



## CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road  
Canyon Lake, CA 92587

Website: [www.cityofcanyonlake.org](http://www.cityofcanyonlake.org)

Mayor Jordan Ehrenkranz  
Mayor Pro Tem Kasey Castillo

Council Members:

Randy Bonner

Larry Greene

Jeremy Smith

City Manager Chris Mann

City Attorney Steven Graham

Deputy City Clerk Ana V. Sauseda

## AGENDA

Regular Meeting of the Canyon Lake City Council  
Wednesday, December 4, 2019

Closed Session 5:00 P.M. – City Hall Administration Office – 31526 Railroad Canyon Road, Suite 5  
Open Session 6:30 P.M. – City Hall Council Chamber – 31516 Railroad Canyon Road

CLOSED SESSION – 5:00 P.M.

CLOSED SESSION CALLED TO ORDER

ROLL CALL Councilmember Bonner, Mayor Pro Tem Castillo, Councilmember Greene, Councilmember Smith, Mayor Ehrenkranz

PUBLIC COMMENT

LIMIT 3 MINUTES

*Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on the agenda, is asked to complete a "Speaker Request Form" available on the back counter in the Council Chamber. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council may impose a three (3) minute limitation upon each person. Any person commenting on an item on the Consent Calendar or on items not on the agenda may do so now. Any person commenting on a Business Item or Public Hearing will be heard at the time that particular item is scheduled on the agenda. The Brown Act does not allow the City Council to discuss matters not on the agenda, therefore, in response to any person addressing the City Council on items not on the agenda, 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.*

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 1 case

B. CONFERENCE WITH LEGAL COUNSEL - REAL PROPERTY NEGOTIATIONS - Pursuant to section 21956.8 - APN 355-330-029  
Agency Negotiator: City Manager

OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION John Giardinelli – Member of the Canyon Lake Community Church

FLAG SALUTE

ROLL CALL Councilmember Bonner, Mayor Pro Tem Castillo, Councilmember Greene, Councilmember Smith, Mayor Ehrenkranz

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Student of the Month

COMMUNITY REPORTS

- Presentation – Captain Landeros to provide a presentation on Homelessness
- 2020 Census Update
- Canyon Lake Chamber of Commerce Announcements

PUBLIC SAFETY UPDATE

- ❖ Sheriff
- ❖ Fire
- ❖ Special/Code Enforcement
- ❖ AMR
- ❖ Animal Friends of the Valleys

PRESENTATION BY MAYOR ON STATE OF THE CITY

PUBLIC COMMENT

LIMIT 3 MINUTES

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## 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.

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2019-45, Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
  - November 6, 2019 – Regular City Council Meeting
- (4) Resolution No 2019-46 - A Resolution of the City Council of the City of Canyon Lake, California, Acknowledging Receipt of Report Made by the Fire Chief of the Riverside County Fire Department Regarding Compliance with the Annual Inspection of Certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- (5) Second Reading of Ordinance No. 185 – An Ordinance of the City Council of the City of Canyon Lake, California, Adding Section 2.01.140 to the Canyon Lake Municipal Code Regarding Filling City Councilmember Vacancies
- (6) Second Reading of Ordinance No. 188 – An Ordinance of the City Council of the City of Canyon Lake, California, Amending Chapters 2.04 and 2.08 of the Municipal Code Related to the Positions of City Clerk and City Treasurer

## PULLED CONSENT CALENDAR ITEMS:

## BUSINESS ITEMS

- (7) City Council Reorganization
  - Selection of Mayor
  - Selection of Mayor Pro Tem
- (8) Committee Assignments
  - Approval of Resolution No. 2019-47, Re-establishing City Council Committees, Committee Functions, and Setting Committee Meeting Dates and Times
- (9) Fire Code Updates
  - Introduction and First Reading of Ordinance No. 190, An Ordinance of The City Council of The City of Canyon Lake California Adopting the 2019 California Fire Code as Amended as Chapter 8.12 of the Canyon Lake Municipal Code
- (10) Economic Development Update – Presentation by Economic Development Consultant Bill Blankenship
- (11) Ordinance – Introduction and First Reading of Ordinance No. 191, an Ordinance of the City Council of the City of Canyon Lake, California, Amending Sections 3.08.110 and 3.08.270 of the Municipal Code related to the purchasing authority of the City Manager

(12) Ordinance – Introduction and First Reading of Ordinance No. 192, an Ordinance of the City Council of the City of Canyon, California, Lake Adding Chapter 5.21 to Title 5 of the Canyon Lake Municipal Code Establishing a Single-Family Residential Rental Registration, Inspection and Crime-Free Rental Housing Program

(13) Budget Adjustment - Fire Department Feasibility Study and Implementation Plan

#### PUBLIC HEARINGS

(14) Building and Construction Code Updates

- Second Reading of Ordinance No. 189, An Ordinance of The City Council of The City of Canyon Lake California Amending Chapter 8.02 of The Canyon Lake Municipal Code, Adopting By Reference The 2019 Editions of The California Codes (Including But Not Limited To The Green Building Code) And Related Model Codes With Appendices And Amendments Thereto
  - Public Hearing Opened
  - Staff Presentation
  - Questions to Staff by City Council
  - Testimony by Proponents
  - Testimony by Opponents
  - Response by Proponents
  - Public Hearing Closed
  - Discussion by City Council
  - Tabulation of Written Protests by City Clerk
  - Action by City Council

#### CITY MANAGER COMMENTS

#### COMMITTEE AND COUNCIL REPORTS/COMMENTS

#### ANNOUNCEMENTS

The next regular meeting will be in January at a date TBD.

#### 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](http://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 Ana V. Sauseda, Deputy City Clerk, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

December 4, 2019 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 November 29, 2019 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:** Honorable Mayor and Members of the City Council  
**FROM:** Chris Mann, City Manager *CM*  
**BY:** Kayla Lozano, Accountant  
**DATE:** December 4, 2019  
**SUBJECT:** List of Demands

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**Recommendation:**

That the City Council adopt a resolution entitled: RESOLUTION NO. 2019-45

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

**Background:**

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of November 6, 2019.

**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:**

1. Resolution No. 2019-45
2. List of Demands



# ATTACHMENT 1

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**RESOLUTION NO. 2019-45**

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

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

Demands are approved as shown on the Demand/Warrant Register of December 4th, in the amount of \$170,384.29 as follows:

Payroll Earnings (Gross)	\$ 47,552.66	(2nd Half of October & 1st Half of November)
Payroll Taxes - Employer	1,081.98	(2nd Half of October & 1st Half of November)
On-line Retirement	5,798.02	(2nd Half of October & 1st Half of November)
On-line Health	969.94	(For the Month of November)
Nationwide Deferred Comp.	344.09	(For the Month of October)
General	114,637.60	
TOTAL	<u>\$ 170,384.29</u>	

PASSED, APPROVED AND ADOPTED this 4th day of December, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

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

I, Ana V. 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. 2019-45 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on December 4, 2019, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Ana V. Sauseda  
Deputy City Clerk

## **ATTACHMENT 2**



## Claims and Demands

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25424	11/7/2019	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of December 2019	2,600.00	10	GENERAL
Total 25424	11/7/2019			2,600.00		
25425	11/7/2019	Bill Blankenship	Economic Development Consulting Oct. 10 - Nov. 9, 2019	1,500.00	10	GENERAL
Total 25425	11/7/2019			1,500.00		
25426	11/7/2019	Randall Bonner	Auto Allowance for November - Bonner	100.00	10	GENERAL
Total 25426	11/7/2019			100.00		
25427	11/7/2019	California Association of Code Enforcement	Membership Dues for Ecclefield 2019	95.00	10	GENERAL
Total 25427	11/7/2019			95.00		
25428	11/7/2019	CFSTES	Fire Inspector 1A Class(11/15)State Fee,3 Code Enf. Officers	240.00	10	GENERAL
Total 25428	11/7/2019			240.00		
25429	11/7/2019	Control Pump	Monthly Landscape Booster Station, October 2019	375.00	20	GAS TAX
25429	11/7/2019	Control Pump	Pump Station shut down, adjust pond water level; 11/5/19	290.00	20	GAS TAX
Total 25429	11/7/2019			665.00		
25430	11/7/2019	Corelogic Information Solutions, INC.	Database for Code Enforcement October 2019	128.75	10	GENERAL
Total 25430	11/7/2019			128.75		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
<del>25431</del>	<del>11/7/2019</del>	<del>CR&amp;R</del>	<del>Refuse for FY 18-19 CY Sec SS3</del>	<del>28,155.75</del>	<del>50</del>	<del>AGENCY</del>
<del>25431</del>	<del>11/7/2019</del>	<del>CR&amp;R</del>	<del>Refuse for FY 18-19 CY Sec SS4</del>	<del>19,522.35</del>	<del>50</del>	<del>AGENCY</del>
<del>25431</del>	<del>11/7/2019</del>	<del>CR&amp;R</del>	<del>Refuse Reissued for FY 17-18 Secured Prior Year Tax</del>	<del>12,605.63</del>	<del>50</del>	<del>AGENCY</del>
Total 25431	11/7/2019			<del>60,283.73</del> $\phi$		
25432	11/7/2019	CTAI Pacific Greenscape	Replace Irrigation control valves on Railroad Cyn Rd. 10/29	480.00	20	GAS TAX
Total 25432	11/7/2019			480.00		
25433	11/7/2019	DATA TICKET	Code Enforcement September 2019	100.00	10	GENERAL
25433	11/7/2019	DATA TICKET	Parking Citations September 2019	100.00	10	GENERAL
Total 25433	11/7/2019			200.00		
25434	11/7/2019	Dawn Ecclefield	Fire Training Course Reimb. for meals (10/25/19-10/27/19)	36.13	10	GENERAL
Total 25434	11/7/2019			36.13		
25435	11/7/2019	Gina Dickson	Fire Training Course Reimb. of Meals, 10/25-10/27/19	28.91	10	GENERAL
Total 25435	11/7/2019			28.91		
25436	11/7/2019	Jordan Ehrenkranz	Auto Allowance for November - Ehrenkranz	100.00	10	GENERAL
25436	11/7/2019	Jordan Ehrenkranz	Leage of Ca Cities Conf. reimb. for travel and parking, 10/16	111.52	10	GENERAL
Total 25436	11/7/2019			211.52		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25437	11/7/2019	Fast Signs	Repair Power Supply on Exterior City Hall Sign, 10/28/2019	387.00	10	GENERAL
Total 25437	11/7/2019			387.00		
25438	11/7/2019	GOLDING PUBLICATIONS	City Logo #10 Window Envelopes, 10/29/2019	174.01	10	GENERAL
Total 25438	11/7/2019			174.01		
25439	11/7/2019	Cynthia Graham	Planning Deposit Refund for 23630 Continental Drive	893.00	10	GENERAL
Total 25439	11/7/2019			893.00		
25440	11/7/2019	Ariel Hall	City Clerk Consulting & Travel Expenses for October 2019	890.73	10	GENERAL
Total 25440	11/7/2019			890.73		
25441	11/7/2019	Jeremy Smith	Auto Allowance for November - Smith	100.00	10	GENERAL
Total 25441	11/7/2019			100.00		
25442	11/7/2019	Kasey Castillo	Auto Allowance for November - Castillo	100.00	10	GENERAL
Total 25442	11/7/2019			100.00		
25443	11/7/2019	Larry Greene	Auto Allowance for November - Greene	100.00	10	GENERAL
Total 25443	11/7/2019			100.00		
25444	11/7/2019	League of California Cities	Riv. Co. Div. Mtg. Mann, Smith & Bonner; 7/8/19	120.00	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25444	11/7/2019	League of California Cities	Riv. Div. Mtg. in Long Beach; Ehrenkranz, Bonner, Smith 10/16	150.00	10	GENERAL
Total 25444	11/7/2019			270.00		
25445	11/7/2019	Tress Maksimuk	Bagpiper fo Veteran's Day Event, 11/11/19	250.00	10	GENERAL
Total 25445	11/7/2019			250.00		
25446	11/7/2019	Ruby Manzano	Fire Training Course Reimb. of Meals & Fuel, 10/25-10/27/19	78.74	10	GENERAL
Total 25446	11/7/2019			78.74		
25447	11/7/2019	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for September 2019	6,700.00	10	GENERAL
Total 25447	11/7/2019			6,700.00		
25448	11/7/2019	Regional Conservation Authority	Additional MSHCP Fees Collected for October 2019	2,168.00	50	AGENCY
Total 25448	11/7/2019			2,168.00		
25449	11/7/2019	STAPLES	Office Supplies-Coffee, Soap, Paper Trimmer, Post-It's Oct19	377.30	10	GENERAL
Total 25449	11/7/2019			377.30		
25450	11/7/2019	Trauma Intervention Program	Annual Trauma Intervention Program FY 2019-20	1,500.00	10	GENERAL
Total 25450	11/7/2019			1,500.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25451	11/12/2...	CR&R	Refuse for FY 18-19 CY Sec. SS4	19,522.35	50	AGENCY
25451	11/12/2...	CR&R	Refuse Re-Issued for FY 17-18 Secured Prior Year Tax	12,605.63	50	AGENCY
Total 25451	11/12/2...			32,127.98		
25452	11/20/2...	Aflac	Supplemental Insurance for November 2019	432.82	10	GENERAL
Total 25452	11/20/2...			432.82		
25453	11/20/2...	CANYON LAKE PEST CONTROL, Steven E. Young	Monthly Pest Control for Fire Station, 11/8/19	40.00	10	GENERAL
25453	11/20/2...	CANYON LAKE PEST CONTROL, Steven E. Young	Quarterly Pest Control for Storage Unit P.O.#10-016, 11/8/19	90.00	10	GENERAL
Total 25453	11/20/2...			130.00		
25454	11/20/2...	Canyon Lake Property Owners Assoc.	Parking Lot Setup of Tables/Chair for Veterans Day	580.00	10	GENERAL
Total 25454	11/20/2...			580.00		
25455	11/20/2...	Cole Huber LLP	Attorney Services for October 2019	7,063.73	10	GENERAL
Total 25455	11/20/2...			7,063.73		
25456	11/20/2...	CTAI Pacific Greenscape	Monthly Landscape Maintenance for Fire Station, November2019	250.00	10	GENERAL
25456	11/20/2...	CTAI Pacific Greenscape	Extra Work for Irrigation Leaks on Railroad Canyon, 11/13/19	960.00	20	GAS TAX
25456	11/20/2...	CTAI Pacific Greenscape	Extra Work Plant Replacement on Railroad Canyon Rd, 11/13/19	4,784.00	20	GAS TAX

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25456	11/20/2...	CTAI Pacific Greenscape	Monthly Median & Parkways Landscape Maintenance November2019	5,000.00	20	GAS TAX
Total 25456	11/20/2...			10,994.00		
25457	11/20/2...	DATA TICKET	Code Enforcement October 2019	100.00	10	GENERAL
25457	11/20/2...	DATA TICKET	Parking Citations October 2019	100.00	10	GENERAL
Total 25457	11/20/2...			200.00		
25458	11/20/2...	Delgado Janitorial Services	Janitorial Services for November 2019	941.50	10	GENERAL
Total 25458	11/20/2...			941.50		
25459	11/20/2...	DIRECTV	Satellite Service for Fire Station, 11/12/19 to 12/11/19	110.09	10	GENERAL
Total 25459	11/20/2...			110.09		
25460	11/20/2...	ECS Imaging, Inc.	Digital Document Mgmt. Software for all City Records 11/20	8,493.00	10	GENERAL
Total 25460	11/20/2...			8,493.00		
25461	11/20/2...	FRIDAY FLYER	Adoption of Urgency Ordinance #184, 9/13/19	50.40	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Appointment to Unexpired Term on the City Council, 9/13/19	40.95	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Inviting Sealed Bid Proposals, 10/4/19	118.65	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Inviting Sealed Bid Proposals, 9/20/19	119.70	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Notice Inviting Sealed RFP Proposals, 10/4/19	65.10	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25461	11/20/2...	FRIDAY FLYER	Notice of Intro. Ordinance #187, 10/11/19	29.40	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Notice of Ordinance Introduction #185, 10/11/19	29.40	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Notice to City of CL - Reg. Ordinance #186, 10/11/19	48.30	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Ordinance #186, 9/13/19	56.70	10	GENERAL
25461	11/20/2...	FRIDAY FLYER	Ordinance #187, 10/4/19	28.35	10	GENERAL
Total 25461	11/20/2...			586.95		
25462	11/20/2...	Frontier Communications	City Hall Internet, 11/10/19 to 12/9/19	201.56	10	GENERAL
25462	11/20/2...	Frontier Communications	City Hall Phones, 11/13/19 to 12/12/19	90.47	10	GENERAL
25462	11/20/2...	Frontier Communications	Phones for Fire Station, 11/13/19 to 12/12/19	278.29	10	GENERAL
Total 25462	11/20/2...			570.32		
25463	11/20/2...	Debby Gagnon	Reimb. for flowers for Veteran's Day, 11/11/19	339.00	10	GENERAL
Total 25463	11/20/2...			339.00		
25464	11/20/2...	THE GAS COMPANY	Gas Charges for October Billing, 10/30/2019	0.04	10	GENERAL
Total 25464	11/20/2...			0.04		
25465	11/20/2...	NANCY GREENHALGH	Retiree Health Insurance December 2019	163.37	10	GENERAL
Total 25465	11/20/2...			163.37		
25466	11/20/2...	Jolly Jumps	50% Safety Deposit for Winter Wonderland Event Package, 11/7	6,082.50	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 25466	11/20/2...			6,082.50		
25467	11/20/2...	Ruby Manzano	Fire Training Course Reimb. of Meals Manzano & Dickson,11/19	24.12	10	GENERAL
Total 25467	11/20/2...			24.12		
25468	11/20/2...	Nate Volk	Video Broadcasting Mtg. 11/6/19 and Extra Time	500.00	10	GENERAL
Total 25468	11/20/2...			500.00		
25469	11/20/2...	Purchase Power	Postage for 11/13/19	42.54	10	GENERAL
Total 25469	11/20/2...			42.54		
25470	11/20/2...	Premier Party & Tent Rentals	Rental of Stage/Chairs/Canopy & Setup/Breakdown-Veteran's...	1,723.83	10	GENERAL
Total 25470	11/20/2...			1,723.83		
25471	11/20/2...	PZL, Inc.	Plannning Services for October 2019	4,100.00	10	GENERAL
Total 25471	11/20/2...			4,100.00		
25472	11/20/2...	JOHN REGUS	Library Lease for January 2020	1,074.62	10	GENERAL
Total 25472	11/20/2...			1,074.62		
25473	11/20/2...	COUNTY OF RIVERSIDE-TLMA	SLF Costs October 2019	601.76	20	GAS TAX
Total 25473	11/20/2...			601.76		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25474	11/20/2...	Special District Risk Management Authority	Dental & Vision Ins. for Ecclefield, Mann & Sauseda Dec 2019	298.96	10	GENERAL
Total 25474	11/20/2...			298.96		
25475	11/20/2...	Signs4Realtors	Banner for Veteran's Day 11/7/19	193.86	10	GENERAL
Total 25475	11/20/2...			193.86		
25476	11/20/2...	STATE COMP. INS. FUND	Workers Comp Insurance for December 2019	884.75	10	GENERAL
Total 25476	11/20/2...			884.75		
25477	11/20/2...	Synoptek, LLC	IT Services for November 2019	2,664.70	10	GENERAL
Total 25477	11/20/2...			2,664.70		
25478	11/20/2...	Time Warner Cable	Digital Converter for City Hall, 10/22/19 to 11/21/19	5.25	10	GENERAL
25478	11/20/2...	Time Warner Cable	Internet for Fire Station, 11/10/19 to 12/9/19	99.98	10	GENERAL
Total 25478	11/20/2...			105.23		
25479	11/20/2...	TRI LAKE CONSULTANTS, INC.	Wrought Iron Fencing Repair - Finalize Plans 7/1 to 9/30/19	1,049.60	20	GAS TAX
Total 25479	11/20/2...			1,049.60		
25480	11/20/2...	TRI LAKE CONSULTANTS, INC.	Engineer for SB-1 Project & RMRA Expenditure Report Sept '19	280.00	20	GAS TAX
Total 25480	11/20/2...			280.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25481	11/20/2...	TRI LAKE CONSULTANTS, INC.	Engineering Services for Misc. Items 7/1/19 to 9/30/19	1,178.00	10	GENERAL
Total 25481	11/20/2...			1,178.00		
25482	11/20/2...	U. S. Bank	ICMA Conf., League Conf., Veteran's Day, Wonderland Dep, etc	6,742.61	10	GENERAL
Total 25482	11/20/2...			6,742.61		
25483	11/20/2...	Verizon Wireless	Cell Phones, 10/4/19 to 11/3/19	392.98	10	GENERAL
25483	11/20/2...	Verizon Wireless	iPads, 10/4/19 to 11/3/19	207.09	10	GENERAL
Total 25483	11/20/2...			600.07		
EFT72		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 9/6/19 to 10/21/19	154.96	10	GENERAL
Total EFT72				154.96		
EFT73		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals October 2019	6.57	20	GAS TAX
Total EFT73				6.57		
EFT74		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 9/13/19 to 10/15/19	498.48	10	GENERAL
Total EFT74				498.48		
EFT75		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/13/19 to 10/15/19	181.04	20	GAS TAX
Total EFT75				181.04		
EFT76		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 9/13/19 to 10/15/19	950.47	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2019 Through 11/30/2019

