



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road

Canyon Lake, CA 92587

Website: 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

City Clerk Ana V. Sauseda, CMC

AGENDA

Regular Meeting of the Canyon Lake City Council

Wednesday, May 6, 2020

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

SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020, as a response to mitigating the spread of Coronavirus (COVID-19), this regular meeting of the City Council of the City of Canyon Lake will allow Councilmembers to attend the City Council meeting telephonically from remote locations without requiring notice of or public access to those locations. The City Council Chamber will be closed to the public. Members of the public may observe the City Council meeting by selecting the Live Stream icon on the main page: www.cityofcanyonlake.org, the **City's Facebook page**, **Time Warner/Spectrum Channel 29**, or on FIOS/Frontier Channel 39.

In a further effort to allow for social distancing, members of the public may comment electronically by sending an email with their comment to PublicComment@cityofcanyonlake.com. The City Clerk will read these public comment submissions into the record during the "Public Comments" portion of the agenda.

If any member of the public has a disability and desires to request a modification or accommodation of the above procedures, please contact the City Clerk at least 24 hours prior to the meeting at 951-244-8547 or by email at asauseda@cityofcanyonlake.com.

CLOSED SESSION – 5:00 P.M.

CLOSED SESSION CALLED TO ORDER

ROLL CALL

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 this agenda, is asked to submit their comment electronically by sending an email to PublicComment@cityofcanyonlake.com. If you are commenting on an item on the Consent Calendar or on items not on the agenda, the City Clerk will read these public comment submissions into the record during the "Public Comments" portion of the agenda. Public comments submitted through email should (A) be no longer than 250 words; (B) include their name and agenda item number.

- A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 3 cases
- B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 1 case
- C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8
Property: APN 349-290-008
Agency Negotiator: City Manager
Negotiating Parties: Jim Kipp
Under Negotiation: Price and Terms of Payment

OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION John Giardinelli, Attorney at Law

FLAG SALUTE

ROLL CALL

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update from Director Darcy Burke

PUBLIC SAFETY UPDATE

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

PUBLIC COMMENT

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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. 2020-14, Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
 - April 1, 2020 – Regular City Council Meeting
- (4) Resolution - Adoption of Resolution No. 2020-15, Amending Transportation Uniform Mitigation Fee (TUMF) Applicable to All Developments in the City of Canyon Lake
- (5) Resolutions – Adoption of Resolution No. 2020-16, Calling and Giving Notice of a General Municipal Election to be Held on Tuesday, November 3, 2020; Adoption of Resolution No. 2020-17, Requesting Consolidation of the Election with the County of Riverside; Adoption of Resolution No. 2020-18, Setting Regulations for the filing of Candidate Statements

PULLED CONSENT CALENDAR ITEMS:

PUBLIC HEARING

- (6) Mid-Term Housing Element - Approval of Resolution No. 2020-19, Adopting General Plan Amendment 19-52, **to Adopt the City's 5th Cycle Housing Element Update, Years 2013 to 2021**
 - 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
 - Action by City Council

BUSINESS ITEMS

- (7) Resolution – Adoption of Resolution No. 2020-20, Confirming the Emergency Orders Issued by the City Manager Acting as the Director of Emergency Services
- (8) Budget - Presentation and Discussion of Draft Budget for FY 20/21

CITY MANAGER COMMENTS

COMMITTEE AND COUNCIL REPORTS/COMMENTS

ANNOUNCEMENTS

The next regular meeting will be Wednesday, June 3rd, 2020 at 5:00 for Closed Session & 6:30 p.m. for Open Session

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:

During this period of social distancing, supporting documents, including staff reports, are available for review on the **City's website** at www.cityofcanyonlake.org once the agenda has been publicly posted. Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection electronically, by contacting the City Clerk's Office. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If any member of the public has a disability and desires to request a modification or accommodation of the above procedures related to COVID-19, please contact the City Clerk at least 24 hours prior to the meeting at 951-244-8547 or by email at asauseda@cityofcanyonlake.com.

May 6, 2020 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 City Clerk of the City of Canyon Lake and that on May 1, 2020 before the hour of 5:00 p.m., I caused the above notice to be posted as required by Resolution 2019-42 of the City Council of the City of Canyon Lake.

Ana V. Sauseda, CMC
City Clerk



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Kayla Lozano, Accountant

DATE: May 6, 2020

SUBJECT: Adoption of Resolution No. 2020-14, Allowing Certain Claims and Demands as Set Forth in Exhibit A

Recommendation

That the City Council adopt Resolution No. 2020-14, allowing certain claims and demands as set forth in Exhibit A.

Background

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of April 1, 2020.

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. 2020-14
2. List of Demands

ATTACHMENT 1

RESOLUTION NO. 2020-14

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

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

Demands are approved as shown on the Demand\Warrant Register of May 6th, in the amount of \$931,845.13 as follows:

Payroll Earnings (Gross)	\$ 66,030.90	(2nd Half of March & 1st Half of April)
Payroll Taxes - Employer	1,558.23	(2nd Half of March & 1st Half of April)
On-line Retirement	7,455.52	(2nd Half of March & 1st Half of April)
On-line Health	3,081.95	(For the Month of April)
Nationwide Deferred Comp.	349.51	(For the Month of March)
General	853,369.02	
TOTAL	<u>\$ 931,845.13</u>	

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

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

I, Ana V. Sauseda, 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. 2020-14 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on May 6, 2020, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ana V. Sauseda, CMC
City Clerk

ATTACHMENT 2

Claims and Demands

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25743	4/2/2020	Frontier Communications	Phones for Fire Station, 3/13/20 to 4/12/20	378.96	10	GENERAL
Total 25743	4/2/2020			378.96		
25744	4/2/2020	Johnson Controls Security Solutions	Security System for Admin April - June 2020	192.90	10	GENERAL
Total 25744	4/2/2020			192.90		
25745	4/2/2020	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 4/10/20	799.31	10	GENERAL
Total 25745	4/2/2020			799.31		
25746	4/8/2020	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draws, March 2020	110.00	10	GENERAL
Total 25746	4/8/2020			110.00		
25747	4/8/2020	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of May 2020	2,678.00	10	GENERAL
Total 25747	4/8/2020			2,678.00		
25748	4/8/2020	Bill Blankenship	Economic Development Consulting Mar. 11 - April 10, 2020	1,500.00	10	GENERAL
Total 25748	4/8/2020			1,500.00		
25749	4/8/2020	BIO-TOX LABORATORIES	Sheriff's Dept. Blood Testing, 1/27/20	16.00	10	GENERAL
25749	4/8/2020	BIO-TOX LABORATORIES	Sheriff's Dept. Blood Testing, 1/30/20	370.00	10	GENERAL
Total 25749	4/8/2020			386.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25750	4/8/2020	Randall Bonner	Auto Allowance for the Month of April 2020 - Bonner	100.00	10	GENERAL
Total 25750	4/8/2020			100.00		
25751	4/8/2020	California State Fire Protection	Fire Extinguisher Annual Certification, 3/9/2020	30.00	10	GENERAL
Total 25751	4/8/2020			30.00		
25752	4/8/2020	CANYON LAKE PEST CONTROL, Steven E. Young	Monthly Pest Control for Fire Station, March 2020	40.00	10	GENERAL
Total 25752	4/8/2020			40.00		
25753	4/8/2020	Control Pump	Monthly Landscape Booster Station, March 2020	375.00	20	GAS TAX
Total 25753	4/8/2020			375.00		
25754	4/8/2020	Corelogic Information Solutions, INC.	Database for Code Enforcement March 2020	128.75	10	GENERAL
Total 25754	4/8/2020			128.75		
25755	4/8/2020	CR&R	Refuse FY 19-20 PY Secured SPI	18,548.54	50	AGENCY
Total 25755	4/8/2020			18,548.54		
25756	4/8/2020	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station, March 2020	250.00	10	GENERAL
25756	4/8/2020	CTAI Pacific Greenscape	Landscape Maintenance for Medians & Parkways March 2020	5,000.00	20	GAS TAX
Total 25756	4/8/2020			5,250.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25757	4/8/2020	DATA TICKET	Code Processing, Code Enforcement February 2020	100.00	10	GENERAL
25757	4/8/2020	DATA TICKET	Parking Citations February 2020	100.00	10	GENERAL
Total 25757	4/8/2020			200.00		
25758	4/8/2020	Delgado Janitorial Services	Janitorial Services for the Month of March 2020	941.50	10	GENERAL
Total 25758	4/8/2020			941.50		
25759	4/8/2020	Jordan Ehrenkranz	Auto Allowance for the Month of April 2020 - Ehrenkranz	100.00	10	GENERAL
Total 25759	4/8/2020			100.00		
25760	4/8/2020	Emergency Services Consulting International	Feasibility Study Monthly Progrss Invoice, 4/6/2020	7,000.00	10	GENERAL
Total 25760	4/8/2020			7,000.00		
25761	4/8/2020	Fast Signs	Signs for Boat Launch Ramps Social Distancing COVID19 4/7/20	720.15	10	GENERAL
Total 25761	4/8/2020			720.15		
25763	4/8/2020	FRIDAY FLYER	Adoption of Urgency Ordinance No. 194, 2/14/2020	28.35	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Ordinance - Intro Ordinance No. 190, 12/13/19	134.60	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Ordinance - Intro Ordinance No. 191, 12/13/19	70.45	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Ordinance - Intro Ordinance No. 192, 12/13/19	71.50	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Public Hearing, 1/17/2020	39.90	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25763	4/8/2020	FRIDAY FLYER	Notice of Public Hearing, 11/15/19	42.00	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Public Hearing, 12/13/19	36.75	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice of Public Hearing, 12/6/19	24.15	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice to City of CL - Ordinance No. 185, 12/13/19	25.20	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice to City of CL - Ordinance No. 188, 12/13/19	26.25	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Notice to City of CL - Ordinance No. 189, 12/13/19	29.40	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 187, 11/15/19	24.15	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 188, 11/15/19	31.50	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 189, 11/15/19	32.55	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 190, 1/24/2020	25.20	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 191, 1/24/2020	25.20	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 192, 1/24/2020	27.30	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 193, 1/24/2020	27.30	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 195, 2/14/2020	69.40	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 195, 3/13/2020	25.20	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 196, 2/14/2020	70.45	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 196, 3/13/2020	26.25	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 197, 2/14/2020	70.45	10	GENERAL
25763	4/8/2020	FRIDAY FLYER	Ordinance No. 197, 3/13/2020	26.25	10	GENERAL
Total 25763	4/8/2020			1,009.75		
25764	4/8/2020	GOLDING PUBLICATIONS	Business Cards for Ferrari, 3/19/2020	48.49	10	GENERAL
Total 25764	4/8/2020			48.49		
25765	4/8/2020	Jeremy Smith	Auto Allowance for the Month of April 2020 - Smith	100.00	10	GENERAL
Total 25765	4/8/2020			100.00		
25766	4/8/2020	KC Graphics	Residential Inspection Form Artwork, 2/15/2020	344.81	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25766	4/8/2020	KC Graphics	Special Event Business License Forms, 3/16/2020	414.84	10	GENERAL
Total 25766	4/8/2020			759.65		
25767	4/8/2020	Kasey Castillo	Auto Allowance for the Month of April 2020 - Castillo	100.00	10	GENERAL
Total 25767	4/8/2020			100.00		
25768	4/8/2020	Larry Greene	Auto Allowance for the Month of April 2020 - Greene	100.00	10	GENERAL
Total 25768	4/8/2020			100.00		
25769	4/8/2020	League of California Cities	Riv. Co. Division Meeting for Castillo, 10/16/19	50.00	10	GENERAL
Total 25769	4/8/2020			50.00		
25770	4/8/2020	Soledad Monreal	Refund of overpayment on Residential Rental Program Fee	7.50	10	GENERAL
Total 25770	4/8/2020			7.50		
25771	4/8/2020	MR. WINDOW CLEANING	Window Cleaning Inside & Out City Hall (4/1/2020)	75.00	10	GENERAL
Total 25771	4/8/2020			75.00		
25772	4/8/2020	Nate Volk	Broadcast for Mtg. 4/16/2020	350.00	10	GENERAL
25772	4/8/2020	Nate Volk	Video Broadcast for Mtg. 4/1/2020	350.00	10	GENERAL
Total 25772	4/8/2020			700.00		
25773	4/8/2020	CASH	Petty Cash October 2019 - March 2020	67.14	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 25773	4/8/2020			67.14		
25774	4/8/2020	PZL, Inc.	Planning Services for March 2020	2,525.00	10	GENERAL
Total 25774	4/8/2020			2,525.00		
25775	4/8/2020	Michael Quigley	Refund for Business License (Curb Guy)	161.00	10	GENERAL
Total 25775	4/8/2020			161.00		
25776	4/8/2020	County Executive Office	SCFA Miscellaneous Admin Expenses 3rd Qtr.	1,381.61	10	GENERAL
25776	4/8/2020	County Executive Office	SCFA Quarterly Sheltering Services for April - June 2020	17,220.00	10	GENERAL
Total 25776	4/8/2020			18,601.61		
25777	4/8/2020	RIVERSIDE COUNTY FIRE DEPT	Fire Protection Services for 2nd Qtr. (Oct.-Dec.) FY 19/20	606,943.96	10	GENERAL
Total 25777	4/8/2020			606,943.96		
25778	4/8/2020	RIVERSIDE COUNTY SHERIFF'S	Sheriff Extra Duty for Concert, 2/15/2020	960.49	10	GENERAL
Total 25778	4/8/2020			960.49		
25779	4/8/2020	RIVERSIDE COUNTY SHERIFF'S	SART Exam for Sheriff's Dept. December 2019	800.00	10	GENERAL
Total 25779	4/8/2020			800.00		
25780	4/8/2020	COUNTY OF RIVERSIDE-TLMA	SLF Costs February 2020	1,587.88	10	GENERAL
Total 25780	4/8/2020			1,587.88		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 1/26/20 to 2/25/20	287.04	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 10/26/19 to 11/25/19	625.21	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 11/26/19 to 12/25/19	406.34	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 12/26/19 to 1/25/20	312.42	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 2/26/20 to 3/25/20	480.81	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 4/26/19 to 5/25/19	255.70	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 5/26/19 to 6/25/19	520.29	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 6/26/19 to 7/25/19	114.81	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 7/26/19 to 8/25/19	345.26	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 8/26/19 to 9/25/19	276.60	10	GENERAL
25781	4/8/2020	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 9/26/19 to 10/25/19	467.03	10	GENERAL
Total 25781	4/8/2020			4,091.51		
25782	4/23/2020	Aflac	Supplemental Insurance for April 2020	432.82	10	GENERAL
Total 25782	4/23/2020			432.82		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25783	4/23/2020	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draws, 3/31/20	55.00	10	GENERAL
Total 25783	4/23/2020			55.00		
25784	4/23/2020	BIO-TOX LABORATORIES	Sheriff's Dept. Blood Draw, 3/19/20	46.00	10	GENERAL
Total 25784	4/23/2020			46.00		
25785	4/23/2020	California State Fire Protection	5lb. New Extinguisher & Installation, 3/9/2020	117.48	10	GENERAL
Total 25785	4/23/2020			117.48		
25786	4/23/2020	California Bulding Standards Commission	Permit Valuation January through March 2020	117.45	10	GENERAL
Total 25786	4/23/2020			117.45		
25787	4/23/2020	Cole Huber LLP	Attorney Services for March 2020	5,000.00	10	GENERAL
25787	4/23/2020	Cole Huber LLP	Attorney Services for March 2020 (Covid-19)	5,400.00	10	GENERAL
Total 25787	4/23/2020			10,400.00		
25788	4/23/2020	CTAI Pacific Greenscape	Landscape Maintenance Service for Fire Station April 2020	250.00	10	GENERAL
25788	4/23/2020	CTAI Pacific Greenscape	Landscape Maint. Service for Medians & Parkways April 2020	5,000.00	20	GAS TAX
Total 25788	4/23/2020			5,250.00		
25789	4/23/2020	Delgado Janitorial Services	Janitorial Services for the Month of April 2020	941.50	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 25789	4/23/2020			941.50		
25790	4/23/2020	DEPARTMENT OF CONSERVATION	Strong Motion Instrument and Seismic Hazard Jan-Mar 2020	249.03	10	GENERAL
Total 25790	4/23/2020			249.03		
25791	4/23/2020	DIRECTV	Satellite Service for Fire Station, 4/12/20 to 5/11/20	112.09	10	GENERAL
Total 25791	4/23/2020			112.09		
25792	4/23/2020	Division of the State Architect	Disability & Education Fee Qtr. Ended 3/31	179.20	10	GENERAL
Total 25792	4/23/2020			179.20		
25793	4/23/2020	Frontier Communications	City Hall Internet 4/10/20 to 5/9/20	201.06	10	GENERAL
25793	4/23/2020	Frontier Communications	Phones for Fire Station, 4/13/20 to 5/12/20	375.40	10	GENERAL
Total 25793	4/23/2020			576.46		
25794	4/23/2020	Galls Retail	3 Body Armor Vests & 4 Pepper Sprays for Code, 4/15/20	2,662.08	10	GENERAL
Total 25794	4/23/2020			2,662.08		
25795	4/23/2020	NANCY GREENHALGH	Retiree Health Insurance for May 2020	188.03	10	GENERAL
Total 25795	4/23/2020			188.03		
25796	4/23/2020	Jim Foley Trucking	Sand for Citizens at Fire Station, Invoice Date: 3/13/2020	328.75	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 25796	4/23/2020			328.75		
25797	4/23/2020	Joe's Hardware	Toilet Bowl & Tilex Mold Cleaner for Fire Station, 3/17/20	15.52	10	GENERAL
25797	4/23/2020	Joe's Hardware	U-Posts for Fence 4ft. Code Enforcement, 4/20/20	40.84	10	GENERAL
Total 25797	4/23/2020			56.36		
25798	4/23/2020	Purchase Power	Postage for 3/20/20 & 3/23/20	400.00	10	GENERAL
Total 25798	4/23/2020			400.00		
25799	4/23/2020	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for the month of February 2020	6,700.00	10	GENERAL
Total 25799	4/23/2020			6,700.00		
25800	4/23/2020	JOHN REGUS	Library Lease for May 2020	1,106.86	10	GENERAL
Total 25800	4/23/2020			1,106.86		
25801	4/23/2020	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Sheriff's Contract Law 1/30/20 to 2/26/20	130,216.58	10	GENERAL
Total 25801	4/23/2020			130,216.58		
25802	4/23/2020	COUNTY OF RIVERSIDE-TLMA	SLF Costs for March 2020	651.25	10	GENERAL
Total 25802	4/23/2020			651.25		
25803	4/23/2020	Special District Risk Management Authority	Dental & Vision Ins. for Ecclefield, Mann & Sauseda May 2020	295.19	10	GENERAL
Total 25803	4/23/2020			295.19		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25804	4/23/2020	STAPLES	Office Supplies(File Folders, Paper Towels, Cups)Mar. 2020	844.87	10	GENERAL
Total 25804	4/23/2020			844.87		
25805	4/23/2020	STATE COMP. INS. FUND	Workers Comp Insurance for May 2020	884.75	10	GENERAL
Total 25805	4/23/2020			884.75		
25806	4/23/2020	Syntech Group	IT Services for February 2020	1,260.00	10	GENERAL
25806	4/23/2020	Syntech Group	IT Services for March 2020	1,530.00	10	GENERAL
Total 25806	4/23/2020			2,790.00		
25807	4/23/2020	The Gas Company	Gas Charges for 2/28/20 to 3/30/20	111.03	10	GENERAL
Total 25807	4/23/2020			111.03		
25808	4/23/2020	Time Warner Cable	Digital Converter for City Hall, 3/22/20 to 4/21/20	5.25	10	GENERAL
25808	4/23/2020	Time Warner Cable	Internet for Fire Station, 4/10/20 to 5/9/20	104.98	10	GENERAL
Total 25808	4/23/2020			110.23		
25809	4/23/2020	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 5/10/20	799.31	10	GENERAL
Total 25809	4/23/2020			799.31		
25810	4/23/2020	TRI LAKE CONSULTANTS, INC.	Engineer for SB-1 Project & Expenditure Report March 2020	700.00	20	GAS TAX
Total 25810	4/23/2020			700.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
25811	4/23/2020	TRI LAKE CONSULTANTS, INC.	Wrought Iron Fencing Repair Project March 2020	280.00	20	GAS TAX
Total 25811	4/23/2020			280.00		
25812	4/23/2020	TRI LAKE CONSULTANTS, INC.	General Engr. Srvcs.-Encroachment Review, Misc. Mtg's 3/2020	1,120.00	10	GENERAL
Total 25812	4/23/2020			1,120.00		
25813	4/23/2020	U. S. Bank	Camera-Code, Teleprompter for Covid-19, Hand Sanitizer, 4/6	3,150.15	10	GENERAL
25813	4/23/2020	U. S. Bank	Camera-Code, Teleprompter for Covid-19, Hand Sanitizer, 4/6	26.35	60	ENTERPR... FUND
Total 25813	4/23/2020			3,176.50		
25814	4/23/2020	Verizon Wireless	Cell Phones, 3/4/20 to 4/3/20	222.80	10	GENERAL
25814	4/23/2020	Verizon Wireless	iPads, 3/4/20 to 4/3/20	147.06	10	GENERAL
Total 25814	4/23/2020			369.86		
EFT1...		Sparkletts	Water for Admin & City Hall March 2020	65.71	10	GENERAL
Total EFT1...				65.71		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 2/20/20 to 3/20/20	139.22	10	GENERAL
Total EFT1...				139.22		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/21/20 to 3/23/20	47.05	20	GAS TAX
Total EFT1...				47.05		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/28/20 to 3/30/20	296.16	20	GAS TAX
Total EFT1...				296.16		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 2/13/20 to 3/16/20	282.27	10	GENERAL
Total EFT1...				282.27		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/20/20 to 3/20/20	7.12	20	GAS TAX
Total EFT1...				7.12		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/13/20 to 3/16/20	186.99	20	GAS TAX
Total EFT1...				186.99		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 2/13/20 to 3/16/20	648.67	10	GENERAL
Total EFT1...				648.67		
EFT1...		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 2/27/20 to 3/29/20	654.34	20	GAS TAX
Total EFT1...				654.34		
EFT1...		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 2/27/20 to 3/29/20	398.87	10	GENERAL
Total EFT1...				398.87		
EFT1...		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 2/24/20 to 3/26/20	102.60	10	GENERAL
				102.60		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 4/1/2020 Through 4/30/2020

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total	EFT1...			102.60		
EFT1...		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 3/10/20 to 4/8/20	103.25	20	GAS TAX
Total	EFT1...			103.25		
Report Total				853,369.02		

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Frontier	Phones for Fire Station, 3/13/20 to 4/12/20	378.96
Johnson Controls	Security System for Admin April - June 2020	192.90
Toshiba	Monthly Copier Lease for Admin & City Hall, 4/10/20	799.31
Report Total		1,371.17

CW

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

Vendor ID	Invoice Description	Cash Required
AMERICAN FORENSIC	Sheriff's Blood Draws, March 2020	55.00
	Sheriff's Blood Draws, March 2020	55.00
AMP	Rent for Admin Bldg. for the month of May 2020	2,678.00
Bill Blankenship	Economic Development Consulting Mar. 11 - April 10, 2020	1,500.00
BIO-TOX	Sheriff's Dept. Blood Testing, 1/27/20	16.00
	Sheriff's Dept. Blood Testing, 1/30/20	370.00
Bonner	Auto Allowance for the Month of April 2020 - Bonner	100.00
California State Fire Protection	Fire Extinguisher Annual Certification, 3/9/2020	30.00
CL PEST	Monthly Pest Control for Fire Station, March 2020	40.00
Control Pump	Monthly Landscape Booster Station, March 2020	375.00
Corelogic	Database for Code Enforcement March 2020	128.75
CR&R	Refuse FY 19-20 PY Secured SP1	18,548.54
CTAI	Landscape Maintenance for Fire Station, March 2020	250.00
	Landscape Maintenance for Medians & Parkways March 2020	5,000.00
DATA TICKET	Parking Citations February 2020	100.00
	Code Processing, Code Enforcement February 2020	100.00
Delgado	Janitorial Services for the Month of March 2020	941.50
Ehrenkranz	Auto Allowance for the Month of April 2020 - Ehrenkranz	100.00
Emergency Services Consulting Inter	Feasibility Study Monthly Progrss Invoice, 4/6/2020	7,000.00
Fast Signs	Signs for Boat Launch Ramps Social Distancing COVID19 4/7/20	720.15
FRIDAY FLYER	Ordinance No. 187, 11/15/19	24.15
	Ordinance No. 188, 11/15/19	31.50
	Ordinance No. 189, 11/15/19	32.55
	Notice of Public Hearing, 11/15/19	42.00
	Notice of Public Hearing, 12/6/19	24.15
	Notice of Public Hearing, 12/13/19	36.75
	Notice to City of CL - Ordinance No. 185, 12/13/19	25.20
	Notice to City of CL - Ordinance No. 188, 12/13/19	26.25
	Notice to City of CL - Ordinance No. 189, 12/13/19	29.40
	Notice of Ordinance - Intro Ordinance No. 191, 12/13/19	70.45
	Notice of Ordinance - Intro Ordinance No. 192, 12/13/19	71.50
	Notice of Ordinance - Intro Ordinance No. 190, 12/13/19	69.40
	Notice of Ordinance - Intro Ordinance No. 190, 12/13/19	65.20
	Notice of Public Hearing, 1/17/2020	39.90

Date: 4/9/20
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City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
	Ordinance No. 191, 1/24/2020	25.20
	Ordinance No. 192, 1/24/2020	27.30
	Ordinance No. 190, 1/24/2020	25.20
	Ordinance No. 193, 1/24/2020	27.30
	Ordinance No. 197, 2/14/2020	70.45
	Ordinance No. 195, 2/14/2020	69.40
	Adoption of Urgency Ordinance No. 194, 2/14/2020	28.35
	Ordinance No. 197, 3/13/2020	26.25
	Ordinance No. 196, 2/14/2020	70.45
	Ordinance No. 196, 3/13/2020	26.25
	Ordinance No. 195, 3/13/2020	25.20
GOLDING	Business Cards for Ferrari, 3/19/2020	48.49
Jeremy Smith	Auto Allowance for the Month of April 2020 - Smith	100.00
K Graphics	Special Event Business License Forms, 3/16/2020	414.84
	Residential Inspection Form Artwork, 2/15/2020	344.81
Kasey Castillo	Auto Allowance for the Month of April 2020 - Castillo	100.00
Larry Greene	Auto Allowance for the Month of April 2020 - Greene	100.00
LOCC	Riv. Co. Division Meeting for Castillo, 10/16/19	50.00
Monreal	Refund of overpayment on Residential Rental Program Fee	7.50
MR. WINDOW	Window Cleaning Inside & Out City Hall (4/1/2020)	75.00
Nate Volk	Video Broadcast for Mtg. 4/1/2020	350.00
	Broadcast for Mtg. 4/16/2020	350.00
PETTY CASH	Petty Cash October 2019 - March 2020	67.14
PZL, Inc.	Planning Services for March 2020	2,525.00
Quigley	Refund for Business License (Curb Guy)	161.00
riv Co Exec	SCFA Miscellaneous Admin Expenses 3rd Qtr.	1,381.61
	SCFA Quarterly Sheltering Services for April - June 2020	17,220.00
Riv Co Fire	Fire Protection Services for 2nd Qtr. (Oct.-Dec.) FY 19/20	606,943.96
Riv Co Sheriff Perris	Sheriff Extra Duty for Concert, 2/15/2020	960.49
	SART Exam for Sheriff's Dept. December 2019	800.00
Riv Co TLMA	SLF Costs February 2020	1,587.88
Toshiba Business Solutions, USA	Color & Black/White Monthly Copy Costs 4/26/19 to 5/25/19	255.70
	Color & Black/White Monthly Copy Costs 5/26/19 to 6/25/19	520.29
	Color & Black/White Monthly Copy Costs 6/26/19 to 7/25/19	114.81
	Color & Black/White Monthly Copy Costs 7/26/19 to 8/25/19	345.26
	Color & Black/White Monthly Copy Costs 8/26/19 to 9/25/19	276.60

Date: 4/9/20
09:27:33 AM

05/06/2020 City Council Agenda

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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>
	Color & Black/White Monthly Copy Costs 9/26/19 to 10/25/19	467.03
	Color & Black/White Monthly Copy Costs 10/26/19 to 11/25/19	625.21
	Color & Black/White Monthly Copy Costs 11/26/19 to 12/25/19	406.34
	Color & Black/White Monthly Copy Costs 12/26/19 to 1/25/20	312.42
	Color & Black/White Monthly Copy Costs 1/26/20 to 2/25/20	287.04
	Color & Black/White Monthly Copy Costs 2/26/20 to 3/25/20	480.81
		<hr/>
Report Total		676,796.92
		<hr/> <hr/>

CM

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

Vendor ID	Invoice Description	Cash Required
Aflac	Supplemental Insurance for April 2020	432.82
AMERICAN FORENSIC BIO-TOX	Sheriff's Blood Draws, 3/31/20 Sheriff's Dept. Blood Draw, 3/19/20	55.00 46.00
California State Fire Protection	5lb. New Extinguisher & Installation, 3/9/2020	117.48
CBSC	Permit Valuation January through March 2020	117.45
Cole Huber	Attorney Services for March 2020 Attorney Services for March 2020 (Covid-19)	5,000.00 5,400.00
CTAI	Landscape Maint. Service for Medians & Parkways April 2020 Landscape Maintenance Service for Fire Station April 2020	5,000.00 250.00
Delgado	Janitorial Services for the Month of April 2020	941.50
DEPT OF CONSER	Strong Motion Instrument and Seismic Hazard Jan-Mar 2020	249.03
DIRECTV	Satellite Service for Fire Station, 4/12/20 to 5/11/20	112.09
DSA	Disability & Education Fee Qtr. Ended 3/31	179.20
Frontier	City Hall Internet 4/10/20 to 5/9/20 Phones for Fire Station, 4/13/20 to 5/12/20	201.06 375.40
Galls Retail	3 Body Armor Vests & 4 Pepper Sprays for Code, 4/15/20	2,662.08
GREENHALGH	Retiree Health Insurance for May 2020	188.03
Jim Foley Trucking	Sand for Citizens at Fire Station, Invoice Date: 3/13/2020	328.75
Joe's	Toilet Bowl & Tilex Mold Cleaner for Fire Station, 3/17/20 U-Posts for Fence 4ft. Code Enforcement, 4/20/20	15.52 40.84
Pitney Bowes - Purchase Power	Postage for 3/20/20 & 3/23/20	400.00
RAMS	Accounting Services for the month of February 2020	6,700.00
REGUS	Library Lease for May 2020	1,106.86
Riv Co Sheriff Acctg	Sheriff's Contract Law 1/30/20 to 2/26/20	130,216.58
Riv Co TLMA	SLF Costs for March 2020	651.25
SDRMA	Dental & Vision Ins. for Ecclefield, Mann & Sauseda May 2020	295.19
STAPLES	Office Supplies(File Folders, Paper Towels, Cups)Mar. 2020	844.87
STATE FUND	Workers Comp Insurance for May 2020	884.75
Syntech	IT Services for February 2020 IT Services for March 2020	1,260.00 1,530.00
The Gas Co	Gas Charges for 2/28/20 to 3/30/20	111.03
Time Warner	Internet for Fire Station, 4/10/20 to 5/9/20 Digital Converter for City Hall, 3/22/20 to 4/21/20	104.98 5.25
Toshiba	Monthly Copier Lease for Admin & City Hall, 5/10/20	799.31

Date: 4/23/20
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05/06/2020 City Council Agenda

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

Vendor ID	Invoice Description	Cash Required
TRI LAKE	Wrought Iron Fencing Repair Project March 2020	280.00
	General Engr. Svcs.-Encroachment Review, Misc. Mtg's 3/2020	1,120.00
	Engineer for SB-1 Project & Expenditure Report March 2020	700.00
US Bank	Camera-Code, Teleprompter for Covid-19, Hand Sanitizer, 4/6	3,150.15
	Camera-Code, Teleprompter for Covid-19, Hand Sanitizer, 4/6	26.35
VerizonW	Cell Phones, 3/4/20 to 4/3/20	222.80
	iPads, 3/4/20 to 4/3/20	147.06
Report Total		172,268.68

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 03/31/2020
Process: 2020033101
Period: 03/16/2020 to 03/31/2020

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXI	CA	California SI	272.39	4111.28	CA, Edu & Ti	CAETT	154.49	0.00	0.00
Reg	Regular		3891.24		CASDJ	CA SDI - Eir		4383.67	California SI	CASUI	43.84	0.00	0.00
102					FITW	Federal Incoi		4111.28	Medicare - E	MED-R	444.56	4383.67	63.56
Salary			3891.24		MED	Medicare		4383.67			63.56		63.56
Total Earnings													63.56

Run Date: 03/24/20
Run Time: 08:27 PM
Department: (20)City Employees
Employee: Borja to Sauseda

CBIZ Payroll
Phone: (800) 815-3023 Fax: (877) 282-3016
Lake © 1994-2020, MAY

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
DT	Double Ti	1.50	75.99	457B	457B EE	50.00	CA	California SI	2777.81	CA ETT	CA Edu & T	135.04	0.00	0.00	
OT	Overtime	13.00	493.93	MEDI	Health Ins	127.75	CASDJ	CA SDI - Eir	3000.50	CASUI	California SI	30.00	0.00	0.00	
Reg	Regular	101.00	2558.33	PTXPE	Pre-Tax P	172.69	FITW	Federal Incon	2777.81	MED-R	Medicare - E	257.38	3000.50	43.51	
Total Deductions													43.51		
Total Earnings													3128.25	Total Employer Taxes	465.93
Helgado Dickson															
125CO	125 Cash		477.29	PTAXI	Pre-Tax P	217.97	CA	California SI	4274.93	CA ETT	CA Edu & T	288.20	0.00	0.00	
OT	Overtime	19.50	901.78	CASDJ	CA SDI - Eir	4492.90	CASUI	California SI	4492.90	CASUI	California SI	44.93	0.00	0.00	
Reg	Regular	101.00	3113.83	FITW	Federal Incon	4274.93	MED-R	Medicare - E	4492.90	MED-R	Medicare - E	480.57	4492.90	65.15	
Total Deductions													65.15		
Total Earnings													4492.90	Total Employer Taxes	878.85

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular	34.00	931.60	PTAXI	Pre-Tax P	65.21	CA	California SI	866.39	CA ETT	CA Edu & T	10.86	931.60	0.93	
Total Deductions													0.93		
Total Earnings													931.60	Total Employer Taxes	50.31

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		499.58	PTXPE	Pre-Tax P	179.57	CA	California SI	3862.74	CA ETT	CA Edu & T	135.68	0.00	0.00	
DT	Double Ti	4.00	210.72	CASDJ	CA SDI - Eir	4042.31	CASUI	California SI	4042.31	CASUI	California SI	40.42	0.00	0.00	
OT	Overtime	17.00	671.67	FITW	Federal Incon	3862.74	MED-R	Medicare - E	389.89	MED-R	Medicare - E	389.89	4042.31	58.61	
Reg	Regular	101.00	2660.34	MED	Medicare	4042.31	MED	Medicare	4042.31	MED	Medicare	58.61	4042.31	58.61	
Total Deductions													58.61		
Total Earnings													4042.31	Total Employer Taxes	624.60

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		976.87	457B	457B EE	50.00	CA	California SI	11781.87	CA ETT	CA Edu & T	569.78	931.60	0.93	
DT	Double Ti	5.50	286.71	MEDI	Health Ins	127.75	CASDJ	CA SDI - Eir	12467.31	CASUI	California SI	124.66	931.60	50.31	
OT	Overtime	49.50	2067.38	PTAXI	Pre-Tax P	283.18	FITW	Federal Incon	11781.87	MED-R	Medicare - E	1204.58	12467.31	180.78	
Reg	Regular	337.00	9264.10	PTXPE	Pre-Tax P	352.26	MED	Medicare	12467.31	MED	Medicare	180.78	12467.31	232.02	
Total Deductions													232.02		
Total Earnings													12595.06	Total Employer Taxes	2079.80

