9/13/18-10/12/18	265.92
	City Hall Phones 9/13/18-10/12/18	121.11
	City Hall Internet 9/10/18-10/9/18	151.22
GREENHALGH	Retiree Health Insurance October 2018	197.76
Haggerty	Internet and Phone Reimbursement September 2018	30.00
Horizon Solar Power	Refund on Permit 2018-169	93.75
Joe's	Supplies	14.00
Johnson Controls	Security System 10/1/8-12/31/18	205.30
LESJWA	Task Force Contributions FY 18/19	6,000.00
Pitney Bowes - Purchase Power	Postage August 2018	402.50
RAMS	Accounting Services August 2018	6,700.00
Ramsey Backflow	Plumbing Repair	45.00
RCA	MSHCP Fees September 2018	2,104.00
REGUS	Conference Room Rent October 2018	250.00
	Library Rent November 2018	1,043.33
Riv Co Sheriff Acctg	Sheriff's Contract Law Enforcement 7/19/18-8/15/18	122,786.66
SCE	Electricity, Pump Station 8/8/18-9/7/18	564.44
	Electricity, Office Lease 8/20/18-9/19/18	71.20
	Electricity, Traffic Control 8/21/18-9/20/18	64.98
	Electricity, Traffic Control 7/20/18-8/20/18	12.90
	Electricity, Fire Station 8/14/18-9/13/18	547.09
	Electricity, Traffic Control 8/14/18-9/13/18	177.74

Date: 9/26/18
01:25:49 PM

Page: 1

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
	Electricity, City Hall 8/14/18-9/13/18	1,507.53
SDRMA	Dental Insurance October 2018	200.63
Sparkletts	Drinking Water 8/29/18-9/12/18	56.10
STATE FUND	Workers Comp October 2018	659.17
	Workers Comp Premium Annual 6/1/18	1,515.24
Synoptek	IT Services, September 2018	2,541.50
TelePacific	City Hall Phone System 9/16/18-10/15/18	568.18
TIP	Annual Services FY 2018-2019	1,500.00
US Bank	Office supplies, ICMA Meeting, etc.	1,219.03
VTD	Completion of Agreed-upon procedures engagement	1,660.00
West Coast	Fee for new radio installation in 09 GMC	535.41
WRCOG	TUMF Fees September 2018	8,873.00
Report Total		<u>194,023.96</u>

Payroll Register

City of Canyon Lake
Company (10756)

Check Date: 08/31/2018
Process: 2018083101
Period: 08/16/2018 to 08/31/2018

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg	37.00	27.7300	1026.01	503.50	13667.62	CA	S-0	1026.01	15.74	13667.62	177.92		15.74	177.92	Batch	08/31/2018
						CASDI-E		1026.01	10.26	13667.62	136.68		10.26	136.68	Net	SMI
						FITW	S-0	1026.01	96.68	13667.62	1247.38		96.68	1247.38	Dir Dep	888.45
						MED		1026.01	14.88	13667.62	198.18		14.88	198.18	Chk/Vcr #	888.45
Totals	37.00		1026.01	503.50	13667.62	Totals			137.56	1760.16	0.00		0.00	0.00		5347

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg					2400.00	CA				2400.00						
						FITW				2400.00						
						MED				2400.00						
Totals					2400.00	Totals				34.80	0.00		0.00	0.00		

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg					2400.00	CA				2400.00						
						FITW				2400.00						
						MED				2400.00						
Totals	0.00		0.00	0.00	2400.00	Totals			0.00	34.80	0.00		0.00	0.00		

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg	22.25	60.0000	1335.00	221.00	13260.00										Batch	08/31/2018
															Net	SMI
															Dir Dep	1335.00
															Chk/Vcr #	1335.00
Totals	22.25		1335.00	221.00	13260.00	Totals			0.00	0.00	0.00		0.00	0.00		5340

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg	16.50	60.0000	990.00												Batch	08/31/2018
															Net	SMI
															Dir Dep	990.00
															Chk/Vcr #	990.00
Totals	16.50		990.00	0.00	0.00	Totals			0.00	0.00	0.00		0.00	0.00		5341

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg	87.50	29.9900	2624.13	1062.00	30334.00	CA	S-0	2668.46	133.77	33067.89	1245.75	PTAXPF	183.69	2214.37	Batch	08/31/2018
						CASDI-E		2852.15	28.52	35282.26	352.82				Net	SMI
						FITW	M-0	2668.46	246.59	33067.89	2810.06				Dir Dep	2218.23
						MED		2852.15	41.35	35282.26	511.59				Chk/Vcr #	2218.23
Totals	87.50		2852.15	1108.00	35282.26	Totals		450.23	4920.22	183.69	2214.37		183.69	2214.37		5348

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txbl	YTD Amt	Code	Amount	YTD Amt	Type	Reg
Reg					228.02											
Totals					228.02	Totals			228.02	0.00	0.00		0.00	0.00		

Payroll Register

City of Canyon Lake
Company (10756)

Check Date: 08/31/2018
Process: 2018083101
Period: 08/16/2018 to 08/31/2018

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txb	YTD Amt	Code	Amount	YTD Amt	Type	Reg
125CO			499.58		7993.28	CA	M-0	2507.37	59.28	37546.78	1363.10	PTXPEF	128.85	1815.88	Chk Date	08/31/2018
88	3.00	24.9900	74.97	95.50	2315.67	CASDI-E		2636.22	26.37	39362.66	393.63				Batch	SM1
24.9900	82.50	24.9900	2061.67	1132.50	26603.95	FITW	M-0	2507.37	227.26	37546.78	2759.01				Net	2156.23
				47.50	1115.21	MED		2636.22	38.23	39362.66	570.76				Dir Dep	2156.23
				33.50	809.76										Chk Amt	0.00
				21.00	524.79										Chk/Vcr #	5344
Totals	85.50		2636.22	1330.00	39362.66	Totals		351.14		5086.50	Totals		128.85	1815.88		

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txb	YTD Amt	Code	Amount	YTD Amt	Type	Reg
125CO			452.83		7245.28	CA	M-5	5530.96	261.35	88495.36	4181.60	PTXPEF	338.54	5416.64	Chk Date	08/31/2018
99	9.50	5416.67	51666.72	38.00	86666.72	CASDI-E		5869.50	58.69	93912.00	939.12				Batch	SM1
5416.67				47.50	5530.96	FITW	M-5	582.35	582.35	88495.36	9461.84				Net	4543.47
				28.50	1601.99	MED		5869.50	85.10	93912.00	1361.72				Dir Dep	4543.47
					2844.56										Chk Amt	0.00
Totals	9.50		5869.50	114.00	93912.00	Totals		987.49		15944.28	Totals		338.54	5416.64		

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txb	YTD Amt	Code	Amount	YTD Amt	Type	Reg
125CO			7744.10		7744.10	CA				22994.20	213.86	PTXPEF		752.91		
100	52.25	112.21	5866.72	28.50	604.49	FITW		23747.11	237.47	22994.20	952.59				Batch	SM1
	464.00	9839.76	4582.35	76.00	1601.99	MED		23747.11	344.33	22994.20	952.59				Net	4543.47
	131.51	2844.56													Dir Dep	4543.47
Totals	0.00		0.00	752.26	23747.11	Totals		0.00		1748.25	Totals		0.00	752.91		

Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Status	Taxable	Amount	YTD Txb	YTD Amt	Code	Amount	YTD Amt	Type	Reg
94			2400.00		2400.00	CA				2400.00						
						FITW				2400.00						
						MED				2400.00						
Totals	0.00		0.00	0.00	2400.00	Totals		0.00		34.80	Totals		0.00	0.00		

Report Total

Employees	Code	Hours	Rate	Amount	YTD Hrs	YTD Amt	Tax	Taxable	Amount	YTD Txb	YTD Amt	Code	Amount	YTD Amt	Checks	Reg
Female	8	125CO		1672.86		34509.86	CA	17747.82	598.35	301728.83	9011.57	457B	195.14	2680.86	Vouchers	0
Male	3	ADMLV					CASDI-E	18846.39	188.47	306558.89	3065.59	AflacPox	111.12	333.36	Net	9
Chks & Vchrs	9	Comp	3.00	74.97	147.75	3427.88	FITW	17747.82	1540.36	301728.83	22968.80	PTAXPF	436.04	6163.77	Dir Dep	17361.26
Female	6	Hol			171.00	1719.70	MED	18846.39	273.26	318558.89	4619.09	PTXPEF	467.39	7985.43	Chk Amt	0.00
Male	3	MGLTV			28.50											
		OT			10.00	359.10										
		Reg	342.25	19186.66	4965.30	283913.44										
		Sick	19.50	236.90	255.21	4519.56										
		Vac			209.51	3369.35										
Totals			364.75	21171.39	5863.27	331818.89	Totals	2600.44		39665.05	Totals		1209.69	17163.42		