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT76				950.47		
EFT77		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/20/19 to 10/22/19	49.51	20	GAS TAX
Total EFT77				49.51		
EFT78		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/27/19 to 10/29/19	304.96	20	GAS TAX
Total EFT78				304.96		
EFT79		Sparkletts	Sparkletts Drinking Water for City Hall & Admin October 2019	94.25	10	GENERAL
Total EFT79				94.25		
EFT80		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Detector 9/25/19 to 10/25/19	92.28	10	GENERAL
Total EFT80				92.28		
EFT81		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 9/27/19 to 10/28/19	384.18	10	GENERAL
Total EFT81				384.18		
EFT82		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 9/27/19 to 10/28/19	766.86	20	GAS TAX
Total EFT82				766.86		

Report Total

174,921.33  
 - 60,283.73 Void Check # 25431  
\$ 114,637.60

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

Vendor ID	Invoice Description	Cash Required
AMP	Rent for Admin Bldg. for the month of December 2019	2,600.00
Bill Blankenship	Economic Development Consulting Oct. 10 - Nov. 9, 2019	1,500.00
Bonner	Auto Allowance for November - Bonner	100.00
CACEO	Membership Dues for Ecclefield 2019	95.00
CFSTES	Fire Inspector 1A Class(11/15)State Fee,3 Code Enf. Officers	240.00
Control Pump	Pump Station shut down, adjust pond water level; 11/5/19	290.00
	Monthly Landscape Booster Station, October 2019	375.00
Corelogic	Database for Code Enforcement October 2019	128.75
CR&R	Refuse Reissued for FY 17-18 Secured Prior Year Tax	<del>12,605.63</del>
	Refuse for FY 18-19 CY Sec SS3	<del>28,155.75</del>
	Refuse for FY 18-19 CY Sec SS4	<del>19,522.35</del>
CTAI	Replace Irrigation control valves on Railroad Cyn Rd. 10/29	480.00
DATA TICKET	Code Enforcement September 2019	100.00
	Parking Citations September 2019	100.00
Dawn Ecclefield	Fire Training Course Reimb. for meals (10/25/19-10/27/19)	36.13
Dickson	Fire Training Course Reimb. of Meals, 10/25-10/27/19	28.91
Ehrenkranz	Auto Allowance for November - Ehrenkranz	100.00
	Leage of Ca Cities Conf. reimb. for travel and parking,10/16	111.52
Fast Signs	Repair Power Supply on Exterior City Hall Sign, 10/28/2019	387.00
GOLDING	City Logo #10 Window Envelopes, 10/29/2019	174.01
Graham	Planning Deposit Refund for 23630 Continental Drive	893.00
Hall	City Clerk Consulting & Travel Expenses for October 2019	890.73
Jeremy Smith	Auto Allowance for November - Smith	100.00
Kasey Castillo	Auto Allowance for November - Castillo	100.00
Larry Greene	Auto Allowance for November - Greene	100.00
LOCC	Riv. Div. Mtg. in Long Beach;Ehrenkranz, Bonner, Smith 10/16	150.00
	Riv. Co. Div. Mtg. Mann, Smith & Bonner; 7/8/19	120.00
Maksimuk	Bagpiper fo Veteran's Day Event, 11/11/19	250.00
Manzano	Fire Training Course Reimb. of Meals & Fuel, 10/25-10/27/19	78.74
RAMS	Accounting Services for September 2019	6,700.00
RCA	Additional MSHCP Fees Collected for October 2019	2,168.00

Date: 11/7/19  
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City of Canyon Lake  
Invoices Selected for Payment - COUNCIL CHECK REPORT

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
STAPLES	Office Supplies-Coffee, Soap, Paper Trimmer, Post-It's Oct19	377.30
TIP	Annual Trauma Intervention Program FY 2019-20	<u>1,500.00</u>
Report Total		80,557.82 <u>- 60,283.73</u> <u>\$ 20,274.09</u>

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
CR&R	Refuse Re-Issued for FY 17-18 Secured Prior Year Tax	12,605.63
	Refuse for FY 18-19 CY Sec. SS4	<u>19,522.35</u>
Report Total		<u><u>32,127.98</u></u>

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

Vendor ID	Invoice Description	Cash Required
Aflac	Supplemental Insurance for November 2019	432.82
CL PEST	Quarterly Pest Control for Storage Unit P.O.#10-016, 11/8/19	90.00
	Monthly Pest Control for Fire Station, 11/8/19	40.00
CL PROPERTY OWNERS	Parking Lot Setup of Tables/Chair for Veterans Day	580.00
Cole Huber	Attorney Services for October 2019	7,063.73
CTAI	Monthly Median & Parkways Landscape Maintenance November2019	5,000.00
	Monthly Landscape Maintenance for Fire Station, November2019	250.00
	Extra Work for Irrigation Leaks on Railroad Canyon, 11/13/19	960.00
	Extra Work Plant Replacement on Railroad Canyon Rd, 11/13/19	4,784.00
DATA TICKET	Parking Citations October 2019	100.00
	Code Enforcement October 2019	100.00
Delgado	Janitorial Services for November 2019	941.50
DIRECTV	Satellite Service for Fire Station, 11/12/19 to 12/11/19	110.09
ECS	Digital Document Mgmt. Software for all City Records 11/20	8,493.00
FRIDAY FLYER	Appointment to Unexpired Term on the City Council, 9/13/19	40.95
	Adoption of Urgency Ordinance #184, 9/13/19	50.40
	Ordinance #186, 9/13/19	56.70
	Inviting Sealed Bid Proposals, 9/20/19	119.70
	Inviting Sealed Bid Proposals, 10/4/19	118.65
	Notice Inviting Sealed RFP Proposals, 10/4/19	65.10
	Ordinance #187, 10/4/19	28.35
	Notice of Ordinance Introduction #185, 10/11/19	29.40
	Notice to City of CL - Reg. Ordinance #186, 10/11/19	48.30
	Notice of Intro. Ordinance #187, 10/11/19	29.40
Frontier	City Hall Phones, 11/13/19 to 12/12/19	90.47
	City Hall Internet, 11/10/19 to 12/9/19	201.56
	Phones for Fire Station, 11/13/19 to 12/12/19	278.29
Gagnon	Reimb. for flowers for Veteran's Day, 11/11/19	339.00
GAS CO	Gas Charges for October Billing, 10/30/2019	0.04
GREENHALGH	Retiree Health Insurance December 2019	163.37
Jolly Jumps	50% Safety Deposit for Winter Wonderland Event Package, 11/7	6,082.50
Manzano	Fire Training Course Reimb. of Meals Manzano & Dickson,11/19	24.12
Nate Volk	Video Broadcasting Mtg. 11/6/19 and Extra Time	500.00

Date: 11/21/19  
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City of Canyon Lake  
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
Pitney Bowes - Purchase Power	Postage for 11/13/19	42.54
Premier	Rental of Stage/Chairs/Canopy & Setup/Breakdown-Veteran'sDay	1,723.83
PZL, Inc.	Plannning Services for October 2019	4,100.00
REGUS	Library Lease for January 2020	1,074.62
Riv Co TLMA	SLF Costs October 2019	601.76
SDRMA	Dental & Vision Ins. for Ecclefield, Mann & Sauseda Dec 2019	298.96
Signs4Realtors	Banner for Veteran's Day 11/7/19	193.86
STATE FUND	Workers Comp Insurance for December 2019	884.75
Synoptek	IT Services for November 2019	2,664.70
Time Warner	Internet for Fire Station, 11/10/19 to 12/9/19	99.98
	Digital Converter for City Hall, 10/22/19 to 11/21/19	5.25
TRI LAKE	Wrought Iron Fencing Repair - Finalize Plans 7/1 to 9/30/19	1,049.60
	Engineering Services for Misc. Items 7/1/19 to 9/30/19	1,178.00
	Engineer for SB-1 Project & RMRA Expenditure Report Sept '19	280.00
US Bank	ICMA Conf., League Conf., Veteran's Day, Wonderland Dep, etc	6,742.61
VerizonW	Cell Phones, 10/4/19 to 11/3/19	392.98
	iPads, 10/4/19 to 11/3/19	207.09
Report Total		58,751.97

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 10/31/2019  
Process: 2019103101  
Period: 10/16/2019 to 10/31/2019

**Department: (20)City Employees**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		492.43	PTAXI Pre-Tax P.	CA	California SI	272.39	CA	California SI	4111.28	160.72	CA ETT CA Edu & T	0.00
102	Reg Regular		3891.24		CASDJ	CA SDI - Eir		CASUI	California SI	4383.67	43.84	CASUI California SI	0.00
3891.24	Salary				FITW	Federal Incon		MED-R	Medicare - E	4111.28	451.19	MED-R Medicare - E	63.56
					MED	Medicare				4383.67	63.56		63.56
	<b>Total Earnings</b>	<b>0.00</b>	<b>4383.67</b>	<b>Total Deductions</b>			<b>272.39</b>				<b>719.31</b>		<b>63.56</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
Reg	Regular	50.00	1053.50		CA	California SI		CA ETT	CA Edu & T	1053.50	15.80	CA ETT CA Edu & T	0.00
					CASDJ	CA SDI - Eir		CASUI	California SI	1053.50	10.53	CASUI California SI	65.32
					FITW	Federal Incon		MED-R	Medicare - E	1053.50	56.18	MED-R Medicare - E	15.28
					MED	Medicare				1053.50	15.28		15.28
	<b>Total Earnings</b>	<b>50.00</b>	<b>1053.50</b>	<b>Total Deductions</b>			<b>0.00</b>				<b>97.78</b>		<b>80.60</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
Reg	Regular	49.00	787.43	457B EE	CA	California SI	59.06	CA	California SI	728.37	8.07	CA ETT CA Edu & T	0.00
					CASDJ	CA SDI - Eir		CASUI	California SI	787.43	7.88	CASUI California SI	48.82
					FITW	Federal Incon		MED-R	Medicare - E	728.37	23.67	MED-R Medicare - E	11.42
					MED	Medicare				787.43	11.42		11.42
					SS	OASDI				787.43	0.00		0.00
	<b>Total Earnings</b>	<b>49.00</b>	<b>787.43</b>	<b>Total Deductions</b>			<b>59.06</b>				<b>51.04</b>		<b>60.24</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		103.28	PTIXPE Pre-Tax P.	CA	California SI	399.38	CA	California SI	5695.57	432.60	CA ETT CA Edu & T	0.00
111	Auto Auto Allo		75.00		CASDJ	CA SDI - Eir		CASUI	California SI	6094.95	60.95	CASUI California SI	0.00
5916.67	Salary				FITW	Federal Incon		MED-R	Medicare - E	5695.57	1044.21	MED-R Medicare - E	88.38
					MED	Medicare				6094.95	88.38		88.38
	<b>Total Earnings</b>	<b>49.00</b>	<b>787.43</b>	<b>Total Deductions</b>			<b>59.06</b>				<b>1626.14</b>		<b>88.38</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		527.34	457B EE	CA	California SI	66.00	CA	California SI	2670.98	40.19	CA ETT CA Edu & T	0.00
108	Comp Tin	28.50	712.79	PTAXI Pre-Tax P.	CASDJ	CA SDI - Eir	166.32	CASUI	California SI	2903.30	29.03	CASUI California SI	0.00
25.0100	Reg Regular		1663.17		FITW	Federal Incon		MED-R	Medicare - E	2670.98	182.35	MED-R Medicare - E	2903.30
					MED	Medicare				2903.30	42.10		42.10
	<b>Total Earnings</b>	<b>95.00</b>	<b>2903.30</b>	<b>Total Deductions</b>			<b>232.32</b>				<b>293.67</b>		<b>42.10</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		1123.05	457B EE	CA	California SI	125.06	CA	California SI	14259.70	657.38	CA ETT CA Edu & T	0.00
2	Auto Auto Allo		75.00	PTAXI Pre-Tax P.	CASDJ	CA SDI - Eir	438.71	CASUI	California SI	15222.85	152.23	CASUI California SI	114.14
28.50	Comp Tin		712.79	PTIXPE Pre-Tax P.	FITW	Federal Incon	399.38	MED-R	Medicare - E	14259.70	1757.60	MED-R Medicare - E	220.74
165.50	Reg Regular		13312.01		MED	Medicare				15222.85	220.73		220.74
	<b>Total Earnings</b>	<b>194.00</b>	<b>15222.85</b>	<b>Total Deductions</b>			<b>963.15</b>				<b>2787.94</b>		<b>334.88</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		75.00	457B EE	CA	California SI	125.06	CA	California SI	14259.70	657.38	CA ETT CA Edu & T	0.00
2	Auto Auto Allo		75.00	PTAXI Pre-Tax P.	CASDJ	CA SDI - Eir	438.71	CASUI	California SI	15222.85	152.23	CASUI California SI	114.14
28.50	Comp Tin		712.79	PTIXPE Pre-Tax P.	FITW	Federal Incon	399.38	MED-R	Medicare - E	14259.70	1757.60	MED-R Medicare - E	220.74
165.50	Reg Regular		13312.01		MED	Medicare				15222.85	220.73		220.74
	<b>Total Earnings</b>	<b>194.00</b>	<b>15222.85</b>	<b>Total Deductions</b>			<b>963.15</b>				<b>2787.94</b>		<b>334.88</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount
125CO	125 Cash		75.00	457B EE	CA	California SI	125.06	CA	California SI	14259.70	657.38	CA ETT CA Edu & T	0.00
2	Auto Auto Allo		75.00	PTAXI Pre-Tax P.	CASDJ	CA SDI - Eir	438.71	CASUI	California SI	15222.85	152.23	CASUI California SI	114.14
28.50	Comp Tin		712.79	PTIXPE Pre-Tax P.	FITW	Federal Incon	399.38	MED-R	Medicare - E	14259.70	1757.60	MED-R Medicare - E	220.74
165.50	Reg Regular		13312.01		MED	Medicare				15222.85	220.73		220.74
	<b>Total Earnings</b>	<b>194.00</b>	<b>15222.85</b>	<b>Total Deductions</b>			<b>963.15</b>				<b>2787.94</b>		<b>334.88</b>

City of Canyon Lake  
Company (10756)

Check Date: 10/31/2019  
Process: 2019103101  
Period: 10/16/2019 to 10/31/2019

12/20/2019 City Council Agenda

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
125CO	125 Cash		161.06	457B	457B EE	50.00	CA	California SI	CA	CA ETT	CA Edu & T	1481.03	CA Edu & T	34.61	0.00	0.00
104	Reg Regular	58.00	1469.14	PTXPE	Pre-Tax P.	99.17	CASDI	CA SDI - Err	CASUI	California SI	0.00	1630.20	California SI	16.30	0.00	0.00
25.3300							FITW	Federal Incon	MED-R	Medicare - E	1630.20	1481.03	Medicare - E	102.56	23.64	23.64
							MED	Medicare				1630.20		23.64		23.64
	<b>Total Earnings</b>	<b>58.00</b>	<b>1630.20</b>	<b>Total Deductions</b>	<b>149.17</b>							<b>177.11</b>	<b>Total Employer Taxes</b>	<b>177.11</b>		<b>23.64</b>

Code	Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
125CO	125 Cash		477.29	PTAXI	Pre-Tax P.	205.02	CA	California SI	CA	CA ETT	CA Edu & T	3201.13	CA Edu & T	182.83	0.00	0.00
101	Comp Comp Tin	3.50	107.91				CASDI	CA SDI - Err	CASUI	California SI	0.00	3406.15	California SI	34.07	0.00	0.00
30.8300	Reg Regular	91.50	2820.95				FITW	Federal Incon	MED-R	Medicare - E	3406.15	3201.13	Medicare - E	308.97	49.39	49.39
							MED	Medicare				3406.15		49.39		49.39
	<b>Total Earnings</b>	<b>95.00</b>	<b>3406.15</b>	<b>Total Deductions</b>	<b>205.02</b>							<b>575.26</b>	<b>Total Employer Taxes</b>	<b>575.26</b>		<b>49.39</b>

Code	Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
125CO	125 Cash		767.20	PTAXI	Pre-Tax P.	53.70	CA	California SI	CA	CA ETT	CA Edu & T	713.50	CA Edu & T	7.75	0.00	0.00
113	Comp Comp Tin	28.00	107.91				CASDI	CA SDI - Err	CASUI	California SI	0.00	767.20	California SI	7.67	0.00	0.00
27.4000	Reg Regular	91.50	2820.95				FITW	Federal Incon	MED-R	Medicare - E	767.20	713.50	Medicare - E	58.54	11.12	11.12
							MED	Medicare				767.20		11.12		11.12
	<b>Total Earnings</b>	<b>28.00</b>	<b>767.20</b>	<b>Total Deductions</b>	<b>53.70</b>							<b>85.08</b>	<b>Total Employer Taxes</b>	<b>85.08</b>		<b>58.69</b>

Code	Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
125CO	125 Cash		499.58	PTXPE	Pre-Tax P.	168.91	CA	California SI	CA	CA ETT	CA Edu & T	2832.97	CA Edu & T	71.62	0.00	0.00
98	Comp Comp Tin	9.50	250.23				CASDI	CA SDI - Err	CASUI	California SI	0.00	3001.88	California SI	30.02	0.00	0.00
26.3400	Reg Regular	85.50	2252.07				FITW	Federal Incon	MED-R	Medicare - E	3001.88	2832.97	Medicare - E	264.79	43.53	43.53
							MED	Medicare				3001.88		43.53		43.53
	<b>Total Earnings</b>	<b>95.00</b>	<b>3001.88</b>	<b>Total Deductions</b>	<b>168.91</b>							<b>409.96</b>	<b>Total Employer Taxes</b>	<b>409.96</b>		<b>43.53</b>