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Female	125CO	125 Cash	976.87	457B	457B EE	50.00	CA	California SI	11781.87	CA ETT	CA Edu & T	569.78	931.60	0.93	
Male	DT	Double Ti	286.71	MEDI	Health Ins	127.75	CASDJ	CA SDI - Eir	12467.31	CASUI	California SI	124.66	931.60	50.31	
	OT	Overtime	2067.38	PTAXI	Pre-Tax P	283.18	FITW	Federal Incon	11781.87	MED-R	Medicare - E	1204.58	12467.31	180.78	
	Reg	Regular	9264.10	PTXPE	Pre-Tax P	352.26	MED	Medicare	12467.31	MED	Medicare	180.78	12467.31	232.02	
Total Deductions													232.02		
Total Earnings													12595.06	Total Employer Taxes	2079.80

Department: (50)Council Members

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.31	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.19	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.30	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.20	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.30	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.20	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.30	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.20	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.30	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.20	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	CAETT	CA Edu & T	300.00	300.00	0.30	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	300.00	300.00	16.20	
Salary			300.00		MED	Medicare	4.35	MED-R	Medicare - E	300.00	300.00	4.35	
												Gross	
													300.00
													320.85
													295.65
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		1500.00		CA	California SI	0.00	CAETT	CA Edu & T	1500.00	1500.00	1.51	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	1500.00	1500.00	80.99	
Salary			1500.00		MED	Medicare	21.75	MED-R	Medicare - E	1500.00	1500.00	21.75	
												Gross	
													1500.00
													1604.25
													1478.25
													Net Amt

Total Earnings													
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	
Reg	Regular		1500.00		CA	California SI	0.00	CAETT	CA Edu & T	1500.00	1500.00	1.51	
Emp Id					FITW	Federal Inco	0.00	CASUI	California SI	1500.00	1500.00	80.99	
Salary			1500.00		MED	Medicare	21.75	MED-R	Medicare - E	1500.00	1500.00	21.75	
												Gross	
													1500.00
													1604.25
													1478.25
													Net Amt

Department: (50)Council Members Total

Run Date: 03/24/20
Run Time: 08:27 PM

Department: (50)Council Members
Employee: Bonner to Smith

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 03/31/2020
Process: 2020033101
Period: 03/16/2020 to 03/31/2020

Report Total

Emp	Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	Taxable	Amount	
Female	7	125CO 125 Cash		2182.01	457B 457B EE	CA	182.29	California SI	CAETT	1264.55	CA Edu & T	CAETT	1264.55	28535.88	4495.37	4495.37	4.50	
Male	7	DT Double Ti	5.50	286.71	MED1: Health Ins	CASDJ	127.75	CA SDI - Eir	CASUI	287.44	California SI	CASUI	287.44	28744.13	4495.37	4495.37	242.75	
		ELEC1 Reimburs		75.00	PTAXI Pre-Tax P	FITW	774.32	Federal Incoi	MED-R	3072.27	Medicare - E	MED-R	3072.27	28535.88	30244.13	30244.13	438.54	
		OT Overtime	49.50	2067.38	PTXPE Pre-Tax P	MED	751.64	Medicare		438.53			438.53	30244.13			438.54	
		Reg Regular	448.00	25760.78														Net Amt
		Total Earnings	503.00	30371.88	Total Deductions		1836.00	Total Employee Taxes		5062.79	Total Employer Taxes		685.79					

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 04/15/2020
Process: 2020041501
Period: 04/01/2020 to 04/15/2020

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		492.43	PTAXF Pre-Tax P.	CA	272.39	4111.28	CAETT	CA Edu & T	0.00	0.00	0.00
102	Reg		3891.24		CASDI	8.57	4383.67	CASUI	California SI	0.00	0.00	0.00
	Salary		3891.24		FITW		4111.28	MED-R	Medicare - E	4383.67	63.56	63.56
					MED		4383.67					63.56
												63.56

Total Earnings 0.00 **4383.67** **Total Deductions** 272.39 **Total Employer Taxes** 706.45 **Total Employer Taxes** 7.95

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	8.00	114.32	457B EE	CA	8.57	105.75	CAETT	CA Edu & T	0.00	114.32	0.11
					CASDI		114.32	CASUI	California SI	1.14	114.32	6.18
					FITW		105.75	MED-R	Medicare - E	0.00	114.32	1.66
					MED		114.32			1.66		1.66

Total Earnings 8.00 **114.32** **Total Deductions** 8.57 **Total Employer Taxes** 2.80 **Total Employer Taxes** 7.95

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	45.00	948.15		CA		948.15	CAETT	CA Edu & T	12.66	948.15	0.95
					CASDI		948.15	CASUI	California SI	9.48	948.15	51.20
					FITW		948.15	MED-R	Medicare - E	45.23	948.15	13.75
					MED		948.15			13.75		13.75

Total Earnings 45.00 **948.15** **Total Deductions** 0.00 **Total Employer Taxes** 81.12 **Total Employer Taxes** 65.90

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	45.00	723.15	457B EE	CA	54.24	668.91	CAETT	CA Edu & T	6.52	723.15	0.72
					CASDI		723.15	CASUI	California SI	7.23	723.15	39.05
					FITW		668.91	MED-R	Medicare - E	17.31	723.15	10.49
					MED		723.15			10.49		10.49

Total Earnings 45.00 **723.15** **Total Deductions** 54.24 **Total Employer Taxes** 41.55 **Total Employer Taxes** 50.26

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		186.93	PTXPE Pre-Tax P.	CA	135.00	2051.93	CAETT	CA Edu & T	63.97	2186.93	2.19
115	Reg		2000.00		CASDI		2186.93	CASUI	California SI	21.87	2186.93	118.09
	Salary		2000.00		FITW		2051.93	MED-R	Medicare - E	176.00	2186.93	31.71
					MED		2186.93			31.71		31.71
					SS		2186.93	OASDI - Em		0.00	2186.93	0.00

Total Earnings 0.00 **2186.93** **Total Deductions** 135.00 **Total Employer Taxes** 293.55 **Total Employer Taxes** 151.99

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		184.97	PTXPE Pre-Tax P.	CA	593.43	8458.20	CAETT	CA Edu & T	574.22	0.00	0.00
111	ELECT Reimburs		75.00		CASDI		9051.63	CASUI	California SI	90.51	0.00	0.00
6875.00	Reg		8791.66		FITW		8458.20	MED-R	Medicare - E	1439.08	9051.63	131.25
	Salary		8791.66		MED		9051.63			131.25		131.25

Total Earnings 0.00 **9051.63** **Total Deductions** 593.43 **Total Employer Taxes** 2235.06 **Total Employer Taxes** 131.25

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		184.97	PTXPE Pre-Tax P.	CA	593.43	8458.20	CAETT	CA Edu & T	574.22	0.00	0.00
111	ELECT Reimburs		75.00		CASDI		9051.63	CASUI	California SI	90.51	0.00	0.00
6875.00	Reg		8791.66		FITW		8458.20	MED-R	Medicare - E	1439.08	9051.63	131.25
	Salary		8791.66		MED		9051.63			131.25		131.25

Total Earnings 0.00 **9051.63** **Total Deductions** 593.43 **Total Employer Taxes** 2235.06 **Total Employer Taxes** 131.25

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 04/15/2020 Page
Process: 2020041501 2
Period: 04/01/2020 to 04/15/2020

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		527.74	457B EE	CA	California SI	66.00	3367.99	CAETT	CA Edu & T	73.77	0.00	0.00	
Reg	Regular		3125.00	PTAXI Pre-Tax P	CASDI	CA SDI - Err	218.75	3652.74	CASUI	California SI	36.52	0.00	0.00	
108					FITW	Federal Incoi		3367.99	MED-R	Medicare - E	263.70	3652.74	52.96	
Salary			3125.00		MED	Medicare		3652.74	SS-R	OASDI - Em	52.97		Net Amt	
Total Earnings												426.96	Total Employer Taxes	52.96
Total Deductions												284.75	Total Employee Taxes	

Department: (20)City Employees Total

Emp Id	Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
7	Female	125CO	125 Cash	1392.07	457B EE	CA	California SI	128.81	19712.21	CAETT	CA Edu & T	885.63	3972.55	3.97
4	Female	ELECT	Reimburs	75.00	PTAXI Pre-Tax P	CASDI	CA SDI - Err	491.14	21060.59	CASUI	California SI	210.59	3972.55	214.52
3	Male	Reg	Regular	19593.52	PTXPE Pre-Tax P	FITW	Federal Incoi	728.43	19712.21	MED-R	Medicare - E	2385.88	21060.59	305.38
						MED	Medicare		21060.59	SS-R	OASDI - Em	305.39	2186.93	0.00
						SS	OASDI		2186.93			0.00		Net Amt
Total Earnings												3787.49	Total Employer Taxes	523.87
Total Deductions												1348.38	Total Employee Taxes	

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
DT	Double Ti	3.00	151.98	457B EE	CA	California SI	50.00	2924.63	CAETT	CA Edu & T	150.06	0.00	0.00	
OT	Overtime	24.50	930.88	MEDI: Health Ins	CASDI	CA SDI - Err	127.75	3120.82	CASUI	California SI	31.21	0.00	0.00	
Reg	Regular	85.50	2165.71	PTXPE Pre-Tax P	FITW	Federal Incoi	146.19	2924.63	MED-R	Medicare - E	275.00	3120.82	45.25	
					MED	Medicare		3120.82			45.25		Net Amt	
Total Earnings												501.52	Total Employer Taxes	45.25
Total Deductions												323.94	Total Employee Taxes	

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		477.29	PTAXI Pre-Tax P	CA	California SI	184.52	4686.04	CAETT	CA Edu & T	330.26	0.00	0.00	
DT	Double Ti	4.50	277.47		CASDI	CA SDI - Err	48.71	4870.56	CASUI	California SI	48.71	0.00	0.00	
OT	Overtime	32.00	1479.84		FITW	Federal Incoi	571.01	4686.04	MED-R	Medicare - E	571.01	4870.56	70.62	
Reg	Regular	85.50	2635.96		MED	Medicare		4870.56			70.62		Net Amt	
Total Earnings												1020.60	Total Employer Taxes	70.62
Total Deductions												184.52	Total Employee Taxes	

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
Reg	Regular	44.00	1205.60	PTAXI Pre-Tax P	CA	California SI	84.39	1121.21	CAETT	CA Edu & T	17.84	1205.60	1.21	
					CASDI	CA SDI - Err	12.06	1205.60	CASUI	California SI	12.06	1205.60	65.10	
					FITW	Federal Incoi	1121.21	107.32	MED-R	Medicare - E	107.32	1205.60	17.48	
					MED	Medicare		1205.60			17.48		Net Amt	
Total Earnings												154.70	Total Employer Taxes	83.79
Total Deductions												84.39	Total Employee Taxes	

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		499.58	PTXPE Pre-Tax P	CA	California SI	152.01	3804.69	CAETT	CA Edu & T	131.85	0.00	0.00	
DT	Double Ti	3.00	158.04		CASDI	CA SDI - Err	39.57	3956.70	CASUI	California SI	39.57	0.00	0.00	
OT	Overtime	26.50	1047.01		FITW	Federal Incoi	380.69	3804.69	MED-R	Medicare - E	380.69	3956.70	57.37	
Reg	Regular	85.50	2252.07		MED	Medicare		3956.70			57.38		Net Amt	
Total Earnings												609.40	Total Employer Taxes	57.37
Total Deductions												152.01	Total Employee Taxes	

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount	
125CO	125 Cash		499.58	PTXPE Pre-Tax P	CA	California SI	152.01	3804.69	CAETT	CA Edu & T	131.85	0.00	0.00	
DT	Double Ti	3.00	158.04		CASDI	CA SDI - Err	39.57	3956.70	CASUI	California SI	39.57	0.00	0.00	
OT	Overtime	26.50	1047.01		FITW	Federal Incoi	380.69	3804.69	MED-R	Medicare - E	380.69	3956.70	57.37	
Reg	Regular	85.50	2252.07		MED	Medicare		3956.70			57.38		Net Amt	
Total Earnings												609.40	Total Employer Taxes	57.37
Total Deductions												152.01	Total Employee Taxes	

Credit Card Review

U S BANK Statement dated 4/6/20

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Amazon	Doble Braided Nylon USB Charger	\$ 33.90	10-310-6210
2	Amazon	Monthly Prime Membership Fee	\$ 14.00	10-310-6210
3	Microsoft	Emergency Preparedness Monthly Emails	\$ 24.00	10-410-6210
4	Microsoft	Microsoft 365 Monthly Fee	\$ 400.00	10-310-6210
5	Enstadia SP Main St.	Adult Vertical Folding Nonwoven Respirator Masks (Covid-19)	\$ 35.26	10-310-6210
6	Arlo Technologies	Monthly Camera Service - City Hall	\$ 9.99	10-550-6610
7	Tommy Express	Car Wash for City Vehicles	\$ 102.95	10-520-6415
8	Acrobat Pro	One Year Membership for Ferrari	\$ 179.88	10-320-6220
9	Go Daddy	Deluxe Windows Hosting with Plesk Renewal	\$ 143.88	10-310-6610
10	Indeed	March Advertising on Indeed	\$ 74.84	10-310-6210
11	Best Buy	EOS Rebel Camera with Batteries & Memory Card	\$ 60.33	10-520-6220
12	Best Buy	EOS Rebel Camera with Batteries & Memory Card	\$ 517.61	10-520-6220
13	SAM Renewal	Membership Registration Renewal	\$ 349.00	10-310-6210
14	CACEO	Manzano 2019 Membership Dues	\$ 95.00	10-520-6520
15	Hana Sushi	Mann, Smith & Blankenship Mtg. for Economic Development	\$ 61.29	10-310-6510
16	Canyon Lake Country Club	Monthly Roundtable Meeting - Mann, POA, EVMWD & Sheriff's Dept.	\$ 176.54	10-310-6510
17	Virgin Scent Inc.	Hand Sanitizer for Office (Covid-19)	\$ 284.68	10-310-6210
18	Amazon	Disposable Gloves for Office (Covid-19)	\$ 36.08	10-310-6210
19	Corky's	2nd Interview for Mgmt. Analyst - Mann, Borja, Sauseda & Ferrari	\$ 70.56	10-310-6510
20	Amazon	Disposable Gloves for Office (Covid-19)	\$ 32.64	10-310-6210
21	Amazon	Pumps for Hand Sanitizer Bottles (Covid-19)	\$ 18.98	10-310-6210
22	Amazon	Disposable Gloves for Office (Covid-19)	\$ 18.32	10-310-6210
23	Caddie Buddy	Teleprompter for Filming Videos (Covid-19)	\$ 164.95	10-310-6210
24	Amazon	Tripod for Filming Videos (Covid-19)	\$ 42.40	10-310-6210
25	Staples	Special Paper for Residential Rental Program	\$ 46.50	10-310-6210
26	BJ's Restaurants	Lunch Mtg. with Mann, Sauseda & Borja	\$ 100.00	10-310-6510
27	USPS	Mailing for the Purchase of New Building	\$ 26.35	60-560-6210
28	Domino's	Dinner for Staff, Worked after hours on Covid-19	\$ 30.00	10-310-6510
29	Nothing Bundt Cakes	City Council Mtg. Councilmember Recognition	\$ 8.00	10-100-6220
30	Canyon Lake Market	Office Supplies for Admin Office	\$ 18.57	10-310-6210
		Late Fee	\$ -	10-310-6965
			\$ 3,176.50	
		Account Breakdown		
	City Council Dept. Expense	10-100-6220	\$ 8.00	
	Council Meeting/Travel Expense	10-100-6510		
	Council Special Dept. Expense	10-100-6520		
	Promotion and Advertising	10-100-6830		
	City Council Misc. Grant Office Expense	27-100-6210		
	City Manager Office Expense	10-310-6210	\$ 1,570.12	
	Conference/Meeting/Travel Expense	10-310-6510	\$ 438.39	
	City Manager Software	10-310-6530		
	City Manager Dept. Expense	10-310-6220		
	City Manager Membership	10-310-6520		
	Professional/Specialized Services	10-310-6610	\$ 143.88	
	City Manager Replacement Boat	10-310-8003		
	City Manager Computer	10-310-8010		
	City Clerk Departmental Expense	10-320-6220	\$ 179.88	
	City Clerk Conference/Meeting/Travel Expense	10-320-6510		
	Emergency Preparedness Office Supplies	10-425-6210	\$ 24.00	
	Fire Station Expenses	10-420-6210		
	Code Enforcement Supplies	10-520-6210		
	Special Enforcement Misc Expense	10-520-6220	\$ 577.94	
	Code Enforcement Vehicle Equipment	10-520-6410		
	Vehicle Maintenance	10-520-6415	\$ 102.95	
	Code Enforcement Membership Dues	10-520-6520	\$ 95.00	
	Code Enforcement Training	10-520-6710		
	Building & Facilities Maintenance	10-550-6610	\$ 9.99	
	Building & Facilities Maint. Capital Outlay	10-550-8000		
	Rental Office Expense	60-560-6210	\$ 26.35	
			\$ 3,176.50	
			check figure \$ -	

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

Home | Profile | Reporting | Personal Information | Education | Pension Outlook | Other Organizations

Manage Reports | Billing and Payments | Payroll Schedule | Out-of-Class Validation | Member Requests | Health Reconciliation | Retirement Appointr

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: \$3,081.95

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001535774	04/01/2020	100000015986532	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$3,081.95

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Build: v8.6 Baseline: 200302_092023_v8.6_Int.3585 **UID: 318**

CM

Home | Profile | Reporting | Person Information | Education | Pension Outlook | Other Organizations

Manage Reports | Billing and Payments | Payroll Schedule | Out-of-Class Validation | Member Requests | Health Reconciliation | Retirement Appoint

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: \$3,374.53

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001535803	04/01/2020	100000015948274	Employer Contribution, Classic, 1684, CalPERS, 03/16/2020 - 03/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,845.09
1001535804	04/01/2020	100000015948310	Employer Contribution, PEPR, 26189, CalPERS, 03/16/2020 - 03/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,529.44

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Build: v8.6 Baseline: 200302_092023_v8.6_Int.3585 **UID: 318**

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

Manage Reports Billing and Payments Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appoint

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: \$4,080.99

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001549931	04/23/2020	100000015980532	Employer Contribution, PEPR, 26189, CalPERS, 04/01/2020 - 04/15/2020	EFT - Debit	Citizens Business Bank -5402	\$2,269.91
1001549932	04/23/2020	100000015980495	Employer Contribution, Classic, 1684, CalPERS, 04/01/2020 - 04/15/2020	EFT - Debit	Citizens Business Bank -5402	\$1,811.08

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Build: v8.6 Baseline: 200302_092023_v8.6_Int.3585 **UID: 318**



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: **04/02/2020**

Submission time: **02:58 PM**

Pay period end date: **03/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

Draft date: **04/03/2020**

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 OBRA-PST**

Plan Number: **0035273002**

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

Payroll Center Number: **001**

Payroll Received for Salary Reduction

Submission date: **04/02/2020**

Submission time: **03:00 PM**

Pay period end date: **03/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$117.51**

Contributions count: **1**

Draft date: **04/03/2020**

LM

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](#).

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Investment Reports

CITIZENSTRUST

(610) 608-7541

Branches: Fullerton - Ca 92715 2545

Return Service Requested

000000081 MCBB1000040820139316 01 000000 49 005



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

RECEIVED

APR 18 2020

BY: sel

STATEMENT FOR THE PERIOD FROM 03/01/2020 TO 03/31/2020
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.





Account Statement

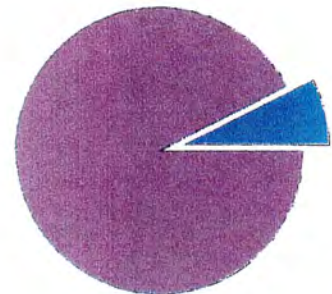
Account Number: 1035003119
 March 01, 2020 To March 31, 2020

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	03/01/2020	03/31/2020	% Of Account
 CASH & CASH EQUIVALENTS	219,252.99	205,427.10	7.4%
 FIXED INCOME	2,535,376.62	2,557,062.76	92.6%
Total	2,754,629.61	2,762,489.86	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,754,629.61	2,740,120.38		
Income	7,587.91	12,277.24	Long Term	151.01-
Asset Activity	20,978.49-	447,448.89-	Total Gains / Losses	151.01-
Fees	435.31-	1,365.42-		833.76-
Cash Management	13,825.89	436,537.07		
Change In Market Value	7,860.25	22,369.48		
Ending Market Value	2,762,489.86	2,762,489.86		



Account Statement

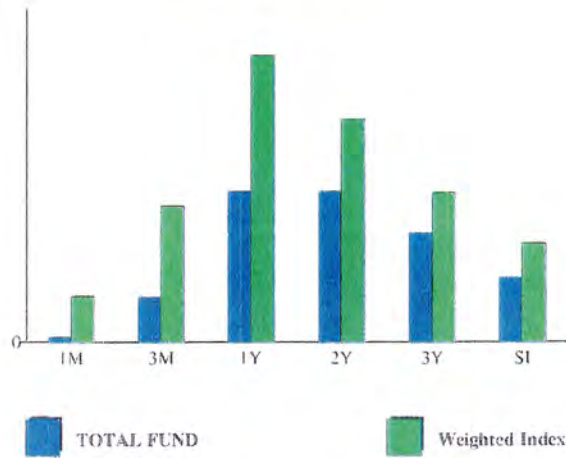
Account Number: 1035003119

March 01, 2020 To March 31, 2020

Performance Summary - Total Returns

	Market Value	1 Month	3 Months	1 Year	2 Years	3 Years	Since Inception 03/01/2010
TOTAL FUND	2,773,527	0.10	0.94	3.15	3.16	2.28	1.34
Return On Indexes Fixed GT (95% FX / 5% C)		0.95	2.85	6.00	4.66	3.13	2.05

Return Comparison



PAST RESULTS ARE NOT INDICATIVE OF FUTURE INVESTMENT RESULTS. FUND DATA IS ON A TRADE DATE BASIS. PERFORMANCE RESULTS ARE GROSS OF MANAGEMENT FEES. RETURNS FOR PERIODS LONGER THAN ONE YEAR ARE ANNUALIZED. MARKET VALUE DOES NOT INCLUDE ACCRUED INCOME.

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Unclassified			
205,427.100	31607A703 FIDELITY GOVERNMENT PORTFOLIO	205,427.10	205,427.10
	Total Unclassified	205,427.10	205,427.10
Total	Cash Equivalents	205,427.10	205,427.10
Total	Cash & Cash Equivalents	205,427.10	205,427.10
Fixed Income			
Taxable			
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	74,861.25	75,056.15
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	100,606.00	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	100,617.00	99,615.00
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	101,932.00	103,131.96
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	100,374.00	100,000.00
125,000.000	3130AEWA4 FEDERAL HOME LOAN DTD 09/07/18 2.625% 10/01/2020	126,437.50	125,910.00
100,000.000	3130AHPM9 FEDERAL HOME LOAN BANK DTD 12/16/19 CALL 2.05% 12/16/2024-2020	100,282.00	100,000.00
200,000.000	3130AHUM3 FEDERAL HOME LOAN BANK DTD 01/10/20 CALL 2% 01/10/2025-2020	200,344.00	200,000.00
200,000.000	3130AJCS6 FEDERAL HOME LOAN BANK DTD 03/10/20 CALL 1.1% 03/10/2023-2020	200,096.00	200,000.00
100,000.000	3130AJEN5 FEDERAL HOME LOAN BANK DTD 03/26/2020 CALL 1.1% 03/26/2024-2020	99,953.00	100,000.00
200,000.000	3130AJF53 FEDERAL HOME LOAN BANK DTD BCLASS 3/24/2020 CALL 1.375% 03/24/2025-2020	200,142.00	200,000.00



Account Statement

Account Number: 1035003119

March 01, 2020 To March 31, 2020

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
125,000.000	3133ELTX2 FEDERAL FARM CREDIT BANK DTD 03/19/2020 CALL .93% 09/19/2022-2020	125,025.00	124,900.00
100,000.000	3134GU4S6 FREDDIE MAC DTD 01/21/20 CALL 1.8% 04/21/2023-2020	100,367.00	100,000.00
100,000.000	3134GUY79 FREDDIE MAC DTD 1/17/2020 CALL 2.1% 01/17/2025-2020	100,053.00	100,000.00
100,000.000	3134GUZX1 FREDDIE MAC DTD 12/23/2019 CALL 2.07% 12/23/2024-2020	100,315.00	100,000.00
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	100,078.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	100,083.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	100,089.00	99,959.00
6,150.740	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	6,148.01	6,581.29
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	200,066.00	201,237.93
200,000.000	880591ER9 TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024	219,194.00	209,944.60
Total	Taxable	2,557,062.76	2,546,315.93
Total	Fixed Income	2,557,062.76	2,546,315.93
Miscellaneous			
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
	Total Documents	0.00	0.00
Total	Miscellaneous Sundry Assets	0.00	0.00
Total	Miscellaneous	0.00	0.00
Grand Total Assets		2,762,489.86	2,751,743.03

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,745,110.84	2,768,713.06
Prior Accruals			14,083.45-
Unrealized Appreciation This Period			8,011.26
Current Accruals			10,621.29
Asset Activity	20,978.49-	20,827.48	20,978.49-
Cash Management	13,825.89	13,825.89-	13,825.89
Fees	435.31-	0.00	435.31-
Income	7,587.91	369.40-	7,587.91
Realized Gain/loss			151.01-
Non Cash Asset Changes			
Balances End Of Period	0.00	2,751,743.03	2,773,111.15

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
03/01/20		Beginning Balance		0.00	2,745,110.84
		Income Interest			
03/02/20		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3134GUWX4	INTEREST RCVD	247.27	
03/05/20		FREDDIE MAC DTD 12/5/2019 CALL 1.9% 09/05/2023-2020 3130A8NT6	INTEREST RCVD	950.00	
03/10/20		FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017 3130AJCS6	INTEREST RCVD	234.33	
03/12/20		FEDERAL HOME LOAN BANK DTD 03/10/20 CALL 1.1% 03/10/2023-2020 3130A8EN9	ACCRUED INT	12.22	
03/12/20		FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016 3133EFZ91	INTEREST RCVD	200.44	
03/12/20		FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017 880591ER9	INTEREST RCVD	675.60	
03/16/20		TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024 29266NS32	INTEREST RCVD	2,875.00	
03/16/20		ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020 31398R7H2	INTEREST RCVD	139.04	
03/25/20		FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020 3136G3VG7	INTEREST RCVD	32.06	
03/30/20		FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016 05580ACZ5	INTEREST RCVD	750.00	
03/30/20		BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	INTEREST RCVD	1,096.99	



Account Statement

Account Number: 1035003119

March 01, 2020 To March 31, 2020

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
03/30/20		3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	INTEREST RCVD	400.00	
Total Interest				7,587.91	0.00
Total Income				7,587.91	0.00
Asset Activity					
Assets Purchased					
03/12/20	200,000.000	3130AJCS6 FEDERAL HOME LOAN BANK DTD 03/10/20 CALL 1.1% 03/10/2023-2020	BUY	200,000.00-	200,000.00
03/19/20	125,000.000	3133ELTX2 FEDERAL FARM CREDIT BANK DTD 03/19/2020 CALL .93% 09/19/2022-2020	BUY	124,900.00-	124,900.00
03/24/20	200,000.000	3130AJF53 FEDERAL HOME LOAN BANK DTD BCLASS 3/24/2020 CALL 1.375% 03/24/2025-2020	BUY	200,000.00-	200,000.00
03/26/20	100,000.000	3130AJEN5 FEDERAL HOME LOAN BANK DTD 03/26/2020 CALL 1.1% 03/26/2024-2020	BUY	100,000.00-	100,000.00
Total Assets Purchased				624,900.00-	624,900.00
Assets Sold					
03/05/20	200,000.000-	3134GUWX4 FREDDIE MAC DTD 12/5/2019 CALL 1.9% 09/05/2023-2020	REDEEMED	200,000.00	200,000.00-
03/10/20	100,000.000-	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	REDEEMED	100,000.00	100,000.00-
03/12/20	50,000.000-	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	REDEEMED	50,000.00	50,000.00-
03/12/20	100,000.000-	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	REDEEMED	100,000.00	99,909.00-
03/25/20	3,921.510-	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	NOTE AND MTG PMT	3,921.51	4,196.02-
03/30/20	100,000.000-	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	REDEEMED	100,000.00	100,000.00-
03/30/20	50,000.000-	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	REDEEMED	50,000.00	49,967.50-
Total Assets Sold				603,921.51	604,072.52-
Total Asset Activity				20,978.49-	20,827.48

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Fees					
03/27/20		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 03/20/2020	DISBURSEMENT	435.31-	
Total Fees				435.31-	0.00
Cash Management					
03/31/20	13,825.890-	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	13,825.89	13,825.89-
Total Cash Management				13,825.89	13,825.89-
Miscellaneous					
03/16/20		880591ER9 AMORTIZATION ON 200,000 UNITS TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024 EFFECTIVE 03/15/2020 TO ADJUST TAX LOT, AMORTIZATION = 369.40-	AMORTIZATION		369.40-
Total Miscellaneous				0.00	369.40-
03/31/20		Ending Balance		0.00	2,751,743.03

Market Perspectives

We hope that you and your family are all safe and healthy during these challenging times. The enclosed Q1 2020 Market Perspectives article is provided to assist in defining volatile market events over the last quarter and discuss the quarter ahead. Please be assured that dedicated team of professionals at CitizensTrust is monitoring the markets very closely, and if you have any questions or concerns we encourage you to reach out directly to your Relationship Manager.

Disclosure

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



Utility User Tax Revenue

City of Canyon Lake
 Utility Taxed Summary by Service Period
 FY 2019/2020

	July	August	September	October	November	December	January	February	March	April	May	June
Electric												
Calpine Energy Solutions	14.50	12.91	13.15	30.56	22.98	17.17	35.13	26.71	18.15			
Constellation New Energy, Inc	54.65	77.86	76.76	69.25	68.53	68.53	69.59	12.76	-			
Just Energy Solutions, Inc.			101.14									
Southern California Edison	34,026.87	50,772.75	46,620.29	42,627.98	27,674.08	33,719.19	44,630.74	41,442.69				
Water												
EMWD	1,956.96	2,412.77	2,318.39	2,038.85	2,128.27	2,001.08	1,899.48	1,570.88				
EWMA	23,598.44	26,995.13	29,075.01	25,632.10	27,699.66	26,710.06	19,226.67	20,313.84				
Solid Waste												
CRRP	1,131.85	1,046.40	1,374.97									
Sewer												
Gas												
The CO Company	153.74	150.15	139.71	146.18	168.53	213.86	388.26	323.62	270.11			
Xcel Energy, LLC												
Telecom												
AT&T	17.05	21.50	11.86	14.89	20.27	17.13	12.37	16.68	15.45			
AT&T Mobility	14.48	15.17	7.27	7.55	6.05	6.24	4.86	13.54	3.09			
Assurance Wireless USA, LP												
CenturyLink Communications Company, LLC	0.64	0.64	0.80	0.81	0.81	0.81	0.78	0.79	5.71			
Comcast												
Comcast Solutions, Inc. - AccessLine Comm. Corp.												
Comcast Solutions, Inc. - EBB Connect, LLC												
Comcast Solutions, Inc. - Encantelle, Inc.												
Comcast Solutions, Inc. - GreatCall, Inc. dba Jitterbug	26.03	24.23	31.15	30.04	25.93	24.94	26.25	25.58				
Comcast Solutions, Inc. - Nextiva, Inc.	13.83	12.96	12.94	12.81	1.06	23.86	12.27	12.33	13.83			
Comcast Solutions, Inc. - dba Opex	0.28											
Comcast Solutions, Inc. - Matrix Telecom, Inc.	1.52	0.97	0.49	0.91	0.91	0.49	0.21	0.21				
Comcast Solutions, Inc. - Phone.com Inc.	1.79	1.79	1.79	1.79	1.79	1.79	1.75	1.75	1.75			
Comcast Solutions, Inc. - Utility Telecom Group, LLC												
Comcast Solutions, Inc. - Google North America dba Google Fi	0.53	0.31	0.43	0.56	0.80	0.87	0.81	0.92	1.10			
Comcast Solutions, Inc. - Google North America dba Google Fi	4.74	2.75	3.83	5.00	7.24	7.84	7.33	8.27	9.87			
Comcast Solutions, Inc. - Total Holdings, Inc.												
Consumer Cellular, Inc.	94.15	94.58	93.02	91.30	99.82	103.27	98.99	102.10	105.25			
Cricket Wireless LLC	5.19	5.09	5.65	5.88	6.26	5.72	4.45	5.78	6.63			
Frontier Wireless LLC (Sohi)						1.97	0.76	1.18				
Frontier Communications of America	1,450.97	1,396.48	1,386.18	1,271.18	1,350.58	1,288.35	1,268.59	1,266.45	1,196.41			
Frontier Telecommunications of America	212.69	210.85	204.19	203.21	200.27	190.34	181.58	180.99	176.74			
Granite Telecommunications LLC												
Wireless												
T-Mobile	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40			
T-Mobile, Inc. (FIA Extra Services)	0.99	2.48	2.00	2.00	2.58	0.96	2.08	2.10	2.72			
Just Energy, Inc. Utility												
Level 3 Communications LLC	45.09	44.94	45.57	45.79	45.84	45.88	44.53	44.70	44.63			
Los Angeles SBA Limited Partnership	3,027.27	2,953.51	2,979.39	3,157.40	3,073.17	3,211.75	3,078.75	3,082.62	3,195.88			
MCI Communications Services, Inc.									1.67			
MCI Metro Access Transmission Services Corp												
Metro PCS California, LLC	17.50	17.31	17.33	16.86	13.52	15.92	17.13	12.04	13.42			
Mitel Cloud Services, Inc.	6.40		8.99	9.16	9.01	9.16	9.05	9.05	9.05			
NTT Cloud Communications												
New Cellular Wireless PCS LLC	1,765.63	1,479.93	1,387.39	1,593.91	1,467.71	1,389.61	1,347.60	1,211.14	1,402.53			
Nusio, LLC	1.64	1.64	1.64	1.64	1.64	1.63	1.63	1.63	1.63			
Omni, Inc.	13.73	14.96	8.23	8.46	13.19	8.26	8.26	13.01				
OnStar LLC	9.40	10.99	11.72	12.38	8.90	9.76	17.98	11.84	9.28			
Opex Communications, Inc.	0.31	0.30	0.30	0.20								
Pacific Bell Telephone Company - AIE&I	4.65	5.43	5.52	4.64	5.03	5.03	5.03	4.64	5.40			
PNG Telecommunications Inc. c/o Avallara, Inc. (FIA Extra Services)												
Ready Wireless LLC												
Republic Wireless, Inc.	0.69	0.69	0.69	0.69	0.69	0.69	0.67	0.67	0.67			
Spectrobel, Inc.												
Spectrum Mobile, LLC	11.94	21.74	14.37	15.28	19.27	14.64	21.31	17.07	21.31			
Spok, Inc.												
SprintCom, Inc.	10.16	12.79	12.96	12.89	8.80	9.01	8.68	10.59	11.99			
Sprint Communications												
Sprint Spectrum LP	757.58	676.05	655.63	729.14	685.04	770.41	709.88	610.70	778.54			
Sprint Telephony PCS, LP												
Sprint Telephony PCS, LP CA Prepaid												
Star2star Communications	10.20	10.20	10.20	10.21	13.14		11.78	13.08	13.06			
T-Mobile USA, Inc.	332.87	364.41	359.49	356.52	309.97	272.83	306.09	270.95	302.48			
T-Mobile West LLC												
T-Mobile USA, LP	69.70	67.05	62.88	61.18	56.95	55.25	51.53	40.17				
Verizon Wireless USA, LP	42.83	42.68	42.37	39.74	41.48	40.10	39.55	34.13	34.13			
Verizon Wireless USA, Inc.	30.46	33.08	30.72	32.60	31.23	33.96	30.74	31.05	32.98			
Vonage Business Solutions, Inc. c/o Avallara, Inc.												
Vonage Telecommunications, Inc.												
Vonage Telecommunications, Inc. (Sohi)	2,400.36	2,273.55	2,274.71	2,567.20	2,194.16	2,153.08	2,217.65	2,158.35	2,093.28			
Vonage California, Inc.	1,883.88	1,326.66	1,101.20	1,115.22	1,096.08	1,108.83	1,056.38	1,020.00	1,030.03			
Time Warner Cable Info Services (C) LLC	33.69	33.69	33.69	33.69	33.69	33.69	33.69	33.69	33.69			
Time Warner Cable Business LL	625.69	746.51	735.80	731.23	720.68	645.56	663.90	652.50	664.80			
DirectTV LLC												
Total	\$ 73,456.76	\$ 93,400.19	\$ 91,372.87	\$ 82,869.35	\$ 69,189.25	\$ 74,306.60	\$ 77,571.06	\$ 74,632.01	\$ 79,153.29	\$ -	\$ -	\$ -

**MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, April 1, 2020**

**Open Session – 5:00 p.m.
City Hall Council Chamber
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020, as a response to mitigating the spread of Coronavirus (COVID-19), this regular meeting of the City Council of the City of Canyon Lake will allow Councilmembers to attend the City Council meeting telephonically from remote locations without requiring notice of or public access to those locations. The City Council Chamber will be closed to the public. Members of the public may observe the City Council meeting by selecting the Live Stream icon on the main page: www.cityofcanyonlake.org, the City's Facebook page, Time Warner/Spectrum Channel 29, or on FIOS/Frontier Channel 39.