Amron D. Palmer
Aaron Palmer, City Manager
8/30/18
Date

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 09/14/2018
Process: 2018091401
Period: 09/01/2018 to 09/15/2018

Department: (1)Staff

Hall,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross
Ariel	Reg	Regular	19.25	1155.00													1155.00
Emp Id																	1155.00
Rate																	1155.00
Total Earnings																	
19.25 1155.00 1155.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00																	

Department: (1)Staff Total

Employees	1	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross
Female	1	Reg	Regular	19.25	1155.00													1155.00
Male	0																	1155.00
Total Earnings																		
19.25 1155.00 1155.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00																		

Department: (20)City Employees

Borja,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross	
Miguel A	125CO	125 Cash		492.43	PTAXI Pre-Tax P.	252.35	CA	California SI	3845.08	CAEIT	CA Edu & T	104.75	0.00	0.00	0.00	0.00	4097.43	
Emp Id	102	Hol	Holiday	0.00			CASDI	CA SDI - Eir	4097.43	CASUI	California SI	40.97	0.00	0.00	0.00	0.00	4097.43	
Salary	3605.00	Reg	Regular	3605.00			FITW	Federal Incon	3845.08	MED-R	Medicare - E	284.03	4097.43	59.41	4097.43	59.41	4097.43	
Total Earnings																		
9.50 4097.43 4097.43 252.35 252.35 0.00 0.00 0.00 0.00 4097.43 4097.43 59.42 489.17 489.17 0.00 0.00 0.00 4097.43																		

Day,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross	
Victoria L	Reg	Regular	36.00	738.00	457B EE:	55.35	CA	California SI	682.65	CAEIT	CA Edu & T	7.37	0.00	0.00	0.00	0.00	738.00	
Emp Id	106	Hol	Holiday		AflacP, Aflac Post	77.69	CASDI	CA SDI - Eir	738.00	CASUI	California SI	7.38	0.00	0.00	0.00	0.00	738.00	
Rate	20.5000	Reg	Regular	3605.00			FITW	Federal Incon	682.65	MED-R	Medicare - E	20.14	738.00	10.70	738.00	10.70	738.00	
Total Earnings																		
36.00 738.00 738.00 133.04 133.04 0.00 0.00 0.00 0.00 738.00 738.00 10.70 45.59 45.59 0.00 0.00 0.00 738.00																		

Manzano,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross	
Rubi E	125CO	125 Cash		499.58	PTXPE Pre-Tax P.	118.70	CA	California SI	2280.11	CAEIT	CA Edu & T	49.28	0.00	0.00	0.00	0.00	2398.81	
Emp Id	98	Hol	Holiday	237.40			CASDI	CA SDI - Eir	2398.81	CASUI	California SI	23.98	0.00	0.00	0.00	0.00	2398.81	
Rate	24.9900	Reg	Regular	1661.83			FITW	Federal Incon	2280.11	MED-R	Medicare - E	199.99	2398.81	34.78	2398.81	34.78	2398.81	
Total Earnings																		
76.00 2398.81 2398.81 118.70 118.70 0.00 0.00 0.00 0.00 2398.81 2398.81 34.78 308.03 308.03 0.00 0.00 0.00 2398.81																		

Palmer,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross	
Aarold	125CO	125 Cash		452.83	PTXPE Pre-Tax P.	338.54	CA	California SI	5530.96	CAEIT	CA Edu & T	261.35	0.00	0.00	0.00	0.00	5869.50	
Emp Id	99	Hol	Holiday	0.00			CASDI	CA SDI - Eir	5869.50	CASUI	California SI	58.70	0.00	0.00	0.00	0.00	5869.50	
Rate	5416.67	Reg	Regular	5416.67			FITW	Federal Incon	5530.96	MED-R	Medicare - E	582.35	5869.50	85.11	5869.50	85.11	5869.50	
Total Earnings																		
9.50 5869.50 5869.50 338.54 338.54 0.00 0.00 0.00 0.00 5869.50 5869.50 85.11 987.51 987.51 0.00 0.00 0.00 5869.50																		

Palmer,	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	Gross	
Staff	125CO	125 Cash		452.83	PTXPE Pre-Tax P.	338.54	CA	California SI	5530.96	CAEIT	CA Edu & T	261.35	0.00	0.00	0.00	0.00	5869.50	
Emp Id	99	Hol	Holiday	0.00			CASDI	CA SDI - Eir	5869.50	CASUI	California SI	58.70	0.00	0.00	0.00	0.00	5869.50	
Rate	5416.67	Reg	Regular	5416.67			FITW	Federal Incon	5530.96	MED-R	Medicare - E	582.35	5869.50	85.11	5869.50	85.11	5869.50	
Total Earnings																		
9.50 5869.50 5869.50 338.54 338.54 0.00 0.00 0.00 0.00 5869.50 5869.50 85.11 987.51 987.51 0.00 0.00 0.00 5869.50																		

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 09/14/2018
Process: 2018091401
Period: 09/01/2018 to 09/15/2018

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
125CO	125 Cash		527.04	PTAXF	Pre-Tax P.	86.68	CA	California SI	1827.17	CAETT	CA Edu & T	9.27	1913.85	1913.85	1913.85	1.91	
108	Reg	57.00	1386.81	CASDI	CA SDI - Err		CASUI	California SI	1913.85	CASUI	California SI	19.14	1913.85	1913.85	1913.85	86.12	
24.3300	Rate			FITW	Federal Incoi		MED	Medicare	1827.17	MED-R	Medicare - E	83.39	1913.85	1913.85	1913.85	27.75	
				SS	OASDI		OASDI	OASDI - Err	1913.85	SS-R	OASDI - Err	27.75	1913.85	1913.85	1913.85	0.00	
									1913.85			0.00				0.00	
Total Earnings													1913.85	Total Deductions	86.68	Total Employer Taxes	115.78

Department: (20) City Employees Total

Employees	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount
Female	3	125CO	125 Cash	1971.88	457B	457B EE	53.35	CA	California SI	14165.97	CAETT	CA Edu & T	432.02	1913.85	1913.85	1913.85	1.91
Male	2	Hol	Holiday	237.40	AflacP	Aflac Post	77.69	CASDI	CA SDI - Err	15017.59	CASUI	California SI	150.17	1913.85	1913.85	1913.85	86.12
		Reg	Regular	12808.31	PTAXF	Pre-Tax P.	339.03	FITW	Federal Incoi	14165.97	MED-R	Medicare - E	1169.90	15017.59	15017.59	15017.59	217.75
		Rate			PTXPE	Pre-Tax P.	457.24	MED	Medicare	15017.59	SS-R	OASDI - Err	217.76	1913.85	1913.85	1913.85	0.00
								SS	OASDI	1913.85			0.00				0.00
Total Earnings													15017.59	Total Deductions	929.31	Total Employer Taxes	305.78

Department: (30) Special Enforcement Team

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
Reg	Regular	56.50	1338.49	457B	457B EE	100.39	CA	California SI	1238.10	CAETT	CA Edu & T	10.61	0.00	0.00	0.00	0.00	
104	Emp Id			AflacP	Aflac Post	33.43	CASDI	CA SDI - Err	1338.49	CASUI	California SI	13.39	0.00	0.00	0.00	0.00	
23.6900	Rate			FITW	Federal Incoi		FITW	Federal Incoi	1238.10	MED-R	Medicare - E	58.39	1338.49	1338.49	1338.49	19.41	
				MED	Medicare		MED	Medicare	1338.49			19.40					
Total Earnings													1338.49	Total Deductions	133.82	Total Employer Taxes	19.41

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
Reg	Regular	37.00	1026.01	CA	California SI	15.74	CAETT	CA Edu & T	1026.01	CAETT	CA Edu & T	15.74	0.00	0.00	0.00	0.00	
83	Emp Id			CASDI	CA SDI - Err	10.26	CASUI	California SI	1026.01	CASUI	California SI	10.26	0.00	0.00	0.00	0.00	
27.7300	Rate			FITW	Federal Incoi		FITW	Federal Incoi	1026.01	MED-R	Medicare - E	96.68	1026.01	1026.01	1026.01	14.88	
				MED	Medicare		MED	Medicare	1026.01			14.88					
Total Earnings													1026.01	Total Deductions	0.00	Total Employer Taxes	14.88

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
125CO	125 Cash		228.02	PTAXF	Pre-Tax P.	131.21	CA	California SI	1971.19	CAETT	CA Edu & T	68.94	0.00	0.00	0.00	0.00	
101	Reg	56.00	1679.44	CASDI	CA SDI - Err		CASUI	California SI	2102.40	CASUI	California SI	21.03	0.00	0.00	0.00	0.00	
29.9900	Sick	6.50	194.94	FITW	Federal Incoi		FITW	Federal Incoi	1971.19	MED-R	Medicare - E	162.92	2102.40	2102.40	2102.40	30.49	
	Rate			MED	Medicare		MED	Medicare	2102.40			30.49					
Total Earnings													2102.40	Total Deductions	131.21	Total Employer Taxes	30.49