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
125CO	125 Cash		1137.93	457B	457B EE	50.00	CA	California SI	CA	CA ETT	CA Edu & T	8228.63	CA Edu & T	296.81	0.00	0.00
1	Comp Comp Tin	13.00	358.14	PTAXI	Pre-Tax P.	258.72	CASDI	CA SDI - Err	CASUI	California SI	0.00	8805.43	California SI	88.06	47.57	47.57
	Reg Regular	263.00	7309.36	PTXPE	Pre-Tax P.	268.08	FITW	Federal Incon	MED-R	Medicare - E	8805.43	8228.63	Medicare - E	734.86	127.68	127.68
							MED	Medicare				8805.43		127.68		127.68
	<b>Total Earnings</b>	<b>276.00</b>	<b>8805.43</b>	<b>Total Deductions</b>	<b>576.80</b>							<b>1247.41</b>	<b>Total Employer Taxes</b>	<b>1247.41</b>		<b>175.25</b>

**Labor Distribution**

**City of Canyon Lake**

Company (10756)

Check Date: 10/31/2019  
 Process: 2019103101  
 Period: 10/16/2019 to 10/31/2019

**Department: (50)Council Members**

Emp Id	Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
78	Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00
						FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.59	300.00	Gross
						MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.34	300.00	Tot Liab
																Net Amt
																295.65

<b>Total Earnings</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Deductions</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Earnings</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Deductions</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Earnings</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Deductions</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	300.00	CA Edu & Ti	0.00	300.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	300.00	California SI	18.60	300.00	Gross	
					MED	Medicare	4.35	MED	MED-R	4.35	300.00	Medicare - E	4.35	300.00	Tot Liab	
																Net Amt
																295.65

<b>Total Earnings</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		1500.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	1500.00	CA Edu & Ti	0.00	1500.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	1500.00	California SI	92.99	1500.00	Gross	
					MED	Medicare	21.75	MED	MED-R	21.75	1500.00	Medicare - E	21.74	1500.00	Tot Liab	
																Net Amt
																1478.25

<b>Total Deductions</b>																
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Reg	Regular		1500.00		CA	California SI	0.00	CA	CA Edu & Ti	0.00	1500.00	CA Edu & Ti	0.00	1500.00	0.00	
					FITW	Federal Inco	0.00	FITW	California SI	0.00	1500.00	California SI	92.99	1500.00	Gross	
					MED	Medicare	21.75	MED	MED-R	21.75	1500.00	Medicare - E	21.74	1500.00	Tot Liab	
																Net Amt
																1478.25

Labor Distribution

City of Canyon Lake  
Company (10756)

Check Date: 10/31/2019  
Process: 2019103101  
Period: 10/16/2019 to 10/31/2019

Report Total

Emp Code	Emp Earning	Hours	Amount	Deduction Code	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
7	125CO 125 Cash		2260.98	457B	457B EE	CA	California SI	23988.33	954.19	CAETT	CA Edu & T	4108.13	0.00
7	Auto Auto Allo		75.00	PTAXI	Pre-Tax P.	CASDI	CA SDI - Eir	24028.28	240.29	CASUI	California SI	4108.13	254.70
	Comp Comp Tin	41.50	1070.93	PTXPE	Pre-Tax P.	FITW	Federal Inco	23988.33	2492.46	MED-R	Medicare - E	25528.28	370.16
	Reg Regular	428.50	22121.37			MED	Medicare	25528.28	370.16				25528.28
						SS	OASDI	787.43	0.00				26153.14
													19931.23
	<b>Total Earnings</b>	<b>470.00</b>	<b>25528.28</b>	<b>Total Deductions</b>					<b>4057.10</b>	<b>Total Employer Taxes</b>			<b>624.86</b>

*Chris Mann*  
Chris Mann, City Manager

10-30-19  
Date

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI Pre-Tax P.	CA	272.39	California SI	4111.28	CAEIT	CA Edu & T	160.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00
102	Hol Holiday	9.50	0.00		CASDI	0.00	CA SDI - Err	4383.67	CASUI	California SI	43.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3891.24	Reg Regular		3891.24		FITW	3891.24	Federal Inco	4111.28	MED-R	Medicare - E	451.19	4383.67	4383.67	63.56	63.56	63.56	63.56	63.56
					MED	63.56	Medicare	4383.67										
	<b>Total Earnings</b>	<b>9.50</b>	<b>4383.67</b>	<b>Total Deductions</b>		<b>272.39</b>								<b>719.30</b>	<b>Total Employer Taxes</b>			<b>63.56</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular	37.50	790.13		CA	790.13	California SI	790.13	CAEIT	CA Edu & T	9.43	790.13	790.13	0.00	0.00	0.00	0.00	0.00
					CASDI	790.13	CA SDI - Err	790.13	CASUI	California SI	7.90	790.13	790.13	48.99	48.99	48.99	48.99	48.99
					FITW	790.13	Federal Inco	790.13	MED-R	Medicare - E	29.85	790.13	790.13	11.46	11.46	11.46	11.46	11.46
					MED	11.46	Medicare	790.13										
	<b>Total Earnings</b>	<b>37.50</b>	<b>790.13</b>	<b>Total Deductions</b>		<b>0.00</b>								<b>58.64</b>	<b>Total Employer Taxes</b>			<b>60.45</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular	38.00	610.66	457B EE	CA	45.80	California SI	564.86	CAEIT	CA Edu & T	0.00	610.66	610.66	0.00	0.00	0.00	0.00	0.00
					CASDI	610.66	CA SDI - Err	610.66	CASUI	California SI	6.10	610.66	610.66	37.86	37.86	37.86	37.86	37.86
					FITW	610.66	Federal Inco	564.86	MED-R	Medicare - E	7.32	610.66	610.66	8.85	8.85	8.85	8.85	8.85
					MED	8.86	Medicare	610.66										
	<b>Total Earnings</b>	<b>38.00</b>	<b>610.66</b>	<b>Total Deductions</b>		<b>45.80</b>								<b>22.28</b>	<b>Total Employer Taxes</b>			<b>46.71</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
125CO	125 Cash		103.28	PTXPE Pre-Tax P.	CA	399.38	California SI	5695.57	CAEIT	CA Edu & T	432.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00
111	Auto Auto Allo		75.00		CASDI	0.00	CA SDI - Err	6094.95	CASUI	California SI	60.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5916.67	Hol Holiday	6.25	0.00		FITW	0.00	Federal Inco	5695.57	MED-R	Medicare - E	1044.21	6094.95	6094.95	88.38	88.38	88.38	88.38	88.38
	Reg Regular		5916.67		MED	88.37	Medicare	6094.95										
	<b>Total Earnings</b>	<b>6.25</b>	<b>6094.95</b>	<b>Total Deductions</b>		<b>399.38</b>								<b>1626.13</b>	<b>Total Employer Taxes</b>			<b>88.38</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
125CO	125 Cash		527.34	457B EE	CA	66.00	California SI	2229.05	CAEIT	CA Edu & T	20.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
108	Comp Comp Tin	9.00	225.09	PTAXI Pre-Tax P.	CASDI	133.05	CA SDI - Err	2428.10	CASUI	California SI	24.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25.0100	Hol Holiday	19.00	475.19		FITW	475.19	Federal Inco	2229.05	MED-R	Medicare - E	129.32	2428.10	2428.10	35.21	35.21	35.21	35.21	35.21
	Reg Regular		1200.48		MED	35.20	Medicare	2428.10										
	<b>Total Earnings</b>	<b>76.00</b>	<b>2428.10</b>	<b>Total Deductions</b>		<b>199.05</b>								<b>209.55</b>	<b>Total Employer Taxes</b>			<b>35.21</b>

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
3	125CO 125 Cash		1123.05	457B EE	CA	111.80	California SI	13390.89	CAEIT	CA Edu & T	623.50	1400.79	1400.79	0.00	0.00	0.00	0.00	0.00
2	Auto Auto Allo		75.00	PTAXI Pre-Tax P.	CASDI	405.44	CA SDI - Err	14307.51	CASUI	California SI	143.06	1400.79	1400.79	86.85	86.85	86.85	86.85	86.85
	Comp Comp Tin	9.00	225.09	PTXPE Pre-Tax P.	FITW	399.38	Federal Inco	13390.89	MED-R	Medicare - E	1661.89	14307.51	14307.51	207.46	207.46	207.46	207.46	207.46
	Hol Holiday	34.75	475.19		MED	207.45	Medicare	14307.51										
	Reg Regular	123.50	12409.18															
	<b>Total Earnings</b>	<b>167.25</b>	<b>14307.51</b>	<b>Total Deductions</b>		<b>916.62</b>								<b>2635.90</b>	<b>Total Employer Taxes</b>			<b>294.31</b>

Employees	5	Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount	Taxable	Amount
Female	3	125CO	125 Cash		1123.05	457B EE	CA	111.80	California SI	13390.89	CAEIT	CA Edu & T	623.50	1400.79	1400.79	0.00	0.00	0.00	0.00
Male	2	Auto	Auto Allo		75.00	PTAXI Pre-Tax P.	CASDI	405.44	CA SDI - Err	14307.51	CASUI	California SI	143.06	1400.79	1400.79	86.85	86.85	86.85	86.85
		Comp	Comp Tin	9.00	225.09	PTXPE Pre-Tax P.	FITW	399.38	Federal Inco	13390.89	MED-R	Medicare - E	1661.89	14307.51	14307.51	207.46	207.46	207.46	207.46
		Hol	Holiday	34.75	475.19		MED	207.45	Medicare	14307.51									
		Reg	Regular	123.50	12409.18														
		<b>Total Earnings</b>		<b>167.25</b>	<b>14307.51</b>	<b>Total Deductions</b>		<b>916.62</b>						<b>2635.90</b>	<b>Total Employer Taxes</b>			<b>294.31</b>	

City of Canyon Lake  
Company (10756)

Check Date: 11/15/2019  
Process: 2019111501  
Period: 11/01/2019 to 11/15/2019

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Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		161.06	457B EE	CA	50.00	California SI	CA	1351.12	CA, Edu & T	CAETT	28.90	0.00	0.00
104	Reg Regular	52.50	1329.82	PTXPE Pre-Tax P	CASDJ	89.76	CA SDI - E	CASUI	1490.88	California SI	CASUI	14.91	0.00	0.00
25.3300	Reg Regular				FITW		Federal Inco	MED-R	1351.12	Medicare - E	MED-R	86.97	1490.88	21.62
					MED		Medicare		1490.88			21.62		1490.88
	<b>Total Earnings</b>	<b>52.50</b>	<b>1490.88</b>	<b>Total Deductions</b>		<b>139.76</b>	<b>Total Employee Taxes</b>		<b>152.40</b>	<b>Total Employer Taxes</b>		<b>21.62</b>		<b>21.62</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		477.29	PTAXF Pre-Tax P	CA	164.02	California SI	CA	2656.35	CA, Edu & T	CAETT	127.10	0.00	0.00
101	Comp Tin	5.00	154.15		CASDJ	28.20	CA SDI - E	CASUI	2820.37	California SI	CASUI	28.20	0.00	0.00
30.8300	Hol Holiday	9.50	292.89		FITW		Federal Inco	MED-R	2656.35	Medicare - E	MED-R	243.60	2820.37	40.89
	Reg Regular	61.50	1896.04		MED		Medicare		2820.37			40.90		2820.37
	<b>Total Earnings</b>	<b>76.00</b>	<b>2820.37</b>	<b>Total Deductions</b>		<b>164.02</b>	<b>Total Employee Taxes</b>		<b>439.80</b>	<b>Total Employer Taxes</b>		<b>40.89</b>		<b>40.89</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		904.20	PTAXF Pre-Tax P	CA	63.29	California SI	CA	840.91	CA, Edu & T	CAETT	10.55	821.30	0.00
98	Comp Tin	9.50	250.23		CASDJ	9.04	CA SDI - E	CASUI	904.20	California SI	CASUI	9.04	821.30	50.92
26.3400	Hol Holiday	9.50	250.23		FITW		Federal Inco	MED-R	840.91	Medicare - E	MED-R	73.83	904.20	13.11
	Reg Regular	57.00	1501.38		MED		Medicare		904.20			13.11		13.11
	<b>Total Earnings</b>	<b>33.00</b>	<b>904.20</b>	<b>Total Deductions</b>		<b>63.29</b>	<b>Total Employee Taxes</b>		<b>106.53</b>	<b>Total Employer Taxes</b>		<b>64.03</b>		<b>64.03</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		499.58	PTXPE Pre-Tax P	CA	135.12	California SI	CA	2366.30	CA, Edu & T	CAETT	51.08	0.00	0.00
98	Comp Tin	9.50	250.23		CASDJ	25.01	CA SDI - E	CASUI	2501.42	California SI	CASUI	25.01	0.00	0.00
26.3400	Hol Holiday	9.50	250.23		FITW		Federal Inco	MED-R	2366.30	Medicare - E	MED-R	208.79	2501.42	36.27
	Reg Regular	57.00	1501.38		MED		Medicare		2501.42			36.27		36.27
	<b>Total Earnings</b>	<b>76.00</b>	<b>2501.42</b>	<b>Total Deductions</b>		<b>135.12</b>	<b>Total Employee Taxes</b>		<b>321.15</b>	<b>Total Employer Taxes</b>		<b>36.27</b>		<b>36.27</b>

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
4	Female		1137.93	457B EE	CA	50.00	California SI	CA	7214.68	CA, Edu & T	CAETT	217.63	821.30	0.00
3	Male		404.38	PTAXF Pre-Tax P	CASDJ	227.31	CA SDI - E	CASUI	7716.87	California SI	CASUI	77.16	821.30	50.92
	Hol Holiday	19.00	543.12	PTXPE Pre-Tax P	FITW	224.88	Federal Inco	MED-R	7214.68	Medicare - E	MED-R	613.19	7716.87	111.89
	Reg Regular	204.00	5631.44		MED		Medicare		7716.87			111.90		111.89
	<b>Total Earnings</b>	<b>237.50</b>	<b>7716.87</b>	<b>Total Deductions</b>		<b>502.19</b>	<b>Total Employee Taxes</b>		<b>1019.88</b>	<b>Total Employer Taxes</b>		<b>162.81</b>		<b>162.81</b>

Report Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
9	Female		2260.98	457B EE	CA	161.80	California SI	CA	20605.57	CA, Edu & T	CAETT	841.13	2222.09	0.00
6	Male		75.00	PTAXF Pre-Tax P	CASDJ	632.75	CA SDI - E	CASUI	22024.38	California SI	CASUI	220.22	2222.09	137.77
	Comp Tin	23.50	629.47	PTXPE Pre-Tax P	FITW	624.26	Federal Inco	MED-R	20605.57	Medicare - E	MED-R	2275.08	22024.38	319.35
	Hol Holiday	53.75	1018.31		MED		Medicare		22024.38			319.35		319.35
	Reg Regular	327.50	18040.62											
	<b>Total Earnings</b>	<b>404.75</b>	<b>22024.38</b>	<b>Total Deductions</b>		<b>1418.81</b>	<b>Total Employee Taxes</b>		<b>3655.78</b>	<b>Total Employer Taxes</b>		<b>457.12</b>		<b>457.12</b>

Chris Mann, City Manager  
Date: 11-14-19



# Credit Card Review





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

**Payment Request Acceptance**

**Your request for payment has been accepted**

- **To generate the employer payment report, please click the print button.** [Print](#)
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will reflect as paid in myCalPERS if your payroll has successfully posted. Once your payment is processed any credits will roll over to the same type of receivable in the next month, after your payroll has been processed.
- Your payment may take longer to post, depending upon your Financial Institution.

**Payment Setup Total**

**Total Payment Amount:** \$969.94

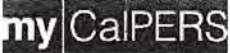
**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001435772	11/01/2019	100000015836973	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$969.94

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

**Payment Request Acceptance**

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- Your payment may take longer to post, depending upon your Financial Institution.

**Payment Setup Total**

**Total Payment Amount:** \$3,020.01

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001440037	11/06/2019	100000015801836	Employer Contribution, Classic, 1684, CalPERS, 10/16/2019 - 10/31/2019	EFT - Debit	Citizens Business Bank -5402	\$1,661.86
1001440038	11/06/2019	100000015801877	Employer Contribution, PEPR, 26189, CalPERS, 10/16/2019 - 10/31/2019	EFT - Debit	Citizens Business Bank -5402	\$1,358.15

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

**Payment Request Acceptance**

**Your request for payment has been accepted**

- **To generate the employer payment report, please click the print button.** Print
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will reflect as paid in myCalPERS if your payroll has successfully posted. Once your payment is processed any credits will roll over to the same type of receivable in the next month, after your payroll has been processed.
- Your payment may take longer to post, depending upon your Financial Institution.

**Payment Setup Total**

**Total Payment Amount:** \$2,778.01

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001445526	11/14/2019	100000015830768	Employer Contribution, Classic, 1684, CalPERS, 11/01/2019 - 11/15/2019	EFT - Debit	Citizens Business Bank -5402	\$1,507.75
1001445527	11/14/2019	100000015830800	Employer Contribution, PEPR, 26189, CalPERS, 11/01/2019 - 11/15/2019	EFT - Debit	Citizens Business Bank -5402	\$1,270.26

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Build: v8.3.0.b    Baseline: 191016\_161721\_v8.3\_Int.5263    **UID: 318**

*C M*



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: **11/12/2019**

Submission time: **02:46 PM**

Pay period end date: **10/31/2019**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$112.09**

Contributions count: **1**

*CW*

Draft date: **11/13/2019**

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](#).

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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**

Plan Number: **0035273001**

Payroll Center: **CITY OF CANYON LAKE**

Payroll Center Number: **001**

## Payroll Received for Salary Reduction

Submission date: **11/12/2019**

Submission time: **02:43 PM**

Pay period end date: **10/31/2019**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

( M )

Draft date: **11/13/2019**

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## Investment Reports

# CITIZENSTRUST

PO Box 2543

San Diego, California 92170-0543

Return Service Requested

00000042 MCBB1000110519273114 01 000000 42 004



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

RECEIVED

NOV 18 2019

BY: \_\_\_\_\_

STATEMENT FOR THE PERIOD FROM 10/01/2019 TO 10/31/2019  
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.