In a further effort to allow for social distancing, members of the public may comment electronically by sending an email with their comment to PublicComment@cityofcanyonlake.com. The City Clerk will read these public comment submissions into the record during the "Public Comments" portion of the agenda, provided that such comments (A) are submitted and received no later than 5:00 P.M. on April 1, 2020; (B) are no longer than 250 words; (C) include their name and agenda item number.

CALL OPEN SESSION TO ORDER

Mayor Ehrenkranz called the meeting to order at 5:01 p.m.

INVOCATION

Invocation was led by Councilmember Jeremy Smith.

FLAG SALUTE

Flag Salute was led by Mayor Ehrenkranz.

ROLL CALL

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

** All members of the Council were present via teleconference except for Mayor Ehrenkranz who was physically present in the Council Chamber.

The following were also present in the room:

Steven Graham, City Attorney

Chris Mann, City Manager

Ana V. Sauseda, City Clerk

The City Clerk confirmed that all members of the Council who joined via teleconference were able to hear her clearly. She also stated that all votes during the meeting were to be conducted by a roll call.

APPROVAL OF THE CITY COUNCIL AGENDA

Motion and second by Councilmembers Bonner/Greene to approve the agenda.

City Manager Mann stated that there was an addition to the agenda. He requested to add Urgency Item No. 9 related to the COVID-19 pandemic. He reminded the Council that adding an urgency item to the agenda would require a 2/3 vote.

Motion and second by Councilmembers Bonner/Greene to approve the agenda with the addition of Urgency Item No. 9.

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

CEREMONIAL MATTERS

Presentations, Awards, Proclamations

City Clerk Sauseda wished Mayor Pro Tem Castillo a Happy Birthday on behalf of all City staff.

PUBLIC SAFETY UPDATE

❖ Sheriff

Lieutenant Sam Morovich joined the meeting via teleconference. He gave an update on the statistics and answered questions from the Council. Discussion ensued. After lengthy discussion, Attorney Graham recommended that the Mayor move to Item No. 9 in order for the Council to continue their discussion.

Mayor Ehrenkranz moved up Item No. 9 in order for discussions to continue.

URGENCY ITEM

- (9) Resolution – Adoption of Resolution No. 2020-13, A Resolution of the City Council of the City of Canyon Lake, California, Confirming the Emergency Orders Issued by the City Manager Acting as the Director of Emergency Services

Motion and second by Councilmembers Greene/Bonner to approve Resolution No. 2020-13.

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

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update
Director Darcy Burke joined the meeting via teleconference and gave an update on behalf of Elsinore Valley Municipal Water District.

PUBLIC SAFETY UPDATE CONTINUED

❖ Fire

Representatives from CalFire were not available to call-in.

❖ Special/Code Enforcement

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

PUBLIC COMMENT

There were no comments.

CONSENT CALENDAR

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2020-09, Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
 - March 4, 2020 – Regular City Council Meeting
- (4) Receive and File - Authorization to Implement the Multiple Species Habitat Conservation Plan Local Development Mitigation Fee CPI Adjustment for Fiscal Year 2021

Motion and second by Councilmembers Bonner/Smith to approve the Consent Calendar.

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

PULLED CONSENT CALENDAR ITEMS

No items were pulled.

BUSINESS ITEMS

- (5) Resolution - Adoption of Resolution 2020-10 Approving Senate Bill 1 (SB 1) Road Maintenance and Rehabilitation Account Funding and Project List

Motion and second by Councilmembers Smith/Greene to approve Resolution No. 2020-10.

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

- (6) Resolution - Adoption of Resolution No. 2020-11, Declaring its Intention to Conduct a Public Hearing to Consider (1) Adjusting the Schedule of Rates for the Collection, Transportation, Recycling, Composting, and Disposal of Solid Waste, Recyclables, Compostable and Yard Waste and Temporary Roll-Off Bins and Service and (2) Establishing the Subscription and Response Fee Rates for the Voluntary Emergency Medical Services Subscription Program

Motion and second by Councilmembers Greene/Smith to approve Resolution No. 2020-11.

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

- (7) Resolution - Adoption of Resolution No. 2020-12, Approving Amendment Number One to City Manager Employment Agreement

Motion and second by Councilmembers Bonner/Smith to approve Resolution No. 2020-12.

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

PUBLIC HEARING

(8) Mid-Term Housing Element – Public Hearing Continuance

- Public Hearing Opened

Mayor Ehrenkranz opened the Public Hearing at 6:22 p.m.

- Staff Presentation

City Manager Mann presented the item and stated that the City was still waiting to hear back from the state regarding this item. He asked that the Council allow for public comment and then continue the public hearing.

Motion and second by Councilmembers Greene/Smith to continue the Public Hearing to the next regularly scheduled City Council meeting.

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

URGENCY ITEM

(9) Resolution – Adoption of Resolution No. 2020-13, A Resolution of the City Council of the City of Canyon Lake, California, Confirming the Emergency Orders Issued by the City Manager Acting as the Director of Emergency Services

Staff confirmed that Item 9 had been discussed and voted on earlier in the meeting.

The City Clerk stated that although Item 9 had already been approved, she received a public comment and requested to read the comment into the record. While the comment did not specifically reference Item No. 9, it was related to the closures due to COVID-19. She went on to read an emailed comment from Rachel Brady.

Attorney Graham stated that if the Council wanted to discuss Item 9 further, he would recommend they make a motion and take a vote to re-open that item.

Motion and second by Councilmember Smith/ Mayor Pro Tem Castillo re-open Item No. 9 for discussion.

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

Discussion regarding Item 9 ensued.

CITY MANAGER COMMENTS

City Manager Mann gave his monthly update and answered any questions from the Council.

COMMITTEE AND COUNCIL REPORTS/COMMENTS

- **COUNCILMEMBER BONNER**

Councilmember Bonner discussed the upcoming RCTC meeting which would be held via ZOOM. He stated the round table meeting scheduled for Monday, April 13th, would be cancelled. He thanked staff for all their hard working during the COVID-19 pandemic. Lastly, he urged residents to stay home and respect the orders in an effort to stop the spread of the virus.

- **MAYOR PRO TEM CASTILLO**

Mayor Pro Tem Castillo thanked staff for all their hard work. She updated the residents on some of the comments she had received during the pandemic and the City's efforts to address those comments. Lastly, she wished everyone a Happy Easter.

- **COUNCILMEMBER GREENE**

Councilmember Greene stated that most of his meetings had been cancelled. He also discussed the upcoming RCA meeting which he would be attending. He thanked staff for all their efforts during these hard times.

- **COUNCILMEMBER SMITH**

Councilmember Smith discussed attending the RTA meeting via conference call. He thanked staff for all their hard work.

- **MAYOR EHRENKRANZ**

Mayor Ehrenkranz urged residents to follow the City's Emergency Orders. He thanked staff for all their work. Lastly, he questioned the upcoming Veterans Day Committee meeting and whether or not it would take place.

ADJOURNMENT

Mayor Ehrenkranz adjourned the meeting at 6:47 p.m.

Respectfully submitted,

Ana V. Sauseda, CMC
City Clerk



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager

BY: Mike A. Borja, Administrative Services Manager

DATE: May 6, 2020 *CM*

SUBJECT: Adoption of Resolution No. 2020-15, Amending Transportation Uniform Mitigation Fee (TUMF) Applicable to All Developments in the City of Canyon Lake

Recommendation

That the City Council adopt Resolution No. 2020-15, amending the Transportation Uniform Mitigation Fee (TUMF) schedule, incorporating the Construction Cost Index (CCI) adjustment, starting on July 1, 2020, and subsequently on January 1, 2021 for all proposed development in the City of Canyon Lake.

Background

The City of Canyon Lake is a Member Jurisdiction of the Western Riverside Council of Governments (“WRCOG”), a joint powers agency comprised of the County of Riverside and eighteen (18) cities located in Western Riverside County. Acting in concert, in 2002-2003, WRCOG member jurisdictions developed a plan whereby the shortfall in funds needed to enlarge the capacity of the Regional System of Highways and Arterials due to new development in Western Riverside County could be made up in part by a Transportation Uniform Mitigation Fee (“TUMF”) on future residential, commercial, and industrial development. As a member jurisdiction of WRCOG and as a TUMF participating jurisdiction, the City of Canyon Lake participated in the preparation of a certain “Western Riverside County Transportation Uniform Fee Nexus Study,” (“2002 Nexus Study”) later adopted by the WRCOG Executive Committee. Based on the 2002 Nexus Study, the City of Canyon Lake adopted and implemented an ordinance authorizing the City’s participation in a TUMF Program.

Pursuant to the Mitigation Fee Act (Gov. Code §§ 66000 et seq.), WRCOG prepared a new Nexus Study (“2016 Nexus Study”) to update the TUMF fees. On September 26, 2017, the WRCOG Executive Committee reviewed the 2016 Nexus Study and recommended TUMF participating jurisdictions update their fees by amending their applicable TUMF Ordinances to reflect changes in the TUMF Network and the cost of construction. The City of Canyon Lake through Ordinance No. 174 adopted the new 2016 Nexus Study updating the TUMF fees.

Ordinance No. 174, Section 4.A. Adoption of TUMF Schedule states that the City Council shall adopt an applicable TUMF schedule through a Resolution, which may be amended from time to time. Also, Section 4.C. Fee Adjustment states the fee schedule may be periodically reviewed and the amounts adjusted by the WRCOG Executive Committee. On November 4, 2019, the WRCOG Executive Committee approved the Construction Cost Index (CCI) adjusting the TUMF fee schedule tied to increases in land, labor, and materials needed to implement transportation projects in the WRCOG subregions. Therefore, staff recommends that the City Council adopt Resolution No. 2020-15, updating the TUMF fees as follows:

Resolution No. 2020-15 will establish the Fee Schedule for TUMF as follows:

From July 1, 2020 to December 31st, 2020, the fee schedule shall be as follows:

- 1) \$9,478.00 per single family residential unit
- 2) \$6,389.00 per multi-family residential unit
- 3) \$1.81 per square foot of an industrial project
- 4) \$7.50 per square foot of a retail commercial project
- 5) \$4.75 per square foot of a service commercial project
- 6) \$2.38 per square foot of a service Class A and B Office

As of January 1, 2021, to June 30, 2021, the fee schedule shall be as follows:

- 1) \$9,810.00 per single family residential unit
- 2) \$6,389.00 per multi-family residential unit
- 3) \$1.81 per square foot of an industrial project
- 4) \$7.50 per square foot of a retail commercial project
- 5) \$4.75 per square foot of a service commercial project
- 6) \$2.38 per square foot of a service Class A and B Office

Fiscal Impact

Adoption of the TUMF CCI adjustment would generate approximately 5% in the TUMF Program revenues in Fiscal Year 2020/21, allowing WRCOG to keep up with the construction cost increases associated to the TUMF network.

Attachments

1. WRCOG TAC Agenda Item 6.G, TUMF CCI Adjustment Implementation Process
2. Resolution No. 2020-15

ATTACHMENT 1



Western Riverside Council of Governments Technical Advisory Committee

Staff Report

Subject: TUMF Construction Cost Index Adjustment Implementation Process

Contact: Ivana Medina, Staff Analyst, imedina@wrcog.us, (951) 405-6753

Date: January 16, 2020

The purpose of this item is to provide an update on the process to approve the Transportation Uniform Mitigation Fee (TUMF) Construction Cost Index (CCI) adjustment, as directed by WRCOG's Executive Committee.

Requested Action:

1. Receive and file.

WRCOG's TUMF Program is a regional fee program designed to provide transportation and transit infrastructure that mitigates the impact of new growth in Western Riverside County. The Construction Cost Index (CCI) is an increase in TUMF tied to increases in land, labor, and materials needed to implement transportation projects in the WRCOG subregion.

Background

At the November 4, 2019, Executive Committee meeting, staff presented a TUMF CCI adjustment for consideration. The Executive Committee approved the item and set the following fee levels:

As of July 1, 2020, the following fee levels will be in effect:

- Single-Family: \$9,478 per dwelling unit
- Multi-Family: \$6,389 per dwelling unit
- Retail: \$7.50 per square foot
- Service: \$4.75 per square foot
- Industrial: \$1.81 per square foot

As of January 1, 2021, the following fee levels will be in effect:

- Single-Family: \$9,810 per dwelling unit
- Multi-Family: \$6,389 per dwelling unit
- Retail: \$7.50 per square foot
- Service: \$4.75 per square foot
- Industrial: \$1.81 per square foot

Implementation Process

To implement these changes, each of WRCOG's member agencies will need to adopt a new TUMF Fee resolution. A copy of the updated fee resolution and template Staff Report are attached.

The process for adopting the resolution requires that the jurisdiction provide notice of the meeting at which the fee increase will be considered. If a group, such as the BIA, has previously requested written notice of any fee increases, staff asks that they receive a written notice. Staff would defer to each member agency regarding the specific procedures related to resolution adoption.

Please note that WRCOG member agencies do not have to adopt a new TUMF Ordinance as the language of the Ordinance allows amendments to the Ordinance and updates to the fee resolutions. The updated fee resolution enacts new fees that take effect by July 1, 2020, so WRCOG's requests adoption of this resolution no later than May 2020.

Staff is available to attend any meetings regarding the resolution and would be available to present if needed regarding the overall TUMF Program or the CCI adjustment specifically. Please follow-up with Chris Gray at (951) 405-6710 or cgray@wrcog.us should you require any WRCOG staff to attend any meetings on this issue.

Prior Actions:

December 12, 2019: The Planning Directors Committee received and filed.

November 4, 2019: The Executive Committee Approved the implementation of the adjusted TUMF CCI as of July 1, 2020, with the following fee amounts: a) Single-Family: \$9,478 per dwelling unit; b) Multi-Family: \$6,389 per dwelling unit; c) Retail: \$7.50 per square foot; d) Service: \$4.75 per square foot; e) Industrial: \$1.81 per square foot; 2) Approved the implementation of the adjusted TUMF CCI as of January 1, 2021, with the following fee amounts: a) Single-Family: \$9,810 per dwelling unit; b) Multi-Family: \$6,389 per dwelling unit; c) Retail: \$7.50 per square foot; d) Service: \$4.75 per square foot; e) Industrial: \$1.81 per square foot;

Fiscal Impact:

Adoption of a CCI adjustment would generate the TUMF Program revenues by approximately 5% in the 2020/2021 Fiscal Year.

Attachments:

1. Updated TUMF Fee Resolution.
2. Template Staff Report for Adoption.

ATTACHMENT 2

RESOLUTION NO. 2020-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING TRANSPORTATION UNIFORM MITIGATION FEE (TUMF) APPLICABLE TO ALL DEVELOPMENTS IN THE CITY OF CANYON LAKE

WHEREAS, the CITY OF CANYON LAKE (“City”) is a member agency of the Western Riverside Council of Governments (“WRCOG”), a joint powers agency comprised of the County of Riverside and eighteen cities located in Western Riverside County; and

WHEREAS, the member agencies of WRCOG recognized that there was insufficient funding to address the impacts of new development on the regional system of highways and arterials in Western Riverside County (the “Regional System”); and

WHEREAS, in order to address this shortfall, the member agencies formulated a plan whereby a transportation mitigation fee would be assessed on new development and would be used to fund the necessary improvements for the Regional System; and

WHEREAS, WRCOG, with the assistance of TUMF Program participating jurisdictions, has prepared an updated Nexus Study entitled “Transportation Uniform Mitigation Fee Nexus Study: 2016 Update” (“2016 Nexus Study”) pursuant to California Government Code sections 66000 et seq. (the Mitigation Fee Act), for the purpose of updating the fees. On July 10, 2017, the WRCOG Executive Committee reviewed the 2016 Nexus Study and TUMF Program and recommended TUMF participating jurisdictions amend their applicable TUMF ordinances to reflect changes in the TUMF network and the cost of construction in order to update the TUMF Program; and

WHEREAS, consistent with its previous findings made in the adoption of Ordinance No. 174, the City Council has been informed and advised, and hereby finds, that if the capacity of the Regional System is not enlarged and unless development contributes to the cost of improving the Regional System, the result will be substantial traffic congestion in all parts of Western Riverside County, with unacceptable Levels of Service. Furthermore, the failure to mitigate growing traffic impacts on the Regional System will substantially impair the ability of public safety services (police and fire) to respond and, thus, adversely affect the public health, safety, and welfare. Therefore, continuation of a TUMF Program is essential; and

WHEREAS, the City Council finds and determines that there is a reasonable and rational relationship between the use of the TUMF and the type of development projects on which the fees are imposed because the fees will be used to construct the transportation improvements that are necessary for the safety, health, and welfare of the residential and non-residential users of the development in which the TUMF will be levied; and

WHEREAS, the City Council finds and determines that there is a reasonable and rational relationship between the need for the improvements to the Regional System and the type of development projects on which the TUMF is imposed because it will be necessary for the residential and non-residential users of such projects to have access to the Regional system.

Such development will benefit from the Regional System improvements and the burden of such developments will be mitigated in part by payment of the TUMF; and

WHEREAS, the City Council finds and determines that the cost estimates set forth in the new 2016 Nexus Study are reasonable cost estimates for constructing the Regional System improvements and the facilities that compromise the Regional System, and that the amount of the TUMF expected to be generated by new development will not exceed the total fair share cost to such development; and

WHEREAS, the fees collected pursuant to the TUMF Ordinance shall be used to help pay for the design, planning, construction of and real property acquisition for the Regional System improvements and its facilities as identified in the 2016 Nexus Study. The need for the improvements and facilities is related to new development because such development results in additional traffic and creates the demand for the improvements; and

WHEREAS, by notice duly given and published, the City Council set the time and place for a public hearing on the 2016 Nexus Study and the fees proposed thereunder and at least ten (10) days prior to this hearing, the City Council made the 2016 Nexus Study available to the public; and

WHEREAS, at the time and place set for the hearing, the City Council duly considered data and information provided by the public relative to the cost of the improvements and facilities for which the fees are proposed and all other comments, whether written or oral, submitted prior to the conclusion of the hearing; and

WHEREAS, section [SECTION 4.C. OF MODEL ORDINANCE] of the TUMF Ordinance authorizes periodic review and adjustment to the applicable TUMF in accordance with any adjustments made by the WRCOG Executive Committee; and

WHEREAS, the fees collected pursuant to this Resolution shall be used to finance the public facilities described or identified in the Nexus Study; and

WHEREAS, the levying of TUMF has been reviewed by the City Council and staff in accordance with the California Environmental Quality Act ("CEQA") and the CEQA Guidelines and it has been determined that the adoption of this ordinance is exempt from CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines.

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

SECTION 1. Findings. The recitals set forth above are hereby adopted as findings in support of this Resolution. In addition, the City Council re-adopts the findings contained in Section 2 of Ordinance 174 in support of the adjusted TUMF contained herein.

SECTION 2. TUMF Schedule. In accordance with Section 4.C. of Ordinance 174, there is hereby adopted the following fee schedule for the TUMF which replaces the fee schedule set

forth in Sections 2 and 3 of Resolution No. 2017-17 in its entirety as of July 1, 2020, provided that the fee for retail commercial projects shall go into effect upon the Effective Date set forth in Section 4, below:

A. There is hereby adopted the following TUMF schedule:

- 1) \$9,146.00 per single-family residential unit
- 2) \$6,134.00 per multi-family residential unit
- 3) \$1.77 per square foot of an industrial project
- 4) \$7.50 per square foot of a retail commercial project
- 5) \$4.56 per square foot of a service commercial project
- 6) \$2.19 per square foot of a service Class A and B Office

B. For single-family residential, multi-family residential, and retail non-residential projects, the fees set forth in Section 2.A. shall be phased in as follows:

From July 1, 2020, to December 31, 2020, the fee schedule shall be as follows:

- 1) \$9,478.00 per single family residential unit
- 2) \$6,389.00 per multi-family residential unit
- 3) \$1.81 per square foot of an industrial project
- 4) \$7.50 per square foot of a retail commercial project
- 5) \$4.75 per square foot of a service commercial project
- 6) \$2.38 per square foot of a service Class A and B Office

From January 1, 2021, to June 30, 2021, the fee schedule shall be as follows:

- 1) \$9,810.00 per single family residential unit
- 2) \$6,389.00 per multi-family residential unit
- 3) \$1.81 per square foot of an industrial project
- 4) \$7.50 per square foot of a retail commercial project
- 5) \$4.75 per square foot of a service commercial project
- 6) \$2.38 per square foot of a service Class A and B Office

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SECTION 3. CEQA Findings. The City Council hereby finds that in accordance with the California Environmental Quality Act (“CEQA”) and the CEQA Guidelines the adoption of this Resolution is exempt from CEQA pursuant to Section 15061(b)(3).

SECTION 4. Effective Date. This Resolution shall become effective immediately.

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

By: _____
Jordan Ehrenkranz
Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Ana V. Sauseda, City Clerk

DATE: May 6, 2020 *CM*

SUBJECT: Adoption of Resolution No. 2020-16, Calling and Giving Notice of a General Municipal Election to be Held on Tuesday, November 3, 2020; Adoption of Resolution No. 2020-17, Requesting Consolidation of the Election with the County of Riverside; Adoption of Resolution No. 2020-18, Setting Regulations for the filing of Candidate Statements

Recommendation

That the City Council adopt the following Resolutions relating to the November 2020 Election:

1. Resolution No. 2020-16
2. Resolution No. 2020-17
3. Resolution No. 2020-18

Background

The City's General Municipal Election will be held on Tuesday, November 3, 2020. The resolutions are presented for the consideration of the City Council to accommodate conducting the election. There are three (3) City Council Member seats up for election, each for a full term of four (4) years.

These resolutions will call the election, consolidate the election with the County of Riverside, and set the regulations for filing candidate statements. Anyone wishing to run for office will be able to pull nomination papers from the City starting July 13, 2020. Nomination papers will have to be filed by August 7, 2020, unless an incumbent fails to file, in which case the deadline will be extended to August 12, 2020.

The City will publish the notice of election along with the filing deadlines as required by law, when the time to pull nomination papers is closer.

Fiscal Impact

The Riverside County Registrar of Voters will provide the City a quote on the cost to run the election as the time draws near. The amount will be appropriated in the Fiscal Year 2020/21 budget for the City. In the past the estimate for a consolidated election has come in between \$14,000 and \$25,000.

Attachments

1. Resolution No. 2020-16
2. Resolution No. 2020-17
3. Resolution No. 2020-18

ATTACHMENT 1

RESOLUTION NO. 2020-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES AND REQUESTING THAT THIS ELECTION BE CONSOLIDATED WITH THE STATEWIDE GENERAL ELECTION

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 3, 2020 for the election of Municipal Officers pursuant to Government Code Section 36503.5.

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

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Canyon Lake, California, on Tuesday, November 3, 2020, a General Municipal Election for the purpose of electing three (3) members of the City Council for the full term of four years. The three (3) incumbent members of the City Council of the City of Canyon Lake are Randall P. Bonner, Jordan Ehrenkranz, and Larry B. Greene.

Section 2. That the Ballots to be used at the election shall be in the form and content as required by law.

Section 3. That the City Council requests that the Board of Supervisors of Riverside County consolidate this election with the statewide election to be held November 3, 2020, and further requests that the County Registrar of Voters furnish all official ballots, notices, printed material and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That the polls for the election shall be open at seven o'clock (7:00) a.m. of the day of the election and shall remain open continuously from that time until eight o'clock (8:00) p.m. of the same day when the polls shall be closed.

Section 5. That in all the particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 6. That notice of the time and place of holding the election is given by the City Clerk and is authorized, instructed and directed to give further additional notice as required by law.

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Section 7. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

ATTACHMENT 2

RESOLUTION NO. 2020-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2020, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of Canyon Lake, California, called a General Municipal Election to be held on November 3, 2020, for the purpose of the election of three (3) Members of the City Council; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City the precincts, polling places and election officers of the two elections be the same, and that the Registrar of Voters of the County of Riverside canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election.

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

Section 1. That pursuant to the requirements of §10403 of the Elections Code, the Board of Supervisors of the County of Riverside is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 3, 2020, for the purpose of the election of three (3) Members of the Canyon Lake City Council.

Section 2. That the Riverside County Registrar of Voters is authorized to canvass the returns of the General Municipal Election. The Election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

Section 3. That the Board of Supervisors is requested to issue instructions to the Registrar of Voters to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Canyon Lake recognizes that additional costs will be incurred by the County of Riverside by reason of this consolidation and agrees to reimburse the County for any costs.

Section 5. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the Registrar of Voters of the County of Riverside.

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

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

ATTACHMENT 3

RESOLUTION NO. 2020-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION

WHEREAS, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate statement.

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

SECTION 1. GENERAL PROVISIONS.

That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for, at an Election to be held in the City of Canyon Lake, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than two-hundred (200) words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

- A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the County of Riverside. The County is required to translate candidate statements into the following language: Spanish.
- B. The County will mail separate sample ballots and candidates statement in Spanish to only those voters who are on the county voter file as having requested a sample ballot in that particular language. The County will make the sample ballots and candidate statements in the required language available at all polling places, on the County's website, and in the Election Official's Office.

SECTION 3. PAYMENT

- A. The Candidate shall be required to pay for all costs related to the printing of the Candidate Statement.
- B. The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. The estimate

is an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidate's filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of receiving the final billing.

SECTION 4. MISCELLANEOUS.

- A. All translations shall be provided by professionally-certified translators.
- B. The City Clerk shall not allow any bold type, underling, all-capitalized words, bullets, or leading hyphens.
- C. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to election.

SECTION 5. ADDITIONAL MATERIALS.

No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 6. That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nomination petitions are issued.

SECTION 7. That all previous resolutions establishing council policy on payment for candidate statements are repealed.

SECTION 8. That this resolution shall apply at the next ensuing municipal election and at each municipal election after that time.

SECTION 9. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *C M*

BY: Jim Morrissey, City Planner

DATE: May 6, 2020

SUBJECT: Approval of Resolution No. 2020-19, Adopting General Plan Amendment 19-52, to Adopt the City's 5th Cycle Housing Element Update, Years 2013 to 2021

Recommendation

That the City Council:

1. Find the proposed Mid-Term Housing Element, which is an amendment to the City of Canyon Lake General Plan, is Exempt under Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.
2. Adopt Resolution Number 2020-19, adopting the Mid-Term Housing Element, which is an amendment to the City of Canyon Lake General Plan, as accepted by the State Department of Housing and Community Development in their letter of April 14, 2020.

Background

At its February 5, 2020 meeting the City Council reviewed the 2013-2021 Draft Housing Element and authorized its transmittal to the State Department of Housing and Community Development (HCD). Under state law, HCD is responsible for reviewing Draft Housing Elements and transmitting its findings within 60 days of receiving the draft documents. HCD received Canyon Lake's Draft Housing Element for review on February 19, 2020.

On April 10, 2020, representatives of HCD and Ralph Castaneda, Jr. (the City's housing consultant) discussed the Department's questions and comments regarding the Draft Housing Element. (The letter inadvertently lists the date as March 10, 2020.) On April 13, 2020, the responses to the questions and comments were transmitted to HCD. HCD found that the responses adequately addressed all the Department's questions and comments and on April 14, 2020, transmitted a letter to the City (see attached) reporting on the results of its review.

The letter states that the draft housing element, together with the revisions transmitted to HCD on April 13, 2020, meets the statutory requirements of the State Housing Element Law. Therefore, the Housing Element will comply with State law following its adoption by the City Council and its submittal and approval by HCD.

Revisions Incorporated into the Housing Element

The Housing Element incorporates revisions made to the February 5, 2020 Draft Housing Element in order to adequately respond to HCD questions and comments. These included the following modifications:

- Program #3 – Canyon Lake Village Overlay Zone: The schedule to complete this program was extended from March 31, 2020 to October 30, 2020.
- Program #14 – Extremely Low-Income Program: The program description was revised to include lower income as well as extremely low-income households.
- Program #16 -Canyon Lake Village Overlay Zone: The height and housing unit size standards will be revisited to determine if they pose constraints to development and to revise the standards as needed by May 2021.
- Program # 17 - Zoning Ordinance Amendments: Amendments to this Program are to be accomplished by May 2021 and would include a revision to existing provisions pertaining to the definition of family and emergency shelter person/bed limit; updating processing timelines to meet State law streamlining requirements, and; permitting by right “low barrier navigation centers” that meet certain Government Code requirements.
- Program #22: Assessment of Fair Housing: The program description was revised to include various actions to promote fair housing that would be completed by the end of 2020. For example, the Fair Housing Council of Riverside County would undertake a City Council presentation to describe their services and activities.
- Environmental Conditions: Language was added to describe the application of the Hillside and Ridgeline regulations on the site of the Village Overlay site.
- Plot Plans: The analysis was updated to describe the residential zones that require a plot plan submittal and approval by the City Planner.

Fiscal Impact

No impact

Attachments

1. Resolution No. 2020-19
2. Updated Housing Element
3. April 14, 2020 letter from State Housing and Community Development
4. Notice of Continued Public Hearing

ATTACHMENT 1

RESOLUTION 2020-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADOPTING GENERAL PLAN AMENDMENT 19-52, TO ADOPT THE CITY'S 5TH CYCLE HOUSING ELEMENT UPDATE, YEARS 2013 TO 2021

WHEREAS, The City of Canyon Lake has adopted a General Plan, consistent with Government Code Section 65300; and

WHEREAS, said General Plan includes a Housing Element certified by the State Department of Housing and Urban Development for the 4th Cycle, Years 2008 to 2013; and

WHEREAS, the City Council has received correspondence from the State Department of Housing and Community Development requiring an update to that document for the 5th Cycle, Years 2013 to 2021; and

WHEREAS, the City of Canyon Lake Housing Element has been updated to provide the required materials and documentation requested by the State Department of Housing and Community Development in their adoption of a Housing Element on October 2, 2019, and as referenced in their recent letter of April 14, 2020 to the City of Canyon Lake as part of the City's 5th Cycle Housing Element Update, otherwise known as the Mid-Term Housing Element; and

WHEREAS, the State Department of Housing and Community Development found "The draft housing element, incorporating the revisions submitted, meets the statutory requirements of State Housing Element Law (Article 10.6 of the Government Code), including new laws effective January 1, 2018"; and

WHEREAS, the City of Canyon Lake has contacted groups, organizations and members of the public to receive input on the proposed Housing Element update; and

WHEREAS, this Housing Element update was noticed with a 1/8 page advertisement in the Friday Flyer for public hearing, before the City Council on March 20, 2020, as provided for in Government Code Section 65091; and

WHEREAS, this item was continued from the regularly scheduled City Council hearing of April 1, 2020, to May 6, 2020, to receive correspondence from the State Department of Housing and Community Development accepting the revisions to the Housing Element; and

WHEREAS, an Initial Study/Proposed Negative Declaration was previously prepared consistent with the California Environmental Quality Act (CEQA) and adopted by the City Council on October 6, 2019, and used as a basis for the evaluation of this update; and

WHEREAS, the previously adopted Initial Study/Proposed Negative Declaration did not identify any significant environmental impacts and no notable or substantial changes have since occurred that would necessitate a subsequent Negative Declaration or an addendum to that Negative Declaration, as provided for in Sections 15162 and 15164 of the California Environmental Quality Act; and

WHEREAS, the updated Housing Element recommended for approval is exempt under section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

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

SECTION 1. Based upon the staff report, public testimony, and record herein, the City Council makes the following findings regarding GPA (General Plan Amendment) 19-52:

1. The proposed Housing Element update is in accordance with the requirements of the 5th Cycle Housing Element, as provided for by the April 14, 2020, letter from State Housing and Community Development.
2. The proposed Housing Element update contains many of the same goals, policies, and programs as the City's 4th Cycle Housing Element.
3. The proposed Housing Element update expands the number of programs to be undertaken to address housing related needs.
4. The proposed Housing Element update does not require the establishment of additional residentially designated properties or an increase in residential densities to meet identified housing needs, as reflected in either the General Plan Land Use Map or Zoning Map.
5. The proposed Housing Element update does not involve a change to or conflict with any of the General Plan's visions, goals, and principles.
6. The proposed Housing Element update has been evaluated to determine compliance with the California Environmental Quality Act (CEQA) and represents the City's independent evaluation of the project.

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SECTION 2. Pursuant to the above findings, the City Council of the City of Canyon Lake, adopts the findings and the environmental determination provided in this resolution and approve GPA 19-52.

PASSED, APPROVED AND ADOPTED this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana Sauseda, CMC
City Clerk

ATTACHMENT 2



PUBLIC HEARING DRAFT

**2013-2021 MID-TERM HOUSING ELEMENT
OF THE GENERAL PLAN**

**CITY COUNCIL PUBLIC HEARING
MAY 6, 2020**

**CITY OF CANYON LAKE
MID-TERM HOUSING ELEMENT OF THE GENERAL PLAN
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**Section I
Introduction**

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INTRODUCTION
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A. INTRODUCTION

A housing element is one of the seven mandated elements of the General Plan and it must be updated every eight years unless otherwise extended by legislation. **The City of Canyon Lake's Housing Element covers the planning period from October 2013 to October 2021. The mandated contents of the City's Housing Element are described in great detail in Title 7, Chapter 3, Article 10.6, Government Code Sections 65580 through Government Code 65589.8. The law governing the contents of Housing Elements is the most detailed of all elements of the General Plan.**

According to Government Code Section 65583:

The housing element shall consist of an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing. The housing element shall identify adequate sites for housing, including rental housing, factory-built housing, mobilehomes, and emergency shelters, and shall make adequate provision for the existing and projected needs of all economic segments of the community.

B. ORGANIZATION OF THE HOUSING ELEMENT

In addition to the Introduction, the *2013-2021 Housing Element* includes Section II and six Appendices:

Section II Housing Program: This section presents a summary of housing needs and constraints; a statement of goals, policies, and objectives; and a description of planned actions to address the program requirements of Government Code Section 65583(c).

Appendix A: Assessment of Housing Needs: The Appendix includes data and analysis of **the Canyon Lake's existing and projected housing needs.**

Appendix B: Sites Inventory and Analysis: The Appendix identifies the sites that **accommodate Canyon Lake's share of the regional housing need for above moderate, moderate and lower income housing units.**

Appendix C: Housing Resources: This Appendix describes financial, administrative and **energy conservation resources that can contribute to addressing the City's housing needs.**

Appendix D: Governmental Constraints: The Appendix describes actual and potential **governmental constraints that hinder the City's ability to address housing needs.**

Appendix E: Nongovernmental Constraints: This Appendix describes market conditions that impede the development of housing for all economic segments, including the availability of financing, land costs, and construction costs.

Appendix F: Progress Report: The Appendix describes the progress the City has made in implementing the actions adopted in the *2008-2014 Housing Element*.

C. RECENT LEGISLATION

In 2017, 2018 and 2019 many housing bills were enacted into law some of which added to the required content of a local housing element. A brief summary is given below of some of the recent housing element related legislation:

AB 1397: (2017): Sites – AB 1397 amends the Housing Element Law, specifically Government Code Sections 65580, 65583, and 65583.2. Its purpose is to strengthen the obligation of local governments to identify a supply of adequate sites available to meet their housing needs for all income levels in their housing elements.

AB 166 (2017): No Net Loss – AB 166 amends the No Net Loss Law to require the land inventory and site identification programs in the housing element to always include throughout the **planning period sufficient and adequate sites to accommodate the unmet of a city or county's** share of the regional housing need.

AB 686 (2018): Assessment of Fair Housing – AB 686 will require an expanded analysis of fair housing. Housing elements submitted to HCD after January 2021 must include an Assessment of Fair Housing. The City plans to complete a draft AFH by April 2021.