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 09/14/2018
Process: 2018091401
Period: 09/01/2018 to 09/15/2018

Department: (30)Special Enforcement Team Total

Employees	3	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Female	2	125CO	125 Cash		228.02	457B	457B EE	100.39	CA	California SI	4235.30	CAETT	CA Edu & T	95.29	0.00	0.00	0.00	0.00	0.00
Male	1	Reg	Regular	149.50	4043.94	AflacP	Aflac Post	33.43	CASDI	CA SDI - Err	4466.90	CASUI	California SI	44.68	0.00	0.00	0.00	0.00	4466.90
		Sick	Sick	6.50	194.94	PTAXI	Pre-Tax P.	131.21	FITW	Federal Incoi	4235.30	MED-R	Medicare - E	317.99	4466.90	64.78	64.78	64.78	4466.90
									MED	Medicare	4466.90			64.77					4531.68
																			3679.14
																			64.78
																			522.73
																			Total Employer Taxes
																			64.78

Report Total

Employees	9	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Female	6	125CO	125 Cash		2199.90	457B	457B EE	155.74	CA	California SI	18401.27	CAETT	CA Edu & T	527.31	1913.85	1.91	1.91	1913.85	1.91
Male	3	Hol	Holiday	28.50	237.40	AflacP	Aflac Post	111.12	CASDI	CA SDI - Err	19484.49	CASUI	California SI	194.85	1913.85	86.12	86.12	1913.85	86.12
		Reg	Regular	328.25	18007.25	PTAXI	Pre-Tax P.	470.24	FITW	Federal Incoi	18401.27	MED-R	Medicare - E	1487.89	19484.49	282.53	282.53	19484.49	282.53
		Sick	Sick	6.50	194.94	PTXPE	Pre-Tax P.	457.24	MED	Medicare	19484.49	SS-R	OASDI - Em	282.53	1913.85	0.00	0.00	1913.85	0.00
									SS	OASDI	1913.85			0.00					0.00
																			370.56
																			2492.58
																			Total Employer Taxes
																			370.56

Aaron Palmer
Aaron Palmer, City Manager

9/18/18
Date

U S BANK Statement dated 9/6/18

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Amazon	Badge holders, cell phone telescope	\$ 75.99	10-520-6220
2	Michaels Store	Certificate frames	\$ 65.21	10-310-6210
3	Smartsign	Restroom signs	\$ 247.96	10-310-6210
4	Lowe's	Office Supplies	\$ 12.66	10-310-6210
5	Michaels Store	Certificate frames	\$ 70.67	10-310-6210
6	Lowe's	Office Supplies	\$ 34.21	10-310-6210
7	Translation	Election ballot translation	\$ 54.00	10-320-6610
8	Translation	Election ballot translation	\$ 16.00	10-320-6610
9	Microsoft	Microsoft 365 Monthly Fee	\$ 377.83	10-310-6610
10	Hilton	ICMA Meeting	\$ 264.50	10-310-6510
			\$ 1,219.03	
		Account Breakdown		
	Council Meeting	10-100-6510		
	Council Special Dept. Expense	10-100-6520		
	Promotion and Advertising	10-100-6830		
	Office Expense	10-310-6210	\$ 430.71	
	Conference/Meeting/Travel Expense	10-310-6510	\$ 264.50	
	Professional/Specialized Services	10-320-6610	\$ 447.83	
	Fire Station Expenses	10-420-8018		
	Emergency Preparedness Supplies	10-425-6215		
	Code Enforcement Supplies	10-520-6210		
	Special Enforcement Misc Expense	10-520-6220	\$ 75.99	
	Code Enforcement Vehicle Equipment	10-520-6410		
	Vehicle Maintenance	10-520-6415		
	Code Enforcement Membership Dues	10-520-6520		
	Gas Tax	20-000-6720		
			\$ 1,219.03	
			Check Figure	\$ -

*OK to pay
9/18/18 JF*

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

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Home Profile Reporting Person Information Education Other Organizations

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

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

Payment Request Acceptance

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: \$1,969.00

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001155444	09/05/2018	100000015363568	Employer Contribution, PEPR, 26189, CalPERS, 08/16/2018 - 08/31/2018	EFT - Debit	Citizens Business Bank -5402	\$979.06
1001155445	09/05/2018	100000015363559	Employer Contribution, Classic, 1684, CalPERS, 08/16/2018 - 08/31/2018	EFT - Debit	Citizens Business Bank -5402	\$989.94

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Build: v7.5.0.a Baseline: 180821_160758_v7.5_Int.2378 **UID: 318**

Handwritten signature and date: 9/6/18

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Home Profile Reporting Person Information Education Other Organizations

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

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

Payment Request Acceptance

Your request for payment has been accepted.

- **Please print this page for your records.**
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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: \$2,048.99

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001161705	09/13/2018	100000015394023	Employer Contribution, PEPPRA, 26189, CalPERS, 09/01/2018 - 09/15/2018	EFT - Debit	Citizens Business Bank -5402	\$957.80
1001161706	09/13/2018	100000015393988	Employer Contribution, Classic, 1684, CalPERS, 09/01/2018 - 09/15/2018	EFT - Debit	Citizens Business Bank -5402	\$1,091.19

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Build: v7.5.0.b Baseline: 180904_152056_v7.5_Int.1476 UID: 318

*OK to pay
9/18/18*



Home Profile **Reporting** Person Information Education Other Organizations

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

Name: City of Canyon Lake CalPERS ID: 3813045770

Payment Request Acceptance

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: \$133.76

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001155332	09/05/2018	100000015399702	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$133.76

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Build: v7.5.0.a Baseline: 180821_160758_v7.5_Int.2378 UID: 318

*Ok to pay
9/4/18*



Home Profile **Reporting** Person Information Education Other Organizations

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

Name: City of Canyon Lake CalPERS ID: 3813045770

Payment Request Acceptance

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: \$700.00

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001155337	09/05/2018	100000015402761	GASB 68 Reporting Services Fee, CalPERS	EFT - Debit	Citizens Business Bank -5402	\$700.00

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Build: v7.5.0.a Baseline: 180821_160758_v7.5_Int.2378 UID: 318

*Ok to pay
9/6/18*



CITY OF CANYON LAKE
PLAN SPONSOR: 0035273

Acknowledgment

Your payment was successfully submitted. Provided it is in good order, it will process within contractual timeframes.

You can print this acknowledgment for your records.

Plan Name:**CITY OF CANYON LAKE 457 OBRA-PST**

Plan Number:**0035273002**

Payroll Center:**CITY OF CANYON LAKE OBRA**

Payroll Center Number:**001**

Payroll Received for Salary Reduction

Submission date:**09/05/2018**

Submission time:**02:06 PM**

Pay period end date:**08/31/2018**

Payment method:**Debit ACH**

Bank routing number:**122234149**

Bank account number:**245125402**

Contributions payment amount:**\$343.37**

Contributions count:**2**

Draft date:**09/06/2018**

Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Counties, the International Association of Fire Fighters-Financial Corporation, and the National Association of Police Organizations.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. Learn more about these payments.

Retirement Specialists provide information for educational purposes only. This information is not meant to be used as investment advice. Retirement Specialists are Registered Representatives of Nationwide Investment Services Corporation, member FINRA.


Your plan may offer a Nationwide Bank product. Learn more about Bank products.

*Ok to pay
9/6/18*

CITIZENSTRUST™

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

00000071 MCB1000090718400726 01 000000 43 004



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

RECEIVED

SEP 17 2018

BY: _____

STATEMENT FOR THE PERIOD FROM 08/01/2018 TO 08/31/2018
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

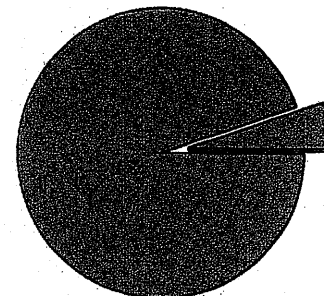
Account Number: **1035003119**
 August 01, 2018 To August 31, 2018

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	08/01/2018	08/31/2018	% Of Account
 CASH & CASH EQUIVALENTS	138,579.78	140,131.09	5.3%
 FIXED INCOME	2,476,539.44	2,483,434.57	94.7%
MISCELLANEOUS	0.00	453.29-	0.0%
Total	2,615,119.22	2,623,112.37	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,615,119.22	2,622,592.86		
Income	894.45	32,217.46	Long Term	73.70-
Asset Activity	1,052.88	125,277.63-	Total Gains / Losses	73.70-
Fees	849.31-	6,657.53-		1,730.57-
Cash Management	1,551.31-	99,264.41		
Change In Market Value	8,446.44	972.80		
Ending Market Value	2,623,112.37	2,623,112.37		