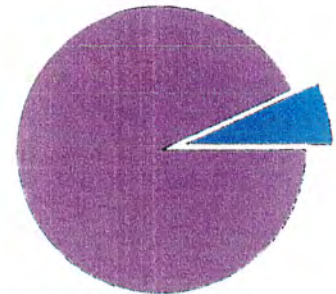


CITY OF CANYON LAKE  
 31516 RAILROAD CANYON RD  
 CANYON LAKE, CA 92587

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

### Investment Portfolio Summary

Market Value As Of	10/01/2019	10/31/2019	% Of Account
 CASH & CASH EQUIVALENTS	256,017.08	191,814.30	6.9%
 FIXED INCOME	2,508,389.20	2,580,228.88	93.1%
<b>Total</b>	<b>2,764,406.28</b>	<b>2,772,043.18</b>	<b>100.0%</b>



### Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
<b>Beginning Market Value</b>	<b>2,764,406.28</b>	<b>2,651,935.18</b>		
Income	7,625.93	50,003.54	Long Term	120.80-
Asset Activity	71,828.71-	21,578.92	Short Term	0.00
Fees	0.00	5,808.22-	<b>Total Gains / Losses</b>	<b>120.80-</b>
Cash Management	64,202.78	65,774.24-		<b>615.66-</b>
Change In Market Value	7,636.90	120,108.00		
<b>Ending Market Value</b>	<b>2,772,043.18</b>	<b>2,772,043.18</b>		



# Account Statement

Account Number: 1035003119  
October 01, 2019 To October 31, 2019

## Portfolio Statement

Quantity	Description	Market Value	Cost Basis
<b>Cash &amp; Cash Equivalents</b>			
Cash Equivalents			
Unclassified			
191,814.300	31607A703 FIDELITY GOVERNMENT PORTFOLIO	191,814.30	191,814.30
	Total Unclassified	191,814.30	191,814.30
Total	Cash Equivalents	191,814.30	191,814.30
Total	Cash & Cash Equivalents	191,814.30	191,814.30
<b>Fixed Income</b>			
Taxable			
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	75,316.50	75,111.61
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	100,529.00	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	100,535.00	99,615.00
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	103,404.00	104,166.82
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	100,063.00	100,000.00
70,000.000	3130A1CE6 FEDERAL HOME LOAN DTD 03/27/14 2% 12/27/2019	70,030.10	70,116.62
50,000.000	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	49,889.50	50,000.00
100,000.000	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	99,527.00	100,000.00
140,000.000	3130ABJW7 FEDERAL HOME LOAN BANK DTD 6/6/2017 CALL 2.55% 06/27/2024-2019	140,001.40	99,986.00
100,000.000	3130AGYB5 FEDERAL HOME LOAN BANK DTD 8/27/2019 CALL 2.05% 08/27/2021-2019	99,878.00	100,000.00
200,000.000	3130AH4N0 FEDERAL HOME LOAN BANK DTD 9/19/2019 CALL 2.02% 09/18/2020-2019	200,062.00	200,000.00

### Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
<b>Taxable</b>			
150,000.000	3130AHA52 FEDERAL HOME LOAN BANK DTD 10/1/2019 CALL 2% 12/30/2020-2019	150,021.00	150,000.00
100,000.000	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	99,476.00	99,909.00
150,000.000	3133EHMH3 FEDERAL FARM CREDIT BANK DTD 06/14/17 CALL 2% 03/14/2022-2019	150,001.50	150,000.00
50,000.000	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	49,909.50	49,967.50
100,000.000	3134GAZR8 FREDDIE MAC DTD 12/30/2016 CALL 2.05% 12/30/2021-2017	100,037.00	100,000.00
120,000.000	3134GT4Q3 FREDDIE MAC DTD 09/06/19 CALL 2.15% 09/06/2022-2019	119,479.20	119,976.00
100,000.000	3134GUFS4 FREDDIE MAC CALL 2.05% 10/07/2021-2020	99,844.00	100,000.00
50,000.000	3136G1C98 FANNIE MAE DTD 02/05/13 1.42% 02/05/2020	49,973.00	50,077.34
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	99,948.00	100,000.00
100,000.000	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	99,857.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	99,662.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	99,958.00	99,959.00
21,902.060	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	22,053.18	23,435.20
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	200,774.00	201,237.93
<b>Total</b>	<b>Taxable</b>	<b>2,580,228.88</b>	<b>2,543,538.02</b>
<b>Total</b>	<b>Fixed Income</b>	<b>2,580,228.88</b>	<b>2,543,538.02</b>



# Account Statement

Account Number: 1035003119

October 01, 2019 To October 31, 2019

## Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
<b>Miscellaneous</b>			
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
<b>Total</b>	<b>Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Total Assets</b>		<b>2,772,043.18</b>	<b>2,735,352.32</b>

## Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,728,509.60	2,775,706.36
Prior Accruals			11,300.08-
Unrealized Appreciation This Period			7,757.70
Current Accruals			8,180.01
Asset Activity	71,828.71-	71,707.91	71,828.71-
Cash Management	64,202.78	64,202.78-	64,202.78
Income	7,625.93	662.41-	7,625.93
Realized Gain/loss			120.80-
Non Cash Asset Changes			
Balances End Of Period	0.00	2,735,352.32	2,780,223.19

## Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
10/01/19		<b>Beginning Balance</b>		0.00	2,728,509.60
<b>Income</b>					
Interest					
10/01/19		713448BN7 PEPSICO INC DTD 01/14/10 4.5% 01/15/2020	INTEREST RCVD	234.38	
10/01/19		3134GTWT6 FREDDIE MAC DTD 07/01/19 CALL 2.55% 07/01/2024-2019	INTEREST RCVD	637.50	
10/01/19		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3130AHA52	INTEREST RCVD	280.48	
10/02/19		FEDERAL HOME LOAN BANK DTD 10/1/2019 CALL 2% 12/30/2020-2019	ACCRUED INT	8.34-	
10/07/19		14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	INTEREST RCVD	1,103.01	



# Account Statement

Account Number: **1035003119**  
 October 01, 2019 To October 31, 2019

## Transaction Statement ( Continued )

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
<b>Maturities</b>					
10/29/19	100,000.000-	3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	MATURITY	100,000.00	100,000.00-
<b>Total Maturities</b>				100,000.00	100,000.00-
<b>Total Asset Activity</b>				71,828.71-	71,707.91
<b>Cash Management</b>					
10/31/19	64,202.780-	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	64,202.78	64,202.78-
<b>Total Cash Management</b>				64,202.78	64,202.78-
<b>Miscellaneous</b>					
10/01/19		713448BN7 AMORTIZATION ON 25,000 UNITS PEPSICO INC DTD 01/14/10 4.5% 01/15/2020 TO ADJUST TAX LOT, AMORTIZATION = 256.15-	AMORTIZATION		256.15-
10/29/19		69353REW4 AMORTIZATION ON 200,000 UNITS PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021 TO ADJUST TAX LOT, AMORTIZATION = 406.26-	AMORTIZATION		406.26-
<b>Total Miscellaneous</b>				0.00	662.41-
10/31/19		<b>Ending Balance</b>		0.00	2,735,352.32

### Disclosure

DISCLOSURE: CitizensTrust may receive research and benefits from Brokers/Dealers which may be considered compensation. Upon request we will disclose details. Please contact your Relationship Manager if you have any questions.

**MINUTES  
REGULAR MEETING OF THE  
CANYON LAKE CITY COUNCIL  
Wednesday, November 6, 2019**

**Closed Session – 5:00 p.m.  
City Hall Administration Building  
31526 Railroad Canyon Road, Suite 5  
Canyon Lake, CA 92587**

**CALL TO ORDER**

Mayor Ehrenkranz called the meeting to order at 5:00 p.m.

**CITY COUNCIL ROLL CALL**

Present: Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz

Absent:

**PUBLIC COMMENTS**

There were no public comments.

**CLOSED SESSION**

The City Council entered Closed Session at 5:02 p.m.

- A. CLOSED SESSION WITH LEGAL COUNSEL PURSUANT TO GOVT. CODE SECTION 54956.9 (d)(1) - City of Canyon Lake, et al. v. Nancy Athey, et al. Riverside Superior Court Case No. RIC1812338
- B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 1 case

**DRAFT**

**Open Session – 6:30 p.m.  
City Hall Council Chamber  
31516 Railroad Canyon Road  
Canyon Lake, CA 92587**

**CALL OPEN SESSION TO ORDER**

Mayor Ehrenkranz called the meeting to order at 6:34 p.m.

**INVOCATION**

Invocation was led by Pastor Pete VanDyke

**FLAG SALUTE**

Flag Salute was led by Assemblywoman Melissa Melendez

**ROLL CALL**

Present: Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz

Absent:

**CLOSED SESSION REPORT**

Attorney Steven Graham stated that there were no items to report out of closed session.

**APPROVAL OF THE CITY COUNCIL AGENDA**

**Motion and second by Councilmember Greene/Smith to approve the agenda.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

**CEREMONIAL MATTERS**

*Presentations, Awards, Proclamations, Announcements*

- Student of the Month

**COMMUNITY REPORTS**

- State Legislative Update from Assemblywoman Melissa Melendez  
Assemblywoman Melissa Melendez gave a legislative update.

**DRAFT**

- Elsinore Valley Municipal Water District Update from Director Darcy Burke  
Director Darcy Burke provided updates from Elsinore Valley Municipal Water District.

- Chamber of Commerce Announcement  
Jim Randle gave an update on events that occurred since the last Council meeting and upcoming Chamber events.

### **PUBLIC SAFETY UPDATE**

- ❖ Sheriff

Representative from the Sheriff's Department were not present.

- ❖ Fire

Josh Bischof, Battalion Chief, provided statistic and briefly answered questions from the Council.

- ❖ AMR

Representatives from the AMR were not present.

- ❖ Special/Code Enforcement

Gina Dickson, Special/Code Enforcement Supervisor, gave a brief update and answered questions from the Council.

- ❖ Animal Friends of the Valleys

Representatives from Animal Friends of the Valleys were not present.

### **PUBLIC COMMENT**

The following members of the public spoke:

- Kelly Robertson
- Travis Montgomery
- Nancy Horton

### **CONSENT CALENDAR**

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2019-38, Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
  - October 2, 2019 Special Meeting
  - October 2, 2019 Regular Meeting

**DRAFT**

- (4) Resolution - Approval of Resolution 2019-39 Authorizing the Reallocation of Fiscal Year 2016/2017 & 2017/2018 Community Development Block Grant (CDBG) Funds to the City's ADA Accessibility Project

Councilmember Greene requested that Item 2 be pulled for separate discussion.

**Motion and second by Councilmembers Smith/Greene to approve the Consent Calendar with the exception of Item 2.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

### **PULLED CONSENT CALENDAR ITEMS**

Consent Calendar Item 2 was pulled for discussion.

Councilmember Greene questioned the electric and water charges for Station 60, on the claims and demands. Discussion ensued.

**Motion and second by Councilmembers Greene/Smith.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

### **BUSINESS ITEMS**

- (5) Resolution - Approval of Resolution No. 2019-40 Approving SB 2 Planning Grant for Housing Element Related Actions

**Motion and second by Councilmembers Smith/ Greene to approve Item 5.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

Item 5 was voted on and approved, however, public comment was not heard on this item. Attorney Graham advised the Council to make a motion to reconsider the item or allow for public comment and reconsider the item if necessary.

Mayor Ehrenkranz chose to allow for public comment and reconsider if necessary.

The following members of the public spoke:

- Nancy Horton

Mayor Ehrenkranz questioned whether or not it was necessary to restate the motion.

**DRAFT**

Attorney Graham stated that the Brown Act requires public comment to be allowed prior to action being taken. The act of acknowledging if there was any reason to reconsider the action, allowed the Council's action to occur after the public comment was heard. He stated that this was a common way to cure when a public comment had been missed.

(6) Building and Construction Code Updates

- Introduction and First Reading of Ordinance No. 189, An Ordinance of the City Council of the City of Canyon Lake California Amending Chapter 8.02 of The Canyon Lake Municipal Code, Adopting By Reference The 2019 Editions of The California Codes (Including But Not Limited To The Green Building Code) And Related Model Codes With Appendices And Amendments Thereto
- Introduction and First Reading of Ordinance No. 190, An Ordinance of the City Council of the City of Canyon Lake California Adopting the 2019 California Fire Code as Amended as Chapter 8.12 of the Canyon Lake Municipal Code and Repealing Ordinance No. 170

City Manager Mann stated that Ordinance No. 190 would be pulled and brought back at the December Meeting.

Attorney Graham informed the Council that the Codes would be adopted by reference, meaning that the Ordinance would be introduced for first reading and then a public hearing would be set for the second reading and adoption.

**Motion and second by Mayor Pro Tem Castillo/ Councilmember Bonner to approve Item 6.**

**Councilmember Smith suggested an amendment to the motion to clarify that Item 6 would be approved with the exception of Ordinance No. 190.**

**Attorney Graham stated that as long as the Mover was ok with the amendment, then it would be ok to proceed.**

**Mayor Pro Tem Castillo confirmed that she was fine with the amendment by Councilmember Smith.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

(7) Resolution - Approval of Resolution No. 2019-41, Establishing the City of Canyon Lake's Special/Code Enforcement Department Equipment Policy

The following members of the public spoke:

- John Zaitz
- Travis Montgomery

**DRAFT**

**Motion and second by Councilmembers Smith/Greene to approve Resolution No. 2019-41.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (8) Resolution - Approval of Resolution No. 2019-42, Adopting Rules of Procedure for Council Meetings and Related Functions and Activities

The following members of the public spoke:

- John Zaitz
- Nancy Horton

**Motion and second by Councilmembers Smith/Greene to approve Resolution No. 2019-42.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (9) Ordinance - Second Reading and Adoption of Ordinance No. 187, An Ordinance of the City Council of the City of Canyon Lake Establishing a Voluntary Emergency Medical Services Subscription Program Fee

Attorney Graham stated that all changes requested by the Council at the last meeting were applied to the Ordinance.

The following members of the public spoke:

- John Zaitz
- Nancy Horton
- Jack Wamsley
- Travis Montgomery

**Motion and second by Councilmember Smith/ Mayor Pro Tem Castillo to approve the second reading of Ordinance No. 187.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (10) Resolution - Approval of Resolution No. 2019-43, Formally Adopting the City of Canyon Lake's Military Banner Program Policy and Guidelines

**Motion and second by Councilmembers Greene/Smith to approve Resolution No. 2019-43.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

**DRAFT**

- (11) Resolution – Approval of Resolution No. 2019-44, Authorizing the City Manager to Enter the City into an Agreement with Seven Other Cities to Assess the Feasibility of Establishing a Police Services Joint Powers Authority

**Motion and second by Councilmembers Bonner/Greene to approve Resolution No. 2019-44.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (12) Ordinance - Introduction and First Reading of Ordinance No. 188, an Ordinance of the City Council of the City of Canyon Lake Amending Chapters 2.04 and 2.08 of the Municipal Code related to the Positions of City Clerk and City Treasurer

**Motion and second by Councilmembers Smith/Bonner to approve the Introduction and First Reading of Ordinance No. 188.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (13) Residential Rentals – Discussion and Direction Regarding Establishing a Single-Family Residential Rental Registration, Inspection and Crime-Free Rental Housing Program

Councilmember Smith recused himself due to a business conflict of interest and stepped away from the dais at 8:30 p.m.

Mayor Ehrenkranz called for a recess at 8:49 p.m.

The meeting reconvened at 8:59 p.m.

Direction was given to staff to revise the Ordinance and bring it back at a later date.

Councilmember Smith returned to the dais at 9:06 p.m.

- (14) Award of Contract - Award of Construction Contract for Railroad Canyon Road Wrought Iron Fence Repair Project Phase II – Bid No. 2019-01

**Motion and second by Councilmembers Greene/Bonner to approve Item 14.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

- (15) Award of Service Agreement - Award of Service Agreement with Syntech Group for Information Technology Support Services

Attorney Graham stepped away from the dais at 9:11 p.m.

**DRAFT**

Councilmember Smith left the dais at 9:12 p.m.

Councilmember Smith returned to the dais at 9:13 p.m.

Attorney Graham returned to the dais at 9:13 p.m.

**Motion and second by Councilmembers Greene/Smith to approve Item 15.**

**Motion carried 5-0, with Councilmember Bonner, Mayor Pro Tem Castillo, Councilmembers Greene, Smith, and Mayor Ehrenkranz voting aye.**

### **CITY MANAGER COMMENTS**

City Manager Mann updated the Council on items which staff had been working on. He stated that the update of the City's asset inventory had been completed. He discussed moving files to the cloud since the Council had approved the new contract with Syntech. He stated that all departments were fully functional with the iWorQ software and discussed upcoming employee evaluations. He stated that Code Enforcement had been attending training to become certified Fire Marshalls. He discussed the budget for the Building Department being under control and stated that the quality of service in that department had improved. He discussed the County's response to the letter which had been sent to them in regard to the fire contract. He discussed the life safety inspection program which is set to begin at the beginning of the year. He discussed ongoing discussions with the POA regarding relocating AMR within the gates. He gave a brief update on the progress of the Diplomatic Outreach Program. He discussed budget adjustment requests which would be presented to the Council in the near future. Lastly, he discussed the upcoming Winter Wonderland & Tree Lighting Event, Veterans Day Event, and Turkey drive.

### **COMMITTEE AND COUNCIL REPORTS/COMMENTS**

- **COUNCILMEMBER BONNER**

Councilmember Bonner expressed his approval regarding the Winter Wonderland Event. He discussed attending the RCTC, Animal Friends of the Valley JPA, and LESJWA meetings. Lastly, he gave an update on the upcoming roundtable.

- **MAYOR PRO TEM CASTILLO**

Mayor Pro Tem Castillo thanked staff for working with the Canyon Lake Family Matters club on the Winter Wonderland Event.

- **COUNCILMEMBER GREENE**

There were no comments.

- **COUNCILMEMBER SMITH**

Councilmember Smith gave an update on the RCA and RTA meetings. He also discussed attending the League of California Cities Annual Conference.

**DRAFT**

- **MAYOR EHRENKRANZ**

Mayor Ehrenkranz discussed attending two WRCOG meetings. He attended the ribbon cutting ceremony for the City of Menifee's new City Hall. He attended the most recent Veterans Day Committee Meeting and briefly discussed the Student of the Month.

**ADJOURNMENT**

Mayor Ehrenkranz adjourned the meeting at 9:34 p.m.

Respectfully submitted,

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Ana V. Sauseda,  
Deputy City Clerk

**DRAFT**



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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**BY:** Steve Swarthout, Deputy Fire Marshal

**DATE:** December 4, 2019

**SUBJECT:** Approval of Resolution No. 2019-46, a Resolution of the City Council of the City of Canyon Lake, California, Acknowledging Receipt of Report Made by the Fire Chief of the Riverside County Fire Department Regarding Compliance with the Annual Inspection of Certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code

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**Recommendation:**

It is recommended that the City Council adopt Resolution No. 2019-46, a Resolution of the City Council of the City of Canyon Lake, California, acknowledging receipt of a report made by the Fire Chief of the Riverside County Fire Department regarding compliance with the annual inspection of certain occupancies pursuant to sections 13146.2 and 13146.3 of the California health and safety code.

**Background:**

In 2018, California Health and Safety Code Section 13146.4 was added and became effective January 1, 2019. Section 13146.4 requires all fire departments, that provide fire protection services, to report annually to their administering authority on their compliance with Health and Safety Code Sections 13146.2 and 13146.3. Sections 13146.2 and 13146.3 require annual inspections of every building used as a public or private school, hotel, motel, lodging house, apartment house and certain residential care facilities for compliance with building standards.

**Fiscal Impact:**

No fiscal Impact

**Attachments:**

1. Resolution No. 2019-46
2. California Health and Safety Code Section 13146.2 to Section 13146.4



# **ATTACHMENT 1**



**RESOLUTION NO. 2019-46**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE RIVERSIDE COUNTY FIRE DEPARTMENT REGARDING COMPLIANCE WITH THE ANNUAL INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 and 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

**WHEREAS**, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and

**WHEREAS**, California Health & Safety Code Section 13146.4 requires all fire departments, including the Riverside County Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Health & Safety Code sections 13146.2 and 13146.3; and

**WHEREAS**, California Health & Safety Code Section 13146.2 and 13146.3 requires all fire departments, including the Riverside County Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and

**WHEREAS**, the City Council of the City of Canyon Lake intends this Resolution to fulfill the requirements of the California Health & Safety Code 13146.4 regarding acknowledgment of the Riverside County Fire Department's compliance with California Health and Safety Code Sections 13146.2 and 13146.3.

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

**Section 1.** Educational Group E occupancies, for the purposes of this Resolution, are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. The Riverside County Fire Department completed 100% of the annual inspections of the identified Group E occupancies, buildings, structures and/or facilities in the City of Canyon Lake.

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**Section 2.** Residential Group R occupancies, for the purposes of this Resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. The Riverside County Fire Department completed 100% of the annual inspections of the identified Group R occupancies, buildings, structures and/or facilities in the City of Canyon Lake.

**PASSED, APPROVED AND ADOPTED** this 4th day of December, 2019.

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Jordan Ehrenkranz, Mayor

ATTEST:

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Ana V. Sauseda, Deputy City Clerk

## **ATTACHMENT 2**





**Senate Bill No. 1205**

**CHAPTER 854**

An act to add Section 13146.4 to the Health and Safety Code, relating to fire protection.

[Approved by Governor September 27, 2018. Filed with Secretary of State September 27, 2018.]

**LEGISLATIVE COUNSEL'S DIGEST**

SB 1205, Hill. Fire protection services: inspections: compliance reporting.