AB 879 (2018): Governmental and Nongovernmental Constraints – AB 879 expands the scope of analysis regarding governmental and nongovernmental constraints.

AB 1771 and SB 828 (2018): Regional Housing Needs Assessment – These bills impose new regulations regarding the preparation of regional housing need allocation plans, including an objective to increase access to areas of high opportunity for lower income residents.

AB 101 (2019): Judicial Enforcement - After HCD finds a housing element noncompliant, the Attorney General is now required to seek a court order directing the city to bring its housing element into compliance with the law. To secure compliance, the court is directed to retain jurisdiction, hold status conferences, and impose fines, and may appoint a receiver to step in, **take the process over from the city, and “bring the jurisdiction’s housing element into substantial compliance.”**

AB 671 (2019): Plan for ADU Incentives - This bill requires that a housing element include a plan that creates incentives and promotes the creation of accessory dwelling units that can be offered at affordable rent, as defined in Section 50053 of the Health and Safety Code, for very low, low-, or moderate-income households. For purposes of housing element planning, **“accessory dwelling units”** has the same meaning as **“accessory dwelling unit”** as defined in paragraph (4) of subdivision (i) of Section 65852.2.



Section II
Housing Program

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A. INTRODUCTION

Section II presents the City's Housing Program. The Housing Program describes the efforts the City has undertaken and will undertake during the 2013-2021 planning period to address its housing needs.

The Housing Program explains:

- Agencies responsible for program implementation
- Consistency of the Housing Element with the General Plan
- Public participation efforts
- Priority water and sewer service

Section II also describes the meanings ascribed to the following terms:

- Goals
- Policies
- Quantified objectives

Of particular importance are the quantified objectives which represent numerical targets for the construction, rehabilitation and conservation of housing.

The Housing Program also describes 23 actions that will be implemented during the planning period.

B. RESPONSIBLE AGENCIES, GENERAL PLAN CONSISTENCY, PUBLIC PARTICIPATION, AND PRIORITY WATER AND SEWER SERVICE**1. Responsible Agencies and General Plan Consistency**

Government Section 65583(c)(7) states that the Housing Program shall -

Include an identification of the agencies and officials responsible for the implementation of the various actions and the means by which consistency will be achieved with other general plan elements and community goals.

a. Responsible Agencies

Chart II-1 (page II-9) lists 23 housing programs that will be implemented during the planning period. The agencies responsible for program implementation include:

County of Riverside Economic Development Agency

- First Time Homebuyer Down Payment Assistance Program (Program #7)
- Mortgage Credit Certificate Program (Program #8)
- Home Enhancement Program (Program #19)

County of Riverside Housing Authority

- Section 8 Rental Assistance Program (Program #6)

Western Riverside Council of Governments (WRCOG)

- PACE Financing Programs (Program #23)

Inland Regional Center

- Developmentally Disabled Outreach Program (Program #11)

Fair Housing Council of Riverside County

- Reasonable Accommodation Program (Program #12)
- Fair Housing Services Program (Program #20)
- Assessment of Fair Housing (Program #22)

Canyon Lake Planning Department

- SB 2 Planning Grant Program (Program #1)
- General Plan/Housing Element Consistency (Program #2)
- Canyon Lake Village Overlay Zone (Program #3)
- No Net Loss Program (Program #4)
- Annual Housing Element Progress Report (Program #5)
- Accessory Dwelling Unit Program (#9)
- Affordable Housing Density Bonus Program (Program #10)
- Developmentally Disabled Outreach Program (Program #11)
- Reasonable Accommodation Program (Program #12)
- Housing and Social Services Information and Referral Directory (Program #13)
- Extremely Low Income Housing Program (Program #14)
- Single Room Occupancy (SRO) Development Standards (Program #15)
- Monitor Cumulative Effects of Overlay Zone Development Standards (Program #16)
- Omnibus Zoning Ordinance Amendments Program (Program #17)
- Development Fee Impact Program (Program #18)
- Fair Housing Information Program (Program #21)
- Assessment of Fair Housing (Program #22)

b. General Plan Consistency

During the balance of the planning period from **February 2020** to October 2021, consistency between the Housing Element and General Plan will be maintained by the implementation of four actions. Program #2 – General Plan/Housing Element Consistency – describes the four actions.

2. Public Participation Effort**a. Background**

Government Code Section 65583(c)(7) states that a housing element must be developed through an effort that achieves public participation of all economic segments of the community.

The City's public participation effort to engage all residents, including low and moderate income households, included:

- Engaging the public through web based strategies, including a housing survey
- **Posting notices regarding the Housing Element on the City’s website**
- Keeping the Property Owners Association (POA) informed throughout the development of the Draft Mid-Term Housing Element
- Outreach to church and community groups
- Housing Element public participation meeting
- Public review period commencing on January 27, 2020
- City Council meeting on February 5, 2020

Public input to the Mid-Term Housing Element also was based on the public participation effort as described in the Housing Element adopted by the City Council on October 2, 2019.

Prior to holding the public participation meeting and City Council meeting, the public notices and agendas advised the public that if, as an attendee or participant, special assistance was needed, the City Clerk was to be informed of the particular need at least 48 hours before the workshop or meeting.

Language interpreters did not attend the public participation meeting and Public Hearing. The meetings were conducted in the English language. The City staff did not believe interpreters would be needed because, according to the 2013-2017 American Community Survey, only 27 households are limited English speaking households, a number that represent 0.7% of all households. All 27 limited English speaking households spoke Asian and Pacific languages at home.

b. Housing Needs Survey

The Housing Needs Survey was posted on the City’s webpage in mid-October 2019 and the responses were tabulated in mid-January 2020. Twelve permanent resident home owners responded to the survey. The average household size was 2.75 persons and 11 of the 12 households had annual incomes of \$60,000 or more. The annual household income distribution is listed below:

- Less than \$60,000 1 household
- \$60,000- \$71,999 4 households
- \$72,000 - \$107,999 4 households
- \$108,000 or more 3 households

Three respondents stated they “have difficulty using stairs, bathtub, etc.” or “need grab bars, ramps, or other accessibility modifications.”

With regard to personal housing needs, eight of the 11 who responded to the question indicated **their “monthly utility bills are too high.”** Four respondents indicated they “need financial help with home repairs and maintenance.”

With respect to housing programs, five respondents stated there is a need for “assistance with monthly housing costs” and four respondents indicated a need for “first time homebuyer assistance.”

Although the responses to the survey are very limited, they do reveal a potential need for the **County’s home repair program to focus on home modifications and for the County to continue the first time home buyer assistance program.**

c. Housing Element Public Participation Meeting

A public participation meeting was held on the afternoon of January 16, 2020 at the City Council Chambers. The public was notified of the meeting by publication of a public notice on **the City's** webpage and one published in the local newspaper (Friday Flyer).

The notice stated that the purpose of the meeting was to:

- Inform the public on the features of the Mid-Term Housing Element
- Status of the Mid-Term Housing Element update process
- Receive community input
- Respond to questions
- Provide an overview of recently enacted State laws that affect the scope and content of the Mid-Term Housing Element

In addition, the City Planner invited the following to the public participation meeting: POA Planning Manager, Chamber of Commerce, Executive Pastor Dave Dick, Canyon Lake Community Church, and Mary Stein, Habitat for Humanity.

Two residents attended the public participation meeting regarding the Mid-Term Housing Element. The City Planner and consultant gave a PowerPoint presentation that covered the **following topics: Background Information; Scope of a Housing Element; State's Role in the Housing Element Process; Current Status of the City's Housing Element; Timetable for Approval** of the Mid-Term Housing Element; Consequences of Not Having a Housing Element in Compliance; and Overview of 2019 Housing Laws.

The residents asked a question regarding the ADU laws that became effective on January 1, 2020. The City Planner provided an overview of recent legislation, including AB 881, SB 13 and AB 68. In addition, the residents were informed of AB 670 which makes any governing HOA document void and unenforceable to the extent that prohibits the construction or use of ADUs or junior ADUs.

The residents also asked a question regarding the ability of the City to meet the projected housing need. The City Planner and consultant provided the residents with an overview of the sites that accommodate the projected housing need.

The residents asked when the brochure describing the process for requesting a reasonable accommodation would be available. They were informed it was being reviewed by City staff and would be available soon after it was finalized.

d. Public Review Period

Prior to the City Council public meeting, the Public Review Draft Mid-Term Housing Element was available for review at City Hall. Additionally, the Mid-Term Housing Element was posted **on the City's webpage with the following announcement:**

Available now for review is the 2013-2021 Public Review Draft Mid-Term Housing Element. Updates to the plan (in bold) will be submitted to the State Department of Housing & Community Development. A housing element is one of seven mandated elements of the General Plan and it must be updated every eight years unless otherwise extended by legislation.

No written or verbal comments were received by City staff prior to the City Council's public meeting. However, the document remains on the City's webpage and the public may submit comments to the City Planner.

e. City Council Public Meeting – February 5, 2020

The City Council held a public meeting on February 5, 2020 to discuss the Mid-Term Housing Element and consider authorizing its transmittal to HCD. The City Planner gave a PowerPoint presentation that summarized the reason for preparing a Mid-Term Housing Element, the programs implemented since the City Council adopted the Initial Housing Element on October 2, 2019, the HCD review process, and the recommended City Council actions.

A letter sent to the Mayor and City Manager by the Inland Counties Legal Services, Inc. was presented to the City Council and staff at the meeting. In the letter Mr. Anthony Kim, Esq. describes what he views as deficiencies in the Mid-Term Housing Element. Mr. Kim also spoke in opposition to the City Council moving forward on the Mid-Term Housing Element.

No other persons spoke either in favor or in opposition to the Mid-Term Housing Element.

A City Council member asked if the City is now in compliance with the Housing Element law. The City Planner explained that the Mid-Term Housing Element must be transmitted to HCD for the mandatory 60-day review period. During this period, HCD will contact the City regarding any revisions that will be required on the Mid-Term Housing Element in order for HCD to find the Housing Element in compliance with State law.

The City Council unanimously approved authorizing the City staff to transmit the Mid-Term Housing Element to HCD for its review.

The City Council also approved the first reading of the Zoning Ordinance Amendments implementing Program #17 – Omnibus Zoning Ordinance Amendments Program, Mixed Use Zone, and Program #9 - ADU Ordinance. The City Council also was informed that the ADU ordinance must be transmitted to HCD within 60 days after approval of it on the second reading.

Three persons commented on the Zoning Ordinance Amendments. One person spoke in favor of the Mixed Use Ordinance, noting that it will contribute to creating a village atmosphere. The same person opposed the ADU Ordinance, noting concerns with the potential size of the ADUs and those that could be built on elevations above existing homes.

A second person opposed the ADU Ordinance noting that it would change the character of the City and that he was against low income housing units.

Mr. Kim also commented on the ADU Ordinance. He explained that the ADU Ordinance lacked landscape standards.

The City Attorney and City Planner also described AB 670 which makes void and unenforceable covenants, conditions, and restrictions (CC&Rs) that either effectively prohibit or unreasonably restrict the construction or use of an ADU or JADU on a lot zoned for single-family residential use.

The City Council approved the first reading of the following ordinances:

Ordinance No. 195: Amend Zoning Ordinance to reflect various State mandated requirements

Ordinance No. 196: Mixed Use Zone

Ordinance No. 197: Accessory Dwelling Units

The City Council approved the second reading of the three ordinances on March 4, 2020.

f. HCD Review of the Draft Mid-Term Housing Element

HCD received Canyon Lake's Draft Mid-Term Housing Element for review on February 19, 2020.

On April 10, 2020, HCD and Ralph Castañeda, Jr. (the City's housing consultant) discussed the Department's questions and comments regarding the Draft Housing Element. On April 13, 2020, the responses to the questions and comments were transmitted to HCD. HCD found that **the responses adequately addressed all of the Department's questions and comments.** On April 14, 2020, HCD transmitted a letter to Jim Morrissey (the City Planner) reporting on the results of its review.

The letter states that the Draft Mid-Term Housing Element, together with the revisions transmitted to HCD on April 13, 2020, meets the statutory requirements of the State Housing Element Law. Therefore, the Housing Element will comply with State law following its adoption by the City Council and its submittal and approval by HCD.

The Housing Element under consideration by the City Council on May 6, 2020 incorporated the revisions to the February 5, 2020 Draft Mid-Term Housing Element which were approved by HCD. In summary, the revisions included the following:

Program #3 – Canyon Lake Village Overlay Zone: The schedule for completing this program was extended from March 31, 2020 to October 30, 2020. The program includes a re-valuation of whether the specific plan requirement impedes the development of the site.

Program #14 – Extremely Low Income Program: The program description was revised to include lower income as well as extremely low income households.

Program #16 -Canyon Lake Village Overlay Zone: The height and housing unit size standards will be revisited to determine if they pose constraints to development and to revise the standards as needed by May 2021.

Program # 17 - Zoning Ordinance Amendments: Amendments to be accomplished by May 2021 to revise existing provisions pertaining to the definition of family and emergency shelter person/bed limit; updating processing timelines to meet State law streamlining requirements; **and permitting by right “low barrier navigation centers” that meet certain Government Code requirements.**

Program #22: Assessment of Fair Housing: The program description was revised to include actions to promote fair housing that would be completed by the end of 2020. For example, one action is to have the Fair Housing Council of Riverside County, Inc. present to the City Council a description of their services and activities.

Environmental Conditions: Text was added to describe the application of the Hillside and Ridgeline regulations on the site planning of the Village Overlay site.

Plot Plans: The analysis was updated to describe the residential zones that require a plot plan submittal and approval by the City Planner.

g. City Council Public Hearing – May 6, 2020

To be added

3. Priority Water and Service

Government Code Section 65589.7(a) states:

The housing element adopted by the legislative body and any amendments made to that element shall be immediately delivered to all public agencies or private entities that provide water or sewer services for municipal and industrial uses, including residential, within the territory of the legislative body. Each public agency or private entity providing water or sewer services shall grant a priority for the provision of these services to proposed developments that include housing units affordable to lower income households.

The City will transmit a copy of the Mid-Term Housing Element with a cover letter referencing Government Code Section 65589.7(a) to the Elsinore Valley Municipal Water District (EVMWD) and the Eastern Municipal Water District (EMWD).

C. HOUSING PROGRAM OVERVIEW

1. Goals, Policies and Objectives

Government Code Section 65583(b)(1) states that a Housing Program must include:

A statement of the community's goals, quantified objectives, and policies relative to the maintenance, preservation, improvement and development of housing.

HCD explains that goals are general statements of purpose which indicate the general direction that a city intends to take with respect to its housing problems. The goals also should be consistent with legislative findings, legislative intent and other expressions of statewide housing goals.

Policies provide a link between housing goals and programs; they guide and shape actions taken to meet housing objectives.

HCD defines quantified objectives as the maximum numbers of housing units that a jurisdiction projects can be constructed, rehabilitated, conserved and preserved during the planning period. HCD suggests that to the extent possible objectives should be set forth for individual programs.

Government Code Section 65583(b)(2) states:

It is recognized that the total housing needs ... may exceed available resources and the community's ability to satisfy this need within the content of the general plan requirements outlined in Article 5 (commencing with Section 65300). Under these circumstances, the quantified objectives need not be identical to the total housing needs.

This interpretation is confirmed by Opinion No. 03-104 (May 18, 2005) of the Office of the Attorney General that states:

We conclude that a community may establish its maximum number of housing units by income category that can be constructed, rehabilitated, and conserved over the next five-year period **below the number of housing units that would meet the community's goal of** achieving its share of the regional housing needs established pursuant to the Planning and Zoning Law if the community finds its available resources in the aggregate, including but not limited to federal and state funds for its housing programs, its own local funds, tax or density credits, and other affordable housing programs, are insufficient to meet those needs.

(pgs. 7 and 8)

2. Schedule of Actions

Government Code Section 65583(c) requires a housing element to include:

A program that sets forth a schedule of actions during the planning period, each with a timeline for implementation, that may recognize that certain programs are ongoing, such that there will be beneficial impacts of the programs within the planning period, that the local government is undertaking or intends to undertake to implement the policies and **achieve the goals and objectives of the housing element...**

The types of actions that must be set forth in a housing element are described in Government Code Section 65583(c):

- Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate **that portion of the city's share of the regional housing need for each** income level that could not be accommodated on sites identified in the sites inventory. Government Code Section 65583(c)(1)
- Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate- income households. Government Code Section 65583(c)(2)
- Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. Government Code Section 65583(c)(3)

- Conserve and improve the condition of the existing affordable housing stock, which may include addressing ways to mitigate the loss of dwelling units demolished by public or private action. Government Code Section 65583(c)(4)
- Promote housing opportunities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status or disability. Government Code Section 65583(c)(5)

Government Code Section 65583(c)(6), which requires actions to preserve existing affordable housing, does not apply to the City because Canyon Lake does not have an affordable housing development.

3. Funding Resources

The production and rehabilitation of affordable housing depend on numerous funding sources. Usually, a single funding source will not contribute all the resources needed to create housing affordable to lower income households. The financing gap – that is, the difference between what lower income households can afford and the costs to create affordable housing – requires several sources of funding.

The following funding resources are included in the City’s Housing Program:

- Housing Authority of the County of Riverside -- Section 8 Rental Assistance
- County of Riverside Economic Development Agency -- CDBG funds
- County of Riverside Economic Development Agency -- HOME funds
- Fair Housing Council of Riverside County, Inc. – CDBG funds
- Western Riverside Council of Governments – PACE funds

Other resources such as Federal and State Low Income Housing Tax Credits may become available to a future affordable housing development.

D. QUANTIFIED OBJECTIVES

Table II-1 below states the quantified objectives for the 2013-2021 planning period.

**Table II-1
City of Canyon Lake
Quantified Objectives: 2013-2021**

Category	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
Construction	0	0	2	20+	40+	62+
Rehabilitation	1	1	1	0	0	3
Conservation	1	1	3	2	0	7

The “new construction” objective refers to the number of new units that potentially could be constructed during the 2013-2021 planning period, given the City’s land resources, constraints, and proposed programs. This objective includes the housing units constructed between January 1, 2014 and December 31, 2018 plus housing units projected to be constructed in 2019, 2020 and the first nine months of 2021. The two lower income housing units are projected to result from fee reductions, fee waivers, and other programs implemented during the balance of the planning period.

The “Rehabilitation” objective refers to the number of existing units expected to be rehabilitated or having minor repairs done during the planning period. This objective includes the repair of **three housing units through the County of Riverside Economic Development Agency’s** home repair and rehabilitation programs. The objective does not include the number of homes that may be improved because homeowners obtained home improvement loans.

The “Conservation/Preservation” objective refers to the preservation of the existing affordable housing stock throughout the planning period. This objective includes three lower income renter households receiving Section 8 rental assistance (2 current and 1 future). The objective also **includes affordable housing conserved through the County’s First Time Homebuyer Assistance Program (2) and Mortgage Credit Certificate (MCC) program (2).**

Chart II-1 on the next page shows how the 23 specific action programs are categorized into the six mandated housing program categories.

Chart II-2 on pages II-12 and II-13 describes for each program category:

- Specific Programs
- Responsible Implementing Agency
- Quantified Objective
- Time Schedule
- Funding Source

Chart II-1
City of Canyon Lake
2013-2021 Housing Element Update: List of Programs by Category

Program Category	Specific Program
Category 1 – Designate Adequate Housing Sites	1. SB 2 Planning Grant
	2. General Plan/Housing Element Consistency
	3. Canyon Lake Village Overlay Zone
	4. No Net Loss Program
	5. Annual Housing Element Progress Report
Category 2 – Assist in the Development of Low and Moderate Income Housing	6. Section 8 Rental Assistance Program
	7. First Time Homebuyer Down Payment Assistance Program
	8. Mortgage Credit Certificate Program
	9. Accessory Dwelling Unit Program
	10. Affordable Housing Density Bonus Program
	11. Developmentally Disabled Outreach Program
	12. Reasonable Accommodation Program
	13. Housing and Social Services Information and Referral Directory
	14. Lower Income and Extremely Low Income Housing Program
Category 3 – Remove Governmental and Nongovernmental Constraints	15. Single Room Occupancy (SRO) Development Standards
	16. Monitor Cumulative Effects of Overlay Zone Development Standards
	17. Omnibus Zoning Ordinance Amendments Program
	18. Development Impact Fee Program
Category 4 – Conserve and Improve Existing Affordable Housing	19. County Housing Enhancement Program
Category 5 – Promote Fair Housing	20. Fair Housing Services Program
	21. Fair Housing Information Program
	22. Assessment of Fair Housing Program
Category 6 Promote Energy Conservation	23. PACE Financing Programs

**Chart II-2
City of Canyon Lake: Housing Program Summary**

Specific Programs	Responsible Agency	Quantified Objective	Time Schedule	Funding Source
Designate Adequate Housing Sites				
1. SB 2 Planning Grant	City Planning Dept. Planning consultants	Complete Planning Grant Study	7/1/2020 – 10/15/2021	SB 2 Planning Grant
2. General Plan/Housing Element Consistency	City Planning Department	Prepare APRs	4/1/2020 4/1/2021	General Fund for Department staff
3. Canyon Lake Village Overlay Zone	City Planning Department City Attorney	Adopt criteria and incentives Create lot split	5/6/2020 10/30/2020	General Fund for City staff
4. No Net Loss Program	City Planning Department	Maintain sites that accommodate lower income housing	Prepare tracking process by 6/30/2020	General Fund for Department staff
5. Annual Progress Report	City Planning Department	Complete two APRs	4/1/2020 4/1/ 2021	General Fund for Department staff
Development of Low and Moderate Income Housing				
6. Section 8 Rental Assistance Program	County of Riverside Housing Authority	3 lower income households	Ongoing	County Section 8 contract with HUD
7. First Time Homebuyer Down Payment Assistance Program	County Economic Development Agency	2 lower income households	Ongoing	County HOME Funds
8. Mortgage Credit Certificate Program	County Economic Development Agency	2 moderate income households	Ongoing	County MCC Funds
9. Accessory Dwelling Unit Program	City Planning Department	Adopt ADU and JADU Ordinances	Ordinance adopted on 3/4/2020 Program adopted on 05/06/2020	General Fund for Department staff
10. Affordable Housing Density Program	City Planning Department	Complete Density Bonus Ordinance	Prepare DBO by 10/30/2020	General Fund for Department staff
11. Developmentally Disabled Outreach Program	City Planning Department Inland Regional Center	Complete Outreach	10/30/2020	General Fund for Department staff
12. Reasonable Accommodation Program	City Planning Dept. Fair Housing Council of Riverside County	Complete Program	Draft completed in Nov. 2019 Final in Feb. 2020	General Fund for Department staff

**Chart II-2 continued
City of Canyon Lake: Housing Program Summary**

Specific Programs	Responsible Agency	Quantified Objective	Time Schedule	Funding Source
Remove Governmental and Nongovernmental Constraints				
13. Housing and Social Services Information and Referral Directory	City Planning Department	Complete Directory	Draft completed in Nov. 2019 Final in Feb. 2020	General Fund for Department staff
14. Extremely Low Income Housing Program	City Planning Department	Adopt fee waiver resolution	Adoption of fee waiver resolution by 10/30/2020	General Fund for Department staff
15. Single Room Occupancy (SRO) Development Standards	City Planning Department	Prepare SRO Development Standards	Adoption of development standards by 10/30/2020	General Fund for Department staff
16. Monitor Cumulative Effects of Overlay Zone Development Standards	City Planning Department	Prepare Monitoring Report and Update Height Limit and Housing Unit Size Requirements	May 2021	General Fund for Department staff
17. Omnibus Zoning Ordinance Amendments Program	City Planning Department	Adopt Zoning Ordinance Amendments (ZOA)	3/4/2020 and 5/5/2021	General Fund for Department staff
18. Development Impact Fee Program	City Planning Department	Complete consultation with Districts and WRCOG	Complete Program by 10/30/2020	General Fund for Department staff
Conserve and Improve Existing Affordable Housing				
19. County Enhancement Program	County Economic Development Agency	3 repaired housing units	2013-2021	County HOME and NSP Funds
Promote Fair Housing				
20. Fair Housing Services Program	Fair Housing Council of Riverside County	Workshops, seminars and services	Ongoing	County CDBG Funds
21. Fair Housing Information Program	City Planning Department	Information provided in flyers, posters and on City's website	Completed February 2020	General Fund for Department Staff
22. Assessment of Fair Housing	City Planning Dept. Fair Housing Council of Riverside County, Inc	Complete Draft AFH	4 th Q 2020 and 4/1/2021	General Fund for Department Staff CDBG funds
Promote Energy Conservation				
23. Energy Conservation PACE Programs	Western Riverside Council of Governments	450 homes	Ongoing	PACE Financing

PROGRAM CATEGORY #1:**ACTIONS TO MAKE SITES AVAILABLE TO ACCOMMODATE THE RHNA**

Section 65583(c)(1) states that the housing program must:

*“Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city’s ... share of the regional housing need for each income level that **could not** be accommodated on sites identified in the inventory ... without rezoning...”*

1. Housing Need Summary

The Sites Inventory and Analysis (Appendix B) identified the sites available to accommodate Canyon Lake’s share of the regional housing need. Housing built between January 1, 2014 and December 31, 2018 has met the housing need allocated for moderate- and above-moderate income households. A portion of a 9.18 acre site can accommodate the development of 59 housing units at a density of 20-24 dwelling units per acre.

Program Category 1 describes five actions that support efforts to ensure that sufficient and adequate sites are available to accommodate the RHNA:

- SB 2 Planning Grant (Program #1)
- General Plan/Housing Element Consistency (Program #2)
- Canyon Lake Village Overlay Zone (Program #3)
- No Net Loss Program (Program #4)
- Annual Housing Element Progress Report (Program #5)

2. Goals, Policies and Quantified Objectivesa. Goals

- Accommodate the housing needs of all income groups which were allocated to the City by the *5th Cycle Regional Housing Needs Assessment Final Allocation Plan, 1/1/2014 – 10/1/2021*.
- Facilitate the construction of the maximum feasible number of housing units for all income groups.

b. Policies

- Designate sites that provide for a variety of housing types.
- Implement the Land Use Element, Housing Element and Zoning Ordinance to achieve adequate sites for extremely low, very low, low, moderate and above moderate households.
- In the lands included in the Canyon Lake Village Overlay Zone, allocate the 10-acre requirement for housing development at a density of 20-24 dwellings per acre proportionally based on the parcel size of the three parcels:

- Expedited Processing
- Housing Related Infrastructure Financing and Fee Reduction Strategies

On November 26, 2019, the City submitted to HCD its SB 2 Planning Grant application.

b. General Plan/Housing Element Consistency (Program #2)

The City's General Plan was adopted in 1996. It included the seven mandated elements: Land Use, Circulation, Housing, Open Space, Conservation, Safety and Noise. The Land Use Element was amended in 2009 and the Safety Element was amended in 2012. The City Planner has determined that the 2013-2021 Housing Element is consistent with all the other General Plan Elements. For example, the Land Use Element and 2013-2021 Housing Element are consistent with respect to the areas designated as residential land use. As another example, the 2013-2021 Housing Element does not propose residential land use in any areas that are preserved as open space or for the conservation of land resources.

During the balance of the planning period from February 2020 to October 2021, the City will work to ensure consistency between the Mid-Term Housing Element and General Plan. Among the actions the City will take to ensure consistency are the following:

- Maintain consistency by preparation of the General Plan Annual Progress Report (APR)
- Include an internal consistency section in the Housing Element Annual Progress Report
- Amend the Safety and Conservation Elements of the General Plan
- Incorporate environmental justice policies in the General Plan

The General Plan APR, which is completed in April of each year, reports on the status and implementation progress of the General Plan Elements. The APR contains information on the status of amendments to the General Plan and the status of work efforts and programs implemented by the City each year that go toward meeting the goals and objectives and fulfilling the policies set forth in each General Plan Element.

In future APRs, the City will include information on whether any of these amendments will generate a need to amend the Housing Element with respect to goals, policies, objectives, programs or the Sites Inventory. Revisions to the Housing Element then can be made concurrently with amendments to the other General Plan Elements. In this way, internal consistency between the General Plan Elements and the Housing Element will be maintained throughout the planning period.

The Housing Element internal consistency section will describe the revisions to the Housing Element that were enacted the prior calendar year in order to maintain consistency with all the other General Plan Elements.

The City will include an analysis and policies regarding fire and flood hazard management in the Safety and Conservation Elements of the General Plan (Government Code Section 65302(g)). The City also will meet the requirements of SB 3000 (Leyva, Chapter 587) which requires that **cities and counties that have disadvantaged communities' incorporate environmental justice** policies into their General Plans, either in a separate element or by integrating related goals, policies and objectives throughout the other elements.

The General Plan and Housing Element APRs will be completed annually by April of each year.

The analysis and policies associated with the Safety and Conservation Elements and the environmental justice policies will be completed by mid-year 2020.

c. Canyon Lake Village Overlay Zone (Program #3)

The site identified to accommodate the City's share of the regional housing need is 9.18 acres in size. The 2013-2021 Mid-Term Housing Element allocates 2.9 acres of the 9.18 acre site (assessor parcel 354-030-026) for new housing to be developed at a density of 20-24 dwelling units per acre. The site needs to be split so that a developer interested in developing new housing at a density of 20-24 dwelling units per acre does not need to purchase the entire 9.18 acre site.

Program #3 will accomplish the following:

- Establish criteria so that residential development occurs on the most level and accessible portions of the site. The implementation of the criteria will result in less grading and lower site preparation costs.
- Proactively achieve a lot split of 2.9 acres that meets the criteria established to have development occur on the most level and accessible portions of the site.
- Evaluate the specific plan process for multifamily development and revise or replace the process as appropriate to facilitate certainty and objectivity in the approval process.

The City has contracted with a civil engineer to determine the most buildable 2.9 acres of the 9.18 acre site. The civil engineer is scheduled to deliver his findings to the City by May 31, 2020.

After the civil engineer has rendered his findings, the City will work with the property owner to create a parcel split for the buildable portion of the site. The schedule for creation of the lot split is by October 30, 2020.

The City Planner and City Attorney will be responsible for implementation of Program #3.

d. No Net Loss Program (Program #4)

To ensure sufficient residential capacity is maintained to accommodate the Regional Housing Needs Allocation (RHNA) need, the City developed and implemented a process to track housing developed on the sites identified in the Sites Inventory and Analysis completed for the **2008-2014 Housing Element**. The intent of the process was to comply with Government Code Section 65863(a) which requires each city and county to ensure that its inventory or programs of adequate sites can accommodate its share of the regional housing need throughout the planning period.

SB 166 (2017) modified the No Net Loss Law—Government Code § 65863—to make sure that localities **at all times** have sites available and identified in their housing elements to meet their unmet RHNA. Before amendment, the law prohibited local governments from reducing density of a site or approving development on a site at less than the density attributed to the site in the housing element unless it found that there were sufficient other sites in the housing element or designated a replacement site. Rather than only identifying sites for the housing element at the beginning of the planning period, the No Net Loss statute requires cities and counties to ensure that they maintain the availability of sufficient sites at sufficient densities to address the RHNA

needs for lower income housing or to take remedial action by identifying and, if necessary, rezoning alternative sites to replace the ones not developed at the affordability or the densities projected in the sites inventory.

The amendments in SB 166 added to these requirements to ensure that the land inventory and site identification programs of a housing element always include sufficient sites to accommodate **the city's or county's share of the regional housing needs in all income categories**. It requires that, if a local government approves development that does not include lower income housing on a site identified in the housing element to accommodate the lower income RHNA, it must identify and rezone a replacement site if the remaining sites are insufficient to accommodate the lower income RHNA.

In summary, **at no time** may a city or county allow development that causes the land inventory to become insufficient to meet the RHNA for lower- and moderate-income households, unless alternative sites are made available in 180 days.

Source: Public Interest Law Project, *No-Net-Loss Law Strengthened Fortified Housing Element Site Preservation Requirements*, February 2018, page 2

The City will update its process of tracking housing development in order to ensure compliance with No-Net-Loss requirements of SB 166. The process will be updated by June 30, 2020.

e. Annual Housing Element Progress Report (Program #5)

Government Code Section 65400 requires each jurisdiction (city council or board of supervisors) to prepare an annual progress report on the jurisdiction's status and progress in implementing its housing element. **Each jurisdiction's Annual Progress Report (APR) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) by April 1 of each year (covering the previous calendar year).** The APRs must be submitted on forms adopted by HCD and contain information such as the following:

- Housing units permitted
- Housing units constructed
- Housing types
- Tenure
- Affordability levels

Annually, the City will submit the APR by the April 1st deadline.

PROGRAM CATEGORY #2:

ASSIST IN THE DEVELOPMENT OF ADEQUATE HOUSING TO MEET THE NEEDS OF ALL ECONOMIC SEGMENTS

Government Code Section 65583(c)(2) states that a housing program shall:

“Assist in the development of adequate housing to meet the needs of extremely low-, very low-, low- and moderate- income households.”

1. Housing Need Summary

The number of extremely low-, very low-, low- and moderate income renters and owners that are cost burdened (30% of more spent on housing costs) is listed on the next page:

	<u>Renters</u>	<u>Owners</u>
Extremely low	45	80
Very low	34	170
Low	79	260
Moderate	<u>105</u>	<u>75</u>
	263	585

The City’s share of the regional housing need for the four income groups is listed below:

- Extremely low 10
- Very low 11
- Low 14
- Moderate 16

Special housing needs include the following populations: elderly; persons with disabilities, including developmentally disabled persons; large families; farmworkers; female householders; and the homeless. Canyon Lake has no farmworkers or homeless persons. Large families comprise a **very small percentage of all the City’s households**. **Special needs populations with the largest numerical housing needs** include the elderly, disabled persons, and female householders.

2. Goals, Policies and Quantified Objectives

a. Goals

Provide housing opportunities for all residents of Canyon Lake.

Attain a housing stock which meets the needs of all income groups.

b. Policies

Provide rental assistance to lower income households through programs administered by the County of Riverside Housing Authority.

Facilitate affordable housing through adopted procedures for density bonus units.

Work cooperatively with non-profit and for profit housing developers to secure financing for affordable housing from sources such as the Riverside County Economic Development Agency, State Department of Housing and Community Development, CalHFA, and California Tax Credit Allocation Committee.

c. Quantified Objectives

Provide Section 8 rental assistance to three extremely low, very low and/or low income households,

Encourage the development of two housing units affordable to lower income households.

3. Housing Programs

a. Section 8 Rental Assistance (for Existing Cost Burdened Households) (Program #6)

The Housing Authority of the County of Riverside administers the Section 8 Housing Choice **Voucher (HCV) program within the City limits. The HCV Program is HUD’s major program for** assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments.

In general, a family's income may not exceed the very low income limits (50% of the median income) for Riverside County. By law, the Housing Authority must provide 75% of its vouchers to applicants whose incomes do not exceed 30% of the County median income.

Under the provisions of the HCV Program, the tenant pays approximately 30% of his/her income towards rent, and the Housing Authority pays the balance of the rent to the property owner, who participates in the program on a voluntary basis. The Housing Authority established voucher payment standards inclusive of rent plus utility amounts. The current (05/01/2019) voucher payment standards by bedroom size are listed below:

<u>Bedrooms</u>	<u>Maximum Monthly Rent</u>
0	\$826
1	\$986
2	\$1,232
3	\$1,717
4	\$1,919
5	\$2,207
6	\$2,494

As of March 2019, the Housing Authority was assisting two Canyon Lake lower income households.

The City will work with the Housing Authority to schedule a community and landlord outreach workshop in order to increase awareness of the HCV Program. The workshop will be scheduled to occur between January 2020 and March 2020.

b. First-Time Home Buyer Down Payment Assistance Program (Program #7)

The Down Payment Assistance Program provides HOME funds for down payment assistance to lower income households that have not owned homes within a three-year period. The program is available for households with an annual income that is no greater than 80% of the Riverside County median income as published by HUD. For a 3-person household, the maximum income is \$48,550.