Account Statement

Account Number: **1035003119**

August 01, 2018 To August 31, 2018

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Unclassified			
140,131.090	31607A703 FIDELITY GOVERNMENT PORTFOLIO	140,131.09	140,131.09
	Total Unclassified	140,131.09	140,131.09
Total	Cash Equivalents	140,131.09	140,131.09
Total	Cash & Cash Equivalents	140,131.09	140,131.09
Fixed Income			
Taxable			
100,000.000	02587DA99 AMERICAN EXPR CENTURION MEDIUM-TERM CD DTD 09/16/15 1.6% 09/17/2018	99,979.48	99,975.00
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	74,520.00	75,220.19
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	98,740.03	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	98,722.25	99,615.00
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	102,363.00	106,192.36
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	97,761.93	100,000.00
70,000.000	3130A1CE6 FEDERAL HOME LOAN DTD 03/27/14 2% 12/27/2019	69,479.90	70,346.33
100,000.000	3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	98,458.00	100,000.00
50,000.000	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	48,385.50	50,000.00
100,000.000	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	96,332.00	100,000.00
150,000.000	3130ADZ88 FEDERAL HOME LOAN DTD 4/17/18 3% 4/17/23 CALL 3% 04/17/2023-2019	149,280.00	150,000.00

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

Account Number: **1035003119**
 August 01, 2018 To August 31, 2018

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
100,000.000	313380FB8 FEDERAL HOME LOAN BANK DTD 08/09/12 1.375% 09/13/2019	98,864.00	99,667.18
100,000.000	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	97,146.00	99,909.00
200,000.000	3134G9J40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	198,254.00	200,000.00
50,000.000	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	48,351.50	49,967.50
100,000.000	3134GAZR8 FREDDIE MAC DTD 12/30/2016 CALL 2.05% 12/30/2021-2017	97,174.00	100,000.00
100,000.000	3134GB7F3 FREDDIE MAC DTD 12/29/17 CALL 2.5% 12/29/2022-2018	98,097.00	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	97,013.00	100,000.00
50,000.000	3136G1C98 FANNIE MAE DTD 02/05/13 1.42% 02/05/2020	49,185.00	50,229.49
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	96,735.00	100,000.00
100,000.000	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	97,712.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	96,308.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	95,630.00	99,959.00
57,669.030	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	58,282.48	61,705.88
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	195,050.00	202,443.98
25,000.000	713448BN7 PEPSICO INC DTD 01/14/10 4.5% 01/15/2020	25,610.50	26,021.88
Total	Taxable	2,483,434.57	2,541,232.79



Account Statement

Account Number: **1035003119**

August 01, 2018 To August 31, 2018

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Fixed Income			
Total	Fixed Income	2,483,434.57	2,541,232.79
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
	CASH	453.29-	453.29-
Total	Miscellaneous	453.29-	453.29-
Grand Total Assets		2,623,112.37	2,680,910.59

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,681,013.97	2,625,245.30
Prior Accruals			10,126.08-
Unrealized Appreciation This Period			8,520.14
Current Accruals			13,649.54
Asset Activity	1,052.88	1,126.58-	1,052.88
Cash Management	1,551.31-	1,551.31	1,551.31-
Fees	849.31-	0.00	849.31-
Income	894.45	74.82-	894.45
Realized Gain/loss			73.70-
Non Cash Asset Changes			
Balances End Of Period	453.29-	2,681,363.88	2,636,761.91

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
08/01/18		Beginning Balance		0.00	2,681,013.97
Income					
Interest					
08/01/18		31607A703 FIDELITY GOVERNMENT PORTFOLIO	INTEREST RCVD	196.82	
08/06/18		3136G1C98 FANNIE MAE DTD 02/05/13 1.42%	INTEREST RCVD	355.00	
08/16/18		02/05/2020 29266NS32 ENERBANK USA DTD 10/16/2015	INTEREST RCVD	148.63	
		MEDIUM-TERM CD 1.75% 10/16/2020			

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
08/27/18		31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	186.88	
08/30/18		31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	7.12	
Total Interest				894.45	0.00
Total Income				894.45	0.00
Asset Activity					
Assets Sold					
08/27/18	1,052.880-	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	NOTE AND MTG PMT	1,052.88	1,126.58-
Total Assets Sold				1,052.88	1,126.58-
Total Asset Activity				1,052.88	1,126.58-
Fees					
08/27/18		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 08/20/2018	DISBURSEMENT	849.31-	
Total Fees				849.31-	0.00
Cash Management					
08/31/18	1,551.310	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	1,551.31-	1,551.31
Total Cash Management				1,551.31-	1,551.31
Miscellaneous					
08/06/18		3136G1C98 AMORTIZATION ON 50,000 UNITS FANNIE MAE DTD 02/05/13 1.42% 02/05/2020 EFFECTIVE 08/05/2018 TO ADJUST TAX LOT, AMORTIZATION = 74.82-	AMORTIZATION		74.82-
Total Miscellaneous				0.00	74.82-
08/31/18		Ending Balance		453.29-	2,681,363.88

Disclosure

CitizenTrust 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.

13005430
CITY OF CANYON LAKE
31516 RAILROAD CANYON ROAD
CANYON LAKE, CA 92587

RECEIVED

SEP 17 2018

BY: _____



City of Canyon Lake
UTILITY USERS TAX REMITTANCE FORM

Name of Utility Service Provider: MetroPCS California, LLC

Name of Billing Agent (if any): _____

Type of Utility Service(s): WIRELESS

[Gas, electricity, garbage, video (CATV and IP-TV), wired or wireless telephone (interstate, international, intrastate), private communication services, conferencing, paging, or bundles thereof]. Please provide a separate remittance form for each type of Utility Service.

Company FEIN No.: 68-0618381 Applicable tax rate: 3.95%

Tax Period Covered*: 08/01/2018 - 08/31/2018 Remitted by ACH: _____

The information that you provide in this remittance form will be maintained as confidential under Rev. and Tax. Code §7284.6.

Gross Charges:	\$	<u>1,255.14</u>
Deductions: [Taxes, Resale sales, Exemptions]	\$	<u>0.00</u>
Non-standard Adjustments**:	\$	<u>0.00</u>
Net Taxable Charges:	\$	<u>1,255.14</u>
Tax Percentage Applied		<u>3.95%</u>
Penalties:	\$	_____
Interest:	\$	_____
Total Remittance:	\$	<u>43.93</u>

Remit to:	CITY OF CANYON LAKE	MetroPCS California, LLC
	ATTN: CITY MANAGER	12920 SE 38th ST
	31516 RAILROAD CANYON ROAD	
	CANYON LAKE, CA 92587	Bellevue, WA 98006

Please note that payment must be received by the City by no later than the twentieth day of the following month (due date). Penalties (15%) and interest will be imposed on delinquent payments.

*Please prepare a separate remittance form for each tax period; do not combine tax periods.

**Please describe any non-standard adjustments: _____

I declare, under penalty of perjury that to the best of my knowledge and belief of the statements herein, and any attachments hereto, is true and correct.

Signed: R Bloom

Date: 09/10/2018

Print Name/Title: Rosemary Bloom

Phone: 630.857.2110

2018 Expense Reports

	January	February	March	April	May	June	July	August	September	October	November	December
Internet	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00						
Cell Phone	\$ 53.62	\$ 53.62	\$ 53.67	\$ 53.57	\$ 54.07	\$ 53.57						
Travel												
Total	\$ 73.62	\$ 73.62	\$ 73.67	\$ 73.57	\$ 74.07	\$ 73.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Randall Bonner

Internet
Cell Phone
Travel
Total

Internet			\$ 40.00	\$ 40.00				\$ 40.00	\$ 40.00			
Cell Phone												
Travel									\$ 80.33			
Total	\$ -	\$ -	\$ 40.00	\$ 40.00	\$ -	\$ -	\$ -	\$ 40.00	\$ 120.33	\$ -	\$ -	\$ -

Jordan Ehrenkranz

Internet
Cell Phone
Travel
Total

Internet												
Cell Phone												
Travel												
Total	\$ 696.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Larry Greene

Internet
Cell Phone
Travel
Total

Internet			\$ 30.00		\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00			
Cell Phone												
Travel												
Total	\$ 30.00	\$ -	\$ 30.00	\$ -	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	\$ -	\$ -

Dawn Haggerty

Internet
Cell Phone
Travel
Total

Internet												
Cell Phone												
Travel												
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Vicki Warren

Internet
Cell Phone
Travel
Total

MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, September 5, 2018
Closed Session - 5:30 p.m.
Open Session - 6:30 p.m.

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

Closed Session – 5:30 p.m.

1. Call To Order

Mayor Warren called the meeting to order at 5:31 p.m.

2. Roll Call

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

Absent:

3. Public Comments

There were no public comments.

4. Closed Session

The City Council entered Closed Session at 5:31 p.m.