Existing law requires the chief of any city or county fire department or district providing fire protection services and his or her authorized representatives to inspect every building used as a public or private school within his or her jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided. Existing law requires every city or county fire department or district providing fire protection services that is required to enforce specified building standards to annually inspect certain structures, including hotels, motels, lodging houses, and apartment houses, for compliance with building standards, as provided.

This bill would require every city or county fire department, city and county fire department, or district required to perform the above-described inspections to report annually to its administering authority, as defined, on the department's or district's compliance with the above-described inspection requirements, as provided. The bill would require the administering authority to acknowledge receipt of the report in a resolution or a similar formal document. To the extent this bill would expand the responsibility of a local agency, the bill would create a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

*The people of the State of California do enact as follows:*

SECTION 1. Section 13146.4 is added to the Health and Safety Code, to read:

13146.4. (a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant

to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3.

(b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.

(c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.

(d) For purposes of this section, “administering authority” means a city council, county board of supervisors, or district board, as the case may be.

SEC. 2. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

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**ORDINANCE NO. 185**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADDING SECTION 2.01.140 TO THE CANYON LAKE MUNICIPAL CODE REGARDING FILLING CITY COUNCILMEMBER VACANCIES**

The City Council of the City of Canyon Lake, California does ordain as follows:

**Section 1.** Section 2.01.140 shall be added to the Canyon Lake Municipal Code to read as follows:

**“Section 2.01.140 Vacancies.**

Consistent with state law, the preference of the City Council of the City of Canyon Lake is to fill any vacancy that may occur on the City Council by appointment rather than incur the costs of calling a special election. Therefore, to ensure that the City Council has adequate time to receive and consider applications for appointment, the following actions shall be taken in the event a vacancy occurs on the City Council:

- (a) The City Manager shall immediately notify the remaining members of the City Council of any vacancy that occurs.
- (b) The City Clerk shall publish a Notice of City Council Vacancy in a newspaper of local jurisdiction stating that the City Council of the City of Canyon Lake is seeking applications for appointment to fill a vacancy on the City Council. The notice shall state the length of the term to be filled, the deadline by which applications must be received, and the date by which an appointment must be made. The deadline for receiving applications shall be no later than thirty (30) days after the vacancy occurs.
- (c) The application may request the applicant provide such information as the City Council may desire, and amend from time to time, but shall include the age of the applicant, the address of the applicant’s primary residence for the previous thirty (30) days, whether applicant is a registered voter, and a certification from the applicant that all information contained in the application is true and correct.
- (d) The Mayor shall appoint an ad hoc committee to review the applications. The committee shall have seven (7) days from the deadline to receive applications to recommend the most qualified applicants to the City Council by submitting the recommendations to the City Manager.
- (e) The Mayor shall call a special meeting of the City Council for consideration of appointing an applicant to fill the vacancy where the City Council may consider the recommendation of the ad hoc committee, if any, as well as any other applicant the City Council determines qualified. Once an applicant is appointed

by majority vote of the City Council, the applicant shall immediately take the oath of office.

- (f) The City Council may by resolution establish other processes for the appointment to vacant office that are not inconsistent with this ordinance.

**Section 2.**     Effective Date

This Ordinance shall be effective thirty (30) days from the date of its adoption

**PASSED APPROVED AND ADOPTED** this 4th day of December, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney

**ORDINANCE NO. 188**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTERS 2.04 AND 2.08 OF THE MUNICIPAL CODE RELATED TO THE POSITIONS OF CITY CLERK AND CITY TREASURER**

**WHEREAS**, the City of Canyon Lake is served by an appointed City Clerk and City Treasurer; and,

**WHEREAS**, pursuant to Government Code Section 34856, the City Council may vest the appointing power in the City Manager.

**NOW, THEREFORE**, the City Council of the City of Canyon Lake, California does ordain as follows:

**Section 1.** Section 2.04.060, subsection (b) of the Canyon Lake Municipal Code is hereby amended to read as follows:

“(b) Except as provided for in subsection (c), appoint, remove, promote and demote any and all officers and employees of the City, except elective officers and the City Attorney, subject to all applicable personnel rules and regulations which may be adopted by the City Council. Under Government Code Section 34856, this power includes the authority to appoint, remove, promote and demote the City Clerk and City Treasurer and any deputies as may be necessary for the efficient discharge of the duties of those offices;”

**Section 2.** Section 2.04.080 of the Canyon Lake Municipal Code is hereby amended read as follows:

**“2.04.080 Departmental cooperation.**

It shall be the duty of all subordinate officers and the City Attorney to assist the City Manager in administering the affairs of the City efficiently, economically and harmoniously.”

**Section 3.** Section 2.08.010 of the Canyon Lake Municipal Code is hereby amended read as follows:

**“2.08.010 Office created--Term.**

The office of the City Clerk is created and established. Pursuant to Government Code Section 34856, the City Manager shall have the power to appoint and remove the City Clerk as well as any deputies as may be necessary for the efficient discharge of the duties of the office.”

**Section 4.** Section 2.08.020 of the Canyon Lake Municipal Code is hereby repealed.

**Section 5.** Section 2.08.030, subsection (f) of the Canyon Lake Municipal Code is hereby amended to read as follows:

“(f) Prepare the Council agendas under the direction of the City Manager;”

**Section 6.** Section 2.08.030, subsection (1) of the Canyon Lake Municipal Code is hereby amended to read as follows:

“(1) Perform such other duties consistent with this Code as may be required of the City Clerk by the City Manager.”

**Section 7.** Section 2.08.040 of the Canyon Lake Municipal Code is hereby repealed.

**Section 8.** Severability.

If any provision, section, paragraph, sentence or word of this Ordinance is determined or declared invalid by any final court action in a court of competent jurisdiction or if the application of any provision, section, paragraph, sentence or word of this Ordinance is inapplicable to a specific situation by reason of any preemptive state or federal legislation or regulation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect.

**Section 9.** Effective Date.

This Ordinance shall become effective 30 days from the date of its adoption.

**PASSED APPROVED AND ADOPTED** this 4th day of December, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney

City of Canyon Lake  
City Council  
Staff Report

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**BY:** Ana V. Sauseda, Deputy City Clerk

**DATE:** December 4, 2019

**SUBJECT:** Approval of Resolution No. 2019-47, Re-establishing City Council Committees, Committee Functions, and Setting Committee Meeting Dates and Times

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**Recommendation:**

It is recommended that the City Council approve Resolution No. 2019-47, re-establishing City Council committees, committee functions, and setting committee meeting dates and times.

**Background:**

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

All City Council committees, their purposes, and their meeting dates and times are set by Resolution of the City Council. In order to amend the dates and times, a Resolution must be approved by a majority of the City Council

**Budget (or Fiscal) Impact:**

There is no fiscal impact.

**Attachments:**

1. Resolution No. 2019-47
2. 2019 Committee Roster
3. 2020 Proposed Committee Roster



# **ATTACHMENT 1**



## RESOLUTION NO. 2019-47

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

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

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

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

**Section 1.** Resolution No. 2019-36 is hereby rescinded.

#### **Section 2.** STANDING COMMITTEES

##### 1.1 FINANCE AND PLANNING COMMITTEE:

There shall be a standing committee of the City Council known as the Finance and Planning Committee. The Committee shall consist of two members who shall be Councilmembers appointed by the City Council. The Finance and Planning Committee shall study matters related to the financial policies of the City, revenues and expenditures, planning, land use, and those duties as prescribed in the Canyon Lake Municipal Code or assigned by the City Council and shall make recommendations to the Council. The Finance and Planning Committee shall meet on the first Wednesday of every month at 4:00 p.m., prior to the regularly scheduled City Council Meeting in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

##### 1.2 EMERGENCY PREPAREDNESS COMMITTEE:

There shall be a standing committee of the City Council known as the Emergency Preparedness Committee. The Committee shall consist of two members who shall be appointed by the City Council. The CLEPC is committed to educating and preparing the community for emergencies, providing assessment, medical/shelter services and assisting in recovery after disaster. The CLEPC shall meet on the first Thursday of every month in the City Council Chamber at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

**Section 3.** This resolution shall become effective immediately upon its passage and adoption.

**PASSED, APPROVED, AND ADOPTED** on this 4th day of December, 2019.

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Jordan Ehrenkranz, Mayor

ATTEST:

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Ana V. Sauseda, Deputy City Clerk

## **ATTACHMENT 2**



## 2019 Agency and Committee Assignments; and Appointments

Committee	Per Meeting Stipend	Chair	Member	Meeting Date	Time	Place
Agency		Delegate	Alternate	Meeting Date	Time	Place
Emergency Preparedness Committee		OPEN	MIKE	As Needed		Municipal Building
Finance & Planning Committee		JEREMY	KASEY	Same Day as Council Meeting	4:00 PM	Municipal Building
Public Works Committee		AS AVAILABLE	AS AVAILABLE	As Needed		Municipal Building
Water Committee		KASEY	JORDAN	As Needed	9:00 AM	Municipal Building
Agency		Delegate	Alternate	Meeting Date	Time	Place
LESJWA - Lake Elsinore San Jacinto Watersheds Authority		KASEY	RANDY	Third Thursday	3:00 PM	EVMWD, 31315 Chaney St, Lake Elsinore
RCTC - Riverside County Transportation Commission	\$100	RANDY	JEREMY	Second Wednesday	9:30 AM	4080 Lemon St, 1st Floor, Riverside
RCA - Western Riverside County - Regional Conservation Authority	\$100	JEREMY	RANDY	First Monday	1:00 PM	4080 Lemon St., 1st Floor, Riverside
RTA - Riverside Transit Agency	\$150	JEREMY	RANDY	Fourth Thursday	2:00 PM	4080 Lemon St, 1st Floor, Riverside
SCAG - Southern California Association of Governments	\$120	MAYOR	MPT			818 West 7th St. 12th Floor, Los Angeles
SCFA - JPA (Animal Friends)	None	RANDY	CHRIS	As Needed		33751 Mission Trail, Wildomar
VECTOR - Northwest Mosquito and Vector Control District	\$100	JORDAN	JEREMY	Third Thursday Term Expires 12/15	3:00 PM	1966 Compton Ave., Corona
WCE - Western Community Energy JPA	None	JORDAN	RANDY			
WRCOG - Western Riverside Council of Governments - Executive Committee	\$150	JORDAN	RANDY	First Monday	2:00 PM	4080 Lemon St, 1st Floor, Riverside
Southwest Cities Coalition		MAYOR	MPT	Quarterly	Lunch	Rotates Cities
League of California Cities (Legislative)		MAYOR	MPT			Rotates Cities
Move I-15 Through Temecula Valley Task Force		JEREMY	RANDY			
Murrieta/Temecula Group (Open to anyone)		AS AVAILABLE		First Friday	7:30 AM	Varies
Regional Task Force on Health		AS AVAILABLE		As Needed		Murrieta City Hall, 1 Town Square, Murrieta
South Coast Air Quality Management District (SCAQMD)		MAYOR	MPT			21865 Copley Drive, Diamond Bar
Appointment by Agency		Member	Member	Meeting Date	Time	Place
Public Entity Risk Management Authority		CHRIS	MIKE	6 times per year		Rancho Mirage
Quail Valley Environmental Coalition (501C3)		KASEY	RANDY			
County Free Library Advisory Committee		Ginger Harris	Sandra Brautigam	Quarterly, Thursdays	10:00 AM	Rotates Riverside County
League of California Cities Riverside Division		LARRY	JORDAN			Rotates Cities



## **ATTACHMENT 3**



This Attachment will be provided on or before the meeting



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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**BY:** Julie Kunze, Fire Consultant

**DATE:** December 4, 2019

**SUBJECT:** Introduction and First Reading of Ordinance No. 190, an Ordinance of the City Council of the City of Canyon Lake Adopting the 2019 California Fire Code as Amended as Chapter 8.12 of the Canyon Lake Municipal Code

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**Recommendation:**

That the Council:

1. Approve the Introduction and First Reading of Ordinance No. 190, an Ordinance of the City Council of the City of Canyon Lake Adopting the 2019 California Fire Code as Amended as Chapter 8.12 of the Canyon Lake Municipal Code
2. Direct the City Clerk to notice and schedule a public hearing for second reading and adoption at the next regularly scheduled City Council Meeting in January.

**Background:**

The California Health and Safety code requires that the California Building Standards Commission adopt and publish the California Building Standards Code (Title 24 California Code of Regulations, part 1 through 12) every three years. The 2019 California Building Codes and the California Fire Code have been adopted by the State and Cities are required to adopt these respective codes by January 1, 2020.

Local agencies are allowed to amend the code(s). Section 17958.5 of the California Health and Safety Code requires that the local amendments be justified on the basis that local climatic, geographical or topographical conditions warrant the amendment(s). Findings and amendments must be approved by the City Council.

The adoption of the 2019 California Fire Code, with amendments, which is based on the 2018 International Code, and includes certain secondary codes incorporated by reference except portions that are deleted, added or amended.

**Fiscal Impact:**

No fiscal Impact

**Attachments:**

1. Ordinance No. 190

# **ATTACHMENT 1**



## ORDINANCE NO. 190

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADOPTING THE 2019 CALIFORNIA FIRE CODE AS AMENDED AS CHAPTER 8.12 OF THE CANYON LAKE MUNICIPAL CODE

#### THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES HEREBY ORDAIN AS FOLLOWS:

##### SECTION 1. FINDINGS.

A. Every three years the State of California adopts a new California Fire Code, as part of the California Building Standards Code, which becomes effective 180 days after publication by the California Building Standards Commission.

B. That Code has been published and adopted, as amended, by the California Building Standards Commission into the California Code of Regulations as Title 24, Part 9, entitled the California Fire Code.

C. Under State law, the City of Canyon Lake may establish more restrictive standards reasonably necessary to provide fire protection for life and property because of local climatic, geological or topographical conditions.

D. The City of Canyon Lake may establish more restrictive standards reasonably necessary to provide fire protection for life and property because of local climatic, geological or topographical conditions.

##### 1. Climatic Conditions:

The City of Canyon Lake is located in Southern California and is subject to high temperatures, high velocity wind conditions and extended periods with little to no precipitation. These dry climatic conditions and high winds cause drying of vegetation and building materials and contribute to rapid spread of fires leading to a need for increased levels of protection.

After many years of drought there are times when significant rainfall can affect the City. The runoff from this rainfall can cause flooding and mudslides putting lives and property at risk and causing emergency response delays.

##### 2. Topographical Conditions:

Traffic and circulation congestion, along with limited access routes to the area, contribute to increased response times to emergencies. These conditions increase response times and makes it necessary to require additional life safety requirements to protect lives and property.

### 3. Geological Conditions:

The City of Canyon Lake is located in an area of substantial seismic activity. Several faults, including the San Andreas, San Jacinto, and Elsinore Fault, are located near the City. These faults are expected to have a major impact on the City of Canyon Lake and pose a threat to lives and property. Damage to building construction, bridges, gas lines, water and sewer lines would have a catastrophic impact on the community and City resources would be taxed beyond capabilities.

California Health and Safety Code Sections 17958.7 and 18941.5 require that the modification or change be expressly marked and identified as to which each finding refers. Therefore, the City Council finds that the following table sets forth the 2019 California Fire Code sections that have been modified and the associated local climatic, geological and/or topographical conditions described above supporting the modification.

2019 Code Section	Title/Subject	Findings
101.1	Title	Administrative
101.4	Severability	Administrative
102.5	Application of Residential Code	1, 2 & 3
103.3	Liability	Administrative
104.1.1	Authority of Fire Chief and Fire Department	Administrative
104.12	Authority to close hazardous fire areas	Administrative
105.6	Required operational permits	Administrative
105.6.4	Carnivals, fairs and special events	1, 2 & 3
105.6.53	General use permit	Administrative
106.1	Fees	Administrative
106.6	Cost recovery	Administrative
108.7	Occupant count	Administrative
109.1	Board of Appeals established	Administrative
110.4	Violation penalties	Administrative
112.4	Failure to comply	Administrative
202	Definitions	Administrative
308.1.6.3	Sky lanterns	1, 2 & 3
503.2.1	Dimensions	Administrative
503.2.2	Authority	Administrative
503.6.1	Automatic Opener	Administrative
503.7	Loading areas and passenger drop-off areas	Administrative
507.5.7	Fire hydrants size and outlets	1 & 2
507.5.8	Fire hydrant marker	1 & 2
508.1	General	1, 2 & 3
508.1.1	Location and access	1, 2 & 3
508.1.3	Size	1, 2 & 3

508.1.6	Required features	1, 2 & 3
508.1.8	Fire command center identification	1, 2 & 3
509.2.1	Minimum clearances	1, 2 & 3
605.10.1.2	Manual operation	1 & 2
903.2	Where required	1 & 2
903.3.5.3	Hydraulically calculated systems	1, 2 & 3
3204.2.1	Minimum requirements for client leased or occupant owned warehouse	Administrative
4904.3	High Fire Severity Zones maps	Administrative
5608.2	Firing	1
Appendix B	Fire-flow requirements for buildings	1, 2 & 3
Appendix C	Fire hydrant locations and distribution	1, 2 & 3

E. The additional requirements included herein are necessary to properly protect the health, safety and welfare of the residents and workers of the City of Canyon Lake.

F. Revenue shortages make it difficult to locate additional fire stations and provide staffing sufficient to control fires in single and multi-story retail, commercial and industrial buildings, making enhanced built in protection necessary.

G. The purpose of this ordinance is to adopt the 2019 California Fire Code, California Code of Regulations, Title 24, Part 9, as amended, to govern the safeguarding of life and property from fire, explosion hazards and hazardous conditions and to regulate the issuance of permits and collection of fees.

H. This ordinance is adopted pursuant to Health and Safety Code Sections 17958 and 17958.7 which allow city adoption of modifications or changes to the California Fire Code that are reasonably necessary because of local climatic, geological and topographical conditions.

I. The sections of the California Fire Code may be referred to by the same number used in said published compilation preceded by the words “City of Canyon Lake Fire Code Section” or “California Fire Code Section” or “Fire Code Section.”

J. Notwithstanding the provisions of this ordinance, the City of Canyon Lake reserves the right to determine the extent and level of its fire services.

**SECTION 2. PURPOSE AND AUTHORITY.** The purpose of this Ordinance is to adopt by reference the 2019 edition of the California Fire Code, Title 24 – Part 9, of the California Code of Regulations subject to the definitions, clarifications, and the amendments set forth in this Ordinance. The Purpose of this Ordinance is also to provide minimum requirements and standards for the protection of public safety, health, property and welfare of the City of Canyon Lake. This Ordinance is adopted under the authority of Government Code subsection 50022.2 and Health and Safety Code Section 18941.5.

**SECTION 3. CEQA.** No further environmental review is required under the California Environmental Quality Act pursuant to State CEQA Guidelines Section 15061(b)(3) because it

can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. The proposed change repeals and replaces the California Fire Code in the Canyon Lake Municipal Code. Because this action does not have the potential to result in individually or cumulatively significant effects on the environment, this Municipal Code amendment is exempt from review under CEQA. Therefore, this change is not subject to CEQA review at this time under the General Rule and no further environmental review is necessary.

**SECTION 4.** Chapter 8.12 of the Canyon Lake Municipal Code is repealed in its entirety and readopted to read as follows:

Chapter 8.12  
Adoption of California Fire Code, as amended

Section	
8.12.010	Adoption.
8.12.020	Title.
8.12.030	Severability
8.12.040	Application of Residential Code
8.12.050	Liability
8.12.060	Authority of the Fire Chief and the Fire Department
8.12.070	Authority of Fire Chief to close Hazardous Fire Areas
8.12.080	Required Operational Permits
8.12.090	Carnivals, Fairs, and Special Events.
8.12.100	General Use Permit.
8.12.110	Fees.
8.12.120	Cost Recovery.
8.12.130	Occupant Count.
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8.12.320	Where Required.