The maximum price for a single-family home is \$370,550. A buyer may receive financial assistance up to 20% of the purchase price; however, the maximum down payment assistance cannot exceed \$75,000. The deferred second mortgage does not require any monthly payment and is not interest bearing. No payments are required until the home is sold, transferred, or **ceases to be the buyer's principal residence.**

Eligible participants must:

- Be a first time home buyer
- Purchase a home that is in standard condition and meets all of the other program requirements
- Have sufficient income and credit worthiness to qualify for a 30-year, fixed-rate first mortgage from an approved participating lender
- **Provide a minimum contribution of 3% of the purchase price from the buyer's own funds**
- Be low-income (<80% of median income)
- Occupy the home being purchased as a principal residence

The Economic Development Agency of the County is responsible for implementation. In order to contribute to program implementation during the planning period, the City will take the following actions:

- **Advertise the program in the City's e-news** online newsletter
- Provide at City Hall a brochure describing the Down Payment Assistance Program

The program may be utilized to purchase a home in Riverside County's unincorporated area and 13 cooperating cities. Consequently, only a few households can be assisted in any one city. The quantified objective is two low income households during the planning period.

c. Mortgage Credit Certificate Program (Program #8)

First time homebuyers in Canyon Lake can obtain financial assistance through the Mortgage Credit Certificate Program (MCC). The MCC income limits are:

- 1-2 persons household \$77,500
- 3 or more person household \$89,125

The maximum home purchase price is \$373,765.

Income qualified applicants can take an annual tax credit against their federal income taxes of **up to 20% of the annual interest paid on the applicant's mortgage.** An MCC, therefore, reduces the amount of federal income taxed owed by a qualified borrower by 20% of the annual interest paid on the mortgage.

Through the tax credit, the homeowner's disposable income is increased thereby allowing the household to afford higher housing costs given their income. When using the MCC tax credit, the borrower is still eligible to deduct the remaining 80% of the annual mortgage interest payment not claimed as a credit.

The Riverside County Economic Development Agency administers the Mortgage Credit Certificate (MCC) Program. Lenders participating in this program will process mortgage loan applications and will prepare the buyers MCC application.

The City will take the following actions:

- **Advertise the program in the City's e-news** online newsletter
- Provide at City Hall a brochure describing the MCC Program

The MCC program may be utilized in Riverside County's unincorporated area and 13 cooperating cities. Consequently, only a few households can be assisted in any one city. The quantified objective is two moderate income households.

d. Accessory Dwelling Unit Program (Program #9)

Currently, the processing and approval of ADUs comply with State law. The analysis of governmental constraints suggests that the City should adopt ADU and JADU ordinances.

Effective January 1, 2020 six ADU bills (AB 68, AB 587, AB 670, AB 671, AB 881 and SB 13) took **effect. These bills established the parameters for the development of the City's ADU Ordinance** with respect, for example, to the zones in which ADUs must be permitted; prohibition of an owner occupancy requirement; prohibition from requiring a minimum lot size; setback standards; parking standards; and review time periods.

The City Council approved the first and second readings of the ADU/JADU Ordinance on February 5, 2020 and March 4, 2020, respectively.

AB 671 requires a housing element to include a plan that creates incentives and promotes the creation of accessory dwelling units that can be offered at affordable rent. The incentives the City will implement are:

- Preparation of prototypical plans for ADUs that can be developed on lots of different sizes and dimensions
- Preparation of an ADU checklist that will guide and instruct homeowners on the process for developing an ADU
- Description of ways to achieve affordability through programs such as Section 8; CDBG and HOME funds; and fee waivers or reductions
- Description of financing options available for the development of ADUs based on the requirements of CalFHA and local lenders
- Conduct informational workshops to describe the process for developing ADUs in the City

AB 101 funds may be available to the City to facilitate implementation of the incentives.

e. Affordable Housing Density Bonus Procedure (Program #10)

Under State law, developer participation in a density bonus program is voluntary, not mandated. However, Government Code Section 65915 requires cities to provide certain incentives, concessions or density bonuses to an applicant constructing housing units, a portion of which are restricted as affordable units or units restricted for senior citizens.

“Density bonus” means a density increase over the otherwise allowable zoning maximum gross residential density on a site as of the date of application by the applicant to the City, or, if elected by the applicant, a lesser percentage of density increase, including, but not limited to, no increase in density.

“Density bonus units” mean residential units granted pursuant to a density bonus ordinance which exceed the otherwise allowable zoning maximum residential density for a housing development.

In 2017 and 2018 legislation amended the State density bonus law (Government Code Sections 65915-65918), effective January 1, 2019. Most, but not all, of the amendments to the density bonus law would apply to a City of Canyon Lake Density Bonus Ordinance.

Government Code Section 65915(a)(1) states:

A city ... shall adopt an ordinance that specifies how compliance with this section will be implemented.

The City will adopt a density bonus ordinance (DBO) that meets all of the Government Code requirements by October 30, 2020. A draft of the ordinance will be completed by September 1, 2020. The City Planner and City Attorney will be responsible for preparation of the Draft and Final DBO.

f. Developmentally Disabled Outreach Program (Program #11)

Through this program, the City will work with the Inland Regional Center to implement an outreach program that informs families within Canyon Lake on housing and services available for persons with developmental disabilities. The program will include the preparation of an **informational brochure, posting on the City’s website information** on available services, and conducting a workshop for individuals/families. The City also will work with the Inland Regional Center to identify funding sources that can address the housing needs of developmentally disabled persons.

This program will be implemented by October 30, 2020. The City Planner will be responsible for implementing this program.

g. Reasonable Accommodation Program (Program #12)

The federal Department of Justice and Department of Housing and Urban Development encourage local governments -

...to ensure that the [reasonable accommodation] procedure or other exceptions to local zoning regulations are well known throughout the community by, for example, posting

them at a readily accessible location and in a digital format accessible to persons with **disabilities on the government's website.**

Source: Joint Statement of the Department of Housing and Urban Development and Department of Justice, State and Local Land Use Laws and Practices and the Application of the Fair Housing Act, September 10, 2016, page 17

The City will post the reasonable accommodation procedure on its webpage.

A reasonable accommodation brochure will be prepared and made available at the following locations:

- Planning Department/Building Department counter
- City Administrative Office counter
- Canyon Lake Library
- Canyon Lake Property Owners Association office
- Caregiver Providers office (located next to City Hall)
- Community Access Center office located in Perris.

The City will work with the Property Owners Association to have the POA establish a procedure for review of requests for a reasonable accommodation.

A draft of the reasonable accommodation brochure/application was completed in November 2019. The brochure/application was finalized in February 2020.

The City Planner will be responsible for implementing the program to promote the reasonable accommodation procedure.

h. Housing and Social Services Information and Referral Directory (Program #13)

The City will prepare a directory that will connect residents with resources that can help them find affordable housing, mitigate housing cost burdens, and access other social services needed because of their special needs.

The Directory will list housing developments, individuals or organizations alphabetically or thematically with details such as names, addresses, and telephone numbers. Among the organizations that will be included in the Directory are:

- County of Riverside Housing Authority (e.g., Section 8)
- County of Riverside Economic Development Agency (e.g., home repairs, down payment assistance)
- Habitat for Humanity (e.g., housing repairs)
- Affordable Housing Development Locations
- Department of Public Social Services (DPSS) (e.g., social services)
- Community Action Partnership (e.g., poverty reduction)
- Community Access Center (e.g., disabled)
- Inland Regional Center (e.g., developmentally disabled)
- H.O.P.E. (e.g., food insecurity)
- Riverside Transit Authority (e.g., transit dependent)

A draft of the directory of housing and social services was completed in November 2019. The directory was finalized in February 2020.

The City Planner will be responsible for ongoing implementation of Program #13.

i. Lower Income and Extremely Low Income Housing Program (Program #14)

As noted on page II-8, the Housing Program must assist in the development of adequate housing to meet the needs of extremely low-income households. This program consists of two components as described below.

1) Fee Waivers for Lower Income and Extremely Low Income (ELI) Housing: The City shall adopt a resolution waiving 100% of the application processing fees for developments in which 5% of the housing units are affordable to lower income extremely low-income households. To be eligible for fee waiver, the housing units shall be affordable by affordability covenant.

The resolution on fee waivers will be adopted by October 30, 2020.

2) Assisting Lower Income and ELI Housing Development: The City will encourage the development of housing for lower income and extremely low-income households through a variety of activities such as outreaching to developers on at least an annual basis to discuss the development of lower income and ELI housing, providing technical assistance, providing expedited processing, identifying funding and grant opportunities, supporting applications for funding on an ongoing basis and/or offering additional incentives beyond density bonus provisions.

**PROGRAM CATEGORY #3:
ADDRESS AND REMOVE GOVERNMENTAL AND NONGOVERNMENTAL
HOUSING CONSTRAINTS**

More specifically, Government Code Section 65583(c)(3) states that a housing program must:

“Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities.

“The program shall remove constraints to, and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities.

“Transitional and supportive housing shall be considered a residential use of property and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.”

1. Housing Need Summary

The analysis of potential and actual governmental constraints has demonstrated that follow-up actions are appropriate in following areas:

- Single Room Occupancy Housing (SROs): the City should establish development standards for this housing type.

- Accessory Dwelling Units (ADUs): evaluate ADU ordinances adopted by cities **located in Riverside County; review HCD's sample ADU ordinance; review ADU legislation enacted in 2019; and prepare and adopt an ordinance**
- Junior Accessory Dwelling Units (JADUs): evaluate JADU ordinances adopted by **other cities in Riverside County; review HCD's sample JADU ordinance; and prepare and adopt a City JADU ordinance**
- The City has not yet adopted a Density Bonus Ordinance (DBO). The City will adopt a DBO that satisfies all State requirements by March 31, 2020.
- The Zoning Ordinance needs to be amended in order to address factory built housing; employee housing in residential zones permitting agricultural uses; conditionally permitting group homes housing seven or more persons in residential zones; permitting by right supportive housing pursuant to AB 2162, and adopting a Mixed Use Zone to implement the Land Use Element designation.
- City fees comprise a very small percentage of the development costs of new single-family and multiple-family housing. The City will work with other agencies such as the Western Riverside Council of Governments, Lake Elsinore Unified School District and water/sewer districts to gather support for fee reductions for affordable housing developments.

With regard to nongovernmental constraints, financing costs have been at historic lows for several years and are still at low levels compared to the interest rates prevailing in the 1970s, 1980s and 1990s. In Canyon Lake, the availability of financing to purchase a home, refinance a home, or improve a home has increased between 2008 and 2017.

Land sales prices are available for R-1 single-family lots for a six month period from September 2018 to March 2019. Twenty lots (sold, pending active) had sales prices of less than \$50,000. Lots that sell for \$50,000 or less facilitate the production of housing at prices within the means of moderate income households.

There are no sales data available to estimate the cost of the land included in the three assessor parcels comprising the Village Overlay. Based on a recent WRCOG study, Table E-4 (page E-10) estimates a multifamily per unit cost of \$17,737. Extrapolating this per unit value to a one acre site with a density of 20 dus/ac translates to a per acre cost of \$355,000.

The estimated per acre cost of \$355,000 could be substantially less than market value, however.

For instance, the land costs for the Sierra Avenue Family Apartments and Day Creek Villas were on the order of \$65,000 per unit (page E-12).

Estimates of construction costs based on two sources indicate mid-range costs of \$113 and \$138 per square foot for single-family homes and apartment units, respectively. The per square foot construction costs should be interpreted as order of magnitude costs as one source estimates construction costs based on prototypical developments that have not yet been developed in Canyon Lake.

Land and construction costs each contribute to establishing the minimum costs to produce housing. Total development costs also include development impact fees, soft costs, and **developer's overhead and profit.**

Between January 1, 2014 and December 31, 2018, 46 single-family homes were constructed and sold. One-third and two-thirds of the homes sold for prices affordable to moderate income and above moderate income households, respectively. None of the homes sold for prices affordable to lower income households.

ADUs and JADUs usually have smaller than average housing unit sizes and no land costs. These two factors can contribute to having housing units produced at lower than average development costs. **It is notable that ADUs and JADUs count toward meeting a portion of the City's share of the regional housing need.**

Density bonus units are by definition affordable due, in part, to lower per unit land values.

2. Goals, Policies and Quantified Objectives

a. Goals

Remove existing governmental constraints to the maintenance, preservation, improvement and development of housing.

Remove existing and, where appropriate and legally possible, future governmental constraints that may hinder addressing the housing needs of disabled persons.

b. Policies

Prepare Zoning Ordinance development standards and requirements that address the housing needs of special populations such as disabled persons.

Evaluate the possibility of establishing maximum housing unit sizes in order to reduce construction costs.

Permit reduced parking standards based on the results of a parking study correlating the need for parking to the housing unit/bedroom mix of the proposed project.

c. Quantified Objectives

As this program category does not involve the rehabilitation, conservation or construction of housing, numerical targets are not established.

3. Housing Programs

a. Single Room Occupancy (SRO) Development Standards (Program #15)

To ensure development standards do not constrain the development of SROs, the City will adopt development standards which may include a consideration of management plans, housing unit sizes, occupancy restrictions, cooking facilities, parking, and other related matters.

The City Planner and City Attorney will be responsible for preparation of the development standards. The standards will be adopted by October 30, 2020.

b. Update and Monitor Cumulative Effect of Overlay Zone Development Standards (Program #16)

Residential development has not yet been developed within the sites/assessor parcels included within the Canyon Lake Village Overlay Zone. The Overlay Zone establishes density, height, parking, housing unit size and other development standards.

Program #16 includes the following amendments to the Canyon Lake Village Overlay Zone which will be enacted within one-year of City Council adoption of the 2013-2021 Housing Element (May 2021):

- Modify (increase) the current height limit of 30 feet
- Remove or reduce the current minimum housing unit sizes

The California Low Income Housing Tax Credit Program provides the following examples of minimum housing unit sizes for affordable large family, senior and special needs housing developments:

- SRO Units 200 to 500 square feet
- One-bedroom 450 square feet
- Two Bedrooms 700 square feet
- Three bedrooms 900 square feet
- Four bedrooms 1,100 square feet

The City also will monitor the cumulative effect of all development standards on site capacity when specific plans are reviewed and as development on the sites occur.

The City Planner and City Attorney will be responsible for implementing Program #16.

c. Omnibus Zoning Ordinance Amendments Program (Program #17)

The Zoning Ordinance will be amended to address the following:

- Ensure that factory built housing is permitted in all zones that permit residential land uses
- Employee housing in all zones that permit residential uses and agriculture uses
- Supportive and transitional housing to be permitted by right pursuant to AB 2162 in all zones that permit residential land uses
- Remove the 300 foot spacing requirement for emergency shelters
- Permitting group homes for 7 or more persons by conditional use permit

The City Council approved the first and second readings of the Zoning Ordinance Amendments on February 5, 2020 and March 4, 2020, respectively. Therefore, the provisions of the Amendments are now in force.

Program #17 also includes the following Zoning Ordinance Amendments which will be enacted within one-year of City Council adoption of the 2013-2021 Housing Element (May 2021):

- Modify the emergency shelter 5-person bed limit.
- Provide for permitting and processing timelines that adhere to State law including Government Code Section 65852.2 (a)(3) and (b) [ADUs], SB 330, and a streamlined

review process of eligible affordable housing developments, consistent with the provisions of SB 35.

- Permit by right low barrier navigation centers in the zones permitting mixed use and in the non-residential zones permitting multifamily residential uses, provided they meet the requirements specified in Government Code Section 65662. (A “low barrier navigation center” is a service enriched shelter that focuses on moving people into permanent housing while providing temporary living facilities and services.)
- Revise the family definition to comply with fair housing law or delete the family definition.

The City Planner and City Attorney will be responsible for implementing Program #17.

d. Development Impact Fee Program (Program #18)

The City’s development fees comprise a small percentage of the total fees that are charged single-family and multiple family developments. Affordable housing developments must pay the same amount of fees as market rate developments. Through this program, the City will work with WRCOG, the Lake Elsinore Unified School District and the water and sewer districts to determine if it would possible for those agencies to reduce their fees in order to facilitate the development of affordable housing development.

The City Planner will implement this program. A report of the programs findings will be transmitted to the City Council by October 30, 2020.

PROGRAM CATEGORY #4:

CONSERVE AND IMPROVE THE CONDITION OF THE EXISTING STOCK

Government Code Section 65583(c)(4) states that a housing program shall describe actions to:

“Conserve and improve the condition of the existing affordable housing stock, which may include addressing ways to mitigate the loss of dwelling units demolished by public or private action.”

1. Housing Need Summary

The City’s housing rehabilitation need is minimal, according to field experience of the housing code enforcement officer. There is one property with illegal construction in need of rehabilitation and construction repairs. No homes are too deteriorated to repair; thus, at this time there are no homes that meet the need for replacement.

2. Goals, Policies and Quantified Objectives

a. Goals

Maintain a housing stock free of substandard conditions.

b. Policies

Continue to implement the City’s housing code enforcement activities.

Continue to cooperate with the County of Riverside in the implementation of home repair programs.

c. Quantified Objectives

The quantified objectives include:

Repair three homes during the planning period.

3. Housing Programs

a. County Home Enhancement Program (Program #19)

The County’s Home Enhancement Program, funded by CDBG funds, annually assists a total of 15 low-income homeowners with grants for the rehabilitation of stick built or modular (attached to private land) owner-occupied single-family homes. Improvements are limited to exterior rehabilitation relative to health and safety and building preservation improvements that qualify as eligible activities under CDBG regulations. CDBG funds are used for inspections, rehabilitation, and program delivery expenses.

Because the program can assist households living in the unincorporated area and 13 cooperating cities, only a few housing units can be rehabilitated in any one city. The City of Canyon Lake quantified objective is three repaired housing units during the planning period with the following income distribution:

- Extremely Low Income 1 housing units/households
- Very Low Income 1 housing units/households
- Low Income 1 housing units/households

In 2016, the City used County CDBG funds to implement a home repair program in partnership with Habitat for Humanity Inland Valley. Five homes were repaired for low income households eligible to be assisted by CDBG funds.

PROGRAM CATEGORY #5
PROMOTE HOUSING OPPORTUNITIES FOR ALL PERSONS

Section 65583(c)(5) requires that the housing program:

“Promote housing opportunities for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability.”

1. Housing Need Summary

In California, it is illegal to discriminate in housing against anyone because of race, color, ancestry, religion, sex, marital status, disability, national origin, familial status, sexual orientation or source of income. The Fair Housing Council of Riverside County is an agency that receives and attempts to resolve housing discrimination complaints.

2. Goals, Policies and Quantified Objectivesa. Goals

Attain a housing market with “fair housing choice” meaning the ability of persons of similar income levels regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status or disability to have available to them the same housing choices.

b. Policies

Continue to promote fair housing opportunities through the City’s participation in the County’s Community Development Block Grant Program.

Promote fair housing by providing information to residents on agencies that can help them with their fair housing needs.

c. Quantified Objectives

Quantified objectives are not established for this program category because a projection of the cases and clients to be served cannot be made at this time.

3. Housing Programsa. Fair Housing Services (Program #20)

The Fair Housing Council of Riverside County (FHCRC) provides a variety of services to City residents. The FHCRC has six offices in Riverside County with one located in downtown Riverside. The FHCRC provides the following services:

Anti-Discrimination: receives, investigates, resolves (through conciliation or referral to enforcement agency), housing discrimination complaints; also conducts workshops, seminars, and disseminates written fair housing information

Landlord-Tenant: receives, investigates, mediates, counsels renter/owner rights and responsibilities; also conducts workshops, seminars, and disseminates written landlord-tenant information.

Training and Technical Assistance: conducts property management training workshops and seminars.

Enforcement of Housing Rights: conducts housing discrimination audits and tests and refers discrimination cases to HUD, State Department of Fair Employment and Housing (DFEH) or private attorney.

Administrative Hearings: conducts administrative hearing for County of Riverside Housing Authority tenant grievance and Section 8 hearings.

As Canyon Lake is a cooperating CDBG/HOME city with the County of Riverside, the fair housing services will be available to residents throughout the planning period.

During the planning period, the City will work with the FHCRC to conduct - within the community - fair housing workshops and seminars as well as property management seminars. Additionally, the City will establish a link to the FHCRC website.

b. Fair Housing Information (Program #21)

The City will make fair housing information available at City Hall, Property Owners Association, Chamber of Commerce, and the Canyon Lake Library. The information will include brochures and other written information that will be obtained from the Fair Housing Council of Riverside County. In addition, the City's e-news will periodically publish announcements on the availability of fair housing information. The City also will make information available on its Website and provide links to additional resources.

The Fair Housing Council of Riverside County, Inc. brochure, fair housing poster, and predatory lending information in the English and Spanish languages are available at City Hall.

c. Fair Housing Action Plan/Assessment of Fair Housing (Program #22)

The City will Affirmatively Further Fair Housing (AFFH) by implementation of Program #22 which is comprised of two components:

- Near-term fair housing actions to AFFH
- An Assessment of Fair Housing to comply with AB 686

1. Fair Housing Actions to AFFH

The near-term fair housing actions that will be implemented on an ongoing basis will consist of the following:

- Monitoring CC&Rs for ADUs and coordinate with the POA and take action as appropriate to ensure ADUs are permitted throughout Canyon Lake
- Coordinate with the Fair Housing Council of Riverside County, Inc. to process fair housing complaints and to conduct landlord/tenant counseling
- Facilitate public education and outreach by creating informational flyers on fair housing **that will be made available at public counters, libraries, and on the City's website.**
- Implement a proactive code enforcement program that holds property owners accountable and proactively plans for resident relocation, when necessary
- Actively recruit residents to serve or participate on boards, committees, and other local government bodies to promote inclusive representation and an integrated community.

The following actions will be taken during the fourth quarter 2020:

- **Allocate a portion of the City's share of the County's FY 2021-2022 CDBG funds to affirmatively furthering fair housing**
- Acknowledge the physical separation of the site planned to accommodate lower income households and develop and implement actions to integrate the Village Overlay sites into the community
- Conduct at a City Council meeting a fair housing presentation by the Fair Housing Council of Riverside County, Inc.

2. Assessment of Fair Housing

Housing Elements submitted to HCD after January 1, 2021 must include an Assessment of Fair Housing (AFH). The purpose of the AFH is to:

Promote and affirmatively further fair housing opportunities and promote housing throughout the community for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, familial status, or disability, and other characteristics protected by the California Fair Employment and Housing Act. Government Code Section 65583(c)(5)

The City will prepare a *Draft Assessment of Fair Housing* by April 1, 2021. The AFH will include the following required components:

- A summary of fair housing issues
- An assessment of fair housing enforcement and fair housing outreach capacity
- An analysis of integration and segregation patterns and trends, racially or ethnically concentrated areas of poverty, disparities in access to opportunity, disproportionate housing needs, and displacement risk
- An assessment of the contributing factors for the identified fair housing issues
- Identification of fair housing priorities and goals

In order to effectively complete the AFH, the City will seek the assistance of the FHCRRC.

**PROGRAM CATEGORY #6
PROMOTE ENERGY CONSERVATION**

Section 65583(c)(7) requires that a housing element include:

“An analysis of opportunities for energy conservation with respect to residential development. Cities and counties are encouraged to include weatherization and energy efficiency improvements as part of publicly subsidized housing rehabilitation projects. This may include energy efficiency measures that encompass the building envelope, its heating and cooling systems, and its electrical system.”

1. Summary

Conservation can be accomplished by reducing the use of energy consuming items, or by physically modifying existing structures and land uses. The California Energy Commission first adopted energy conservation standards for new construction in 1978. These standards contained in Title 24 of the California Administrative Code contain specifications relating to insulation, glazing, heating and cooling systems, water heaters, swimming pool heaters, and several other items.

2. Goals, Policies and Objectives

a. Goal

Achieve reductions in energy consumption.

b. Policies

Encourage energy conserving techniques in the siting and design of new housing.

Enforce all state energy conservation requirements for new residential construction.

Encourage the use of rehabilitation assistance funds to make residences more energy efficient.

Encourage homeowner participation in and utility providers' programs to reduce maintenance and energy costs for households with low incomes, and increase efforts to inform the public about available cost-saving, energy conservation programs.

c. Objective

Reduce energy consumption.

3. Housing Programa. PACE Financing Programs (Program #23)

The City will continue to encourage homeowners to participate in available programs that facilitate energy conservation improvements. WRCOG administers PACE (Property Assessed Clean Energy) Programs in collaboration with its private sector partners, which provide financing for energy efficiency, renewable energy, and water conservation retrofits on residential and commercial properties. Financing is paid back through a lien placed on the property tax bill.

Homeowners have used and will continue to use through the balance of the planning period, the following programs:

- CaliforniaFIRST Program: Administered by WRCOG in partnership with Renew Financial, provides residential and commercial PACE financing to property owners.
- HERO Residential Program: Administered by WRCOG in partnership with Renovate America, provides residential PACE financing to homeowners.
- PACE Funding: Administered by WRCOG in partnership with PACE Funding Group LLC, which provides financing to homeowners.

During the 2013-2021 planning period, the PACE programs have provided to City homeowners \$9 million in financing for 425 energy efficiency, water conservation and renewable energy improvements.



Appendix A
Assessment of Housing Needs

**APPENDIX A
ASSESSMENT OF HOUSING NEEDS
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A. INTRODUCTION AND SUMMARY

1. Introduction

The assessment of housing needs includes an analysis of the following:

- Housing characteristics including housing types, vacancies and housing stock condition
- Housing cost burdens (housing costs as a percentage of income)
- Overcrowding
- Special housing needs
 - ✓ elderly
 - ✓ persons with disabilities
 - ✓ persons with developmental disabilities
 - ✓ large families
 - ✓ farmworkers
 - ✓ families with female heads of households
 - ✓ families and persons in need of emergency shelter
- Population trends
- Employment trends
- Share of the regional housing need

2. Summary

The housing stock is comprised of nearly 4,600 dwelling units. The 2013-2017 American Community Survey estimates rental and owner vacancy rates of 7.8% and 10.8%, respectively. **The City's housing rehabilitation need is one housing unit and no dwelling is so deteriorated that it should be replaced.**

In Canyon Lake, owners occupy 79% and renters occupy 21% of all housing units.

The City has a far larger number of lower income owners (615) households compared to renters (175).

The number of cost burdened owners far exceeds the number of cost burdened renters. The majority of cost burdened owners have middle- or above-middle incomes.

Housing cost burden is the most significant problem confronting lower income households. **Cost burdened renters can be assisted by the County's Section 8 rental assistance program. However,** there are no funding resources to provide ongoing financial assistance to owners who are overpaying (i.e., 30%+ on housing costs).

Special needs populations with the largest numerical housing needs include the elderly, disabled persons, and female householders.

The City's share of the regional housing need is 83 housing units of which 35 are for lower income households.

B. HOUSING CHARACTERISTICS

Part B includes information on –

- Existing housing stock
- Vacant housing units
- Condition of the existing housing stock

1. Existing Housing Stock

As of January 1, 2019, Canyon Lake’s housing stock is comprised of 4,577 housing units. Table A-1 shows that more than nine out of 10 housing units are single-family detached structures.

**Table A-1
City of Canyon Lake
Housing Stock by Type of Unit
January 1, 2019**

Type of Unit	Number of Units	Percent
1 unit, detached	4,227	92.3%
1 unit, attached	134	2.9%
2 to 4 units	73	1.6%
5+ units	76	1.7%
Mobile homes	67	1.5%
Total Housing Units	4,577	100.0%

Source: California Department of Finance, Demographic Research Unit, City/County Population and Housing Estimates, January 1, 2019

2. Vacant Housing Units

SCAG and HCD consider healthy vacancy rates to be 1.5% for the owner and 5% for the renter housing stock, respectively. The 2013-2017 American Community Survey estimates rental and owner vacancy rates of 7.8% and 10.8%, respectively. The total number of vacant units was 469, **a number which excludes units sold but awaiting occupancy and “other vacant units” which are,** for example, units held for occupancy by a caretaker or janitor, and units held for personal reasons of the owner.

3. Condition of the Existing Housing Stock

The City’s housing rehabilitation need is minimal, according to field experience of the housing code enforcement officer. There is one property with illegal construction in need of rehabilitation and construction repairs. No homes are too deteriorated to repair; thus, at this time there are no homes that need replacement.

In addition, the Property Owners Association actively monitors home maintenance and improvements for compliance with adopted community standards.

C. HOUSEHOLD CHARACTERISITICS

Part C examines the following household characteristics:

- Tenure
- Household income groups
- Level of payment compared to ability to pay
- Overcrowding
- Race and ethnicity

1. Tenure – Owners and Renters

Tenure refers to owner and renter occupancy of housing units. In Canyon Lake, owners occupy 79% and renters occupy 21% of all housing units. Table A-2 shows that the overwhelming percentage of both owners and renters occupy single family detached dwellings.

**Table A-2
City of Canyon Lake
Tenure by Units in Structure – 2017**

Units in Structure	Owner Occupied	Percent of Occupied	Renter Occupied	Percent of Occupied	Total Occupied
1, detached	3,065	95.8%	767	89.8%	3,832
1, attached	52	1.6%	18	2.1%	70
2	0	0.0%	0	0.0%	0
3 or 4	34	1.1%	8	0.9%	42
5 to 9	0	0.0%	0	0.0%	0
10 or more	0	0.0%	44	5.2%	44
Mobile home	50	1.5%	17	2.0%	67
Total	3,201	100.0%	854	100.0%	4,055

Source: 2013-2017 American Community Survey 5-Year Estimates, Table S2504, Physical Characteristics of Occupied Housing Units

2. Household Income Groups

a. Definitions of Household Income Groups

Table A-3 lists the percentages of the Riverside County median income that define five income groups.

Table A-4 estimates the number of owners and renters in five income groups based on the most recent data that are available, which is for the year 2015. HUD uses income groups that differ slightly from those used by HCD. However, both departments define lower income as consisting of extremely low-, very low- and low-income households.

In Canyon Lake, lower income owners (615) households far outnumber renters (175).

**Table A-3
Riverside County
Definitions of Income Groups as a
Percentage of Riverside County Area Median Income**

Income Group	% of Median Income
Extremely Low	0-30%
Very Low	30-50%
Low	50-80%
Moderate	80-120%
Above Moderate	120%+

**Table A-4
City of Canyon Lake
Annual Household Income Distribution by Tenure – 2015**

Income Group (% of area median income)	Owner Households	Renter Households	Total Households	Percent Distribution
Extremely Low 0-30%	90	45	135	3.3%
Very Low 30-50%	210	50	260	6.3%
Low 50-80%	315	80	395	9.6%
Middle 80-100%	295	110	405	9.9%
Above Middle >100%	2,580	330	2,910	70.9%
Total	3,490	620	4,110	100.0%

Source: Comprehensive Housing Affordability Strategy (CHAS) Data, 2011-2015 American Community Survey

b. 2018 Income Limits for Income Groups

Table A-5 shows the 2018 household income limits for four income groups, adjusted by household size. The *above* moderate income group encompasses households with incomes more than the upper limits of the moderate-income category.

The income limits are essentially identical to the 2015 income limits. For example, in 2015 a 3-person lower income household had an income ceiling of \$48,250 or just \$300 less than in 2018.

**Table A-5
Riverside County
2018 Annual Household Income Limits Adjusted by Household Size**

Household Size (# of persons)	Extremely Low Income	Very Low Income	Low Income	Moderate Income
1 person	\$14,150	\$23,600	\$37,750	\$55,250
2 persons	\$16,460	\$27,000	\$43,150	\$63,150
3 persons	\$20,780	\$30,350	\$48,550	\$71,050
4 persons	\$25,100	\$33,700	\$53,900	\$78,950
5 persons	\$29,420	\$36,400	\$58,250	\$85,250
6 persons	\$33,740	\$39,100	\$62,550	\$91,600
7 persons	\$38,060	\$41,800	\$66,850	\$97,900
8 persons	\$42,380	\$44,500	\$71,150	\$104,200

Source: California Department of Housing and Community Development, State Income Limits for 2018, April 26, 2018

3. Level of Payment Compared to Ability to Pay

Level of payment compared to ability is measured by housing costs as a percentage of income. For lower income households, housing costs exceed ability to pay when 30% or more of their income is expended on housing costs. These households are referred to as “overpaying” or “cost burdened.” “Severe” cost burden occurs when lower income households spend 50% or more of their income on housing costs.

a. Renter Households

Table A-6 shows that 283 renter households were cost burdened, according to the 2011-2015 Comprehensive Housing Affordability Strategy (CHAS) data. An estimated 160 renter households were severely cost burdened. Lower income households comprised 158 of the 283 cost burdened renter households.

The Section 8 rental housing assistance program helps a few of the cost burdened renters. As of March 2019, two Canyon Lake households are being provided rental housing assistance through the **County of Riverside Housing Authority’s Section 8 program.**

b. Owner Households

Table A-7 shows that the number of cost burdened owners far exceeds the number of cost burdened renters. The majority of cost burdened owners have above-middle incomes. Data are **unavailable to explain why such a large number and percentage of the City’s owner households are cost burdened.**

**Table A-6
City of Canyon Lake
Number and Percentage of Renters Cost Burdened by Income Group**

Household Income Group	Cost Burden 30-50%	% of All Cost Burden	Cost Burden 50%+	% of All Cost Burden
Extremely Low <30%	0	0.0%	45	28.1%
Very Low 30-50%	4	3.2%	30	18.8%
Low 50-80%	4	3.2%	75	46.9%
Middle 80-100%	95	77.3%	10	6.2%
Above Middle >100%	20	16.3%	0	0.0%
Total	123	100.0%	160	100.0%

Source: Comprehensive Housing Affordability Strategy (CHAS) Data, 2011-2015 American Community Survey
 Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities).

**Table A-7
City of Canyon Lake
Number and Percentage of Owners Cost Burdened by Income Group**

Household Income Group	Cost Burden 30-50%	% of All Cost Burden	Cost Burden 50%+	% of All Cost Burden
Extremely Low <30%	0	0.0%	80	11.0%
Very Low 30-50%	35	4.9%	135	18.6%
Low 50-80%	15	2.1%	245	33.8%
Middle 80-100%	10	1.4%	65	9.0%
Above Middle >100%	655	91.6%	200	27.6%
Total	715	%	725	%

Source: Comprehensive Housing Affordability Strategy (CHAS) Data, 2011-2015 American Community Survey
 Cost burden is the ratio of housing costs to household income. For owners, housing cost is “selected monthly owner costs”, which includes mortgage payment, utilities, association fees, insurance, and real estate taxes.

In summary, housing cost burden is the most significant problem confronting lower income households. Cost burdened renters can be assisted by the County’s Section 8 rental assistance program. However, there are no funding resources to provide ongoing financial assistance to owners who are overpaying (i.e., spending 30%+ on housing costs).

4. Overcrowding

Government Code Section 65584.01(b)(1) defines overcrowding as one person per room in a dwelling. The U.S Census and ACS provide data on the ratio of the number of persons occupying a housing unit to the number of rooms in the dwelling. These data are often used as an *indicator* of the magnitude of overcrowded households.

Overcrowding is not a major problem in Canyon Lake. The data in Table A-8 reveal that only 38 households are crowded, a number representing less than 1% of all households.

**Table A-8
City of Canyon Lake
Persons per Room by Tenure – 2017**

Persons Per Room	Owner Occupied	Percent	Renter Occupied	Percent	Total Households	Percent
Less than 1.00	3,185	99.5%	832	97.4%	4,017	99.1%
1.01 to 1.50	16	0.5%	22	2.6%	38	0.9%
1.51 or more	0	0.0%	0	0.0%	0	0.0%
Total	3,201	100.0%	854	100.0%	4,055	100.0%

Source: 2013-2017 American Community Survey 5-Year Estimates, Table S2501 Occupancy Characteristics

5. Race and Ethnicity

a. Race and Ethnic Categories

The housing element law and federal Fair Housing Act do not define race. The racial categories included in the 2010 Census and American Community Survey forms generally reflect a social definition of race recognized in this country, and are not an attempt to define race biologically, anthropologically or genetically. In addition, the U.S. Census Bureau recognizes that the race categories include both racial and national origin or socio-cultural groups. Census 2010 and the American Community Survey provide for six race categories:

- White Alone
- Black, African American or Negro Alone
- American Indian or Alaska Native Alone
- Asian Alone
- Native Hawaiian or Other Pacific Islander Alone
- Some Other Race Alone

Individuals who chose more than one of the six race categories are referred to as the two or more races population. All respondents who indicated more than one race can be collapsed into the two or more races category, which combined with the six alone categories, yields seven

mutually exclusive and exhaustive categories. Thus, the six race alone categories and the two or more races category sum to the total population.