- a. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957 – PUBLIC EMPLOYMENT; PUBLIC EMPLOYEE EVALUATION - CITY MANAGER
- b. CLOSED SESSION WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE SECTION 54956.9 (d)(1) - City of Canyon Lake v. Athey (receivership);
- c. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54956.9(d)(2) - possible litigation against the City - 1 case
- d. 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 Warren called the meeting to order at 6:38 p.m.

2. Invocation

Invocation was led by Nancy Horton, EVMWD Board Member.

Flag Salute

Flag Salute was led by Nancy Carroll, Emergency Preparedness Committee Volunteer.

3. Roll Call

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

4. Approval of the City Council Agenda

Moved by Council Member Bonner, seconded by Mayor Pro Tem Greene to approve the agenda.

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

5. Special Presentation and Proclamations

5.1 Chamber of Commerce Announcements

Chamber President Matt Svendsen announced upcoming events hosted by the Chamber through the month of October.

5.2 Presentation to Karen Bevans and Nancy Carroll of the Emergency Preparedness Committee for their efforts in opening the Cooling Center

Mayor Pro Tem Greene presented a Certificate of Recognition to Karen Bevans and Nancy Carroll and thanked them for all their contributions to the Emergency Preparedness Committee.

5.5 Recognition of Canyon Lake Fire Station 60

Mayor Pro Tem Greene presented a Certificate of Recognition to the crew of local Fire Station 60 and thanked them for their services and dedication.

5.6 Recognition of Fire Captain Brent Carter

Mayor Pro Tem Greene presented Captain Brent Carter with a Certificate of Recognition and thanked him for his services.

Mayor Warren thanked Captain Carter on behalf of the family involved in the Wrangler Fire, who could not be present for tonight's Council Meeting.

State Senator Jeff Stone presented Captain Carter with a Senate Certificate of Recognition and thanked him for his services.

State Senator Jeff Stone presented Local Fire Station 60 with a Senate Certificate of Recognition and thanked them for their services.

5.3 Recognition of Riverside County Sheriff's Department-Perris Station

State Senator Jeff Stone presented Riverside County Sheriff's Department – Perris Station with a Senate Certificate of Recognition and thanked them for their services.

5.4 Introduction of new Sheriff's Lieutenant Matt Sims

Captain Greg Fellows of the Riverside County Sheriff's Department – Perris Station introduced Lieutenant Matt Sims who will be representing the City of Canyon Lake.

Lieutenant Matt Sims introduced himself to the City Council.

Mayor Warren presented Captain Fellows and the Perris Station with a Certificate of Recognition and thanked him for their services.

Council Member Ehrenkranz shared a personal anecdote about Captain Carter and thanked him and his crew for their services.

5.7 Recognition of Bombshells as California Boutique of the Year

Mayor Warren presented Stephanie Stout, owner of Bombshells Boutique, with a Proclamation.

State Senator Jeff Stone presented Stephanie Stout, owner of Bombshells Boutique, with a Senate Certificate of Recognition.

Chamber President Matt Svendsen presented Stephanie Stout, owner of Bombshells Boutique, with Certificates of Recognition on behalf of Assemblywoman Melissa Melendez, District Supervisor Kevin Jeffries, and the Chamber of Commerce.

6. Public Comment

Nancy Horton, EVMWD District 1 representative, gave an update on the purchase of water for the lake.

Mary Crayton, resident, spoke in favor of the Utility User Tax which is on the ballot for the November Election.

7. Consent Calendar

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

7.2 Adoption of Resolution No. 2018-23, Approving Claims and Demands of the City

7.3 Adoption of Resolution No. 2018-25, Approving Claims and Demands of the City

7.4 City Council Meeting Minutes

7.4.1 July 11, 2018

7.4.2 July 18, 2018

7.4.3 August 1, 2018

7.5 Authorization for service with AB Fence Company for upgrades with the rolling gate at Fire Station 60

7.6 Adopt Resolution No. 2018-24, Conflict of Interest Code

7.7 Authorize the Mayor to sign letter supporting AB 3178

Moved by Council Member Bonner, seconded by Mayor Pro Tem Greene to approve the Consent Calendar.

Mayor Warren had a question on an item from the Consent Calendar.

City Manager Palmer pulled Check #24445 from Item 7.2 due to an accounting error.

Motion amended by Council Member Bonner, seconded by Mayor Pro Tem Greene to approve the agenda with Check #24445 pulled from item 7.2.

John Zaitz, a resident, requested to pull item 7.2

Discussion on item 7.2 commenced between the City Council, City Attorney, and City Manager regarding whether the entire item was pulled or just the check in question.

City Attorney explained Check #24445 and the reason why it was an error and pulled from Consent Calendar.

City Manager Palmer reiterated the Motion by Council Member Bonner was to approve the Consent Calendar with the exception of Check #24445 from item 7.2, and was seconded by Mayor Pro Tem Greene.

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

8. Pulled Consent Calendar Items

Mr. Zaitz asked for 7.2 to be pulled from the Consent Calendar however the item had already been approved by the City Council. He stated he felt the discussion of the pulled check under Item 7 was not appropriate and it should have been done under Item 8.

City Attorney Martyn stated that comments made on the Consent Calendar as to Item 7.2 could be put under section 8 for purpose of the minutes to avoid confusion.

Mr. Zaitz complained about the order of the meeting.

Mr. Zaitz discussed Check #24243. City Manager Palmer clarified that the check in question was a credit and not a payment to Council Member Ehrenkranz. Discussion continued and Mr. Zaitz expressed his concern about bills being submitted in a timely manner.

9. Schedule of Future Events

Mayor Warren announced the schedule of future events are located on the agenda and City website.

Administrative Services Manager Mike Borja confirmed the next Veteran's Committee meeting will be held on September 13th.

10. Business Items

10.1 Discussion and possible direction regarding spay, neuter, and microchipping pets

City Manager Palmer introduced the item and Neil Trent, Executive Director for Animal Friends of the Valley.

Mr. Trent gave an overview to the Council on the issue of microchipping and sterilization of pets.

It was stated that pet overpopulation is a national issue that is certainly affecting Canyon Lake. There are too many animals and not enough homes in the community.

Discussion continued about the positive effects of microchipping, spay and neutering.

In 2006, Riverside County introduced a proactive Municipal Code which mandates microchipping, spay and neuter. There were four sections including spay and neutering, penalties for failure to spay and neuter, microchipping of dogs and cats, and mandatory spay and neutering of Pit Bull breeds.

Mr. Trent proposed that the City of Canyon Lake update its municipal code.

Mayor Warren asked how many un-spayed/un-neutered animals have come to Animal Friends of the Valley since 2016.

Council Member Bonner had a question about some of the language in the City of Riverside's Ordinance.

Chief Officer Milton addressed the City Council with additional information on the success of the City of Riverside's program and additional benefits to the City of Canyon Lake. Breeding permits were discussed.

Mayor Pro Tem Greene asked for clarification on the Ordinance whether it was from the City of Riverside or the County of Riverside.

Mayor Warren spoke in favor of adopting a similar Ordinance.

Nancy Horton, resident, expressed some of the community's concerns.

Council discussion ensued on what to do with this item.

Emergency services at the shelter for evacuation during the recent fires was discussed.

Mayor Pro Tem Greene spoke in favor of this item.

Council Member Ehrenkranz questioned how the City would convey this information to the residents and who would enforce it.

Mayor Warren offered suggestions for providing information to the people once the Council decides whether or not any action will take place.

Council Member Haggerty spoke in favor of a first and second reading to allow the people time to voice their opinions on the matter. In addition, she expressed her support overall for this item.

Council Member Haggerty made a motion to adopt the main ideas and write a similar code.

Council Member Bonner continued the discussion of the microchipping of pets.

City Manager Palmer stated that a motion was not required. Staff had direction to update the current animal ordinance to address these issues and would bring it back at a later meeting.

Mayor Warren asked that it be brought back to City Council in December.

11. City Manager Comments

City Manager Palmer introduced and welcomed newly hired Deputy City Clerk Ana Sauseda.

12. Committee and Council Reports/Comments

12.1 Council Member Bonner

Council Member Bonner stated that there was one budget and implementation committee on the RCTC Riverside County Transportation Commission which was dark last month.

12.2 Council Member Ehrenkranz

Council Member Ehrenkranz discussed attending:

- City Council Meeting on July 18th
- Vector Meeting on July 19th
- League of Cities Meeting in Lake Elsinore on July 23rd
- No City Council or SCAG Meetings in August
- WRCOG (Western Riverside Council of Governments) on August 6th
- EVMWD presentation on new rates along with City Manager Palmer on August 6th
- Vector Meeting on August 16th
- Kickoff Meeting for CCA on August 22nd
- Ribbon Cutting Ceremony for the new Caregiver provider here in the center on August 22nd
- Meeting with Melissa Melendez regarding an update on Sacramento on August 23rd

Council Member Ehrenkranz also provided information received from Vector Control.

There was discussion regarding how to make this information available to the residents.

Mayor Warren suggested the City's website. Council Member Ehrenkranz would give this information to the Friday Flyer to distribute to the residents.