- 8.12.330      Hydraulically Calculated Systems
- 8.12.340      Minimum Requirements for Client Leased/Occupant Owned Warehouses.
- 8.12.350      Fire Hazard Severity Zone Maps
- 8.12.360      Firing
- 8.12.370      Appendix B.
- 8.12.380      Appendix C.

**8.12.010      Adoption.**

The City Council of the City of Canyon Lake does hereby adopt the California Fire Code, as amended. Except as stated in this Section or as amended below in this Ordinance, all of the provisions and appendices of the 2019 California Fire Code, inclusive of all of the inclusions and exclusions set for in each chapter’s matrix, are hereby adopted and shall apply to the Canyon Lake. In addition, the following provisions that are excluded in the 2019 California Fire Code are hereby adopted - Chapter 1, Division II of the California Fire Code is hereby adopted, except that Section 103.2 and 109.3 are not adopted, and Chapters 3, 25, and Sections 403.12, 503, 510.2, and 1103.2 are adopted. One copy of this Code has been and is now filed in the office of the Chief Building Official of the City of Canyon Lake and the same is hereby adopted and incorporated.

**8.12.020      Title.**

Section 101.1 of the California Fire Code is amended to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of the City of Canyon Lake, hereinafter referred to as “this code.”

**8.12.030      Severability**

Section 101.4 of the California Fire Code is amended to read as following:

**101.4 Severability.** If any provision, clause, sentence or paragraph of this ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are hereby declared to be severable.

**8.12.040      Application of Residential Code.**

Section 102.5 of the California Fire Code is amended to read as follows:

102.5 Application of residential code. Where structures are designed and constructed in accordance with the California Residential Code, the provisions of this code shall apply as follows:

1. Construction and design provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 of this code shall apply.

2. Administrative, operational and maintenance provisions of this code shall apply.
3. Automatic fire sprinkler system requirements of this code shall apply to detached accessory buildings 3,600 square feet or greater in accordance with Section 903.2. The provisions contained in Section 903.2.18 of the California Fire Code or Section R309.6 of the California Residential Code may be used for the design of the automatic fire sprinkler system for detached private garages.

**8.12.050 Liability.**

Section 103.4 of the California Fire Code is amended to read as follows:

103.4 Liability. Any liability against Riverside County or the City of Canyon Lake or any officer or employee for damages resulting from the discharge of their duties shall be as provided by law.

**8.12.060 Authority of the Fire Chief and Fire Department.**

Section 104.1.1 is added to Section 104. of the California Fire Code to read as follows:

104.1.1 Authority of the Fire Chief and the Fire Department.

1. The Fire Chief is authorized and directed to enforce all applicable State fire laws and provisions of this ordinance and to perform such duties as directed by the City Council.
2. The Fire Chief is authorized to administer, interpret and enforce this ordinance. Under the Fire Chief's direction, the Riverside County Fire Department is authorized to enforce ordinances of the City of Canyon Lake pertaining to the following:
  - 2.1. The prevention of fires.
  - 2.2. The suppression or extinguishment of dangerous or hazardous fires.
  - 2.3. The storage, use and handling of hazardous materials.
  - 2.4. The installation and maintenance of automatic, manual and other private fire alarm systems and fire extinguishing equipment.
  - 2.5. The maintenance and regulation of fire escapes.
  - 2.6. The maintenance of fire protection and the elimination of fire hazards on land, in buildings, structures and other property, including those under construction.
  - 2.7. The maintenance of means of egress.

2.8. The investigation of the cause, origin and circumstances of fire and unauthorized releases of hazardous materials.

3. The following persons are hereby authorized to interpret and enforce the provisions of this code and to make arrests and issue citations as authorized by law:

- 1.1. The Unit Chief, Peace Officers and Public Officers of the California Department of Forestry and Fire Protection.
- 1.2. The Fire Chief, Peace Officers and Public Officers of the Riverside County Fire Department.
- 1.3. The Riverside County Sheriff and any deputy sheriff.
- 1.4. The Police Chief and any police officer of any city served by the Riverside County Fire Department.
- 1.5. Officers of the California Highway Patrol.
- 1.6. Code Officers of the City of Canyon Lake Code Enforcement Department.
- 1.7. Peace Officers of the California Department of Parks and Recreation.
- 1.8. The law enforcement officer of the Federal Bureau of Land Management.

**8.12.070 Authority of the Fire Chief to Close Hazardous Fire Areas.**

Section 104.12 is added to Section 104 of the California Fire Code to read as follows:

104.12 Authority of the Fire Chief to close hazardous fire areas.

Except upon National Forest Land, the Fire Chief is authorized to determine and announce the closure of any hazardous fire area or portion thereof. Any closure by the Fire Chief for a period of more than fifteen (15) calendar days must be approved by the Riverside County Board of Supervisors and/or the City Council within fifteen (15) calendar days of the Fire Chief's original order of closure. Upon such closure, no person shall go in or be upon any hazardous fire area, except upon the public roadways and inhabited areas. During such closure, the Fire Chief shall erect and maintain at all entrances to the closed area sufficient signs giving notice of closure. This section shall not prohibit residents or owners of private property within any closed area, or their invitees, from going in or being upon their lands. This section shall not apply to any entry, in the course of duty, by a peace officer, duly authorized public officer or fire department personnel. For the purpose of this section, "hazardous fire area" shall mean public or private land that is covered with grass, grain, brush or forest and situated in a location that makes suppression difficult resulting in great damage. Such areas are designated on Hazardous Fire Area maps filed with the Riverside County Fire Department.

**8.12.080 Required Operational Permits.**

Section 105.6 of the California Fire Code is amended to read as follows:

105.6 Required operational permits.

The fire code official or authorized representative may issue operational permits for the operations set forth in Sections 105.6.1 through 105.6.53.

**8.12.090 Carnivals, Fairs, and Special Events.**

Section 105.6.4 of the California Fire Code is amended to read as follows:

105.6.4 Carnivals, fairs, and special events.

An operational permit is required to conduct a carnival, fair, or special event. A detailed plan must be submitted, and an operational permit issued, to conduct a carnival, fair, or special event.

**8.12.100 General Use Permit.**

Section 105.6.53 is added to Section 106 of the California Fire Code to read as follows:

105.6.53 General Use Permit.

A General Use Permit shall be required for any activity or operation not specifically described in this section, which in the judgement of the fire code official is likely to produce conditions hazardous to life or property.

**8.12.110 Fees.**

Section 106.1 of the California Fire Code is amended to read as follows:

106.1 Fees.

For each and every permit issued (or amended) pursuant to this code, there shall be paid to the City of Canyon Lake or County of Riverside, a fee in such amount as established by the agency issuing the permit or providing the service. Failure to pay such fees shall be cause for revocation of the permit.

**8.12.120 Cost Recovery.**

Section 106.6 is added to Section 106 of the California Fire Code to read as follows:

106.6 Cost Recovery.

Fire suppression, investigation, rescue or emergency medical costs are recoverable in accordance with Health and Safety Code Sections 13009 and 13009.1, as may be amended from time to time. Additionally, any person who negligently, intentionally or in violation of law causes an emergency response, including, but not limited to, a traffic accident, spill of toxic or flammable fluids or chemicals is liable for the costs of securing such emergency, including those costs pursuant to Government Code Section 53150, et seq, as may be amended from time to time. Any expense incurred by the Riverside County Fire Department for securing such emergency shall constitute a debt of such person and shall be collectable by Riverside County in the same manner as in the case of an obligation under contract, express or implied.

**8.12.130 Occupant Count.**

Section 108.7 is added to Section 108 of the California Fire Code to read as follows:

108.7 Occupant Count.

The supervisor of each place of assembly shall have an effective system to maintain a count of the number of occupants present in order to keep the number at or below the allowable occupant load. If the fire code official determines at any time that an accurate count of occupants is not being maintained, the occupancy shall be cleared to obtain an accurate count.

**8.12.140 Board of Appeals Established.**

Section 109.1 of the California Fire Code is amended to read as following:

109.1 Board of appeals established.

The Board of Appeals shall be the City Manager. If he or she determines an outside board is needed, he or she shall designate an outside hearing officer to hear the appeal. The Fire Code Official shall be notified of any appeal and the Fire Code Official or designee shall be in attendance at the appeal hearing. Depending on the subject of the appeal, specialized expertise may be solicited, at the expense of the applicant, for the purpose of providing input to the Board of Appeals.

Section 109.3 Qualifications. Is deleted in its entirety.

**8.12.150 Violation Penalties.**

Section 110.4 of the California Fire Code is amended to read as follows:

110.4 Violation penalties.

It shall be unlawful for any person, firm, corporation or association of persons to violate any provision of this ordinance, or to violate the provisions of any permit granted pursuant to this code or ordinance. Punishments and penalties for violations shall be in accordance with

the City of Canyon Lake ordinances, fee schedule and Health and Safety Code Sections 17995 through 17995.5.

**8.12.160 Failure to Comply.**

Section 112.4 of the California Fire Code is amended to read as follows:

112.4 Failure to comply.

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be in violation of this Code and be subject to citations and penalties in amounts as determined by the City Council.

**8.12.170 Definitions.**

The following definitions are amended/added to Section 202 of the California Fire Code and reads as follows:

‘FIRE CHIEF’ The Fire Chief of Riverside County or designee.

“FIRE HAZARD” Any condition, arrangement, or act which will increase, or may cause an increase of, the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service of preventing, suppressing or extinguishing fire; or which may obstruct, delay, or hinder, or may become the cause of obstruction, delay or hindrance to the prevention, suppression, or extinguishment of fire.

**8.12.180 Sky Lanterns.**

Section 308.1.6.3 of the California Fire Code is amended to read as follows:

308.1.6.3 Sky lanterns or similar devices. A person shall not release or cause to be released a sky lantern or similar device.

**8.12.190 Dimensions.**

Section 503.2.1 of the California Fire Code is amended to read as follows:

503.2.1 Dimensions.

Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7315 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). For additional requirements or alternatives refer to most current version of applicable Riverside County Fire Department Standards and Policies.

**8.12.200 Authority.**

Section 503.2.2 of the California Fire Code is amended to read as follows:

503.2.2 Authority.

The fire code official shall be the only authority authorized to designate fire apparatus access roads and fire lanes and to modify the minimum fire lane access widths for fire or rescue operations.

**8.12.210 Automatic Opener.**

Section 503.6.1 is added to Section 503 of the California Fire Code to read as follows:

503.6.1 Automatic Opener.

New motorized gates shall be provided with means to be automatically opened remotely by emergency vehicles in accordance with the current version of applicable Riverside County Fire Department Standards and Policies.

Exception: Gates serving individual one and two-family dwelling parcels.

**8.12.220 Loading Areas and Passenger Drop-Off Areas.**

Section 503.7 is added to Section 503 of the California Fire Code to read as follows:

503.7 Loading areas and passenger drop-off areas.

On private properties, where fire apparatus access roads are utilized for loading or unloading, or utilized for passenger drop-off or pick-up, an additional eight (8) feet of width shall be added to the minimum required width for the fire apparatus access road.

**8.12.230 Fire Hydrant Size and Outlets.**

Section 507.5.7 is added to Section 507 of the California Fire Code to read as follows:

507.5.7 Fire Hydrant size and outlets.

As determined by the fire code official, or in accordance with the current version of applicable Riverside County Fire Department Standards and Policies, fire hydrant sizes and outlets shall be based on the following:

1. Residential Standard – one (1) four (4) inch outlet and one (1) two and one-half (2 ½) inch outlet.

2. Super Hydrant Standard – one (1) four (4) inch outlet and two (2) two and one-half (2 ½) inch outlet.
3. Super Hydrant Enhanced – two (2) four (4) inch outlets and one (1) two and one-half (2 ½) inch outlet.

**8.12.240 Fire Hydrant Marker.**

Section 507.5.8 is added to Section 507 of the California Fire Code to read as follows:

507.5.8 Fire hydrant marker. Fire hydrant locations shall be visually indicated in accordance with Riverside County Fire Department Technical Policy 06-11, as may be amended from time-to-time. Any hydrant marker damaged or removed during the course of street construction or repair shall be immediately replaced by the contractor, developer, or person responsible for removal or damage.

**8.12.250 General.**

Section 508.1 of the California Fire Code is amended to read as follows:

508.1 General.

Where required by other sections of this code and in all buildings classified as high-rise buildings by the California Building Code, in buildings greater than 300,000 square feet in area, and in Group I-2 occupancies having occupied floors located more than 75 feet above the lowest level of fire department vehicle access a fire command center for fire department operations shall be provided and comply with Sections 508.1.1 through 508.1.8.

**8.12.260 Location and Access.**

Section 508.1.1 of the California Fire Code is amended to read as follows:

508.1.1 Location and access.

The fire command center shall be located adjacent to the main lobby and shall be accessible from fire department vehicular access or as approved by the fire code official or designee. The room shall have direct access from the building exterior at the lowest level of fire department access.

**8.12.270 Size.**

Section 508.1.3 of the California Fire Code is amended to read as follows:

508.1.3 Size. The fire command center shall be not less than 0.015 percent of the total building area of the facility served or 200 square feet (19 m<sup>2</sup>) in area, whichever is greater, with a

minimum dimension of 0.7 times the square root of the room area or 10 feet (3048 mm), whichever is greater.

Exception: A fire command center solely required because a building is greater than 300,000 square feet in area shall be a minimum of 96 square feet (9m<sup>2</sup>) with a minimum dimension of 8 feet (2438mm).

**8.12.280 Required Features.**

Section 508.1.6 of the California Fire Code is amended to add the following exception:

508.1.6 Required features.

Exception: A fire command center solely required because a building is greater than 300,000 square feet in area shall comply with NFPA 72 and contain the features set forth in Subsection 508.1.6, subsection 5,8,10,12,13 and 14. The features set forth in Section 508.1.6 subsections 1, 2, 3, 4, 6, 9, 11, 15, 16, 17, 18 and 19 shall be required when such building contains systems or functions related to these features.

**8.12.290 Fire Command Center Identification.**

Section 508.1.8 is added to Section 508 of the California Fire Code to read as follows:

508.1.8 Fire command center identification. The fire command center shall be identified by a permanent easily visible sign stating "Fire Dept. Command Center," located on the door to the fire command center.

**8.12.300 Minimum Clearances.**

Section 509.2.1 is added to Section 509 of the California Fire Code to read as follows:

509.2.1 Minimum clearances.

A 3-foot (914 mm) clear space shall be maintained around the circumference of exterior fire protection system control valves, or any other exterior fire protection system component that may require immediate access, except as otherwise required or approved.

**8.12.310 Manual Operation.**

Section 605.10.1.2 of the California Fire Code is amended to read as follows:

605.10.1.2 Manual operation.

When required by the fire code official or the Riverside County Fire Department, automatic crossover valves shall be capable of manual operation. The manual valves shall be located in an

approved location immediately outside of the machinery room in a secure metal box or equivalent and marked as Emergency Controls.

**8.12.320 Where Required.**

Section 903.2 of the California Fire Code is amended to read as follows:

903.2 Where required.

In all new buildings and structures which are 3,600 square feet or greater, an approved automatic sprinkler system shall be provided regardless of occupancy classification. Where the Sections 903.2.1 – 903.2.20 of the California Fire Code require more restrictive requirements than those listed below, the more restrictive requirement shall take precedence.

**Exception:** Unless required elsewhere in this code or the California Building Code, automatic fire sprinkler systems shall not be required for the following:

1. Detached Group U occupancies used for agricultural purposes constructed in accordance with the California Building Code.
2. Detached non-combustible equestrian arena shade canopies that are open on all sides and used for riding only - no commercial, assembly or storage uses.
3. Detached fabric or non-combustible shade structures that are open on all sides and used to shade playground equipment, temporary storage of vehicles and dining areas with no cooking.
4. Where determined by the Fire Chief that no major life safety hazard exists, and the fuel load does not pose a significant threat to firefighter safety or to other structures or property, automatic fire sprinklers may be exempted.

One- and two-family dwellings shall have an automatic fire sprinkler system regardless of square footage in accordance with the California Residential Code. Fire sprinkler systems shall be installed in mobile homes, manufactured homes and multifamily manufactured homes with two dwelling units in accordance with Title 25 of the California Code of Regulations.

The following exceptions in the California Fire Code shall not be allowed:

- a. Exception in Section 903.2.3
- b. Exception 2 in Section 903.2.11.3

**8.12.330 Hydraulically Calculated Systems.**

Section 903.3.5.3 is added to Section 903 of the California Fire Code to read as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

**8.12.340 Minimum Requirements for Client Leased or Occupant Owned Warehouses.**

Section 3204.2.1 is added to Section 3204 of the California Fire Code to read as follows:

3204.2.1 Minimum requirements for client leased or occupant owned warehouses. Designs of an automatic sprinkler system for client leased or occupant owned buildings containing high pile storage shall be based on the requirements of NFPA 13. The responsible fire protection engineer shall perform a survey of the building to determine commodity classification, storage configuration, building height and other information related to the development of an appropriate sprinkler system design. The fire protection engineer shall also make reasonable efforts to meet with the building owner or operator to understand seasonal or customer related fluctuations to the stored commodities, storage height, and configuration. The sprinkler design shall be based on the most demanding requirements determined through the onsite survey and discussions with the building owner or operator. The technical report shall describe the basis for determining the commodity and sprinkler design selection, how the commodities will be isolated or separated, and include references to the design document(s). If a specific fire test is used as the basis of design, a copy of the fire test report shall be provided at the time of plan review.

**8.12.350 Fire Hazard Severity Zone Maps.**

Section 4904.3 is added to Section 4904 of the California Fire Code to read as follows:

4904.3 High Fire Severity Zone Maps.

In accordance with Government Code Section 51175 through 51189, Very High Fire Hazard Severity Zones are designated as shown on a map titled Very High Fire Hazard Severity Zones, dated December 24, 2009 and retained on file at the office of the fire code official or the Riverside County Fire Department, which supersedes other maps previously adopted designating high fire hazard areas. Any updated maps which are adopted by the County of Riverside or the City of Canyon Lake will automatically replace the 2009 maps.

**8.12.360 Firing.**

Section 5608.2 is added to Section 5608 of the California Fire Code to read as follows:

5608.2 Firing.

All fireworks displays shall be electrically fired.

**8.12.370 Appendix B.**

Appendix B, Table 105.2 of the California Fire Code is amended to read as follows:

<b>AUTOMATIC SPRINKLER SYSTEM (Design Standard)</b>	<b>MINIMUM FLOW (gallons per minute)</b>	<b>FIRE</b>	<b>FLOW DURATION (hours)</b>
No automatic sprinkler system	Value in Table B105.1(2)		Duration in Table B105.1(2)

Section 903.3.1.1 California Fire Code	50% of the value in Table B105.1(2)a	Duration in Table B105.1(2) at the reduced flow rate
Section 903.3.1.2 of the California Fire Code	50% of the value in Table B105.1(2)b	Duration in Table B105.1(2) at the reduced flow rate

For SI: 1 gallon per minute = 3.785 L/m.

- a. The reduced fire-flow shall be not less than 1,000 gallons per minute.
- b. The reduced fire-flow shall be not less than 1,500 gallons per minute.

**8.12.380 Appendix C.**

Section C103.1 of the California Fire Code is amended to read as follows:

C103.1 Hydrant spacing.

Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 of the California Fire Code shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall be in accordance with Sections C103.2 and C103.3. Fire Hydrants shall be provided at street intersections.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption.