The 2010 Census and American Community Survey race and ethnic categories follow the Office of Management and Budget (OMB) Policy Directive No. 15 (May 12, 1977) and the 1997 **revisions. The OMB’s efforts are to standardize the racial and ethnic categories so that federal government agencies can monitor discrimination, as required by the Civil Rights Act of 1964, the Voting Rights Act of 1965, the Fair Housing Act of 1968, the Equal Credit Opportunity Act of 1974, and the Home Mortgage Disclosure Act of 1975.**

Source: Victoria Hattam, “Ethnicity & the American Boundaries of Race: Rereading Directive 15,” Daedalus – Journal of the American Academy of the Arts & Sciences, Winter 2005, pgs. 61-62

Ethnicity means being of Hispanic or Latino Origin or not being of such origin.

b. Definitions of Minority Populations

The populations comprising “minority” groups are defined in the same way by the OMB, Federal Department of Transportation (DOT), Federal Financial Institutions Examination Council (FFIEC), and Council on Environmental Quality (CEQ - environmental justice guidelines). The OMB and DOT both define the minority populations as Black, Hispanic (regardless of race), Asians (including Pacific Islanders) and American Indian and Alaskan Native. The FFIEC, for purposes of Home Mortgage Disclosure Act (HMDA) data collection, states that:

...the percentage minority population means, for a particular census tract, the percentage of persons of minority races and whites of Hispanic or Latino Origin, in relation to the census tract’s total population.

The CEQ environmental justice guidelines provide the following definition:

Minority individuals – Individuals who are members of the following population groups: Hispanic or Latino, American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, multiracial minority (two or more races, at least one of which is a minority race).

The non-minority population is White, Non-Hispanic or Latino.

c. City of Canyon Lake Race/Ethnicity Characteristics

Table A-9 shows **that almost 81% of the City’s total population estimate of 11,043 persons identify as White, Alone Not Hispanic or Latino persons.** Just over 13% identify as Hispanic or Latino persons and six percent identify with other racial groups.

Table A-10 shows that in 2017 1,473 persons identified themselves as being of Hispanic or Latino Origin. With respect to race –

- 70% of the Hispanic population identify their race as White
- Approximately 26% identify Some Other Race
- Almost 3% identified themselves as having Two or More Races

Thus, many Hispanic or Latino people do not identify with the White Alone Race Category but rather consider themselves as belonging to Some Other Race. Indeed, 98.8% (38,697/39,171) of the Some Other Race population is Hispanic or Latino. Canyon Lake is not unusual in terms of the racial identification of the Hispanic or Latino population.

Table A-9
City of Canyon Lake
Population by Race and Ethnicity: 2017

Race/Ethnicity	Number	Percent
Hispanic or Latino	1,473	13.3%
Not Hispanic or Latino		
White Alone	8,915	80.7%
Black or African American Alone	84	0.8%
American Indian and Alaska Native Alone	4	0.0%
Asian Alone	324	2.9%
Native Hawaiian and Other Pacific Islander Alone	9	0.1%
Some Other Race Alone	27	0.2%
Two or More Races	207	1.9%
Total	11,043	100.0%

Source: American Community Survey, 2013-2017 5-Year Estimates, Table B03002: Hispanic or Latino Origin by Race.

**Table A-10
City of Canyon Lake
Race of Hispanic or Latino and Not Hispanic or Latino Populations: 2017**

Race	Hispanic or Latino	Percent Distribution	Not Hispanic or Latino	Percent Distribution	Total	Percent Distribution
White Alone	1,036	70.3%	8,915	93.2%	9,951	90.1%
Black or African American Alone	0	0.0%	84	0.9%	84	0.8%
Asian Alone	13	0.9%	324	3.4%	337	3.1%
American Indian or Alaska Native Alone	0	0.0%	9	0.1%	9	0.1%
Hawaiian or Other Pacific Islander Alone	0	0.0%	4	0.0%	4	0.0%
Some Other Race Alone	382	25.9%	27	0.3%	409	3.7%
Two or More Races	42	2.9%	207	2.2%	249	2.3%

Source: American Community Survey 201-2017 5-Year Estimates, Table B03002: Hispanic or Latino Origin by Race

d. Index of Dissimilarity

As described in Section II – Housing Program - the City of Canyon Lake will include an Assessment of Fair Housing in the 2021-2029 Draft Housing Element. The City assumes that HCD will issue guidance on the data and analysis requirements of an Assessment of Fair Housing. Based on the requirements under federal law, the HCD may require an analysis of racial/ethnic segregation using an Index of Dissimilarity.

Briefly, the dissimilarity index measures the relative separation or integration of groups across **all neighborhoods of a city**. Brown University’s Diversity and Disparities database has calculated an Index of Dissimilarity for cities throughout the United States.

According to Brown University, a value of 60 (or above) is considered very high. It means that 60% (or more) of the members of one group would need to move to a different tract in order for the two groups to be equally distributed. Values of 40 or 50 are usually considered a moderate level of segregation, and values of 30 or below are considered to be fairly low.

Canyon Lake’s Index of Dissimilarity shows a fairly low segregation level for six racial/ethnic group pairings as follows:

White-Black/Black-White	8.7
White-Hispanic/Hispanic-White	5.8
White-Asian/Asian-White	2.1

Black-Hispanic/Hispanic-Black	7.4
Black-Asian/Asian-Black	9.7
Hispanic-Asian/Asian-Hispanic	7.4

The subject of race and ethnicity and racial/ethnic segregation will be analyzed in more detail in the Assessment of Fair Housing.

D. AT RISK HOUSING

According to HCD:

For the purpose of housing-element law, assisted housing developments (or at-risk units) are defined as multifamily, rental housing complexes that receive government assistance under any of the federal, state, and/or local programs (listed below) or any combination of rental assistance, mortgage insurance, interest reductions, and/or direct loan programs and are eligible to convert to market-rate units due to termination (opt-out) of a rent subsidy contract, mortgage prepayment, or other expiring use restrictions within 10 years of the beginning of the housing-element planning period.

There is no multifamily rental housing complexes that receive government assistance under Federal, State, and/or local programs located in Canyon Lake and, therefore, there is no affordable housing at risk of conversion to market rate housing.

E. SPECIAL HOUSING NEEDS

Special housing needs refer to population groups whose needs are unique or different from the general population. These groups include:

- Elderly
- Persons with disabilities, including developmentally disabled persons
- Large families
- Farmworkers
- Families with female heads of households
- Families and persons in need of emergency shelter

1. Elderly

a. Housing Needs

Among the top elderly needs, as reported in the *County of Riverside FY 2016-2020 Area Plan on Aging*, were: transportation; in home supportive services; and housing.

By definition, the frail elderly need assistance to perform daily living activities. The frail elderly may experience difficulty eating, bathing, toileting, etc. by oneself and/or difficulty using the telephone, getting outside, shopping, and doing light house work, etc. by oneself. The frail elderly may be assisted by in-home care, or by residing in supportive housing arrangements.

Seniors participating in the *Area Plan on Aging* needs assessment process mentioned the following needs: “in home supportive services” and “services for those who care for others”. The *Area Plan* states that frail seniors are among the populations with the greatest economic and social needs.

Since 2000 the number and percentage of the total population 62 years of age and older has increased. Table A-11 shows that between 2000 and 2017 the elderly population increased by 548 persons and currently represents about 23% of the City’s total population.

**Table A-11
City of Canyon Lake
Elderly Population 62 Years of Age and Older**

Year	Number	Percent of Total Population
2000	1,989	20.0%
2010	2,188	20.7%
2017	2,537	23.0%

Sources: 2000 U.S. Census, 2010 U.S. Census and 2013-2017 American Community Survey, Table S0101, Age and Sex

An indicator of the frail elderly population is persons 85 years and older. There are an estimated 269 persons in this age group, according to the data in Table A-12.

**Table A-12
City of Canyon Lake
Elderly Population by Age Group– 2017**

Age Group	Total	Percentage
62-64	539	21.2%
65-74	1,133	44.7%
75-84	596	23.5%
85+	269	10.6%
Total	2,537	100.0%

Source: 2013-2017 American Community Survey 5-Year Estimates, Table DP05, ACS Demographic and Housing Estimates

b. Services Addressing the Needs of the Elderly

The City has prepared a Directory of Housing and Social Services. The Directory lists affordable senior housing developments located in the adjacent cities of Lake Elsinore, Menifee and Perris.

Additionally, the Directory identifies senior focused services such as the Canyon Lake Senior Center, local home health care services, the County of Riverside In Home Supportive Services, services provided by the Riverside County Office of Aging and Riverside Transit Agency. The senior services located in the City are based on business licenses on file at City Hall.

2. Persons with Disabilities

a. Housing Needs

The housing needs of disabled persons may include independent living units with affordable housing costs; supportive housing with affordable housing costs; and housing with design features that facilitate mobility and independence. The shortage of available, accessible, and/or affordable housing is an acute problem for most people with disabilities (PWD).

According to the Riverside County Office on Aging:

Affordable housing is a serious problem for seniors and adults with disabilities at this time in Riverside County and will increase in importance as efforts are made to reduce institutionalization and provide support to individuals living in community settings.

Table A-13 indicates that almost 11% of the City’s population has one or more disability. Very few people less than 35 years of age have a disability. The largest number of disabled persons is in the 35-64 age group. This age group, however, is a 30-year age cohort which explains the large of disabled persons compared to the other age groups. Forty-five percent of the elderly 75 years of age or older have a disability.

**Table A-13
City of Canyon Lake
Disability Prevalence Rates by Age Group: 2017**

Age Group	With a Disability	No Disability	Total Population	Prevalence Rate
Under 5 years	0	618	618	0.0%
5 to 17 years	22	1,638	1,660	1.3%
18 to 34 years	15	1,868	1,883	0.8%
35 to 64 years	613	4,271	4,884	12.6%
65 to 74 years	133	1,000	1,133	11.7%
75 years +	389	476	865	45.0%
Total	1,172	9,871	11,043	10.6%

Source: 2013-2017 American Community Survey, Table B18101, Sex by Age by Disability Status

The American Community Survey collects data on six disability conditions:

- Hearing difficulty includes respondents who stated they were “deaf or ... [had] serious difficulty hearing.”
- Vision difficulty includes respondents who stated they were “blind or ... [had] serious difficulty seeing even when wearing glasses.”
- Cognitive difficulty includes respondents who due to physical, mental, or emotional condition, had “serious difficulty concentrating, remembering, or making decisions.”
- Ambulatory difficulty includes respondents who had “serious difficulty walking or climbing stairs.”

- **Self-care difficulty includes respondents who had “difficulty dressing or bathing.”** Difficulty with these activities are two of six specific Activities of Daily Living (ADLs) **often used by health care providers to assess patients’ self-care needs.**
- Independent living difficulty includes respondents who due to a physical, mental, or emotional condition, had difficulty **“doing errands alone such as visiting a doctor’s office or shopping.”** **Difficulty with this activity is one of several Instrumental Activities of Daily Living (IADL) used by health care providers in making care decisions.**

Table A-14 shows that independent living and ambulatory difficulties were the two most prevalent disabling conditions, accounting for 57% of all disabilities.

**Table A-14
City of Canyon Lake
Types of Disabilities by Age Group: 2017**

Age Group	Hearing	Vision	Cognitive	Ambulatory	Self-Care	Independent Living	Total
< 18 years	0	22	0	0	0	0	22
18-34 years	2	0	15	0	0	15	32
35-64 years	90	164	191	239	76	263	1,023
65-75 years	67	0	16	71	0	38	192
75+ years	187	0	53	212	94	246	792
Total	346	186	275	522	170	562	2,061

Source: 2013-2017 American Community Survey 5-Year Estimates, Table S1810, Disability Characteristics

b. Services Addressing the Needs of Persons with Disabilities

Part E.1.b describes services that also assist disabled elderly and non-elderly persons. These services include in home supportive services which allows disabled persons to live at home in a non-institutional setting; Riverside County Office in Aging services; and Riverside Transit Agency services.

The City has prepared a Directory of Housing and Social Services. The Directory lists services addressing the needs of persons with disabilities including the Community Access Center and Inland Regional Center.

1. Community Access Center

The corporate office of the Community Access Center is located in Riverside. The office in closest proximity to Canyon Lake is the Perris/Menifee Office located which is located in the City of Perris, about 15 miles from the Canyon Lake City Hall. On average, this distance is covered in 20 minutes.

The Perris/Menifee Office serves the following cities and communities: Canyon Lake, Hemet, Lake Elsinore, Moreno Valley, Menifee, Murrieta, Perris, San Jacinto, Temecula, and Wildomar.

Among the services offered by the Community Access Center are:

- Advocacy Services

- Assistive Technology
- Senior Low Vision Services
- Human Resources

An Independent Living Advocate has offices in the Perris/Menifee Office.

The Community Center is able to assist individuals with physical disabilities who reside in institutional settings to regain their independence within their community. Institutional settings include:

- Nursing Home
- Rehabilitation Facility
- Transitional or supported Housing (minimal assistance available for step-down transition options)

This service can assist disabled persons who had to move from Canyon Lake transition back to residing in the City. Various levels of assistance are available based on need and individual resources:

- General assistance in finding affordable and accessible housing
- Financial assistance to pay deposits and assist with necessary household items
- Case management to develop a transition plan
- Attendant services to assist with activities of daily living
- Adaptive equipment loan services
- Peer support and advocacy
- Information and referral
- Independent living skills training and guidance

3. Persons with Developmental Disabilities

a. Housing Needs

The Inland Regional Center serves approximately 25,000 developmentally disabled persons **residing in the Counties of Riverside and San Bernardino. Canyon Lake's proportionate share of the two-county developmentally disabled population is 61 persons.**

According to Section 4512 of the Welfare and Institutions Code a "Developmental disability" means a disability that originates before an individual attains age 18 years, continues, or can be expected to continue, indefinitely, and constitutes a substantial disability for that individual which includes mental retardation, cerebral palsy, epilepsy, and autism. This term shall also include disabling conditions found to be closely related to mental retardation or to require treatment similar to that required for individuals with mental retardation, but shall not include other handicapping conditions that are solely physical in nature.

Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the **developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult.**

According to the State Department of Developmental Services:

Affordable housing is a cornerstone to individuals with developmental disabilities residing in their local communities. Due to the high cost of housing in California, many individuals served by the regional centers require deep subsidies in order to make housing affordable. DDS is actively pursuing projects that will increase capacity and precipitate the construction of new affordable housing.

The Inland Regional Center (IRC), one of 21 Regional Centers in California, has commented that “our clients will require HUD based affordable housing options due to the low amount of **monthly income they receive.**”

There are a number of housing types appropriate for developmentally disabled people. The IRC cites the following residential options:

- Living with your family
- Supported and independent living
- Foster family agency
- Adult family care agency
- Board and care

According to the California Department of Developmental Services, almost 80% of the developmentally disabled population resides in the home of a family member, guardian, or **conservator. It is likely that almost all of the Canyon Lake’s disabled population live in a home** since the other residential options are not located within the City.

b. Services Addressing the Needs of Persons with Developmental Disabilities

The City has prepared a Directory of Housing and Social Services. The Directory lists the services described below.

1. State Department of Developmental Services

The State Department of Developmental Services (DDS) currently provides community based services to approximately 243,000 persons with developmental disabilities and their families through a statewide system of 21 regional centers, four developmental centers, and two community-based facilities.

2. Inland Regional Center

The Inland Regional Center, which serves both Riverside and San Bernardino counties, provides point of entry to services for people with developmental disabilities. The center is a private, non-profit community agency that contracts with local businesses to offer a wide range of services to individuals with developmental disabilities and their families. There is a field office located in the City of San Bernardino at 1365 South Waterman Avenue.

To better serve the needs of its consumers, Inland Regional Center designed programs according to age, specialization, and geographic location. Categories include Early Start/Prevention, 0-3; School age, 3-15; Transition, 16-22; Adult, 23-57; and Senior, 57+.

The Inland Regional Center utilizes **person-centered planning to develop an Individual’s Program Plan (IPP)**. The IPP outlines the goals developed by the developmentally disabled

individual and their support team, as well as the services and supports they will receive to help those goals. Many of the services/supports listed in the IPP are funded by Inland Regional Center. However, services and supports may be provided by other agencies such as the Social Security Administration, school districts, county agencies, etc.

Attachment A describes the **Inland Regional Center’s Common Services**. Housing related services include:

- Independent living skills
- Housing support services (for example, accessibility services, payee services, parenting support services)
- Supportive living services (for persons living on their own who may need 24 hour support)

Section 2 – Housing Program - describes a program to address the needs of developmentally disabled persons.

4. Large Families

a. Housing Needs

HCD defines large families as consisting of five or more persons. Census data provides estimates of households with five, six, seven or more persons.

Lower income, large families need three, four or five bedroom housing units at affordable costs. Since housing with these numbers of bedrooms usually command higher costs than smaller units, affordability is another key need of large families/households.

According to Table A-15, the 317 large families comprise neither a large number nor percentage **of all the City’s households**. Additionally, owners comprise three-fourths of all large families. In contrast renters, owners have more options by which to add more square footage or rooms to their dwellings.

**Table A-15
City of Canyon Lake
Tenure by Household Size: 2017**

Households Size (Number of Persons)	Owner Occupied	Renter Occupied	Total Households	Percent Distribution
1	783	174	957	23.6%
2	1,246	156	1,402	34.6%
3	584	230	814	20.1%
4	355	210	565	13.9%
5	163	56	219	5.4%
6	54	28	82	2.0%
7+	16	0	16	0.4%
Total	3,201	854	4,055	100.0%

Source: 2013-2017 American Community Survey, Table B25009, Tenure by Household Size

b. Services Addressing the Needs of Large Families

The City has prepared a Directory of Housing and Social Services. The Directory lists the services described below.

1. County of Riverside Community Action Partnership (CAP)

CAP is a public community action agency that receives funding from the federal Community Services Block Grant (CSBG) Program.

CAP's housing assistance program provides a savings match to help families develop an Individual Development Account (IDA). The IDA has first-time homebuyer purchase as one of the assets to save for, and works with the Housing Authority of the County of Riverside and its **first time home buyers' down payment assistance program.** Homes in contrast to apartments have more bedrooms and space and can more readily accommodate the needs of large families.

CAP also administers programs and services offering education and wealth building that strengthens families such as:

- Earned Income Tax Credit (EITC)
- Parent/Children Poverty Reduction Program
- On the Job Training

Large families that are cost burden can benefit from the poverty reduction program. This program can lead to increased income and potentially reduce the proportion of family income spent on housing costs.

2. Habitat for Humanity

Habitat for Humanity is located in the City of Riverside.

Habitat for Humanity constructs new homes and rehabilitates homes in need of repair. The City and Habitat partnered to implement a mobile home repair program. That program is being evaluated by the City and County Economic Development Agency.

3. County of Riverside Department of Public Services (DPSS)

DPSS provides adult services, children services and self-sufficiency services. It provides cash assistance to families (e.g., CalWORKs) and food and nutrition assistance (e.g., CalFRESH).

The Department of Public Social Services has offices located throughout the County in Blythe, Indio, Cathedral City, Rancho Mirage, Banning, Hemet, Perris, Temecula, Lake Elsinore, Norco, Arlington, Moreno Valley, and Riverside.

The offices in closest proximity to Canyon Lake are located in Perris and Lake Elsinore. The Perris office is located 14 miles from Canyon Lake City Hall. On average, the distance is a 19 minute car drive. The Lake Elsinore office is located seven miles from the Canyon Lake City Hall. On average, the distance is a 12 minute car drive.

Financial assistance available from DPSS can help to mitigate the adverse impacts of housing cost burden, which often leaves families without enough income to pay for food and other basic needs.

4. Canyon Lake Family Matters

Family Matters is a 501(c)(3) organization and was started as a Club for the entire family. The **Club's goal is to host low cost and sometimes free events throughout the year to bring families together and raise funds for the needy in Canyon Lake.**

5. H.O.P.E. (Helping Our People in Elsinore)

H.O.P.E. is a food pantry located in Lake Elsinore. H.O.P.E. provides meals to needy families, seniors and homeless persons in Lake Elsinore, Sedco Hills, Canyon Lake, Wildomar, and Lakeland Village areas. CFBG funds are used for consumable supplies, space costs, utilities, food, transportation, and operational costs associated with providing the services. **Canyon Lake's share of the \$64,728 annual budget is \$21,511.**

On Mondays, the packing team makes up bags of food to go out for delivery during the week. Drivers on their routes pick up and deliver food Tuesday through Friday.

5. Farmworkers

a. Housing Needs

HCD guidance indicates that a housing element should estimate the number of permanent and migrant farmworkers within the community. A farm worker is –

- A person who performs manual and/or hand tool labor to plant, cultivate, harvest, pack and/or load field crops and other plant life.
- A person who attends to live farm, ranch or aquacultural animals including those produced for animal products.

Source: State of California, Employment Development Department, Labor Market Information Division, Occupational Definitions

Because of their predominantly low incomes, housing affordability is an acute need for farmworkers.

The City has no land devoted to the production of field crops and/or other plant life. Likewise, there is no land used for animals. As a result, there are no farmworkers employed in Canyon Lake.

Based on the above information, the City concludes that there is not a need for farmworker housing in Canyon Lake.

There is no need for farmworker housing due to the City's existing land use pattern. However, **the City's Zoning Ordinance permits by right agriculture uses in the R-R, R-1, R-2, and R-3 residential zones.** Health & Safety Code Section 17021.6 precludes a local government from requiring a conditional use permit, zoning variance, and/or other zoning clearance for certain agriculture housing.

Therefore, the City must update the Zoning Ordinance to permit employee housing by right in those four residential zones pursuant to the requirements of Health & Safety Code Section 17021.6.

b. Services Addressing the Needs of Farmworkers

Farmworker housing is not located within the City of Canyon Lake.

Farmworker housing is predominantly located in the Coachella Valley sub-region of Riverside County. For example, in the City of Indio the following farmworker housing developments are located: Desert Gardens Apartments, Fred Young Farm Labor Camp, and Horizons at Indio. In Coachella the following farmworker housing developments are located: Las Casas Apartments, Casa Grande, Fuente de Paz Apartments, and Las Flores Family Apartments.

6. Female Householders**a. Housing Needs**

By way of background, householders are classified by type according to the sex of the householder and the presence of relatives.

The County of Riverside Commission for Women **has determined that there is a “need for additional in-home care options and affordable assisted living facilities as the population of seniors grows.” (Annual Report, 2015-2016, page 3)** Additional housing needs often experienced by female householders includes:

- Affordable housing
- Assistance in locating housing or in securing shared housing
- Access to housing which accommodates children
- Access to housing which is designed for security and convenience
- Access to housing near parks and open space to serve the needs of female householders with children.

In 2017, 860 female householders lived in Canyon Lake: 359 were a family householder and 501 were a nonfamily householder of which 418 lived alone and 83 lived with others.

A family householder is a householder living with one or more people related to her by birth, marriage, or adoption. The householder and all of the people in the household related to her are family members. A nonfamily householder is a householder living alone or with nonrelatives only.

Forty percent (342/860) of all female householders were 65 years of age or older.

Female householders comprise 21% of all householders (860/4055).

b. Services Addressing the Needs of Female Householders

The City has prepared a Directory of Housing and Social Services. The Directory lists the services described on the next page.

1. Child Care Services

The Canyon Lake Community Church Preschool (age 2-5 years) is located outside the gated part of Canyon Lake at 30515 Railroad Canyon Road. The preschool's capacity is 49 children.

The City of Menifee has six pre-schools with a combined capacity of 331 children.

The City of Lake Elsinore has 11 pre-schools with a combined capacity of 601 children.

There are no school age (ages 5-17 years) child care centers located in Canyon Lake.

A total of 11 school age child care centers are located in Menifee and Lake Elsinore with a combined capacity of 730 children.

2. Riverside County Department of Public Social Services (DPSS)

The DPSS child care programs provide child care payments to a variety of eligible families. From working CalWORKs recipients to parents of children receiving protective services, the child care programs offer families prompt and accurate access to help with child care expenses. All child care funds are paid on behalf of the customer directly to the provider of their choice.

3. Child Care Resource & Referral

This state and federally funded program assists parents in Riverside County with finding licensed child care near their home, work, or **child's school**. The **computerized, geographically** based program lists over 2,800 licensed centers and family child care homes. The Online Referral System requests the following family and children information:

- Location: near home, near work/school, near **child/children's school**
- Preferred provider type: family child care home, child care center, or other

4. County of Riverside Commission for Women

The Commission is located in downtown Riverside. Among the Commission's purposes are: 1) to identify issues, concerns and needs affecting women and 2) refer individuals to appropriate services, organizations, and resources. It also recommends policies and procedures to the County Board of Supervisors.

7. Families and Persons in Need of Emergency Shelter

a. Unsheltered Homeless

Unsheltered homeless are defined as those who reside in places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, or on the street.

The 2019 Riverside County Homeless Point in Time (PIT) Count identified a total of 2,045 unsheltered homeless adults and children. The City of Riverside had the largest number of **unsheltered homeless persons and highest percentage of the County's unsheltered homeless persons: 439 and 21.5%.**

The PIT Counts conducted in 2015, 2016, 2017, 2018 and 2019 have reported zero (0) unsheltered homeless persons in Canyon Lake. In 2019, Eastvale had zero homeless and Indian Wells had two unsheltered homeless.

b. Emergency Shelter Zoning and Capacity Estimate**1. City of Canyon Lake**

As previously noted, the PIT counts conducted in the past five years all have reported zero (0) homeless in Canyon Lake. The C-1 Zone permits emergency shelters with up to five beds by right and emergency shelters with six or more beds with approval of a Conditional Use Permit (CUP). The information described below demonstrates there is sufficient space in the C-1 Zoned land to accommodate an emergency shelter.

The acreage of the three areas zoned C-1 is:

- .82 ac
- 2.09 ac
- 23.8 ac (Towne Center)

These three areas are located outside the gated portion of Canyon Lake.

Turnover, vacancies, and the sale of commercial space and buildings are a recurring process **within the City's commercial areas, as demonstrated by the issuance of new business license** applications. In early August 2019, there were at least five vacant spaces in C-1 Zoned areas:

- 1 vacant space @ 120 SF
- 3 vacant spaces @ 160 SF
- 1 vacant @ 1,944 SF

There was at least one commercial building for sale. It contains 7,176 square feet.

In addition, the 34-room Rodeway Inn and Suites is located within the Towne Center. As the City does not restrict stays to 30 days or less, the motel could also provide emergency shelter to homeless persons for a period of six months.

2. Riverside County Emergency Shelters

There are 14 emergency shelters with a total of 879 beds located in Riverside County. Of the 879 beds available –

- 305 beds are for families with children
- 380 beds are for households without children
- 37 beds are only for children
- 120 beds in two shelters are for domestic violence victims
- 37 beds are in shelters for youth

Homeless service providers continually work toward linking homeless individuals and families to existing mainstream benefits. The Continuum of Care (CoC) Collaborative Applicant (Department of Public Social Services [DPSS]) provides assistance for the County including Temporary Assistance to Needy Families (TANF), MediCal, and Food Stamps (CalFRESH).

Three CoC agencies also receive Supportive Services for Veteran Families (SSVF) grants to partner with the Housing Authority of the County of Riverside to increase the number of vets who will receive VA benefits and other services.

The City has prepared a Directory of Housing and Social Services. The Directory lists the homeless shelters located in nearest proximity to Canyon Lake: Path of Life Community Shelter, Path of Life Ministries Family Shelter and I Care Shelter Home all of which are located in the City of Riverside.

F. PROJECTED HOUSING NEEDS

1. Population Trends and Projections

During the 10 year period between the April 2000 Census and April 2010 Census, the City's population grew by 609 persons or 6.1%. The annual average population gain was 61 persons. Table A-16 shows the population growth trends between 2010 and 2019. During the nine-year period, 724 persons were added to the City's population, according to the DOF. The annual average population gain was 80 persons.

The City's projected population depends on the construction of new housing units and a decrease in the number of vacant housing units. An average population gain of 80 persons would mean that Canyon Lake's population would be almost 12,100 persons by 2029.

**Table A-16
City of Canyon Lake
Population Growth Trends: 2010-2019**

Year	Total Population	Annual Increase	Total Increase
2010	10,561		
2011	10,661	100	100
2012	10,771	110	210
2013	10,807	36	246
2014	10,873	66	312
2015	10,953	80	392
2016	11,021	68	460
2017	11,138	117	577
2018	11,213	75	652
2019	11,285	72	724

Source: Census 2010 (April 1st) and January 1st population estimates for years 2011-2019 prepared by the State Department of Finance, Demographic Research Unit Population Estimate

2. Employment Trends and Projections

In 2017, 1,856 jobs were located in Canyon Lake. In the 10-year period from 2007 to 2017, there has been an increase of 580 jobs, which is a 45% increase. Construction is the job sector with the largest numerical increase, followed by retail. Refer to Table A-17.

By way of background, total jobs include wage and salary jobs and jobs held by business owners and self-employed persons. The total job count does not include unpaid volunteers or family workers, and private household workers.

In the immediate future of three to five years jobs growth will depend on the occupancy of retail and office space in the Towne Center and an increase in people working at home. In 2017, 258 workers worked at home.

**Table A-17
City of Canyon Lake
Jobs by Sector: 2015 and 2017**

Job Sector	2007		2017		Net Change
	Number	Percent	Number	Percent	
Public	11	0.9%	17	0.9%	6
Wholesale	19	1.5%	48	2.6%	29
Manufacturing	20	1.6%	33	1.8%	13
Transportation	24	1.9%	84	4.5%	60
Information	29	2.3%	84	4.5%	55
Other ¹	92	7.2%	156	8.4%	64
Leisure	97	7.6%	173	9.3%	76
Retail	134	10.5%	243	13.1%	109
Construction	154	12.1%	306	16.5%	152
Education	167	13.1%	152	8.2%	-15
Finance	221	17.3%	228	12.3%	7
Professional ²	308	24.0%	332	17.9%	24
Total	1,276	100.0%	1,856	100.0%	580

¹0.1% was added to Other so 2015 total = 100%

²0.1% was added to Professional so 2017 total =100%

Source: Southern California Association of Governments, City of Canyon Lake Local Profile Report, May 2019, pages 24 and 27

3. Share of Regional Housing Needs

Canyon Lake’s share of the regional housing need is determined by SCAG. The SCAG “region” encompasses the counties of Ventura, Los Angeles, Orange, Riverside, San Bernardino and Imperial. On November 12, 2012, HCD approved SCAG’s *Regional Housing Needs Allocation Plan*, a plan that allocated the region’s need of 412,000 new housing units to the unincorporated area of each county and to each of the cities located in the region.

The major component of each jurisdiction’s share of the regional need is household growth, which refers to the increase in the number of households (i.e., occupied housing units) which was projected for the period from January 1, 2014 to October 1, 2021.

Two additional components were added to household growth: a vacancy allowance and a replacement need.

The vacancy allowance is an allowance (unit increase) which is made to facilitate availability and mobility among owner and renter units.

The replacement allowance is the need to replace housing units lost from the housing stock.

According to SCAG’s regional housing need determination:

For this RHNA cycle (2014-**2021**) **only...a new 1-time** adjustment was made to account for unprecedented high vacancies in the existing stock, due to unusual conditions including high foreclosures and recession uncertainties.

Canyon Lake’s share of the regional housing need was calculated as follows:

- Household Growth +141
- Vacancy Allowance +3
- Replacement Allowance +0
- Vacancy Credit -61
- Housing Need 83

Table A- 18 shows how the need for 83 housing units is allocated to five income groups.

**Table A-18
City of Canyon Lake
Share of Regional Housing Needs
January 1, 2014 – September 30, 2021**

Income Group	Number	Percent
Extremely Low	10	12.0%
Very Low	11	13.2%
Low	14	16.9%
Moderate	16	19.3%
Above Moderate	32	38.6%
Total:	83	100.0%

Source: Southern California Association of Governments, *5th Cycle Regional Housing Needs Assessment Final Allocation Plan, 1/1/2014 – 10/1/2021*, adopted by Regional Council on October 4, 2012 and approved by HCD on November 26, 2012

Attachment A
Inland Regional Center: Common Services

Service Offered by Regional Center	Service Description	Ages 0-3	Children's Services	Adult Services
Adult Day Centers/Programs	<p>There are several options for Adult Consumers to go to during the day. In these programs, Adult Consumers learn new skills, socialize, and have their care needs met. Some of these programs may specialize in various care needs such as:</p> <ul style="list-style-type: none"> • Community Integration • Creative Arts • Health Care Needs 			✓
Behavior Management Services *	Services that provide a variety of health care professionals to address behavioral challenges in various settings.	✓	✓	✓
Client/Parent/Support Behavior Intervention Training	Services to train the Consumer's support system that assists the Consumer to improve his/her behavior.	✓	✓	✓
Crisis Team – Evaluation and Behavioral Intervention	Crisis support teams who can mobilize in the community when a Consumer is in short-term behavioral crisis.		✓	✓
Durable Medical Equipment *	<p>Special medical equipment and medical related supplies for Consumers' medical care needs. These products may include the following:</p> <ul style="list-style-type: none"> • Diapers • Eyewear and hearing supplies • Mobility equipment such as walkers and wheelchairs • Nutritional supplies • Orthotics and prosthetics • Positioning and adaptive equipment 	✓	✓	✓
Early Start Therapeutic Services	Services focused on the therapeutic needs of children ages 0-3 years.	✓		
Employment Programs	<p>There are several services that focus in the areas of helping adult Consumers obtain employment. There are various levels of supports to meet a Consumer's employment needs. Some of the employment services may include the following:</p> <ul style="list-style-type: none"> • Day programs that offer employment and training • Group-Focused Employment Services • Individualized Employment Services 			✓
Family Home Agency	Certified family homes where Consumers reside. The family helps Consumers with day-to-day care needs and includes them in family activities.			✓

Service Offered by Regional Center	Service Description	Ages 0-3	Children's Services	Adult Services
Health Care Facilities	Facilities that provide skilled nursing services and inpatient care to Consumers who would not be able to live on their own or in a care home due to the severity of their care needs.	✓	✓	✓
Housing Support Services	Services may be provided to Consumers to assist them with living on their own. Some of these services may include: <ul style="list-style-type: none"> • Accessibility Services • Payee Services • Parenting Support Services 		✓	✓
Increase Community Access	Regional centers can help Consumers become independent by learning how to drive or help with modifying vehicles to fit their needs. Some of these services may include: <ul style="list-style-type: none"> • Vehicle Modification 		✓	✓
Independent Living Services	Functional skills training for Adult Consumers to acquire or maintain skills to live independently in his or her own home. Services may be provided in the home of a parent, family member, or other person.			✓
Infant Development Services *	Services designed to aid in the developmental needs of children ages 0-3 years.	✓		
Mobility Training	Services to help Consumers learn to use public transportation in their community. This can help increase independence in the community.			✓
Out-of-Home Respite Services	Services that provide a break to the family or caregiver from the daily care needs of a Consumer. This respite occurs outside of the family home.		✓	✓
Pharmaceutical Services *	Services that allow regional centers to purchase medications for Consumers when they are unable to access health care insurance.	✓	✓	✓
Residential Care Homes	Care homes that provide a safe place for Consumers to live. They are licensed homes that have 24-hour support staff. There are several different kinds of care homes that support the unique needs of each Consumer. Some of these homes may include: <ul style="list-style-type: none"> • Behavioral care needs • Children and Adult care homes • Elder care needs • Medical care needs 	✓	✓	✓

Service Offered by Regional Center	Service Description	Ages 0-3	Children's Services	Adult Services
Respite Services – In-Home	Services provided in the family home that enable a caregiver or family member to take a break from the daily care needs of the Consumer.		✓	✓
Self-Determination	Program options for child and adult Consumers that provide freedom, control, and responsibility in choosing services and supports to help meet their needs.		✓	✓
Specialized Transportation	Regional centers offer a variety of options to help Consumers access the community when they are unable to do so on their own. Some of these options may include: <ul style="list-style-type: none"> • Family member paid transportation • Non-medical transportation • Public transportation, such as a city bus 	✓	✓	✓
Supplemental Program Supports	Additional staff that are added to a Consumer's support system when they are in crisis or need additional supports to continue using the services they are receiving. These services are typically in place temporarily until the Consumer is no longer in need. These supports may be used in the following areas: <ul style="list-style-type: none"> • Community • Day Program • Residential 		✓	✓
Supported Living Services	Services provided to Consumers who live on their own who may need up to 24-hour support.			✓
Therapies *	Regional centers can provide therapies specific to Consumers' specialized needs. These therapies may include: <ul style="list-style-type: none"> • Occupational Therapy • Physical Therapy • Speech Therapy 	✓	✓	✓
Translator/Interpreter Services	Services to help Consumers and their families communicate when they speak a language other than English.	✓	✓	✓



Appendix B
Sites Inventory and Analysis

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A. INVENTORY OF LAND SUITABLE AND AVAILABLE FOR RESIDENTIAL DEVELOPMENT

In Government Code Section 65580(f) the California legislature finds and declares that -

Designating and maintaining a supply of land and adequate sites suitable, feasible, and available for the development of housing sufficient to meet the locality's housing need for all income levels is essential to achieving the state's housing goals

The requirements of an inventory of land are explained in more detail in Government Code Section 65582.1(a)(3):

An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the **planning period to meet the locality's housing need** for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites.