12.3 Council Member Haggerty

Council Member Haggerty stated August was dark.

She attended her first Riverside Transit Authority (RTA) budget meeting earlier that morning however the regular meeting would take place in two weeks therefore there was no reportable action at this time.

12.4 Mayor Pro Tem Greene

Mayor Pro Tem Greene discussed the Riverside Conservation Authority (RCA) meetings were dark in July and August. Greene also stated they had been dealing with several important issues and continued to work on them. They would be attending the League of Cities Annual Conference and would report on that next month.

12.5 Mayor Warren

Mayor Warren discussed the Alum treatment which would take place September 17th - 21st. She discussed the brown algae which was present in the lake for the majority of the summer. Because of the brown algae, the green algae did not have enough direct sun light to do its own thing. Information on the Alum treatment would be available at all the usual places. She also mentioned the Veteran's Day Celebration was underway and regular meetings are taking place. Any volunteers were welcome. She thanked the Animal Friends for being at the meeting and starting the process and for their work during the wildfires. She invited them to come back in October as the City would be recognizing additional heroes who helped first responders. Finally, she stated that several workshops would take place to offer information on the UUT. The first workshop would take place the following evening at the Chamber of Commerce. Mayor Warren and City Attorney Martyn reiterated that the workshops were informational only.

13. Announcements

The next regular City Council meeting would be **Wednesday, October 3, 2018 at 6:30 p.m. for open session.**

14. Adjournment

Mayor Warren adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Ana V. Sauseda, Deputy City Clerk

**MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Monday, September 17, 2018
Open Session – 12:00 p.m.**

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

Open Session – 12:00 p.m.

1. Call Open Session to Order

Mayor Warren called the meeting to order at 12:02 p.m.

2. Flag Salute

Flag Salute was led by Jack Wamsley.

3. Roll Call

Present: Councilmembers Ehrenkranz, Mayor Pro Tem Greene, and Mayor Warren.

Absent: Councilmembers Bonner and Haggerty,

4. Approval of the City Council Agenda

Moved by Councilmember Ehrenkranz, seconded by Mayor Pro Tem Greene to approve the agenda as presented.

Motion carried 3-0-2 with Councilmember Ehrenkranz, Mayor Pro Tem Greene, and Mayor Warren voting Aye, and Councilmembers Bonner and Haggerty absent.

5. Public Comment

There were no public comments.

6. Business Items

6.1 Authorize payment of travel expenses for the Mayor to attend a meeting of female Mayors from throughout the United States at the White House in Washington D.C.

City Manager Palmer introduced the item. He explained that the City received a last minute invitation for the Mayor to attend this meeting and per Council policy, is requesting authorization of funds.

Mayor Pro Tem Greene spoke in favor of this item.

City Manager Palmer acknowledged having one person there to speak.

Deputy City Clerk Ana Sauseda clarified that the resident withdrew his request to speak.

Mayor Warren discussed the item.

Moved by Councilmember Ehrenkranz, seconded by Mayor Pro Tem Greene to approve \$2000.00 for travel for the Mayor.

Motion carried 3-0-2 with Councilmember Ehrenkranz, Mayor Pro Tem Greene, and Mayor Warren voting Aye, and Councilmembers Bonner and Haggerty absent.

Councilmember Ehrenkranz made one additional comment about the date of the event.

7. Announcements

The next regular City Council meeting is scheduled for **October 3, 2018 at 5:30 p.m. for Closed Session and 6:30 p.m. for Open Session.**

8. Adjournment

Mayor Warren adjourned the meeting at 12:08 p.m.

Respectfully submitted,

Ana V. Sauseda, 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

BY: Ariel M. Hall, City Clerk Department

DATE: October 3, 2018

SUBJECT: Resolution No. 2018-27, Approving Participation in the Riverside County Mortgage Certificate (MCC) Program

Recommendation

Staff recommends that that City Council: Approve Resolution No. 2018-27 approving participation in the Riverside County Mortgage Credit Certificate (MCC) Program and authorize the City Manager to prepare and execute the necessary related documents.

Background

Historically, the City has participated in the Riverside County MCC Program to make the program available to qualified homebuyers purchasing homes in Canyon Lake. The County Economic Development Agency (EDA) applies periodically to the California Debt Limit Allocation Committee for an allocation of Mortgage Credit Certificates. Adoption of the attached resolution is necessary for the City to participate in the County's MCC Program.

A Mortgage Credit Certificate (MCC) entitles qualified homebuyers to reduce the amount of their federal tax liability. The advantages to the homebuyer include:

- The homebuyer's federal income tax is directly reduced by the amount of the tax credit
- Homebuyers may qualify more easily for their primary mortgage loan because lenders may factor in the tax credit when underwriting the loan application, which may allow the borrower to qualify for a larger loan amount or improve the borrower's qualifying debt ratios

If the amount of the MCC exceeds the homebuyer's tax liability, the unused portion of the credit can be carried forward for the next three years, or until used, whichever comes first.

Although there has not been a large amount of participation (in the past year no MCC's were issued for Canyon Lake), staff recommends continuing to participate in the program to provide another tool of qualified homebuyers to purchase homes in Canyon Lake with a minimal cost to the City.

Budget (or Fiscal) Impact

The City will be required to publish two notices a year in the Friday Flyer to notify lenders and potential homebuyers that the City participates in the program. The estimated cost for two publications is approximately \$100.

Attachments

1. Resolution No. 2018-27
2. Housing Element Certification Form
3. MCC Program Information

RESOLUTION NO. 2018-27

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, PARTICIPATING WITH THE COUNTY OF RIVERSIDE MORTGAGE CREDIT CERTIFICATE (MCC) PROGRAM

WHEREAS, the Tax Reform Act of 1986 established the Mortgage Credit Certificate Program (“MCC Program”) as a means of assisting qualified individuals with the acquisition of new and existing single family housing; and

WHEREAS, pursuant to Division 31, Part 1, Chapter 3.5, Article 3.4 of the California Health and Safety Code Sections 50197 et seq, local issuers are authorized to issue Mortgage Credit Certificates (“Certificates”) and administer MCC Program; and

WHEREAS, the Board of Supervisor of the County of Riverside adopted Resolution No 87-564 on December 22, 1987 establishing a Mortgage Certificate Program; and

WHEREAS, the Board of Supervisors of the County of Riverside has authorized the Riverside County Economic Development Agency (“EDA”) to administer the MCC Program pursuant to the applicable federal, state, and local policies and procedures, and to enter into those agreements necessary for efficient administration of the MCC Program; and

WHEREAS, the County of Riverside (“County”) will be applying to the California Debt Limit Allocation Committee (“CDLAC”) for a mortgage credit certificate allocation in July 2018 or thereabouts; and

WHEREAS, the City of Canyon Lake (“City”) wishes to participate in the MCC Program administered by the EDA in connection with mortgage loans it will make available for the acquisition of new and existing single-family housing in Riverside County; and

WHEREAS, the adoption of this resolution is necessary to include the City of Canyon Lake as a participating unit of general government under the County’s MCC program; and

WHEREAS, the City agrees to cooperate with the County of Riverside to undertake the MCC Program within City jurisdiction to assist persons or households of limited income to purchase new and existing single family residences located in the city; and

WHEREAS, the City by adopting this Resolution, hereby gives notice of its election to participate in the Riverside County MCC Program.

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

The City of Canyon Lake agrees:

1. To participate in the MCC Program administered by the EDA in connection with mortgage loans it will make available for the acquisition of new and existing single-family housing in Riverside County;
2. To assist the County of Riverside to market the MCC Program within the City's jurisdictional boundary by publishing a general public notice in the local newspaper at least twice a year.

PASSED, APPROVED, and ADOPTED on this 3rd day of October, 2018.

Vicki Warren, Mayor

ATTEST:

Ana V. Sauseda
Deputy City Clerk

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

I, Ana Sauseda, 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. 2018-XX adopted by the City Council of the City of Canyon Lake, California, at a regular meeting held on the 3rd day of October, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ana V. Sauseda, Deputy City Clerk

ATTACHMENT K

HOUSING ELEMENT CERTIFICATION FORM FOR APPLICATION FOR AN ALLOCATION OF QUALIFIED PRIVATE ACTIVITY BONDS FOR A SINGLE FAMILY HOUSING MORTGAGE CREDIT CERTIFICATE PROGRAM

*Note: To be completed by **each** participating jurisdiction.*

Certification of the Canyon Lake (Participating Jurisdiction)

In connection with the following Qualified Private Activity Bond Application:

APPLICANT: County of Riverside Economic Development Agency
for a Mortgage Credit Certificate Program.

The undersigned officer of Canyon Lake (Participating Jurisdiction) hereby certifies as follows:

1. I, Aaron Palmer (Name), am the City Manager (Title) of Canyon Lake (Participating Jurisdiction); which is a participating jurisdiction of the proposed Single Family Housing Mortgage Credit Certificate program.
2. The proposed Single Family Housing Program is consistent with the adopted housing element for Canyon Lake (Participating Jurisdiction) in which the proposed program will operate, pursuant to Section 5267 of the California Debt Limit Allocation Committee Regulations.