**PASSED APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney

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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Steven Graham, City Attorney

**DATE:** December 4, 2019 *CM*

**SUBJECT:** Introduction and First Reading of Ordinance No. 191, an Ordinance of the City Council of the City of Canyon Lake, California, Amending Sections 3.08.110 and 3.08.270 of the Municipal Code related to the purchasing authority of the City Manager

**Recommendation**

Staff recommends the Introduction and First Reading of Ordinance No. 188, an Ordinance of the City Council of the City of Canyon Lake, California, Amending Sections 3.08.110 and 3.08.270 of the Municipal Code related to the purchasing authority of the City Manager

**Background**

The City of Canyon Lake’s purchasing system is located at Chapter 3.08 of the Canyon Lake Municipal Code was originally established in 1990. The City Attorney’s Office was asked to review this Chapter for potential revisions in keeping with best practices for cities in southern Riverside County. Based on that review, and upon a review of the purchasing ordinances of surrounding cities, it is recommended that the City Council consider increasing the purchasing authority of the City Manager.

The City Manager of Canyon Lake has significantly lower purchasing authority for professional contracts than is found in surrounding cities. The purchasing ordinances of five surrounding cities were reviewed and those results are summarized below:

<b>City</b>	<b>City Manager Authority</b>	<b>Municipal Code Section</b>
Menifee	\$50,000	M.M.C. § 3.12.040
Lake Elsinore	\$30,000	L.E.M.C. § 3.08.062
Murrieta	\$50,000	M.M.C. § 3.08.280
Wildomar	\$50,000	W.M.C. §3.28.020
Perris	\$30,000	P.M.C. § 3.32.220-230

The general trend in cities favors purchasing authority of \$50,000 for the City Manager. The ordinance included with the backup to this staff report proposes increasing the City Manager’s purchasing authority for both professional services and other purchases to \$50,000.

Below is a redline showing the language being amended in Sections 3.08.110:

**3.08.110 Bidding.**

Purchases of supplies, equipment and nonprofessional services shall be by the following bid procedures:

- (a) The authority to award informal contracts and to act as the purchasing agent in utilizing the formal bid procedure is delegated to the City Manager and the City Engineer.
- (b) Purchase of supplies and equipment of \$100 or less may be made with petty cash without a purchase order as long as the receipt is provided to the City Manager.
- (c) Public projects or purchases of supplies, equipment or nonprofessional services under ~~\$30,000~~ **\$50,000** may be performed without competitive bids by the City's employees, by negotiated contractor by purchase order.
- (d) Purchase of supplies and equipment of ~~\$30,000~~ **\$50,000** or more, and less than \$125,000 must be approved by the City Council after receipt of three informal written bids.
- (e) Purchase of supplies and equipment of \$125,000 or more require a formal bid procedure and City Council approval.

...

**3.08.270 Exceptions to competitive bidding requirement.**

Notwithstanding any provision of this Chapter to the contrary, the competitive bidding procedures and requirements may be dispensed with in any of the following instances:

- (a) When the commodity can be obtained from only one vendor;
- (b) The City Manager may authorize the purchase of materials, supplies, equipment and services where an emergency is deemed to exist and it is determined that service involving the public health, safety or welfare would be interrupted if the normal procedure were followed. All emergency purchases, which would otherwise require formal bidding procedures, made pursuant to this Section shall be submitted to the City Council for ratification at the next regular Council meeting after the purchase is authorized;

(c) The City Council may authorize the execution of contracts for personal services, for professional and consultant services, and for other, nonpublic projects and for contractual services without observing the bidding procedures provided herein where the amount of the contract exceeds the value of ~~ten~~ fifty thousand dollars (~~\$10,000.00~~\$50,000);

(d) The City Manager is authorized to enter into contracts for personal services, for professional and consulting services and for other contractual services without observing the bidding procedure provided herein where the amount of the contract does not exceed the amount of ~~ten~~ fifty thousand dollars (~~\$10,000.00~~\$50,000); provided there exists an unencumbered appropriation in the fund account against which said expense is to be charged;

(e) The City may obtain the goods or commodity from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding;

(f) When the City Council finds that adherence to the procedures in this Chapter would be inefficient, impractical and unnecessary; and

(g) The City Council may authorize the execution of a lease or leases for office space for the City government without observing the bidding procedures provided herein irrespective of the term of the lease or leases or the amount of rent and other charges to be paid by the City under the lease or leases.

**Fiscal Impact**

No fiscal impact at this time.

**Attachments**

1. Ordinance No. 191



# ATTACHMENT 1



## ORDINANCE NO. 191

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING SECTIONS 3.08.110 AND 3.08.270 OF THE MUNICIPAL CODE RELATED TO THE PURCHASING AUTHORITY OF THE CITY MANAGER

The City Council of the City of Canyon Lake, California does ordain as follows:

**Section 1.** Section 3.08.110 of the Canyon Lake Municipal Code is hereby amended to read as follows:

#### **“3.08.110 Bidding.**

Purchases of supplies, equipment and nonprofessional services shall be by the following bid procedures:

(a) The authority to award informal contracts and to act as the purchasing agent in utilizing the formal bid procedure is delegated to the City Manager and the City Engineer.

(b) Purchase of supplies and equipment of \$100 or less maybe made with petty cash without a purchase order as long as the receipt is provided to the City Manager.

(c) Public projects or purchases of supplies, equipment or nonprofessional services under \$50,000 may be performed without competitive bids by the City’s employees, by negotiated contractor by purchase order.

(d) Purchase of supplies and equipment of \$50,000 or more, and less than \$125,000 must be approved by the City Council after receipt of three informal written bids.

(e) Purchase of supplies and equipment of \$125,000 or more require a formal bid procedure and City Council approval.”

**Section 2.** Section 3.08.270 of the Canyon Lake Municipal Code is hereby amended read as follows:

#### **“3.08.270 Exceptions to competitive bidding requirement.**

Notwithstanding any provision of this Chapter to the contrary, the competitive bidding procedures and requirements may be dispensed with in any of the following instances:

(a) When the commodity can be obtained from only one vendor;

(b) The City Manager may authorize the purchase of materials, supplies, equipment and services where an emergency is deemed to exist and it is determined that service involving the public health, safety or welfare would be interrupted if the normal procedure were followed. All emergency purchases, which would otherwise require formal bidding procedures, made pursuant to this Section shall be submitted to the City Council for ratification at the next regular Council meeting after the purchase is authorized;

(c) The City Council may authorize the execution of contracts for personal services, for professional and consultant services, and for other, nonpublic projects and for contractual services without observing the bidding procedures provided herein where the amount of the contract exceeds the value of fifty thousand dollars (\$50,000);

(d) The City Manager is authorized to enter into contracts for personal services, for professional and consulting services and for other contractual services without observing the bidding procedure provided herein where the amount of the contract does not exceed the amount of fifty thousand dollars (\$50,000); provided there exists an unencumbered appropriation in the fund account against which said expense is to be charged;

(e) The City may obtain the goods or commodity from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding;

(f) When the City Council finds that adherence to the procedures in this Chapter would be inefficient, impractical and unnecessary; and

(g) The City Council may authorize the execution of a lease or leases for office space for the City government without observing the bidding procedures provided herein irrespective of the term of the lease or leases or the amount of rent and other charges to be paid by the City under the lease or leases.”

**Section 3. Severability.**

If any provision, section, paragraph, sentence or word of this Ordinance is determined or declared invalid by any final court action in a court of competent jurisdiction or if the application of any provision, section, paragraph, sentence or word of this Ordinance is inapplicable to a specific situation by reason of any preemptive state or federal legislation or regulation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect.

**Section 4.     Effective Date.**

This Ordinance shall become effective 30 days from the date of its adoption.

**PASSED APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney



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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**DATE:** December 4, 2019

**SUBJECT:** Introduction and First Reading of Ordinance No. 192, an Ordinance of the City Council of the City of Canyon Lake, California, Adding Chapter 5.22 to Title 5 of the Canyon Lake Municipal Code Establishing a Single-Family Residential Rental Registration, Inspection and Crime-Free Rental Housing Program

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**Recommendation**

That the City Council adopt Ordinance No 192, establishing a Single-Family Residential Rental Registration, Inspection and Crime-Free Rental Housing Program.

**Background**

This ordinance would essentially add single-family residential rentals to the City's existing business license program.

Currently, the City does not track which properties are occupied by renters. In an attempt to be responsive to community concerns regarding illegal activity and nuisance behaviors that sometimes come with rental properties, staff is suggesting that the City consider implementing a program to register and inspect single-family residential rentals and to require a crime-free lease addendum, obligating renters to agree to live a "crime free lifestyle." This program is similar to that of a number of cities in the region. In particular, this draft ordinance most closely resembles that of the City of Eastvale.

Rental homes are generally believed to be responsible for a disproportionate share of code enforcement and police calls for service. Illegal activity and nuisance behaviors interfere with the health, safety, quality of life, quiet enjoyment and general welfare of those residing near rental homes and may contribute to a decline in the value of surrounding properties. Existing state and local laws have not sufficiently encouraged landlords, particularly absentee landlords, to take reasonable steps to ensure their properties are safe and decent. This ordinance would establish a program to encourage the upkeep of all single-family rental properties for the public health, safety, and welfare of the residents of Canyon Lake.

It is anticipated that this program would not require the adoption by the City Council of any new fees. Rather, existing business license and inspection fees would be applied in order to defray the costs of the program.

A draft of this ordinance was brought to the Council for discussion at the November 6, 2019 meeting. Staff has incorporated feedback given by the Council and is now bringing the item back for formal introduction and first reading.

**Fiscal Impact**

It is anticipated that the revenue generated from business licensing and inspections will cover the costs of this program.

**Attachments**

1. Ordinance No. 192

# **ATTACHMENT 1**

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**ORDINANCE NO. 192**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADDING CHAPTER 5.22 TO TITLE 5 OF THE CANYON LAKE MUNICIPAL CODE ESTABLISHING A SINGLE-FAMILY RESIDENTIAL RENTAL REGISTRATION, INSPECTION AND CRIME-FREE RENTAL HOUSING PROGRAM**

**WHEREAS**, rental homes are responsible for a disproportionate share of code enforcement and police calls for service that necessitates a disproportionate expenditure of public funds for such properties; and

**WHEREAS**, the City Council hereby determines that illegal activity in the City interferes with the health, safety, quality of life, quiet enjoyment and general welfare of the individuals residing near rental homes and may contribute to a decline in the value of surrounding properties; and

**WHEREAS**, existing state and local laws have not sufficiently encouraged landlords, particularly absentee landlords, to take reasonable and proactive steps to abate these conditions and to ensure their premises are safe and decent; and

**WHEREAS**, it is necessary to implement a “Single-Family Residential Rental Registration, Inspection and Crime-Free Rental Housing Program” to alleviate these problems and improve living conditions for renters and protect the general welfare of individuals in affected neighborhoods; and

**WHEREAS**, the City Council has determined that it is necessary to defray the cost of the Single-Family Residential Rental Registration, Inspection And Crime-Free Rental Housing Program through the imposition of regulatory fees which may be set from time to time by Resolution of the City Council to cover the actual costs of implementing and enforcing the program; and

**WHEREAS**, the rental and letting of housing is a business and it is necessary and proper to regulate such a business to ensure there is safe and decent housing for persons of all income levels; and

**WHEREAS**, through the adoption of this Chapter, the City will implement a new program that is rationally related to encourage upkeep of all single-family rental property for the public health, safety, and welfare of the residents of the City of Canyon Lake.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES ORDAIN AS FOLLOWS:**

**SECTION 1. Incorporation.** All of the foregoing Recitals are true and correct, and the City Council so finds and determines. The Recitals set forth above are incorporated herein, are made findings and determinations of the City Council and are made an operative part of this Ordinance. The findings above are hereby incorporated herein.

**SECTION 2.** Chapter 5.22 is added to the Canyon Lake Municipal Code to read as follows:

**“SINGLE-FAMILY RENTAL PROPERTY REGISTRATION,**

## **INSPECTION AND CRIME- FREE RENTAL HOUSING PROGRAM**

Sections:

- 5.22.010 – Purpose.
- 5.22.020 – Definitions.
- 5.22.030 – Compliance with Applicable Laws and Regulations.
- 5.22.040 – Rebuttable Presumption.
- 5.22.050 – Local contact representative.
- 5.22.060 – Residential Rental Registration Program.
- 5.22.070 – Inspections.
- 5.22.080 – Inspection Fees.
- 5.22.090 – Appeals.
- 5.22.100 – Self-Certification Program.
- 5.22.110 – Retention of completed Self-Certification Forms.
- 5.22.120 – Complaint-Based Inspections.
- 5.22.130 – Voluntary Inspection Requests.
- 5.22.140 – Enforcement.

### **Section 5.22.010 – Purpose.**

The purpose of this Chapter is to identify Single-Family Residential Rental Dwelling Units in the City of Canyon Lake, to ensure that such units afford tenants a safe and decent place to dwell, and to require rental housing with substandard conditions to meet and maintain minimum building and housing code standards, exterior maintenance standards, and to reduce criminal activity. The City Council has determined that requiring that all Single-Family Residential Rental Dwelling Units be registered with the City and inspected and requiring that landlords use a Crime-Free Rental Housing Addendum, serves these legitimate governmental interests.

### **Section 5.22.020 – Definitions.**

For the purposes of this Chapter, certain words and phrases used in this Chapter are defined as follows:

“Applicable Laws” means and includes all federal, state and local statutes, ordinances and regulations that pertain to the condition, habitability and safety of Dwelling Units and residential property. Applicable Laws include, but are not limited to, the State Housing Law (California Health & Safety Code, Sections 17910 *et. seq.*), (California Health and Safety Code, Sections 11570 *et. seq.*), and the Canyon Lake Municipal Code, including but not limited to Title 8 (Building and Construction), and Title 9 (Planning and Zoning).

“Building Official” means an individual(s) who is designated by the City Manager to conduct inspections under the provisions of this Chapter.

“City” means the City of Canyon Lake and its respective departments thereof.

“Code Enforcement Officer” means an individual(s) who is designated by the City Manager to

enforce Applicable Laws.

“Crime Free Lease Addendum” means the lease addendum described in Section 5.22.060.

“Fair Housing Laws” means the federal Fair Housing Act, as amended, (42 U.S.C. Sec. 3601 et seq.), the California Fair Housing and Employment Act (Government Code Sec. 12900 et seq.), and the Unruh Civil Rights Act (Civil Code Sec. 51).

“Local property management company” shall mean an entity that is responsible for the day-to-day maintenance, upkeep and security of the property and is operated by a person who is licensed with the California Department of Real Estate as a real estate broker.

“Local property manager” shall mean a person who is responsible for the day-to-day maintenance, upkeep, and security of the property. The local property manager may be the owner of the property.

“Occupant” or “Tenant” means any person or persons who occupy a rental property, whether as a tenant or permittee of the Owner.

“Owner” or “Property Owner” means a single individual, partnership or joint venture or any entity that has any kind of ownership interest in a rental property whether as an individual, partner, joint venture, stock owner, or ownership interest in some other capacity or the owner’s designee, which may include a local management company. If more than one person or an entity owns the subject real property, owner or property owner refers to each person or entity holding any kind of ownership interest in the property, and the property owners’ obligations in this Chapter are joint and several as to each property owner. Owner shall also mean any person having legal title to real property, including all individuals shown as owners on the last equalized assessment roll of the Riverside County Assessor’s Office, or an Owner’s Authorized Representative.

“Single-Family Residential Rental Property,” “Rental Property” or “Residential Rental Dwelling Unit” means a dwelling unit as defined in the City Planning and Zoning Code, in a single structure, and is occupied or for occupancy by a person(s) other than the owner of the unit and includes the premises on which said rental property is situated and any common areas, including but not limited to parking lots, driveways, landscaping, accessory structures, fences, walls, swimming pools, hot tubs, and spas. For the purpose of this Chapter, the following types of dwelling units or facilities are not considered single-family rental residential rental property:

- (a) Multi-family dwelling housing units as defined in the City Planning and Zoning Code;
- (b) Hotels or motels;
- (c) Accommodations in any hospital, extended care facility, residential care facility, convalescent home, nonprofit home for the aged, or dormitory that is owned and operated by an education institution;
- (d) Mobile home parks.

“This Code” means the City of Canyon Lake Municipal Code.

**Section 5.22.030 – Compliance with Applicable Laws and Regulations.**

Nothing in this Chapter shall be construed to:

1. Excuse, waive, limit, or modify any requirements or obligations in the Applicable Laws;
2. Authorize or permit the rental of any residential property for a term of less than 30 days;
3. Limit any right of the City to investigate and abate nuisances or to enforce any provisions of the Applicable Laws or any other provision of law; or
4. Conflict with any rights or obligations under the Fair Housing Laws or the Americans with Disabilities Act, as amended.

**Section 5.22.040 – Rebuttable Presumption.**

For the purpose of this Chapter, if the owner of record has not filed for the homeowner’s property tax exemption for a property, it shall be a rebuttable presumption that the property is a rental property. This presumption can be rebutted by the owner of record providing reasonable documentation to the City that the property is owner occupied or is not being used for rental income.

**Section 5.22.050 – Local contact representative.**

- (a) For purposes of this Chapter, all Owners of Residential Rental Property shall designate a local contact representative with full authority to act on behalf of the Owner for all purposes under this Chapter, including the acceptance of service of all notices from the City. The owner of Residential Rental Property may act as the local contact representative.
- (b) A local contact representative must establish and maintain, at all times, a local telephone number and a residence or business address within 50 miles of Canyon Lake City Hall. A local contact representative shall be accessible by the City through that local telephone number 24 hours/7 days a week.

**Section 5.22.060 – Residential Rental Registration Program.**

- (a) **Registration Required.** As a condition of exercising the privilege of renting or leasing a Rental Property to any person and/or entity, the Owner of the Residential Rental Property shall register with the City for a Business License in conformance with all requirements of the Business License regulations identified under Chapter 5.01 of this Code.
- (b) **Contents of Registration and Payment of Fees.** The Registration form shall contain all of the information required under Section 5.01.040 of Chapter 5.01 of this Code and shall be accompanied by payment of the license fee set forth in Chapter 5.01, the inspection fee required under Section 5.22.080 and a certification, signed by the Owner, that he or she will comply with and enforce the Crime-Free Lease Addendum required by this Section 5.22.060.

- (c) **Non-Transferrable.** Registration pursuant to this Chapter is non-transferrable to a new Owner of the Residential Rental Dwelling Unit(s).
- (d) **Failure to Register.** If the Owner of Residential Rental Dwelling(s) fails to register or reregister such units in compliance with this Chapter, the City Manager or their designee shall abate the nuisance by registering or re-registering said units in the name of the owner and set a date and time for initial inspection of said units, and shall send written notification to the Owner that the property has been so registered, advising of the date and time set for inspection, accompanied with a bill for the costs of abating the nuisance by registration/processing fee and the total initial inspection fee for each unit, and include information on the self-certification program.
- (e) **Revocation.** Registration for a Residential Rental Dwelling Unit may be revoked if the City determines that the Owner has violated paragraph (b) of this Section or has failed to pay any required registration, inspection, and/or re-inspection fees, or if the Residential Rental Dwelling Unit has been cited by a City or County employee for, or received written notice from a City or County employee of, a violation of the Applicable Laws, and the Owner has failed to remedy such violation within the period of time specified in the citation or written notice. The City shall provide written notice of the revocation to the Owner, which is appealable pursuant to Section 5.22.090.
- (f) **New Occupant.** The Owner of a Residential Rental Dwelling Unit shall notify the City in writing whenever a new occupant takes possession of the dwelling on forms determined by the City.
- (g) **Crime-Free Lease Addendum.** The Owner of a Residential Rental Dwelling Unit shall include a Crime-Free Lease Addendum in substantially the following form in all rental agreements and leases executed after March 1, 2020.