Government Code 65583.2(a) requires the inventory of land suitable for residential development to identify sites that can be developed for housing within the planning period (i.e., 2013-2021) and that are sufficient to provide for the **jurisdiction's** share of the regional housing need for all income levels.

B. SITES TO ACCOMMODATE THE ABOVE MODERATE INCOME HOUSING NEED ALLOCATION OF 32 HOUSING UNITS

Table B-1 shows the number of housing units constructed between January 1, 2014 (the start of the RHNA period) and December 31, 2018. During this five-year period, 47 housing units were constructed: 46 single-family homes and one mobile home.

The above moderate income housing need has been met by the construction of 32 housing units. This number of *above moderate income* housing units excludes 15 of the 47 total housing units constructed that were sold at prices affordable to *moderate income* households.

All of the constructed sites and vacant single family lots are located within developed areas of Canyon Lake where roads as well as water, sewer, natural gas and electrical grids have been established. Consequently, infrastructure already is already available for these sites/lots.

There are two water agencies that serve Canyon Lake: the Elsinore Valley Municipal Water District (EVMWD) and Eastern Municipal Water District (EMWD). A few hundred homes on the north east side of the city, primarily north of Canyon Lake Drive and approximately east of Mayflower Drive, are served by the EMWD.

According to the *2015 Urban Water Management Plan Final Report* (June 2016):

It is the stated goal of EVMWD to 'provide reliable, cost-effective, high quality water and wastewater services that are dedicated to the people we serve'. Based on conservative water supply and demand assumptions over the next 20 years in combination with conservation of non-essential demand during certain dry years, the Plan successfully achieves this goal.

**Table B-1
City of Canyon Lake
Housing Units Constructed
Between January 1, 2014 and December 31, 2018**

Year	Units Constructed
2014	11
2015	11
2016	6
2017	5
2018	14
Total	47

Sources: State of California, Department of Finance, *E-5 Population and Housing Estimates for Cities, Counties and the State – January 1, 2011-2018*.
City of Canyon Lake, Housing Unit Change Form, 1/1/18-12/31/18

Current regulations of the EVMWD require developers of new development projects within its planning area to provide required on-site water and sewer infrastructure and to pay a water and sewer system connection fee. Developers pay the connection fees after they have received the Service Commitment Letter from the District.

The City and Property Owners Association (POA) coordinate with dry utility providers, including electric, gas, telephone, and cable, during project entitlement and building permit process. Electricity is provided by Southern California Edison while natural gas is provided by Southern California Gas Company. Internet service is available from AT&T (DSL & fiber); Frontier (fiber); Spectrum (cable); Mediacom (cable); and Viaset (satellite).

Additional vacant sites/lots accommodating the above moderate income housing need are identified in Attachments A and B.

Attachment A lists by assessor parcel number and lot size 126 vacant lots with a General Plan designation of Low Density and a zoning designation of R-1.

Attachment B lists by assessor parcel number and lot size five vacant lots with a General Plan designation of Very Low Density and Zoning of E-R-2-1/2.

Exhibit 1 (General Plan) and Exhibit 2 (Zoning) show the R-1 and E-R 2-1/2 sites/lots.

**C. SITES TO ACCOMMODATE THE MODERATE INCOME HOUSING NEED
ALLOCATION OF 16 HOUSING UNITS**

Between January 1, 2014 and December 31, 2018, 15 housing units that were constructed during that time span were sold at prices affordable to moderate income households.

Sales prices are known for 33 of the 46 single-family dwellings built between January 1, 2014 and December 31, 2018. To determine affordability, information in addition to sales prices was determined: down payments, loan amounts, interest rates, homeowner’s insurance premium payments, property taxes, and homeowner’s association fees.

Table B-2 shows that 10 homes had monthly payments affordable to 3- and 4-person moderate income households. The annual household incomes required to make the monthly payments ranged from a low of \$64,046 to a high of \$78,420. The required annual household incomes fall within the ranges of the 3- and 4-person moderate income limits established for the years 2014 through 2018. Refer to Table B-3.

**Table B-2
City of Canyon Lake
Moderate Income Housing Units
Built and Sold Between January 1, 2014 to December 31, 2018**

Sources: As noted below:

Bdrms.	Price¹	Loan Amount²	Monthly Pmt³	Hazard Ins.⁴	Property Taxes⁵	HOA Dues⁶	Total Payment	Monthly Income Required⁷	Annual Income
3	\$460,000	\$250,000	\$1,192.10	\$125	\$407.08	\$245	\$1,969.18	\$5,626	\$67,5127
3	\$332,771	\$266,217	\$1,269.42	\$125	\$233.59	\$245	\$1,868.01	\$5,337	\$64,046
5	\$347,000	\$277,600	\$1,352.66	\$125	\$300.68	\$245	\$2,023.33	\$5,781	\$69,372
3	\$377,500	\$275,000	\$1,339.99	\$125	\$329.40	\$245	\$2,039.38	\$5,827	\$69,924
4	\$358,000	\$304,300	\$1,392.05	\$125	\$311.03	\$245	\$2,073.08	\$5,923	\$71,077
4	\$369,000	\$295,200	\$1,383.92	\$125	\$321.39	\$245	\$2,075.31	\$5,930	\$71,160
3	\$430,000	\$300,000	\$1,406.42	\$125	\$378.83	\$245	\$2,155.26	\$6,158	\$73,896
4	\$415,000	\$332,000	\$1,518.77	\$125	\$364.71	\$245	\$2,253.47	\$6,440	\$77,280
5	\$339,900	\$332,859	\$1,621.91	\$125	\$293.14	\$245	\$2,285.06	\$6,529	\$78,348
4	\$444,500	\$333,300	\$1,524.71	\$125	\$392.49	\$245	\$2,287.20	\$6,535	\$78,420

¹ Sales prices were obtained from assessor information through Realist and the Pacific West Association of Realtors Multiple Listing Service (MLS). In one case, the sales price was determined as the median between the assessed value (lower) and Zillow estimate (higher).

² Based on actual down payment when known; if unknown, a 20% down payment was applied.

³ Based on the interest rates prevailing in the year of sale based on Freddie Mac historical interest rates. 30-year loan term is assumed.

⁴ Homeowners insurance assumed to be \$125 per month.

⁵ Based on property tax rate and other assessments per the County of Riverside, Office of the Treasurer-Tax Collector

⁶ Homeowners Association fee based on sales data obtained from the MLS.

⁷ Based on a house payment to monthly income ratio of .35. Only one of the homes sold since January 1, 2014 involved FHA financing. Fannie Mae has a debt to income ratio (DTIR) of 45% on conventional loans to get an approved/eligible decision per the Automated Underwriting System. Freddie Mac can go up to a 50% DTIR. Thus, 35% of income can be allocated to housing expenses and 10% to 15% for installment debt.

**Table B-3
County of Riverside
Moderate Income Limits by Household Size and Year**

Year	Number of Persons in Household		
	3 Persons	4 Persons	5 Persons
2014	\$70,200	\$78,000	\$84,250
2015	\$70,200	\$78,000	\$84,250
2016	\$70,200	\$78,000	\$84,250
2017	\$70,200	\$78,000	\$84,250
2018	\$71,050	\$78,950	\$85,250

Source: California Department of Housing and Community Development, Income Limits for Years 2014, 2015, 2016, 2017 and 2018

Thus, 10 of 33 homes (or 30%) of the 33 homes for which sales prices are known were affordable to moderate income households. The 30% figure was applied to the total of 46 single family homes sold to derive an estimate of 14 homes having been built after January 1, 2014 and sold at prices affordable to moderate income households.

In addition, one mobile home was constructed. The term of the loan and interest rate for the mobile home was not known and, therefore, it was allocated to the moderate income category instead of the lower income category.

In summary, 15 new housing units accommodated the moderate income housing need.

Additional vacant sites/lots accommodating the moderate income housing need are identified in Attachment A. This attachment lists by assessor parcel number 95 vacant R-1 lots.

Exhibit 1 (General Plan) and Exhibit 2 (Zoning) show the R-1 zoned sites/lots.

As of March 2019, there were 16 active listings of vacant R-1 lots for sale at prices of \$50,000 or less. Lots at these costs will facilitate the development of new housing at prices affordable to moderate income households.

The availability and accessibility to water and sewer infrastructure and access to dry utilities for moderate income sites is the same as for above moderate income housing sites.

**D. SITES TO ACCOMMODATE THE LOWER INCOME HOUSING NEED
ALLOCATION OF 35 HOUSING UNITS**

The lower income housing need allocated to the City is 35 housing units. The Canyon Lake Village Overlay Zone (Chapter 9.20 of the Zoning Ordinance) was designed to meet this need and has been applied to the area encompassed by the three contiguous assessor parcels shown on Exhibit B-1: 354-030-024, 354-030-026, and 354-030-037. The three parcels are owned by one entity.

1. Assessor Parcel 354-030-026

Assessor parcel 354-030-026 is the site identified as accommodating the lower income housing need of 35 housing units. This site is one of the three parcels previously included by the City in the 2008-2014 certified Housing Element. It is 9.18 acres in size and vacant.

2. Location

The site is located outside the gated portion of Canyon Lake and is not subject to the CC&Rs of the Canyon Lake Property Owners Association.

By way of background, Canyon Lake was formed by a dam that was built in 1927. Rain water coming from the San Jacinto Mountains and surrounding valleys supplied the lake with rain water until 1955, when an agreement between the Elsinore Valley Municipal Water District and Temescal Water Company brought a more stable supply to the reservoir.

In 1968, Corona Land Company began the development of Canyon Lake. In December 1990, Canyon Lake became an incorporated city, and, according to the POA website, all of the areas outside the gates are under the jurisdiction of the City Council.

The site is located in the southwestern portion of the City between Canyon Lake Golf Club and Railroad Canyon Dam. The site is bounded by single-family residences to the east and vacant land to the north, west and south.

3. General Plan and Zoning Designations

The current General Plan and Zoning designations are noted below:

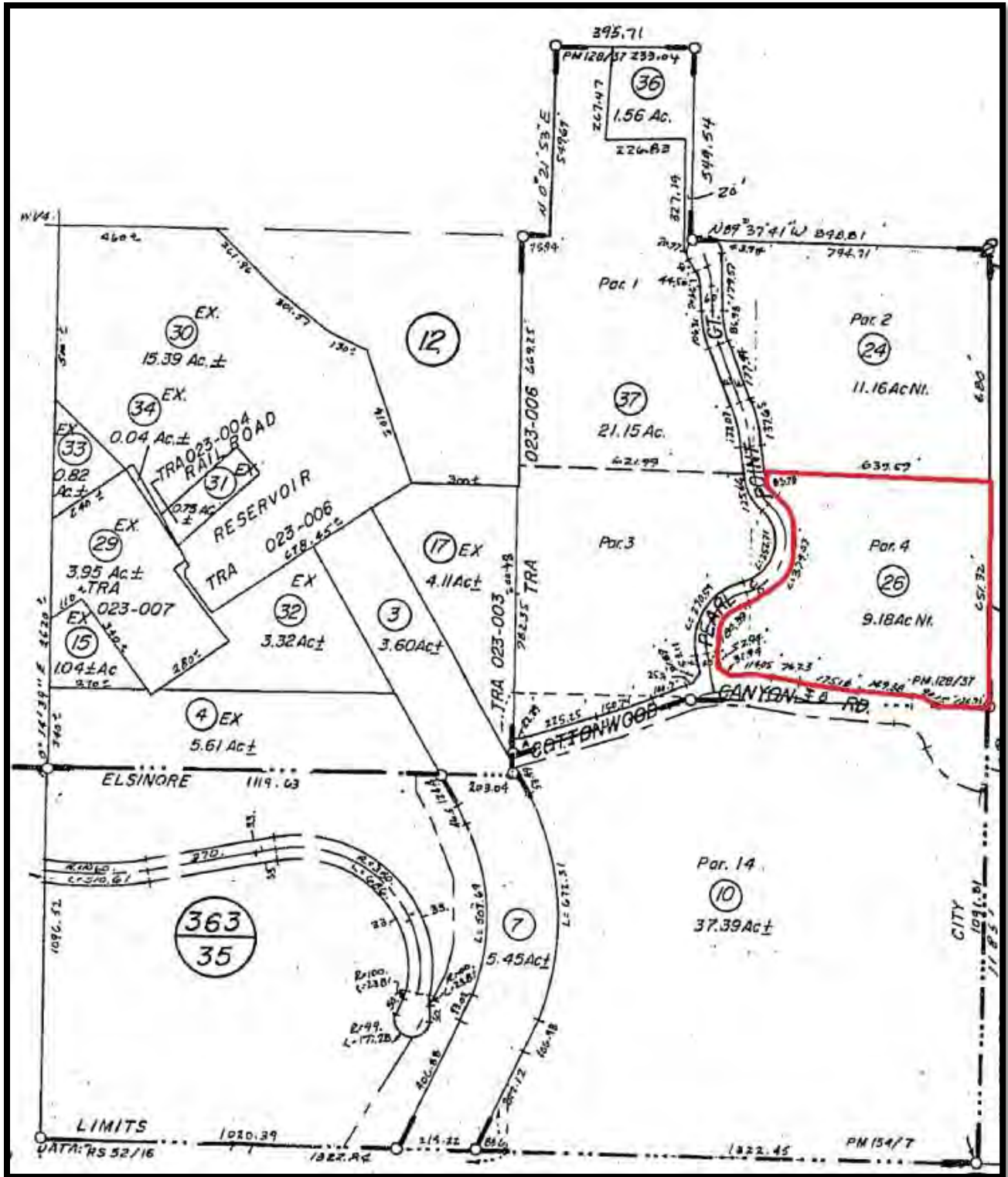
- General Plan Designation: Mixed Use (refer to map on page B-14)
- Zoning: SP Zone Specific Plan (refer to map on page B-15)

The General Plan was amended in 2009 to provide for Mixed Use Development. According to the General Plan Land Use Element:

The purpose of the Mixed Use designation is to establish a mix of commercial and residential uses.

The City Council approved the Mixed Use Zone on March 4, 2020.

Exhibit B-1
Assessor Parcel Locations and Boundaries



Lands designated Mixed Use permit up to 24 dwelling units per acre with City Council approval of a Specific Plan. A Specific Plan must include the following information:

- The distribution, location, and extent of the uses of land
- The nature and scope of essential facilities such as transportation, sewage, water, drainage, solid waste disposal, and energy
- Development standards and criteria
- Standards and plans for the conservation, development and utilization of natural resources
- Implementation measures
- Relationship of the Specific Plan to the General Plan

Prior to the transmittal of the Specific Plan to the City Council, the City Planner may request additional information from the applicant.

4. Housing Capacity

The Canyon Lake Village Overlay Zone requires that a maximum of 10 acres of land within the three parcels listed in the first paragraph below C shall be available to be developed for multi-family housing at a density of 20-24 dwelling units per acre.

The 2013-2021 Housing Element includes a policy that the 10 acre requirement shall be **allocated in proportion to each parcel’s share of the total 31.98 acres encompassed by the three assessor parcels:**

Assessor Parcel	354-030-026	9.18 acres	28.7%	2.9 acres
Assessor Parcel	354-030-024	11.16 acres	34.9%	3.5 acres
Assessor Parcel	354-030-037	<u>11.64 acres</u>	<u>36.4%</u>	<u>3.6 acres</u>
		31.98 acres	100.0%	10.0 acres

Assessor parcel 354-030-026 is 9.18 acres in size and 2.9 acres is its proportionate share (28.7%) of the requirement of 10 acres being designated at a density of 20-24 housing units per acre. The capacity of the site is 59 housing units.

5. Permitted Residential Land Uses

The Canyon Lake Village Overlay Zone provides for “a variety of multifamily housing types and a diverse housing unit mix” including:

- SRO/efficiency units
- One-bedroom units
- Two-bedroom units
- Three-bedroom units
- Four-bedroom units
- Housing units accommodating the needs of senior and disabled households
- Transitional Housing
- Supportive Housing
- Employee Housing

Program #16 – Zoning Ordinance Amendments Program – will include additional residential uses and requirements such as supportive housing by right pursuant to AB 2162.

6. Access

Access to the site – assessor parcel 354-030-026 – is from the existing Sparkle Drive to the future Pearl Point Court roadway. There is a 60 foot easement for road purposes, as noted on Tract 3831, from the end of Sparkle Drive to Pearl Point Court.

7. Availability of Infrastructure

EVMWD Engineering Manager Matthew Bates provided the City Planner on June 5, 2019 with a map showing the water and sewer lines proximate to the site identified as assessor parcel number 354-030-026. **An 8” ACP water line is located immediately adjacent to the eastern boundary of this site/assessor parcel. There also is an 8” water line at the end of Sparkle Drive. In the engineer’s opinion a loop system can be created which would extend along the future Pearl Point Court roadway to connect both 8” lines.**

Immediately adjacent to the southern boundary and on a portion of assessor parcel number 354-030-026 **there is a PVC sewer line that transitions from 10” to 16” and is parallel to the future Cottonwood Canyon Road.**

As noted staff met with the EVMWD Engineering Department and discussed the potential development of the site. Plans would need to be prepared and submitted to EVMWD, but infrastructure is available for future development.

8. Dry Utilities

The City coordinates with dry utility providers, including electric, gas, telephone, and cable, during project entitlement and building permit process. Electricity is provided by Southern California Edison while natural gas is provided by Southern California Gas Company. Internet service is available from AT&T (DSL & fiber); Frontier (fiber); Spectrum (cable); Mediacom (cable); and Viasat (satellite).

9. Environmental Conditions

The site is not flat and will require cut and fill grading.

The site is subject to the Chapter 9.15 Hillside and Ridgeline Development regulations which **were adopted in 2009. Among the purposes of Chapter 9.15 are to “provide guidelines and standards in visually sensitive areas to minimize the adverse impacts of grading.”**

Applications for projects subject to the hillside and ridgeline regulations must include information such as: conceptual grading plan and drainage plan including a separate map with proposed fill areas and cut areas; existing and proposed circulation and drainage improvements; slope analysis map; and a geotechnical report. A Hillside and Ridgeline Development Application must be submitted for City review and approval. The application is reviewed by the City Planner in consultation with the Building Official and City Engineer. The City Planner is authorized to render decisions on the application unless the permit application is made in conjunction with another application which requires City Council approval.

Special hillside design techniques are recommended by the Hillside and Ridgeline Development regulations including, but not limited, to variable setbacks, variable structural techniques, and clustering. Additionally, the requirement for a Specific Plan allows for a creative development

design and establishment of site specific design standards, such as clustering of housing and parking areas in single or multiple portions of the property, while maintaining the overall hillside landform of the property.

The development of 59 housing units on the 2.9 acre site can be accomplished because both the hillside and ridgeline regulations and the Specific Plan process permit, among other development and design techniques, the clustering of the 59 housing units on a portion of the site.

A variance application for a single family residence was filed in 2017 for property subject to the Hillside and Ridgeline Development regulations. No action was taken on the proposal. Therefore, there is no knowledge on the time it will take to process an application.

The site is located in FEMA Zone X, which is an “area of minimal flood hazard.”

Canyon Lake and Lake Elsinore are located within the Elsinore Area Plan segment of the Western Riverside County Multiple Species Habitat Plan. The target acreage range within the City of Canyon Lake is 30 - 50 acres. The target acreage range within the City of Lake Elsinore is 4,830 - 7,870 acres.

Source: Western Riverside County Multiple Species Habitat Conservation Plan, Section 3.3.3, Elsinore Area Plan, Target Acreages

The Habitat Conservation Summary Map as of October 2017 shows that the subject site is not located within a target conservation area that the Western Riverside County Regional Housing Authority will acquire over the next 25 years.

The subject site is not impacted by environmental constraints such as flood zones; wetlands, contamination, and Williamson Act land or easements.

10. Dam Inundation

Canyon Lake, sometimes referenced as Railroad Canyon Reservoir, is a reservoir created in 1928 by the construction of the Railroad Canyon Dam. The reservoir covers approximately 525 acres, has 14.9 miles of shoreline, and has a storage capacity of 11,586 acre-feet. It is owned and operated by the Elsinore Valley Municipal Water District.

Dam failure would not impact the subject site as it located east and north of the dam. In the event of a collapse, the water would flow into the San Jacinto River channel and flow down to Lake Elsinore.

The Canyon Lake Safety Element describes potential impacts from dam inundation caused by failures of the Perris Dam and Diamond Valley Dams. However, the mapping is too generalized to determine if the subject site is located within a dam inundation area. However, several areas in the City, particularly, the northern portions, are located within a dam inundation area.

A catastrophic event such as a major earthquake could damage the Perris Dam located in the City of Perris and the Diamond Valley Lake Dams located in the City of Hemet. The Perris Dam is located 12.4 miles from the subject site. The Diamond Valley Lake Dams are located 11.7 miles from the subject site.

The California Department of Water Resources does not have on its website dam inundation maps for these two dams. The Safety Elements of each city have delineated the potential dam inundation areas.

The Perris Dam, which was constructed from 1970 to 1974, was identified as a high priority state-owned dam due to its proximity to nearby faults and large downstream communities.

Earthquakes pose some of the highest risks to dams in California.

In April 2018, the California Department of Water Resources (DWR) completed a major retrofit to Perris Dam as part of a statewide effort to reduce seismic risks to dams. Upgrades to the 130-foot tall, earthen dam included strengthening roughly 800,000 cubic yards of foundation material by mixing cement with soil and reinforcing it with a 1.4 million-cubic-yard earthen stability berm placed on the downstream side of the dam. The dam upgrades were designed to withstand a magnitude 7.5 earthquake.

The dam remediation is one of three major projects to improve seismic stability and enhance public safety in the Perris Dam Remediation Program. Other projects include:

- Outlet Tower Improvements, with completion planned for 2021
- Emergency Release Facility (ERF) Project, with completion planned for 2023.

The ERF project provides improvements downstream of the reservoir that would direct the flow of water in an emergency requiring the dewatering of the reservoir. Flows would be directed through a series of berms and lined and unlined channels that would ultimately terminate at the Riverside County Flood **Control and Water Conservation District's Perris Valley Channel**. The Outlet Tower and ERF projects enhance the safety of the dam for other risks in addition to that posed by earthquakes.

The Hemet Safety Element examined the dam inundation areas of three dams: East Dam of Diamond Valley Lake; West Dam of Diamond Valley Lake; and the Saddle Dam of Diamond Valley Lake. The collapse of the East Dam would inundate western Hemet and portions of San Jacinto and Winchester. The collapse of the Saddle Dam would inundate the southwestern part of Hemet and Winchester. The Western Dam would inundate a small portion of Hemet and an area south and west of Hemet.

Because the Perris dam inundation map does not extend beyond the City limits and it is unclear what is included in the **“area south and west of Hemet,” the Menifee Safety Element** was reviewed. The dam inundation maps of the Perris Dam and Diamond Valley indicate that the subject site is either not within or only a small portion is within the dam inundation areas.

Development has not been precluded in the other areas of Canyon Lake that are located within the dam inundation areas. The City has in place evacuation routes and disaster preparedness measures that will help to mitigate potential adverse impacts associated with flooding and inundation hazards.

E. DESCRIPTIONS OF ENVIRONMENTAL CONSTRAINTS**1. Guidelines**

Section 65583.2 (b)(4) states that the inventory of sites shall include:

A general description of any environmental constraints to the development of housing within the jurisdiction, the documentation of which has been made available to the jurisdiction. This information need not be identified on a site-specific basis.

The analysis of environmental conditions indicates that there are no constraints to development of the sites identified by the Sites Inventory and Analysis. There are no known constraints that would reduce the housing capacity identified for each site listed in the Sites Inventory and Analysis.

The source for the analysis of environmental conditions is: City of Canyon Lake, *Canyon Lake's General Plan Safety and Housing Element Update – Initial Study and Negative Declaration*, March 2012, 64 pages

The term planning area in the following narrative refers to the City of Canyon Lake boundaries.

2. Hillside Development

Chapter 9.15 Hillside and Ridgeline Development regulations were adopted in 2009. Among the purposes of Chapter 9.15 are to “provide guidelines and standards in visually sensitive areas to minimize the adverse impacts of grading.”

Applications for projects subject to the hillside and ridgeline regulations must include information such as: conceptual grading plan and drainage plan including a separate map with proposed fill areas and cut areas; existing and proposed circulation and drainage improvements; slope analysis map; and a geotechnical report. A Hillside and Ridgeline Development Application must be submitted for City review and approval. The application is reviewed by the City Planner in consultation with the Building Official and City Engineer. The City Planner is authorized to render decisions on the application unless the permit application is made in conjunction with another application which requires City Council approval.

3. FEMA Flood Zones

According to the Federal Emergency Management Agency (FEMA), several parcels in the southeastern portions of Canyon Lake are within either a 100 or 500 year flood zone. However, the properties that are within these FEMA zones are already developed with single family residences and as a marina. The **2012 General Plan Safety Element** contains policies that address hazards related to flooding:

- Implementation Policy: SF-2.2 Mitigate flooding hazards of new development or expansion of existing projects within the FEMA 100- year/500-year Floodplain area.
- Implementation Policy: SF-2.3 Require new development within the 100 year flood plain or repeat flood properties as identified by FEMA to conduct hydrological studies, to assess the potential impacts the new development will have on the flooding and sedimentation potential of existing development down

grade and implement appropriate mitigation measures to reduce this impact to an acceptable level.

4. Dam Inundation

Refer to discussion on page B-9.

5. Seiches

No large water bodies are located within or near Canyon Lake that could cause a seiche. The **planning area's distance from the Pacific Ocean minimizes exposure to tidal wave hazards** resulting from offshore earthquakes. Canyon Lake is not subject to mudflows. Future residential development will not expose people or structures to the risk of loss, injury, or death involving inundation as a result of seiche, tsunami, or mudflow.

6. Geologic Hazards

The planning area is not located within the boundary of an Alquist-Priolo Fault Hazard Zone. No impacts due to fault rupture will occur.

The planning area is subject to strong seismic ground shaking, as are all projects located within **Southern California. According to the City's Safety Element, several** major faults pass within a 35-mile radius of Canyon Lake. These faults include the Elsinore, San Jacinto, and San Andreas faults. A major earthquake produced along any of these faults has the potential to produce strong ground shaking in the planning area. No active faults have been identified at the ground surface within the planning area. Nevertheless, compliance with current California Uniform Building Code seismic safety standards will provide protection against impacts from ground shaking.

Most of the planning area is susceptible to possible ground failure due to liquefaction hazards. Liquefaction is the loss of shear strength in surface soils, leading to ground failure. Ground shaking, coupled with groundwater tables that are close to the surface may result in liquefaction. Also, a few areas within the planning area are subject to earthquake-induced landslides because of steep slopes. The **2012 General Plan Safety Element Update** contains policies that address geologic hazards related to earthquakes, including liquefaction and landslides:

- Implementation Policy: SF-1.2 New habitable structures shall be designed and built in accordance with the most recent California Building Code.
- Implementation Policy: SF-1.6 Require liquefaction assessment studies for all projects proposed in areas identified as potentially susceptible to liquefaction.
- Implementation Policy: SF-1.10 Utilize hillside development standards which consider slope factors, soils instability and geotechnical issues.

7. Hazards/Contamination

Hazardous materials are used every day in industrial, commercial, medical, and residential applications. The primary concern associated with a hazardous materials release is the short-and/or long-term effect to the public from exposure to these substances. Canyon Lake does not have any businesses that generate, use or store hazardous materials that are identified in any

federal or state hazardous listing. Future housing development will not create, emit, transport or store hazardous materials in significant quantities.

According to the Environmental Protection Agency (EPA Cortese List), there are no Superfund sites, CERCLIS (Comprehensive Environmental Response, Compensation and Liability Act of 1980) sites, or TRI (Toxics Release Inventory) sites in Canyon Lake. Residential development will be approved in accordance with the provisions of the Zoning Ordinance, consistent with the General Plan and as permitted by the POA.

8. Farmlands/Williamson Act

Most of the planning area is designated Urban and Built-Up Land on the latest Farmland Mapping and Monitoring Program (FMMP) map for Riverside County. The Urban and Built-Up Land designation indicates areas that are occupied by residential, commercial, and industrial structures and buildings. There are a few properties within the planning area that are designated Other Land. The lake within the planning area is designated Water. This designation indicates a perennial water body of at least 40 acres. There is no prime farmland, unique farmland or farmland of Statewide Importance properties located in the planning area.

The planning area is predominately urbanized and developed with single family residences, commercial businesses, golf course and open space recreational areas. There is no existing agriculture zoning within the planning area. Riverside County is a participant in the Williamson Act; however, there are no Williamson Act contracts for the planning area or in the surrounding area. No conflict with any Williamson Act contract will occur.

Exhibit B-2

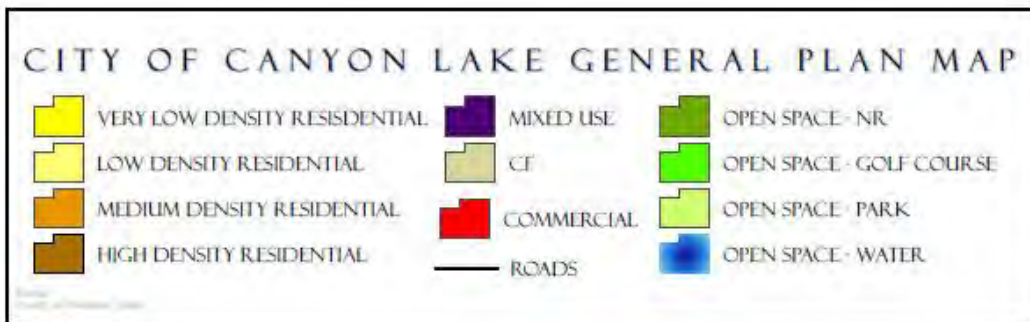
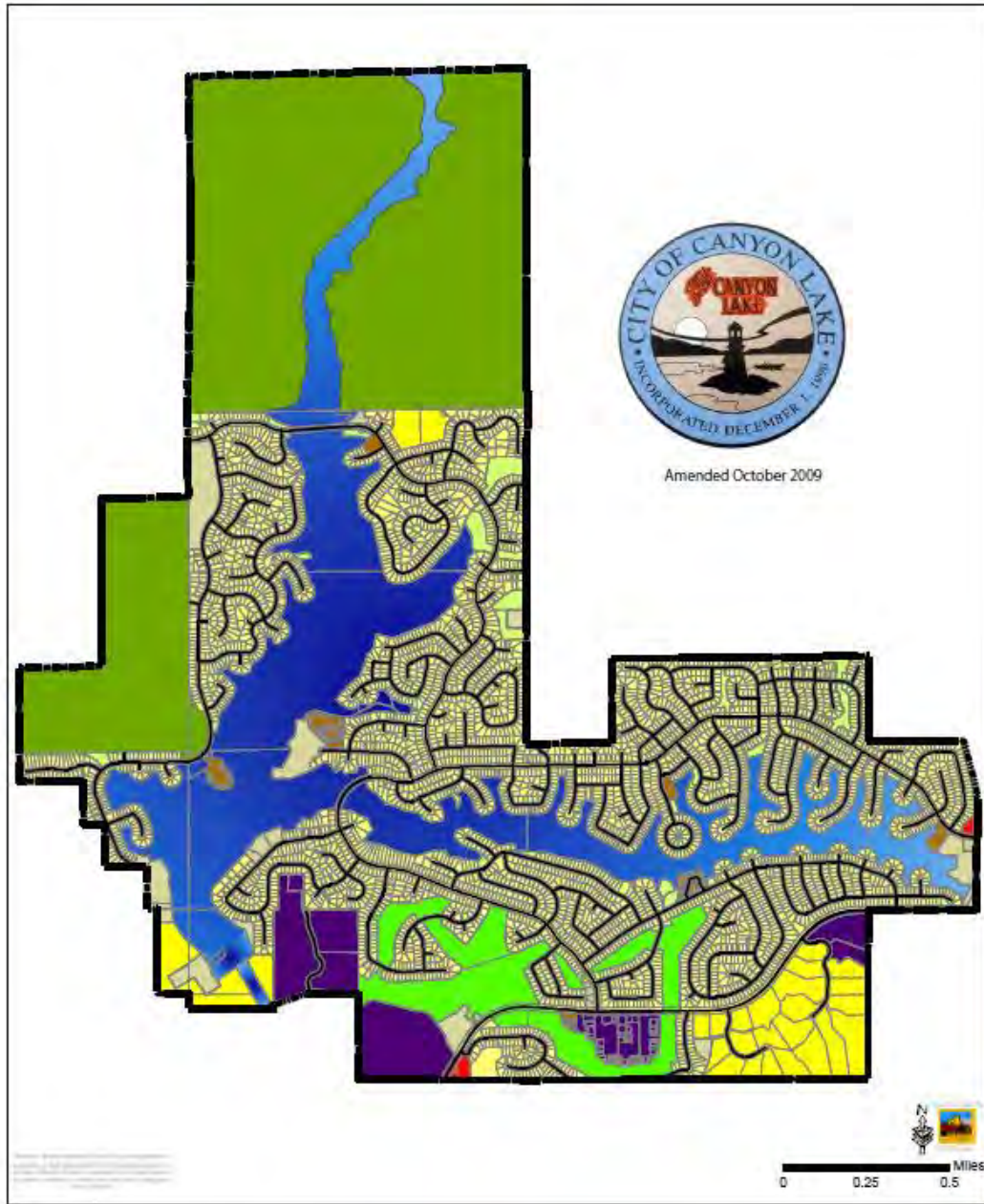
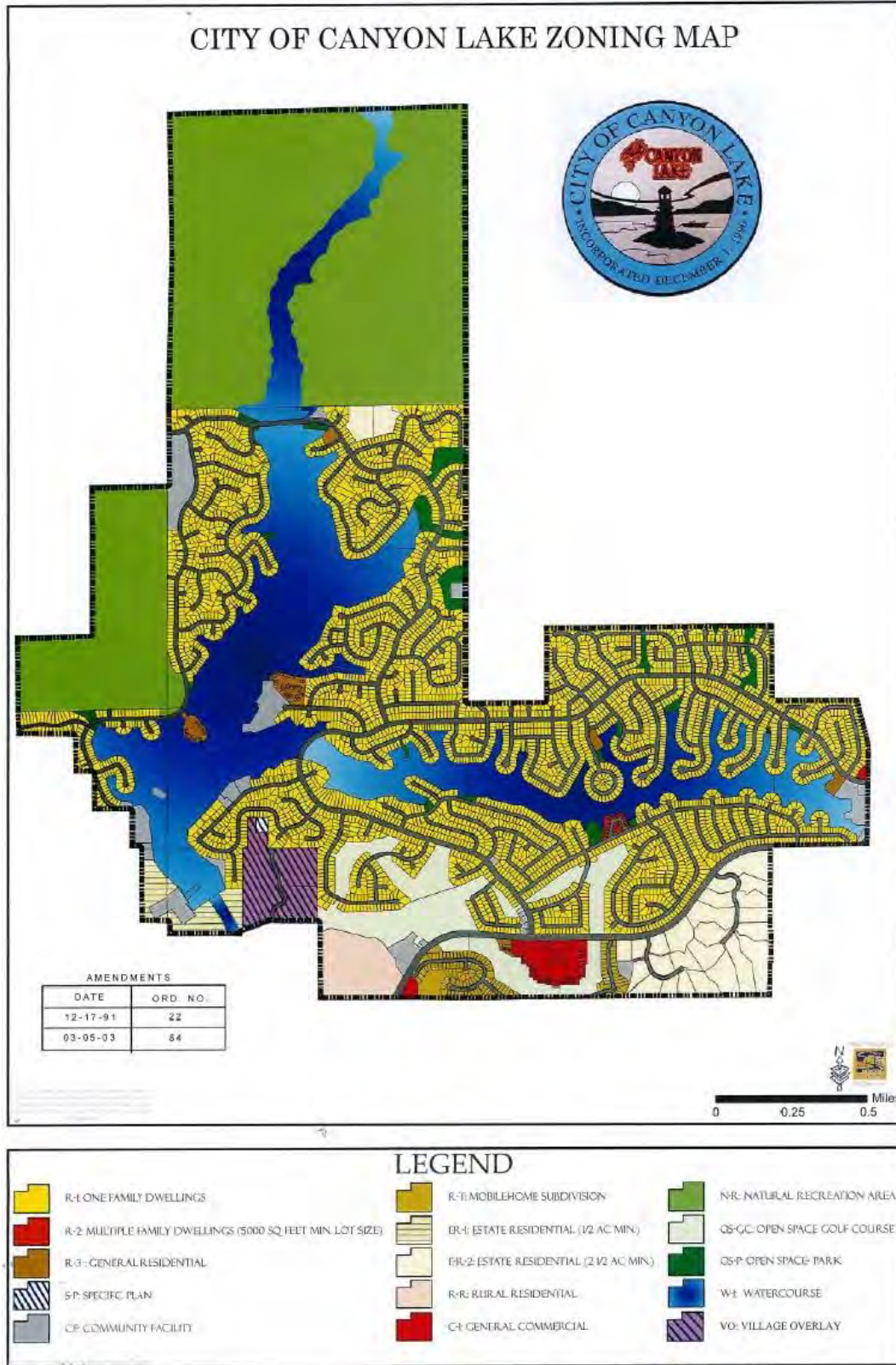