Signature of Senior Official

Aaron Palmer

Print or Type Name

City Manager

Title

Date

MCC Program Information

Mortgage Credit Certificate

A Mortgage Credit Certificate (MCC) entitles qualified home buyers to reduce the amount of their federal income tax liability by an amount equal to a portion of the interest paid during the year on a home mortgage. This tax credit allows the buyer to qualify more easily for a loan by increasing the effective income of the buyer. The Riverside County MCC Program provides for a twenty percent (20%) rate which can be applied to the interest paid on the mortgage loan. The borrower can claim a tax credit equal to 20% of the interest paid during the year. Since the borrower's taxes are being reduced by the amount of the credit, this increases the take-home pay by the amount of the credit. The buyer takes the remaining 80% interest as a deduction. When underwriting the loan, a lender takes this into consideration and the borrower is able to qualify for a larger loan than would otherwise be possible. The following table illustrates how a MCC increases a borrower's "effective home buying power":

Effective Home Buying Power With and Without an MCC		
	Without MCC	With MCC
First Mortgage Amount	\$300,000	\$300,000
Mortgage Interest Rate	5%	5%
Monthly Mortgage (Principal & Interest Only)	\$1,610	\$1,610
MCC Rate	N/A	20%
Monthly Credit Amount	N/A	\$250
"Effective" Monthly Mortgage Payment	\$1,610	\$1,360
Annual Income Needed *	\$69,011	\$58,295

* Annual Income Needed is based on monthly Principal and Interest (P&I) not exceeding 28% of monthly income.

How does a Mortgage Credit Certificate actually work?

Assume the homebuyer bought a home with a mortgage amount of \$300,000 with an interest rate of 5% with the monthly mortgage payment of \$1,610 as illustrated in the previous page.

- (1) The homebuyer would pay a total of $\$300,000 \times 0.05 = \$15,000$ of interest in the first year (Loan amount x interest rate).
- (2) Because the homebuyer has a Mortgage Credit Certificate, the homebuyer could receive a federal income tax credit of \$3,000 (20% x \$15,000). If the homebuyer income tax liability is \$3,000 or greater, the homebuyer will receive the full benefit of the MCC tax credit. If the amount of homebuyer tax credit exceeds

the amount of his/her tax liability, the unused portion can be carried forward (up to three years) to offset future income tax liability.

- (3) The remaining 80% of the mortgage interest or \$12,000 (\$15,000 less \$3,000) qualifies as an itemized income tax deduction.
- (4) To receive immediate benefit of the MCC tax credit, the homebuyer would file a revised W-4 withholding from with the homebuyer's employer to reduce the amount of federal income tax withheld from his/her wages and increase homebuyer's take home pay by \$250 per month (\$3,000/12)
- (5) By applying the increase in the homebuyer take home pay of \$250 towards his monthly mortgage payment of \$1,610, his effective monthly payment becomes \$1,360 (\$1,610 minus \$250).

“Tax Credit” vs. “Tax Deduction”

A “tax credit” entitles a tax payer to subtract the amount of credit from their total federal tax bill whereas a “tax deduction” is subtracted from adjusted gross income before federal income taxes are computed.

What happens if the homebuyer cannot use the entire amount of the MCC credit for the year in which it applies?

If the amount of the MCC exceeds the homebuyer's tax liability, the unused portion of the credit can be carried forward to the next three years or until used, whichever comes first.

Time Period of the Mortgage Credit Certificate

The MCC is in effect for the life of the loan as long as the home remains the borrower's principal residence. The MCC is not transferable to a new loan when refinancing, nor can it be assigned or transferred to a new buyer or another home. In addition, the MCC Program includes a nine year recapture provision which provides for a return of tax credits taken if the property ceases to be the borrower's primary residence within nine years from the close of escrow. The amount of tax recapture is determined by formula, and provided to the borrower at the time the application is taken. After expiration of the nine year period, the borrower may dispense of the property without incurring penalty, but would lose the future benefits of the MCC.

Qualifying for the MCC Program

The three basic qualifications are:

- (1) The borrower must be a first time Home Buyer;
- (2) The borrowers annual income must fall within the program income limits; and
- (3) The home being purchased must fall within the program purchase price limits. If the home is located in a Target Area, then the first-time buyer limitation does not apply and the income and cost limits are higher.

First-time Home Buyer definition

A first time Home Buyer is defined as a person who has not had an ownership interest in improved-upon residential real property for the previous three (3) years.

Eligible Properties

The residence purchased in conjunction with a MCC must be the borrower's principal residence and may not be used as a business or vacation home. The home may be a detached or attached single family home, condominium unit, a co-op unit, or a manufactured home on permanent foundation (new or re-sale).

Riverside County's MCC Allocation

In order to issue MCC's, the County must apply to the California Debt Limit Allocation Committee for an MCC Allocation. The amount that the County received is based on a combination of factors including demonstrated need, past performance and available MCC authority.

Applying for a Mortgage Credit Certificate

Borrowers must apply for a MCC through a Participating Lender. The Participating Lender will perform an initial qualification and assist the borrower in completing the MCC submission forms. The Lender then submits the MCC application to the County. The County reviews the Borrowers qualifications and, if they meet the program guidelines, issues a letter of commitment to the Lender. The Commitment Letter must be issued prior to the close of the loan. The loan must close within 60 days of the commitment. Upon loan closing, the Lender submits the MCC Closing package to the County and the County issues the MCC, with the Lender and borrower each receiving a copy. The borrower may then claim the tax credit on their Federal Income Tax Returns. The borrower can receive the money annually as a tax refund or adjust his or her W-4 withholding form to receive the benefit via an increased pay check.

Loan terms

The loan terms depend on the Lender and type of loan you use. Depending on the mortgage marketplace and the borrower requirements, each Lender can set its own interest rate, length of mortgage term, down payment requirement, fees, points, closing costs and other loan terms. MCC's may be used with conventional, fixed, 30-year term loan, including FHA, VA, FNMA, FHLMC and privately insured loans. MCC's may not be used in conjunction with bond backed loans, such as Cal-Vet or California Housing Financing Agency (CalHFA) loans.

Application Fee to receive a MCC

The maximum total fee for a MCC is \$400. Of this, the County collects a \$300 **Non-Refundable** application fee which may be paid by any person (buyer, seller, lender, etc.). In addition, Participating Lenders **may** charge up to \$100 for their processing of the MCC. Therefore, the total maximum charge in association with the MCC is \$400. This is separate from the other fees associated with purchasing a home, such as escrow fees, loan origination and processing fees and closing costs. Your lender can provide you with a breakdown of the total fees associated with obtaining a mortgage loan.



MCC ALERT

2018/2019 Alert #1

TO: MCC PARTICIPATING LENDERS
FROM: Bernadette Cruz / EDA Housing
EFFECTIVE DATE: August 7, 2018
SUBJECT: **2018 Purchase Price and Income Limits**

Purchase Price Limits MCC purchase price limits are based on the Average Area Purchase Price by MSA (Metropolitan Statistical Area) for Mortgage Revenue Bonds as published annually by the IRS. MCC purchase price limits have been updated to reflect the most recent IRS limits for Riverside County. Updated guidelines, information packets and application forms are available on the MCC website.

2018 Maximum Purchase Price Limits	
Effective: April 1, 2018	
Outside Target Area	Inside Target Area
\$373,764	\$456,823

Income Limits MCC income limits are based on the State of California median family income adjusted for household size as set forth annually by HUD. MCC income limits have been updated to reflect the most recent income limits published by HUD. Updated guidelines and information packets are available on the MCC website.

2018 Income Limits		
Effective: June 25, 2018		
Household Size	Outside Target Area	Inside Target Area
1-2	\$77,500	\$93,000
3+	\$89,125	\$108,500

For more information: If you have any questions or would like more information, please visit our website at www.rchomelink.com or contact the EDA Housing staff at (951) 343-5469.

Bernadette Cruz bcruz@rivco.org
 Kari H'Orvath khovath@rivco.org

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

DATE: October 3, 2018

SUBJECT: Request to close City Hall to the public between noon on December 20th through January 1st

Recommendation

It is recommended that the City Council authorize the City Manager to close City Hall to the public from noon on December 20th through January 1st.

Background

As in past years, City Hall closes from Christmas until New Year's. The City's current holiday schedule allows for City Hall to be closed at noon on December 20th through January 1st. The City would reopen for normal business on January 2nd.