#### CRIME - FREE LEASE ADDENDUM

In consideration of the execution or renewal of this lease of the dwelling unit identified in the lease, Owner and Resident agree as follows:

1. Resident, any members of the resident's household or a guest or other person affiliated with the resident agree to live a "crime free lifestyle" and shall not engage in criminal activity, including drug related criminal activity, on or off the said premises. "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use of a controlled substance (as defined in § 102 of the CONTROLLED SUBSTANCE ACT (21 U.S.C. 802)).
2. Resident, any member of the resident's household or a guest or other person affiliated with the resident shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on or off the said premises.
3. Resident, any member of the resident's household or a guest or other person, whether or not affiliated with the resident shall not permit the dwelling unit to be used for, or to facilitate

criminal activity, including drug-related criminal activity.

4. Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance as defined in Health and Safety Code § 11350, et seq, at any locations, whether on or off the dwelling unit premises or otherwise.

5. Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in any illegal activity, including: prostitution as defined in Penal Code § 647(b); criminal street gang activity, as defined in Penal Code § 186.20 et, seq; assault and battery, as prohibited in Penal Code § 240; burglary, as prohibited in Penal Code § 459; the unlawful use and discharge of firearms, as prohibited in Penal Code§ 245; sexual offenses, as prohibited in Penal Code 245; sexual offenses, as prohibited in Penal Code§§ 269 and 288.

6. Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in any nuisance activity as defined in Civil Code§ 3479 and/or any condition declared and deemed by the City Council of the City of Canyon Lake to constitute a nuisance, or any violation of the Canyon Lake Municipal Code

7. VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY. A single violation of any of the provisions of this added addendum shall be deemed a serious violation and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be a preponderance of the evidence.

8. In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of this addendum shall govern.

9. This lease addendum is incorporated in the lease executed or renewed this day between Owner and Resident.

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#### **Section 5.22.070 – Inspections.**

(a) **Annual Inspections.** All Residential Rental property located in the City shall be subject to an annual inspection for compliance with Applicable Laws. The anniversary date for annual inspections shall be calculated from the date the Owner received the first Residential Rental Registration pursuant to Chapter 5.01 of this Code.

(b) **Inspection Upon Tenancy Change.** All Residential Rental property shall be subject to a Re-Inspection upon any change in occupants at the property notwithstanding the fact that the property may be subject to the Self-Certification Program or have already undergone an annual inspection.

(c) **Notice of Inspection and Procedures.**

1. After receiving a completed Residential Rental Registration from an Owner or upon receiving notice that a new occupant has taken possession of the dwelling, the City will conduct an exterior and interior inspection of the Residential Rental Dwelling Unit to identify violations of the Applicable Laws.
  2. The notice of inspection shall provide a minimum of 14-days' notice. Notice shall be mailed to the Owner, the local contact representative at their last known address, and occupant. In the case of multiple owners of the same property, notice to any one of the property owners is sufficient notice.
  3. In the event an Owner, local contact representative or tenant in possession of the property refuses to allow access to conduct the inspection, the City Attorney may use all legal remedies permitted by law to cause an inspection to take place.
  4. Should the City be unable to obtain the consent of the Owner, a local property management company or occupant of the Residential Rental Dwelling Unit to conduct an inspection, the City shall withhold or revoke the Owner's Residential Rental Registration until inspection is finalized.
- (d) City Code Enforcement Officers and/or the Building Official will be responsible for conducting the inspections authorized by this Section. The City may request that other City departments and/or Riverside County enforcement agencies participate in the inspection process.
- (e) After completion of the inspection, the City shall send a written report of the inspection to the Owner. The report shall contain:
1. An itemization of any violations of the Applicable Laws identified during the inspection;
  2. The period of time for correcting each of the identified violations;
  3. A statement that the City will re-inspect the Residential Rental Dwelling Unit on the day after the period of time for correction;
  4. The Re-inspection Fee shall be listed with the Re-inspection date and time accompanied by the date to which the said fee is due; and
  5. A statement that if the violations are not corrected within the period of time for correction the City will not issue the Residential Rental Registration Certificate and the City may pursue legal action as authorized under this Chapter to abate such violations.
  6. If no violations are found as a result of the inspection, the inspection report shall state, "No violations found on the date of inspection", and the City shall issue the Residential Rental Registration Certificate to the Owner.

- (f) Annual inspections under this Section 5.22.070 shall be conducted prior to renewal of the Business Registration Certificate required under Chapter 5.01.

**Section 5.22.080 – Inspection Fees.**

- (a) Fees for the administration and enforcement of the regulatory program established by this Chapter shall be set by resolution of the City Council and shall not exceed the City's actual cost of providing the services. Fees shall include, without limitation, an initial inspection fee, a re-inspection fee, and a fee to file an appeal. Owners are also subject to the Business Registration fees set forth in Chapter 5.01 of this Code.
- (b) The Owner of a Residential Rental Dwelling Unit shall pay an annual inspection fee to the City sufficient to pay the costs of the City's annual inspection pursuant to this Chapter.
- (c) Owners qualified for the Self-Certification Program under Section 5.22.100 shall pay the annual Inspection fee the first year of participation. If an Owner is removed from the Self-Certification Program, he/she shall become subject to annual inspections and annual inspection fees.

**Section 5.22.090 – Appeals.**

- (a) Any recipient of an administrative citation may contest the citation by the procedures set forth in Chapter 11.26 of this Code.
- (b) Any party to an administrative citation hearing may appeal from an adverse ruling in accordance with the procedures Chapter 11.26 of this Code.

**Section 5.22.100 – Self-Certification Program.**

- (a) Well-maintained rental property with no outstanding violations of any Applicable Laws may qualify to participate in the Self-Certification Program. Qualifying properties will not be subject to annual inspections; provided that conditions of the rental property do not deteriorate during that time to the point where the rental property would no longer meet eligibility standards for the Self-Certification Program.
- (b) To qualify for the Self-Certification Program, a property owner must:
  - 1. Complete the Self-Certification Program application packet provided by the City; and
  - 2. Pay the annual inspection fee and any other fees required by this Chapter; and
  - 3. Conduct a self-inspection of all exterior and interior site conditions of each rental property or properties for compliance with the requirements of the Self-Certification form provided by the City; and
  - 4. Immediately make any repairs to the Residential Rental unit(s) that are necessary

to achieve compliance with the requirements of the Self-Certification form; and

5. Complete the Self-Certification form and certify that conditions at the rental property or properties meet the exterior and interior standards listed on the Self-Certification form.
  6. Return the completed Self-Certification form to the City.
- (c) Upon receipt of a completed Self-Certification form the City shall perform an inspection of the rental property. If the City determines that the property is qualified to participate in the Self-Certification Program a certificate of compliance will be issued, and the property owner will not be subject to the annual inspection requirement thereafter. The Owner shall provide a copy of the Self-Certification Program certificate of compliance to the occupants of the corresponding Residential Rental property unit. Recertification in the Self-Certification Program shall be required every year for each Residential Rental Unit.
  - (d) If the City determines that the property is not eligible to participate in the Self-Certification Program, then the residential rental property shall be subject to inspection and the property owner shall be assessed the annual inspection fee as well as any other applicable fees.
  - (e) The City may, from time to time, randomly subject properties in the Self-Certification Program to an annual inspection under Section 5.22.070 to ensure compliance with the program.
  - (f) At all times, the City shall retain the authority to investigate and address any violation of Applicable Laws.
  - (g) Any property owner that fails to maintain a rental property to meet all of the standards listed on the Self-Certification Program's checklist, or is found to have caused to allow conditions, identified in the Crime-Free Addendum to exist, shall immediately be removed from the Self-Certification Program and become subject to annual inspections.
  - (h) It is unlawful for any person to knowingly make a false statement of fact or knowingly omit any information that is required on the Self-Certification form.

**Section 5.22.110 – Retention of completed Self-Certification Forms.**

- (a) The property's local contact representative shall retain all certificate(s) of compliance for at least three (3) years from the date the certificate of compliance was issued by the City.
- (b) The local contact representative shall produce all certificate(s) of compliance to the City Manager or their designee upon request.

**Section 5.22.120 – Complaint-Based Inspections.**

Nothing contained in this Chapter shall prevent or restrict the City's authority to inspect any rental property in response to a complaint alleging code violations or violations of Applicable Laws and to pursue all remedies permissible under this Code or Applicable Laws.

### **Section 5.22.130 – Voluntary Inspection Requests.**

Nothing contained in this Chapter shall be construed to prohibit a property owner or occupant from voluntarily requesting an inspection pursuant to this Chapter to determine whether the rental property complies with Applicable Laws.

### **Section 5.22.140 – Enforcement.**

- (a) **Violations Identified During Inspection.** If, after a report of inspection is issued pursuant to Section 5.22.070(d), the Owner fails to correct a violation of the Applicable Laws identified in the report of inspection within the time allowed, the City may issue an administrative citation pursuant to Chapter 11.26 of this Code or may take any other action authorized by law to enforce the provisions of this Code, including, without limitation, a petition to the Superior Court for the appointment of a receiver over the property.
- (b) **Failure to Pay Fees.** Should an Owner fail to timely pay the annual inspection fee or any re-inspection fee, the City is authorized to recover it, plus accrued interest and penalties, utilizing any remedies authorized by law.
- (c) **Strict Liability.** Violations of this Chapter shall be treated as a strict liability offense regardless of intent. Any person, firm and/or corporation that violates any portion of this Chapter shall be subject to prosecution under this Chapter, Chapter 11.26, and/or Section 11570 et. seq. of the California Health and Safety Code (Drug Abatement).
- (d) **Revenue and Taxation Code.** The City may also utilize the provisions of the Revenue and Taxation Code Section 24436.5 to encourage the elimination of substandard conditions in rental housing. The City is also authorized to bring an action under the Business and Professions Code for unfair business practices.
- (e) **Attorneys' Fees.** In an action, administrative proceeding, or special proceeding to abate a violation of this Chapter, the prevailing party may recover Attorneys' fees pursuant to Government Code Section 38773.5. Recovery of Attorneys' fees is limited to those individual actions or proceedings in which the City elects, at the initiation of that individual action or proceeding, to seek recovery of its own Attorneys' fees. An award of Attorneys' fees to a prevailing party shall not exceed the amount of reasonable Attorneys' fees incurred by the City in an action, administrative proceeding, or special proceeding.

### **SECTION 3. Severability.**

If any provision, section, paragraph, sentence or word of this Ordinance is determined or declared invalid by any final court action in a court of competent jurisdiction or if the application of any provision, section, paragraph, sentence or word of this Ordinance is inapplicable to a specific situation by reason of any preemptive state or federal legislation or regulation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect.

**SECTION 4. CEQA Exemption.**

The adoption of this Ordinance and the implementation of the regulatory programs of this Ordinance do not require further review under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15301, in view of the fact that the regulatory programs are hereby enacted, apply to existing structures and buildings and are intended to provide for continuous and appropriate maintenance and protection of such structures and buildings for so long as the structures and buildings may remain unoccupied or vacant.

**SECTION 5. New Registrations.**

For any registration under Section 5.22.060 (a) filed on or before June 30, 2020, the license fee set forth in Chapter 5.01 shall be reduced by fifty percent (50%).

**SECTION 6. Effective Date.**

This Ordinance shall become effective 30 days from the date of its adoption.

**PASSED APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney



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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**DATE:** December 4, 2019

**SUBJECT:** Budget Adjustment – Fire Department Feasibility Study and Implementation Plan

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**Recommendation:**

Authorize the City Manager to negotiate and enter into a sole source contract with Emergency Services Consulting International (ESCI) to produce a feasibility study and an implementation plan for the start-up and ongoing operation of a city fire department. Approve a budget adjustment in the amount of \$48,000 in Account # 10-310-6610 to cover the cost of these services.

**Background:**

During the Goals Session special meeting held on May 8, 2019, the City Council established as a top goal of the City to reduce skyrocketing public safety costs which have thrown the City's budget into a structural deficit. Staff and the Council have since explored a number of potential solutions. One of the solutions identified for more thorough investigation is the formation of a city fire department.

At the Special Meeting held on September 26, 2019, the City Council authorized staff to bring on a consultant to lead the process of putting a new fire department in place. Through subsequent discussions between staff and council members assigned to the Fire Ad Hoc Committee, it was determined that, prior to moving forward with an implementation plan, the City should first update and expand on a feasibility study which was conducted by ESCI in 2016.

Staff has been in communication with ESCI, and a scope of work has been established for the drafting of an updated and expanded feasibility study as well as an implementation plan. Should the Council decide to move forward with this proposal, the resulting feasibility study will give the City a complete picture of what would be required to start and operate a municipal fire department in Canyon Lake, including equipment, personnel, outside agreements, costs, etc. The resulting implementation plan will serve as a blueprint and roadmap for starting a municipal fire department. That plan could then be handed over to a newly hired Fire Chief for execution.

Staff has determined that a sole source contract with ESCI is justified, as this contract will seek to update and expand upon the study conducted by ESCI in 2016. Continuing to work with ESCI will likely save the City time and money compared to starting from scratch with a new vendor.

**Budget (or Fiscal) Impact:**

Increase to the City Manager Department budget within the General Fund in an amount not to exceed \$48,000.

**Attachments:**

None

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

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager

**BY:** Martin Haeberle, Building Official *CM*

**DATE:** December 4, 2019

**SUBJECT:** **Second Reading and Adoption of Ordinance No. 189, An Ordinance of The City Council of The City of Canyon Lake California Amending Chapter 8.02 of The Canyon Lake Municipal Code, Adopting By Reference The 2019 Editions of The California Codes (Including But Not Limited To The Green Building Code) And Related Model Codes With Appendices And Amendments Thereto**

**Recommendation:**

It is recommended that the City Council conduct a public hearing for the second reading and adoption of Ordinance No. 189, an Ordinance of the City Council of the City of Canyon Lake California Amending Chapter 8.02 of the Canyon Lake Municipal Code, Adopting By Reference The 2019 Editions of The California Codes (Including But Not Limited to The Green Building Code) And Related Model Codes With Appendices And Amendments Thereto.

**Background:**

At the November 6<sup>th</sup> Regular City Council Meeting, the City Council approved the Introduction and First Reading of Ordinance No. 189, an Ordinance of the City Council of the City of Canyon Lake California Amending Chapter 8.02 of the Canyon Lake Municipal Code, Adopting By Reference The 2019 Editions of The California Codes (Including But Not Limited to The Green Building Code) And Related Model Codes With Appendices And Amendments Thereto, and directed the City Clerk to notice and schedule a public hearing for second reading and adoption at the next regularly scheduled City Council Meeting.

The notice of public hearing was published in the Friday Flyer on November 15, 2019.

**Fiscal Impact:**

No fiscal Impact

**Attachments:**

1. Ordinance No. 189
2. Notice of Public Hearing



# **ATTACHMENT 1**



**ORDINANCE NO. 189**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTER 8.02 OF THE CANYON LAKE MUNICIPAL CODE, ADOPTING BY REFERENCE THE 2019 EDITIONS OF THE CALIFORNIA CODES (INCLUDING BUT NOT LIMITED TO THE GREEN BUILDING CODE) AND RELATED MODEL CODES WITH APPENDICES AND AMENDMENTS THERETO**

**WHEREAS**, pursuant to Government Code Section 50022.1 et seq., the City of Canyon Lake, California (“City”) may adopt by reference the 2019 Editions of the California Codes as provided in Titles 24 and 25 of the California Code of Regulations and other codes, including, without limitation, the Green Building Code; and

**WHEREAS**, the California Building Standards Commission recently adopted the 2019 Editions of the California Codes; and

**WHEREAS**, the City desires to adopt the California Codes; and

**WHEREAS**, the City held a public hearing on December 4, 2019, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the Codes as amended herein; and

**WHEREAS**, all legal prerequisites to the adoption of this Ordinance have occurred.

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

**SECTION 1.** Chapter 8.02 of the Canyon Lake Municipal Code is amended in its entirety to read as follows:

Chapter 8.02  
Adoption of California Building Standards Codes

- Section
- 8.02.010 Construction Codes Adopted
- 8.02.020 Exceptions

**8.02.010 Construction Codes Adopted.**

For the of prescribing regulations for erecting, construction, enlargement, <sup>[ ]</sup>alteration, repair, improving, removal, conversion, demolition, occupancy, equipment use, height, and area of buildings and structures, the following construction codes subject to the modifications set forth in this Chapter, are hereby adopted: the California Building Code, 2019 Edition, including Chapter 1 Division II, and appendix J based on the 2018 International Building Code published by the International Code Council; the California Residential Code, 2019 Edition including appendixes J and V, based on the 2018 International Residential Code as published by the International Code

Council; except as stated in this Section or as amended below in this Chapter 8.12, all of the provisions and appendices of the 2019 California Fire Code, based on the 2018 International Fire Code published by the International Code Council, inclusive of all of the inclusions and exclusions set for in each chapter's matrix, are hereby adopted and shall apply to the Canyon Lake. In addition, the following provisions that are excluded in the 2019 California Fire Code are hereby adopted - Chapter 1, Division II of the California Fire Code is hereby adopted, except that Section 103.2 and 109.3 are not adopted, and Chapters 3, 25, and Sections 403.12, 503, 510.2, and 1103.2 are adopted; the California Green Building Standards Code, 2019 Edition; the California Plumbing Code 2019 Edition, based on the 2018 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials; the California Mechanical Code, 2016 Edition, based on the 2018 Uniform Mechanical Code as published by the International Association of Plumbing and Mechanical Officials; the California Electrical Code, 2019 Edition, based on the 2017 National Electrical Code as published by the National Fire Protection Association; the International Property Maintenance Code, 2018 Edition, as published by the International Code Council; the Uniform Code For The Abatement of Dangerous Buildings, 1997 Edition, as published by the International Code Council.

The provisions of these Construction Codes as amended by this chapter shall constitute the Building Regulations of the City of Canyon Lake. Where the California Code of Regulations and the California Building Standards Codes differ from any sections of the Construction Codes, State regulations shall prevail over the Construction Codes.

**8.02.020 Exceptions**

Exemptions from permit requirements of this Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this Code or any other laws or ordinances of this jurisdiction. A permit shall not be required for masonry or concrete fences or retaining walls not over three feet high.

**SECTION 2.** Effective Date. This ordinance shall take effect January 1, 2020.

**PASSED APPROVED AND ADOPTED** this 4th day of December, 2019.

\_\_\_\_\_  
Jordan Ehrenkranz, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ana V. Sauseda, Deputy City Clerk

\_\_\_\_\_  
Steven Graham, City Attorney

## **ATTACHMENT 2**





## **NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Canyon Lake will hold a **PUBLIC HEARING** to consider a proposed ordinance adopting by reference the 2019 Edition of the California Building Standards Code.

- Ordinance No. 189 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTER 8.02 OF THE CANYON LAKE MUNICIPAL CODE, ADOPTING BY REFERENCE THE 2019 EDITIONS OF THE CALIFORNIA CODES (INCLUDING BUT NOT LIMITED TO THE GREEN BUILDING CODE) AND RELATED MODEL CODES WITH APPENDICES AND AMENDMENTS THERETO

The proposed ordinance will adopt the 2019 California Building Codes with certain amendments necessary to meet local conditions. All interested persons are invited to appear and to be heard at the public hearing.

The **PUBLIC HEARING** will be held on Tuesday, December 4, 2019, beginning at 6:30 p.m., in the Council Chamber, located at 31516 Railroad Canyon Road, Canyon Lake, California.

A copy of the proposed ordinances and the supporting materials will be available for public review at the City Clerk's Office located at City Hall Administration, 31526 Railroad Canyon Road. Persons are invited to comment on the proposed ordinances by writing to Deputy City Clerk Ana V. Sauseda. For more information on the proposed ordinances, please call 951-244-8547.

/s/

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Ana V. Sauseda  
Deputy City Clerk  
City of Canyon Lake

**Published 11/15/2019**