By closing City Hall to the public from noon on December 20th through January 1st, would give all staff members the opportunity to use their accrued vacation or comp time to take the full week off. Due to the placement of holidays, this closure would close City Hall for two days, December 26th and 27th, and half of the day on December 20th, 24th and 31st. If City Hall stays open to the public these three days, due to our limited number of staff members our employees will not have the option to take these three days off. If an employee chooses not to use their vacation or comp time for the week and desires to work instead, there is still work to be done in City Hall while it is closed. For some employees this is valuable time to catch up on assignments without frequent interruptions.

Code/Special Enforcement will be working during this time. Also, the City would respond to any and all emergency situations, should one arise.

Budget (or Fiscal) Impact

There will be no fiscal impact. Employees will not receive any additional paid leave for the closure. They will have the option to use paid time off, or work in the office during the closure.

Attachments

None

**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: October 3, 2018

SUBJECT: Consideration of Approving Fiscal Year 2019 / 2020 Community Development Block Grant (CDBG) and Allocation for Public Service Agencies

Recommendation

It is recommended that the City Council direct staff to approval its FY19/20 Community Development Block Grant (CDBG) funding and allocate it towards Public Service Agencies.

Background

The City of Canyon Lake annually 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's used towards programs to benefit low-income individuals in the City. Up to 15% of that funding is also allocated to Public Service Agencies that serves Canyon Lake residents and qualifies through the EDA as a non-profit serving low-income individuals.

For the past few years the City Council has approved CDBG funds towards the City's low-income Home Repair Program. Since the beginning of the program, the City has seen several qualifying residents in the community take advantage of the program. However, the Department of Housing and Urban Development (HUD), who funds CBDG programs, requires that funds are exhausted each fiscal year, unless its authorized and approved to carry over into the new fiscal year. Since its inception, the Home Repair Program interest has diminished somewhat overtime, leaving funding of a few fiscal years on the books, approximately \$25,000 according to County EDA. Fortunately, those funds have since been approved to be carried over due to the low participation of the program. Because of that, County EDA and staff recommend to City Council that the City should exhaust the remaining balance towards the Home Repair Program and not allocate any additional funding at this time.

City Council has traditionally allocated 15% of its funding to a non-profit Public Service Agency that serves Canyon Lake residents. For example, for the last few years, allocations have been awarded to HOPE (Helping Our People of Elsinore) which they've used towards their Pantry Program that helps provide food and supplies for low income individuals and families in Canyon Lake. Staff is recommending that the City Council continue this practice to once again open the opportunity for non-profit agencies to apply and to allocate 100% of its FY19/20 CDBG funding towards non-profit public service agencies.

If City Council decides to proceed with staff's recommendation, a deadline for non-profit agencies to submit their applications to the City will be set for November 5, 2018. Staff will also set a public hearing at the December 5, 2018 City Council meeting for consideration and approval of the funding allocation. City Council could then at that time determine an award amount to each qualifying applicant that's pre-approved by County EDA, city staff, and meets all of CDBG requirements.

Budget (or Fiscal) Impact

For fiscal year 2019-2020, the City of Canyon Lake CDBG allocation is estimated to be \$18,217. If City Council approves staff's recommendation, 100% of the \$18,217 will be awarded to the selected and qualified non-profit agencies.

Attachments

Notice of Funding Availability (NOFA) for the County of Riverside FY19/20 CDBG Program



**TO: Mike Borja
City of Canyon Lake**

FROM: John Thurman, EDA Development Manager – CDBG/ESG Programs

DATE: August 7, 2018

**RE: Notice of Funding Availability (NOFA) for the County of Riverside’s 2019-2020 Urban
County Community Development Block Grant Program**

Attached please find a copy of the Notice of Funding Availability (NOFA) for the County of Riverside’s 2019-2020 Urban County CDBG program for Cooperating Cities. The County is opening the 2019-2020 CDBG application cycle starting August 7, 2018. In addition, the County has also begun preparing the 2019-2024 Five Year Consolidated Plan which will include the 2019-2020 Action Plan.

2019-2020 Action Plan/Funding Cycle

Applications will be accepted from cooperating cities for both internal (city-administered projects) as well as applications from the cities’ subrecipients including non-profits organizations, special districts, or other entities. All applications are due no later than **December 14, 2018**. Please see “What Cooperating Cities Must Submit to the County” at the end of this letter.

The County will only accept hard-copy, paper applications from the cooperating cities for the 2019-2020 cycle. A copy of the approved 2019-2020 CDBG application form has been attached to this NOFA. A fillable pdf version of the CDBG application is available upon request. An original and one copy of each proposal must be submitted to the County together with a resolution or minute order from your Council approving the projects and authorizing the submittal of the applications.

Your city’s 2019-2020 CDBG allocation is estimated to be **\$18,217**; this allocation is based upon updated information from HUD and is subject to change.

Each cooperating city is responsible for planning, designing, and carrying out their own CDBG application process that best meets the needs of their city. The cities can decide to fund only internal city-administered projects, external subrecipient projects, or a combination of the two. The city council for each city will make the final funding decisions based upon the city’s priority community development needs.

The County has established several minimum thresholds concerning the cooperating cities' CDBG application process:

1. The process must be open and fair;
2. The city must publically notice (newspapers, city website, social media) the opening of the city's 2019-2020 CDBG application cycle and the city's participation in the development of the County's 2019-2024 Five Year Consolidated Plan;
3. The notice should reference the County's Notice of Funding Availability (NOFA) for the County of Riverside's 2019-2020 Urban County CDBG program for Cooperating Cities;
4. The notice should be published in both English and Spanish if a significant portion of the city's residents speak Spanish – if there is a significant number of residents that predominantly speak another language, the city should publish their notice in that language as well;
5. The notice must provide direction as to where applications can be obtained, when the applications are due, and other application submittal instructions;
6. The notice will identify any funding priorities established by the city (e.g., senior programs, street improvements, youth programs, etc.);
7. The city must allow at least 30 days for the application process;
8. The public notice must provide information on the application review and approval process (e.g., staff review/council approval; staff review/committee review/ council approval, etc.);
9. The public notice must identify a contact person for questions and assistance; and
10. The notice must contain the date, time, and location where the city council will make the final 2019-2020 CDBG funding determinations and the city's community development priorities for their CDBG funding for the 2019-2024 Five Year Consolidated Plan.

2019-2024 Five Year Consolidated Plan Process

An integral component of the Consolidated Plan is the participation by the cooperating cities in assessing their community development needs (these include affordable housing, social services, economic development, community facilities, etc.); reviewing available resources; and establishing priority projects and activities using HUD-CPD funding (includes CDBG, HOME, and ESG) over the next five years. This is typically accomplished through needs assessment surveys, public hearings, workshops, Town Halls/community meetings, and other methods that best serve the city's residents, businesses, and other stakeholders.

Each cooperating city must design, plan, and implement their own outreach and assessment process. However, the methods used by the cooperating cities must be inclusive, accessible, effective, and documented.

For the unincorporated communities, the County utilizes a comprehensive community needs assessment (available online or paper copy) together with a series of community meetings. Furthermore, the County also requests detailed strategic plans, studies, needs assessments, other documentation from non-profit and government agencies to incorporate into the Consolidated Plan.

The County recommends that all cooperating cities utilize a combination of comprehensive needs assessment surveys and public forums. The cities can use the County's online survey, available at the link below, as well as the paper version available upon request:

<https://www.rivcoeda.org/Departments/Housing/CommunityDevelopmentBlockGrant/CommunityDevelopment/CDBGProgram/tabid/488/Default.aspx>

Please Note: the County's online survey requires a zip code from the respondent. The County can provide each city with the results of surveys from their city. The city will have to compile all the data from paper surveys and the public meetings.

The cities can customize their surveys to meet their specific needs. The public forum can be a regular council meeting or special community meeting

What Cooperating Cities Must Submit to the County:

Please see the attached *Required Submittals from Cooperating Cities* for a listing of items and documentation that must be submitted by each cooperating city for the 2019-2020 CDBG cycle and the 2019-2024 Consolidated Plan.

For additional information regarding the 2019-2020 CDBG application cycle or the 2019-2024 Consolidated Plan, please contact the CDBG Program Manager assigned to your city or:

Elizabeth Dearen, CDBG Program Manager
5555 Arlington Ave.
Riverside, CA 92504
(951) 343-5618
(951) 343-5609 FAX
edearen@rivco.org

We look forward to receiving your city's applications for the 2019-2020 Cooperating Cities CDBG program, and we thank you for your city's participation in the County's CDBG program.



What Cooperating Cities Must Submit to the County

1. 2019-2020 CDBG applications as required in the attached Notice of Funding Availability (NOFA);
2. Summary of the City's 2019-2024 Consolidated Plan community needs assessment and outreach efforts (public notices, social media, community meetings, survey's distributed/collected, etc); and
3. The City's five year HUD-CPD funding priorities approved and adopted by the City Council (include staff report, minute order)

Example: Senior and youth programs
Street and sidewalk improvements along Main Street
After School Programs
Housing Rehabilitation
Water, sewer, and fire hydrant improvements north of Elm Street
Senior Center improvements
ADA upgrades at Westside Park