Exhibit B-3



Attachment A

**City of Canyon Lake Above Moderate Income Housing Sites
Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning and
(Lots>8,000 Square Feet)**

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
351-131-013	8,276.4	1
351-181-016	8,276.4	1
351-184-001	8,276.4	1
353-034-002	8,276.4	1
353-041-026	8,276.4	1
353-052-032	8,276.4	1
353-132-002	8,276.4	1
353-132-004	8,276.4	1
353-132-033	8,276.4	1
353-152-015	8,276.4	1
353-162-015	8,276.4	1
353-171-001	8,276.4	1
353-172-023	8,276.4	1
353-191-015	8,276.4	1
353-244-003	8,276.4	1
354-092-022	8,276.4	1
354-102-007	8,276.4	1
354-112-014	8,276.4	1
354-132-028	8,276.4	1
354-132-034	8,276.4	1
355-131-011	8,276.4	1
355-144-004	8,276.4	1
355-162-004	8,276.4	1
355-233-006	8,276.4	1
351-181-022	8,712.0	1
353-073-012	8,712.0	1
353-082-016	8,712.0	1
353-131-015	8,712.0	1
353-162-016	8,712.0	1
353-171-012	8,712.0	1
353-171-014	8,712.0	1
353-182-019	8,712.0	1
353-261-025	8,712.0	1
354-062-023	8,712.0	1
354-152-017	8,712.0	1
355-103-031	8,712.0	1
353-111-004	9,147.6	1
353-222-028	9,147.6	1
353-232-007	9,147.6	1
353-253-023	9,147.6	1
355-222-034	9,147.6	1
355-231-008	9,147.6	1

**Attachment A continued
 City of Canyon Lake Above Moderate Income Housing Sites
 Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning and
 (Lots>8,000 Square Feet)**

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
355-272-021	9,147.6	1
351-131-003	9,583.2	1
351-181-003	9,583.2	1
353-021-011	9,583.2	1
353-021-012	9,583.2	1
353-034-003	9,583.2	1
353-073-006	9,583.2	1
353-111-010	9,583.2	1
353-281-013	9,583.2	1
355-272-020	9,583.2	1
351-181-004	10,018.8	1
353-052-043	10,018.8	1
353-162-012	10,018.8	1
353-281-017	10,018.8	1
353-282-006	10,018.8	1
354-231-002	10,018.8	1
354-231-003	10,018.8	1
355-222-010	10,018.8	1
351-052-010	10,454.4	1
351-131-002	10,454.4	1
353-023-002	10,454.4	1
353-111-005	10,454.4	1
353-131-009	10,454.4	1
353-143-008	10,454.4	1
353-221-010	10,454.4	1
355-154-001	10,454.4	1
355-222-008	10,454.4	1
355-272-019	10,454.4	1
353-032-005	10,890.0	1
353-102-006	10,890.0	1
353-112-023	10,890.0	1
353-112-024	10,890.0	1
353-131-005	10,890.0	1
353-032-013	11,325.6	1
353-041-042	11,325.6	1
354-091-026	11,325.6	1
354-132-029	11,325.6	1
353-032-010	11,761.2	1
353-191-009	11,761.2	1
353-222-020	11,761.2	1
353-282-009	11,761.2	1
353-041-035	12,196.8	1

**Attachment A continued
 City of Canyon Lake Above Moderate Income Housing Sites
 Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning and
 (Lots>8,000 Square Feet)**

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
354-091-034	12,196.8	1
353-083-014	12,632.4	1
353-071-002	13,068.0	1
354-220-007	13,068.0	1
355-391-019	13,068.0	1
354-112-017	13,939.2	1
353-041-046	14,374.8	1
354-112-016	14,374.8	1
353-071-006	14,810.4	1
353-231-009	15,246.0	1
354-091-005	15,246.0	1
353-202-007	15,681.6	1
354-132-012	16,117.2	1
351-131-024	16,552.8	1
354-231-008	16,552.8	1
355-021-002	16,552.8	1
353-020-002	16,988.4	1
353-032-007	17,424.0	1
353-171-018	17,424.0	1
354-231-011	19,602.0	1
351-151-011	22,651.2	1
353-181-004	24,393.6	1
353-162-006	25,700.4	1
354-103-013	27,007.2	1
353-112-028	44,431.2	1
354-030-015	45,302.0	1
363-080-003	47,916.0	1
353-201-001	138,956.4	1
354-030-032	144,619.0	1
355-360-005	155,073.6	1
355-360-006	179,031.6	1
355-350-003	186,001.2	1
353-020-001	187,308.0	1
354-030-004	211,266.0	1
353-162-017	253,954.8	1
354-030-017	258,311.0	1
355-360-012	280,090.8	1
354-030-033	357,196.0	1
354-030-026	399,881.0	1
363-080-005	437,342.0	1
354-030-037	921,294.0	1
354-030-013	1,524,164.0	1
Total		126

Attachment B
City of Canyon Lake Above Moderate Income Housing Sites
Vacant Sites with General Plan Designation
Very Low Density and Zoning ER-2-2-1/2

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
353-162-017	253954.8	1
355-350-003	186001.2	1
355-360-005	155073.6	1
355-360-006	179031.6	1
355-360-012	280090.8	1
Total		5

Attachment C

**City of Canyon Lake Moderate income Housing Sites
Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning
(Lots<8,000 Square Feet)**

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
353-031-001	5,227.2	1
353-083-005	6,098.4	1
354-061-005	6,098.4	1
354-072-008	6,098.4	1
354-131-012	6,098.4	1
354-242-009	6,098.4	1
355-072-007	6,098.4	1
355-092-054	6,098.4	1
355-103-020	6,098.4	1
355-171-013	6,098.4	1
355-181-012	6,098.4	1
355-222-034	6,098.4	1
353-021-015	6,534.0	1
354-061-018	6,534.0	1
355-092-015	6,534.0	1
355-092-016	6,534.0	1
351-142-001	6,969.6	1
353-042-013	6,969.6	1
353-081-004	6,969.6	1
353-111-008	6,969.6	1
353-112-017	6,969.6	1
353-112-046	6,969.6	1
353-132-013	6,969.6	1
353-152-004	6,969.6	1
353-253-017	6,969.6	1
354-041-006	6,969.6	1
354-072-021	6,969.6	1
354-091-010	6,969.6	1
354-152-042	6,969.6	1
354-242-020	6,969.6	1
355-181-011	6,969.6	1
353-021-016	7,405.2	1
353-052-044	7,405.2	1
353-052-052	7,405.2	1
353-053-011	7,405.2	1
353-081-003	7,405.2	1
353-113-009	7,405.2	1
353-132-001	7,405.2	1
353-132-014	7,405.2	1
353-132-017	7,405.2	1
353-143-009	7,405.2	1
353-152-005	7,405.2	1

**Attachment C continued
 City of Canyon Lake Moderate income Housing Sites
 Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning
 (Lots<8,000 Square Feet)**

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
353-152-006	7,405.2	1
353-162-022	7,405.2	1
353-171-003	7,405.2	1
353-171-015	7,405.2	1
353-172-020	7,405.2	1
353-253-028	7,405.2	1
353-261-012	7,405.2	1
353-261-024	7,405.2	1
353-291-006	7,405.2	1
354-041-020	7,405.2	1
354-151-024	7,405.2	1
354-151-025	7,405.2	1
354-152-040	7,405.2	1
354-152-044	7,405.2	1
354-220-038	7,405.2	1
355-063-005	7,405.2	1
355-091-015	7,405.2	1
355-092-023	7,405.2	1
355-111-011	7,405.2	1
355-111-022	7,405.2	1
355-132-002	7,405.2	1
355-132-008	7,405.2	1
355-132-009	7,405.2	1
355-132-011	7,405.2	1
355-142-012	7,405.2	1
355-144-006	7,405.2	1
355-152-003	7,405.2	1
355-162-012	7,405.2	1
355-184-005	7,405.2	1
355-233-011	7,405.2	1
355-272-006	7,405.2	1
355-411-005	7,405.2	1
355-413-003	7,405.2	1
353-033-014	7,840.8	1
353-033-015	7,840.8	1
353-052-037	7,840.8	1
353-053-005	7,840.8	1
353-083-021	7,840.8	1
353-111-009	7,840.8	1
353-112-007	7,840.8	1
353-112-011	7,840.8	1
353-132-003	7,840.8	1

Attachment C continued
City of Canyon Lake Moderate income Housing Sites
Vacant Sites/Lots with General Plan Designation Low Density and R-1 Zoning
(Lots < 8,000 Square Feet)

Assessor Parcel Number	Lot Size (Sq. Ft.)	Capacity
353-172-006	7,840.8	1
353-182-016	7,840.8	1
353-192-004	7,840.8	1
353-203-005	7,840.8	1
353-261-015	7,840.8	1
354-132-032	7,840.8	1
354-132-047	7,840.8	1
355-023-035	7,840.8	1
355-071-006	7,840.8	1
355-102-027	7,840.8	1
355-231-020	7,840.8	1
Total		95



Appendix C
Housing Resources

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Appendix C describes financial, administrative and energy conservation resources. Some, but **not all, of the resources provide assistance that could contribute to addressing the City's housing needs.** For example, there are zero homeless persons in the City and therefore the lack of need would not justify the use of Continuum of Care (CoC) resources in Canyon Lake.

The availability of land resources to accommodate the City's share of the regional housing need was described in Appendix B - Sites Inventory and Analysis.

A. FINANCIAL RESOURCES

1. Section 8 Rental Assistance

The County of Riverside Housing Authority administers this program. Rental assistance covers the difference between the market rent and the rent that income-eligible renters can afford based on 30% of their monthly income. The program assists two Canyon Lake resident households.

2. Community Development Block Grant Funds (CDBG)

Canyon Lake is not eligible to receive CDBG funds directly from HUD. Annually, HUD allocates CDBG funds to the County of Riverside. **The County's CDBG allocation formula annually** allocates approximately \$18,000 to the City. These funds enable local non-profits to provide public services.

3. Home Investment Partnership Program (HOME)

Canyon Lake is not eligible to receive HOME funds directly from HUD. Annually, HUD allocates HOME funds to the County of Riverside in the range of \$1.7 million to \$2.5 million. The County does not allocate HOME funds directly to cities using a formula. Over the most recent 5-year period, the County has allocated HOME funds to support throughout the unincorporated area and participating cities tenant-based rental assistance, down payment assistance, rental rehabilitation and an estimated 55-70 new rental and farmworker housing units.

4. Low Income Housing Tax Credits

This program provides equity for the development of affordable housing. The City does not have direct access to this funding, which is awarded by the California Tax Credit Allocation Committee to experienced non-profit and for-profit developers on a competitive basis. During the 5-year period from 2014-2019, 12 new construction developments located in Riverside County were awarded funding. The developments included March Veterans Village (also recipient of AHSC funds) and developments located in Beaumont, Coachella, Corona, Indio, Jurupa Valley, Mecca, Lake Elsinore, Palm Desert, Riverside, and Temecula. AHSC is described on page C-3.

Table C-1 and Table C-2 identify the tax credit financed projects completed in Riverside County between CY 2014 and CY 2018.

**Table C-1
Riverside County 9% Tax Credit Projects
by City and Type of Project: CY 2014- CY 2018**

City	Project Name	Total Units	Low Income Units	Housing Need
Acquisition/Rehabilitation				
Beaumont	Cherrywood Senior Apartments	30	29	At-Risk
Desert Hot Springs	Desert Horizon Apartments	44	43	Large Family
Desert Hot Springs	Desert Hot Springs Portfolio	99	97	SRO
Hemet	Mobley Lane Apartments (aka Greystone Apartments)	41	40	Large Family
La Quinta	Washington Street Apartments	140	138	Seniors
San Jacinto	Manzanita Garden Apartments	36	35	At-Risk
San Jacinto	San Jacinto Village Apartments	38	37	At-Risk
New Construction				
Beaumont	Illinois Avenue Apartments	38	37	Special Needs
Coachella	Cesar Chavez Phase II	80	79	Large Family
Indio	Villa Hermosa Apartments Phase II	68	67	Large Family
Jurupa Valley	Vista Rio Apartments	39	38	Large Family
Mecca	Paseo de los Heroes III	81	80	Large Family
Riverside	Home Front at Camp Anza	30	29	Large Family

Source: California Tax Credit Allocation Committee, Annual Reports, 2014-2018

**Table C-2
Riverside County 4% Tax Credit Projects
by City and Type of Project: CY 2014- CY 2018**

City	Project Name	Total Units	Low Income Units	Housing Need
Acquisition/Rehabilitation				
Cathedral City	Mountain View Apartments	280	276	Seniors
Coachella	Las Palmas II Apartments	81	80	Large Family
Corona	Corona Park Apartments	160	158	Non-Targeted
Hemet	Hemet Vistas 1&2R	144	143	Large Family
Indio	Desert Oasis Apartments	90	89	Large Family
Indio	Indio Desert Palms	144	142	Large Family
Indio	Olive Court Apartments	78	77	Large Family
Indio	Summer Field Apartments	268	266	Large Family
Moreno Valley	Cottonwood Place	109	108	Large Family
Palm Springs	Rancheria del Sol Apartments	76	75	Non-Targeted
Riverside	Mt. Rubidoux Manor	188	186	Seniors
Temecula	Rancho California	55	54	Large Family
New Construction				
Lake Elsinore	Cottages at Mission Trail	143	142	Large Family
Corona	East 6th Street Family Apartments	85	84	Large Family
Lake Elsinore	Mission Trail Apartments	81	80	Large Family
March Air Force Base	March Veterans Village	138	136	Special Needs
Palm Desert	The Sands	388	78	Non-Targeted
Temecula	Madera Vista Apartments Phase 3	30	29	Large Family

Source: California Tax Credit Allocation Committee, Annual Reports, 2014-2018

5. Affordable Housing and Sustainable Communities Program (AHSC)

The AHSC Program reduces greenhouse gas (GHG) emissions through projects implementing land-use, housing, transportation, and agricultural land preservation practices that support infill and compact development. Funding for the AHSC Program is provided from the Greenhouse Gas Reduction Fund (GGRF), an account established to receive Cap-and-Trade auction proceeds. During the first three rounds, two housing developments located in Riverside County were funded: March Veterans Village and Las Palmas II Apartments in Coachella.

6. CalHFA Multifamily Mixed Income Program

The new Multifamily Mixed-Income Program will provide competitive, long-term gap financing to developments that are affordable for a mix of incomes between 30% and 120% of the Area Median Income (AMI). Fifteen percent of the funds gathered in the Building Homes and Jobs Trust Fund will be allocated to CalHFA for this program.

The Agency will make \$40 million available for Mixed-Income Program applicants in 2019. **CalHFA's initial projections based on current funding are that this program will produce** between 750 and 1,125 new homes each year. Some of the key guidelines include up to 55 years of required affordability, priority given to projects with the lowest per unit subsidy request and preferences given to projects that restrict at least 10% of the units for the Missing Middle, defined as 81% to 120% of AMI.

7. CalHFA Homebuyer Programs

The agency offers a variety of loan programs to purchasers of a home: conventional loans, government insured loans (FHA, VA), down payment assistance programs, and Mortgage Credit Certificates (MCCs).

8. CalHFA Multifamily Programs

CalHFA's Taxable, Tax-Exempt, or CalHFA funded *Permanent Loan* programs provide competitive long-term financing for affordable multifamily rental housing projects. Eligible projects include newly constructed or acquisition/rehabilitation developments that provide affordable housing opportunities for individuals, families, seniors, veterans, and special needs tenants.

CalHFA's Conduit Issuer Program is designed to facilitate access to tax-exempt and taxable bonds by developers that seek financing for eligible projects that provide affordable multifamily rental housing for individuals, families, seniors, veterans or special needs tenants. The conduit bonds may be used to finance the acquisition, rehabilitation, and/or development of an existing project, or they can be used for the construction of a new project.

9. HCD No Place Like Home Program (NPLH) Program

This program provides funding and tools that enables HCD to address affordability issues associated with creating housing units that are specifically set aside for persons with serious mental illness who are chronically homeless, homeless, or at-risk of becoming chronically homeless. Under the program, the Department may make loans to reduce the initial cost of acquisition and/or construction or rehabilitation of housing, and may set funds aside to subsidize extremely low rent levels over time.

10. HCD Multifamily Housing Program

Funds for the program were authorized by the Veterans and Affordable Housing Act of 2018. The program funds new construction, rehabilitation of housing, development or conversion of a nonresidential structure to a rental housing development. Eligible uses include land acquisition and construction. The maximum rent limit is 30% of 60% of Area Median Income (AMI), adjusted by unit size.

11. HCD Supportive Housing Multifamily Housing Program

Funds available are for multifamily rental housing projects involving new construction, rehabilitation, acquisition and rehabilitation, or conversion of nonresidential structures for the purpose of development of rental housing containing permanent supportive housing units for the target population.

12. HCD Veterans Housing and Homelessness Prevention Program

This program involves collaboration between HCD, California Department of Veteran Affairs, and California Housing Finance Agency to provide \$600 million in Proposition 41 general obligation bonds to fund affordable multifamily rental, supportive and transitional housing. The goal is to fund 4,800 new veteran housing units including 2,880 to 3,300 permanent supportive housing units for homeless veterans. Of the permanent supportive housing units, 1,200 to 1,400 will be for chronically homeless veterans. Priority is placed on housing to be developed in areas **with especially high concentrations of California's most vulnerable veterans while preserving funding for other areas.**

13. Permanent Local Housing Allocation (PLHA) Program

SB 2 created a dedicated revenue source for affordable housing and directed the HCD to make available 70% of the moneys in the Building Homes and Jobs Trust Fund, collected on and after January 1, 2019, to local governments. Ninety percent of the moneys available will be allocated based on the formula used under Federal law to allocate CDBG funds to CDBG entitlement jurisdictions within California. Ten percent of the funds will be distributed to non-entitlement jurisdictions through a competitive grant program.

14. Housing for Healthy California (HHC) Program

In September of 2017, as part of a landmark housing package, Governor Jerry Brown signed AB 74 into law. The HCD is authorized to develop the Housing for a Healthy California (HHC) Program. The HHC program creates supportive housing for individuals who are recipients of or eligible for health care provided through the California Department of Health Care Services, Medi-Cal program. The goal of the HHC program is to reduce the financial burden on local and state resources due to the overutilization of emergency departments, inpatient care, nursing home stays and use of corrections systems and law enforcement resources as the point of health care provision for people who are chronically homeless or homeless and a high-cost health user.

15. Building Homes and Jobs Act (SB 2)

In year 2 and beyond 70% of funds generated by the \$75 recording fee on real estate transactions will be allocated to cities per a specified formula. Ninety percent of the funds generated will be allocated to cities that receive CDBG funds based on the formula HUD uses to allocate such funds – population, extent of poverty, extent of overcrowding. Ten percent of the funds will be allocated on a competitive application basis.

16. AB 101**a. New State Low Income Housing Tax Credits Program**

Provides for the allocation of \$500 million in new state low-income housing tax credits for new construction projects that receive the federal 4 percent tax credit. For these new credits, the bill would increase the eligible basis for these projects from 13 percent to 30 percent. It would require at least \$300 million of this to be available to new construction projects receiving the federal 4 percent tax credit, and would allow up to \$200 million to be available to projects receiving assistance from the California Housing Finance Agency (CalHFA) Mixed Income Program.

b. Mixed Income Program

AB 101 (2019) appropriates \$500 million for CalHFA's Mixed Income Program, which provides financing for mixed-income housing developments.

c. CalHome Program

AB 101 (2019) allows the CalHome program to include accessory dwelling units (ADUs) and junior accessory dwelling units (JADU), and to authorize the program to make grants for housing purposes in declared disaster areas.

B. ADMINISTRATIVE RESOURCES

Administrative resources include organizations that are able to assist the City in implementing housing activities, including some of those described in Section II - Housing Program.

1. California Department of Housing and Community Development (HCD)

This agency can provide technical assistance on a myriad of housing topics, including model housing programs and ordinances.

2. County of Riverside Housing Authority

This agency administers the Section 8 Housing Voucher Program and Public Housing Program. Two Canyon Lake householders are receiving rental assistance from the voucher program. The HA's area of operation is all of the incorporated cities and unincorporated areas of the County of Riverside.

3. Riverside City & County Continuum of Care (CoC)

The CoC is a network of private and public sector homeless service providers, designed to promote community-wide planning and the strategic use of resources addressing homelessness. The CoC seeks to improve coordination and integration with mainstream resources and other community programs for people who are experiencing or are at-risk of becoming homeless. Annually, the CoC receives HUD funding in the amount of almost \$10 million. The funds have been allocated permanent supportive housing, rapid re-housing, supportive services, Homeless Management Information System (HMIS), and CoC planning.

4. County of Riverside Economic Development Agency (EDA)

This agency administers programs such as down payment assistance, home repairs, and Mortgage Credit Certificates. Funding sources include CDBG, HOME and Emergency Solutions Grants (ESG). The EDA operates in 14 cooperating cities, including Canyon Lake, and unincorporated areas.

5. Western Riverside Council of Governments (WRCOG)

This agency administers several energy conservation programs, including PACE and California FIRST.

6. Non-Profit Housing Organizations

There are several non-profit organizations located in Riverside County. In the past the City had a partnership with Habitat for Humanity to administer in the City a home repair program.

C. ENERGY CONSERVATION RESOURCES

WRCOG administers multiple PACE Programs in collaboration with private sector partners, which provide financing for energy efficiency, renewable energy, and water conservation retrofits on residential and commercial properties. Financing is paid back through a lien on the property tax bill.

The California FIRST Program is administered by WRCOG in partnership with Renew Financial and provides residential and commercial PACE financing to property owners.

The HERO Residential Program is administered by WRCOG in partnership with Renovate America and provides PACE financing to homeowners.



Appendix D
Governmental Constraints Analysis

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APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

A. INTRODUCTION AND SUMMARY

1. Introduction

Government Code Section 65583(a)(5) requires:

An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels...

The constraints analysis must examine the:

- Types of housing that can be developed
- Types of housing that can be developed for persons with disabilities
- Land use controls and their impact on the development of housing
- Building codes and their enforcement
- Site improvement requirements for new development
- Fees and other exactions and their impact on the cost of housing
- Local processing and permit procedures and their impact on development timetables
- Other City adopted ordinances that directly impact the cost and supply of housing

The analysis also must:

- Demonstrate local efforts to remove governmental constraints that hinder meeting **the City's share of the regional housing need**
- Demonstrate local efforts to remove governmental constraints that hinder meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters

2. Summary

The analysis of potential and actual governmental constraints has demonstrated that follow-up actions are appropriate in the following areas:

- Single Room Occupancy Housing (SROs): the City should establish development standards for this housing type.
- Accessory Dwelling Units (ADUs): evaluate ADU ordinances adopted by cities **located in Riverside County; review HCD's sample ADU ordinance; review** ADU legislation enacted in 2019; and prepare and adopt an ordinance
- Junior Accessory Dwelling Units (JADUs): evaluate JADU ordinances adopted by **other cities in Riverside County; review HCD's sample JADU ordinance; and prepare** and adopt a City JADU ordinance
- The City has not yet adopted a Density Bonus Ordinance (DBO). The City will adopt a DBO that satisfies all State requirements by March 31, 2020.
- The Zoning Ordinance needs to be amended in order to address factory built housing; employee housing in residential zones permitting agricultural uses; conditionally permitting group homes housing seven or more persons in residential zones; permitting by right supportive housing pursuant to AB 2162; removing the 300 foot spacing requirement for emergency shelters; and adopting a Mixed Use Zone to implement the Land Use Element designation.
- City fees comprise a very small percentage of the development costs of new single-family and multiple-family housing. The City will work with other agencies such as

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

the Western Riverside Council of Governments, Lake Elsinore Unified School District and water/sewer districts to gather support for fee reductions for affordable housing developments.

The actions listed above are included in Section II – Housing Program.

B. ACTIONS TO FACILITATE AND ENCOURAGE A VARIETY OF TYPES OF HOUSING

Government Code Section 65583(c)(1) requires the Housing Element to -

...facilitate and encourage the development of a variety of types of housing for all income levels, including multifamily rental housing, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing.

1. Overview of Housing Types

Seven zones permit residential land uses:

- R-R Rural Residential
- ER-1 Estate Residential
- ER-2 Estate Residential
- R-1 Single Family
- R-2 Multiple Family
- R-3 General Residential
- R-T Mobile Home Subdivision

The General Plan Land Use Element has a land use designation of Mixed Use. Because the Zoning Ordinance does not include a Mix Use Zone, the types of housing that would be permitted cannot be described. The Zoning Ordinance will be amended to describe the nature and scope of residential uses that will be permitted in the Mixed Use Zone.

The C-1 General Commercial Zone does not permit residential land uses.

Emergency shelters are permitted in the C-1 General Commercial Zone.

Table D-1 lists the zones in which various housing types are permitted.

2. Non-Special Needs Housing Types

The following non-special needs housing types are permitted in one or more residential zones:

- Single family dwellings are permitted in all zones except in the R-T Zone
- Duplexes are permitted in the R-2 and R-3 Zones
- Multiple family dwellings are permitted in the R-2 and R-3 Zones and Canyon Lake Village Overlay Zone
- Apartment houses are permitted in the R-3 Zone and Canyon Lake Village Overlay Zone
- Mobile homes are permitted in the RT Zone

**Table D-1
City of Canyon Lake
Allowable Residential Uses in Residential Zones**

Residential Uses	Residential Zones							
	R-R	ER 1	ER 2	R-1	R-2	R-3	R-T	OZ
Non-Special Needs Housing								
Single Family Dwelling	P	P	P	P	P	P	X	P
2 Family Dwellings	X	X	X	X	P	P	X	X
Multiple Family Dwellings	X	X	X	X	P	P	X	P
Apartment Houses	X	X	X	X	P	P	X	P
Mobile Homes ^{1,2}	P	X	X	X	X	X	P	X
Mobile Home Parks	C	X	X	C	C	C	C	X
Factory-Built Housing ²	P	P	P	P	P	P	P	P
SRO Housing	X	X	X	X	X	X	X	P
Special Housing Needs								
Employee Housing	P	P	P	P	P	P	P	P
Supportive Housing	P	P	P	P	P	P	P	P
Transitional Housing	P	P	P	P	P	P	P	P
Senior Housing	X	C	C	X	X	X	X	X
Boarding Homes	X	X	X	X	P	P	X	X
Congregate Care Residential	X	X	X	X	P	P	X	X
Congregate Care Residential With Density Bonus up to 50%	X	X	X	X	C	C	X	X
Group Homes 6 or Less	P	P	P	P	P	P	P	P
Group Homes 7 or More ³	C	C	C	C	C	C	C	C

¹The processing procedures for manufactured housing is consistent with Government Code Section 65852.3(a) which requires, with the exception of architectural standards, that mobile homes shall be subject to the same development standards to which a conventional single-family residential on the same lot would be subject.

²On March 4, 2020, the Zoning Ordinance was amended to permit factory built housing and manufactured housing in all zones that permit residential land uses.

³On March 4, 2020, the Zoning Ordinance was amended to conditionally permit group homes for 7 or more persons in the residential zones.

Not listed above is a Mixed Use Zone to implement the Land Use Element Mixed Use Development designation. On March 4, 2020, the Zoning Ordinance was amended to establish a Mixed Use Zone.

OZ=Canyon Lake Village Overlay Zone

P = Permitted

C = Conditional Use Permit

X= Not Permitted (or not specifically listed in the list of permitted land uses)

NL = Not specifically listed in the Zoning Ordinance

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- Mobile home parks are conditionally permitted in the R-1 Zone, R-2 Zone, R-3 Zone and RT Zone
- Factory built housing is permitted in the R-T Zone
- SRO housing is permitted in the Canyon Lake Village Overlay Zone

The Zoning Ordinance will be amended to permit factory built housing in all zones that permit stick built housing.

3. Special Needs Housing Types

The following special needs housing types are permitted in one or more residential zones:

- Employee housing, supportive housing, and transitional housing are permitted in all residential zones
- Senior housing is conditionally permitted in the ER-1 and ER-2 Zones
- Boarding homes are permitted in the R-2 and R-3 Zones
- Congregate care residential is permitted in the R-2 and R-3 Zones
- Congregate care residential with a density bonus is conditionally permitted in the R-2 and R-3 Zones
- Group homes housing six or fewer persons are permitted in all residential zones

The Zoning Ordinance will be amended to conditionally permit group homes housing seven or more persons in residential zones.

4. Single Room Occupancy (SRO) Housing

Single-room occupancy units have yet to be developed in Canyon Lake. However, the Canyon Lake Village Overlay Zone permits this housing type as well as others and facilitates and encourages a diverse mix of housing types and housing unit sizes. However, development standards have not yet been adopted for this housing type. Thus, Section II – Housing Program – includes an action to prepare and adopt SRO development standards.

5. Accessory Dwelling Units (ADUs)

“Accessory dwelling unit” means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. The ADU must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes an efficiency unit, which is a housing unit for occupancy by no more than two persons and having a minimum of 150 square feet and which may have a partial kitchen or bathroom as specified by local ordinance. (Health and Safety Code Section 17958.1)

The State legislature has found that ADUs create an opportunity to address a variety of housing needs and provide affordable housing options for family members, friends, students, the elderly, in-home health care providers, the disabled, and others. Further, ADUs offer an opportunity to expand housing choices within existing neighborhoods.

Several amendments to California law became effective January 1, 2020, regarding the creation of accessory dwelling units (ADU) and junior accessory dwelling units (JADU). Chapter 653, Statutes of 2019 (Senate Bill 13, Section 3), Chapter 655, Statutes of 2019 (Assembly Bill 68,

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Section 2) and Chapter 659 (Assembly Bill 881, Section 1.5 and 2.5) build upon recent changes to ADU and JADU law (Government Code Section 65852.2, 65852.22 and Health & Safety Code Section 17980.12) and further address barriers to the development of ADUs and JADUs.

This recent legislation, among other changes, addresses the following:

- Development standards shall not include requirements on minimum lot size (Section (a)(1)(B)(i)).
- Clarifies areas designated for ADUs may be based on water and sewer and impacts on traffic flow and public safety.
- Eliminates owner-occupancy requirements by local agencies (Section (a)(6) & (e)(1)) until January 1, 2025.
- Prohibits a local agency from establishing a maximum size of an ADU of less than 850 square feet, or 1000 square feet if the ADU contains more than one bedroom (Section (c)(2)(B)).
- Clarifies that when ADUs are created through the conversion of a garage, carport or covered parking structure, replacement off-street parking spaces cannot be required by the local agency (Section (a)(1)(D)(xi)).
- Reduces the maximum ADU and JADU application review time from 120 days to 60 days (Section (a)(3) and (b)).
- Clarifies **“public transit” to include various means of transportation that charge set fees**, run on fixed routes and are available to the public (Section (j)(10)).
- Establishes impact fee exemptions or limitations based on the size of the ADU. ADUs up to 750 square feet are exempt from impact fees and impact fees for an ADU of 750 square feet or larger shall be proportional to the relationship of the ADU to the primary dwelling unit (Section (f)(3)).
- **Defines an “accessory structure” to mean a structure that is accessory or incidental to a dwelling on the same lot as the ADU** (Section (j)(2)).
- Authorizes HCD to notify the local agency if the department finds that their ADU ordinance is not in compliance with state law (Section (h)(2)).
- Clarifies that a local agency may identify an ADU or JADU as an adequate site to satisfy RHNA housing needs as specified in Gov. Code Section 65583.1(a) and 65852.2(m).
- Permits JADUs without an ordinance adoption by a local agency (Section (a)(3), (b) and (e)).
- Allows a permitted JADU to be constructed within the walls of the proposed or existing single-family residence and eliminates the required inclusion of an existing bedroom or an interior entry into the single-family residence (Gov. Code Section 65852.22).
- Allows upon application and approval, an owner of a substandard ADU 5 years to correct the violation, if the violation is not a health and safety issue, as determined by the enforcement agency (Section (n)).
- Creates a narrow exemption to the prohibition for ADUs to be sold or otherwise conveyed separate from the primary dwelling by allowing deed-restricted sales to occur. To qualify, the primary dwelling and the ADU are to be built by a qualified non-profit corporation whose mission is to provide units to low-income households (Gov. Code Section 65852.26).
- Removes covenants, conditions and restrictions (CC&Rs) that either effectively prohibit or unreasonably restrict the construction or use of an ADU or JADU on a lot zoned for single-family residential use are void and unenforceable (Civil Code Section 4751).
- Requires local agency housing elements to include a plan that incentivizes and promotes the creation of ADUs that can offer affordable rents for very low, low-, or moderate-income households and requires HCD to develop a list of state grants and financial

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incentives in connection with the planning, construction and operation of affordable ADUs (Gov. Code Section 65583 and Health and Safety Code Section 50504.5)

Generally, an ADU and a JADU, as described below, that meets the census definition of a housing unit and is reported to the Department of Finance (DOF) as part of the DOF annual City and County Housing Unit Change Survey can be credited toward the RHNA based on the appropriate income level.

The US Census defines a housing unit as a house, an apartment, a mobile home or trailer, a group of rooms, or a single room that is occupied, or, if vacant, is intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other persons in the building and which have direct access from the outside of the building or through or common hall.

The City will 1) review and evaluate ADU ordinances adopted by other cities located in Riverside County; 2) review HCD's sample ADU ordinance; and 3) adopt a local ordinance.

6. Junior Accessory Dwelling Units

AB 2406 (Chapter 755, Statutes of 2016) authorizes local governments to permit junior accessory dwelling units (JADU) through an ordinance. The bill defines JADUs to be a unit that cannot exceed 500 square feet and must be completely contained within the space of an existing residential structure.

The City will 1) review and evaluate JADU ordinances adopted by other cities located in Riverside County; review HCD's model ordinance; and 2) adopt a local ordinance.

C. HOUSING FOR DISABLED PERSONS

The assessment of housing needs (Appendix A) estimates that 1,172 disabled persons reside in Canyon Lake. According to the State Department of Social Services (SDSS), the housing stock contains three licensed group homes providing housing for 18 elderly and frail elderly persons. Therefore, almost all disabled persons live in a housing unit, not in an institutional setting. The disabled persons could be the householder, spouse, child, grandchild, grandparent or other relative, or a disabled person living in a residential care facility for the elderly.

D. LAND USE CONTROLS

The analysis of land use controls includes the following:

- Density
- Lot size and lot coverage
- Setbacks
- Height limits
- Parking requirements (including standards for enclosed or covered and guest spaces)
- Housing unit size requirements
- Floor area ratios (FAR)
- Open space requirements
- Growth controls or similar ordinances
- Moratoria and prohibitions against multifamily housing

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- Locally adopted ordinances that directly impact the cost and supply of residential development

The analysis should discuss impacts on the cost and supply of housing and evaluate the cumulative impacts of standards, particularly if development standards impede the ability to achieve maximum allowable densities.

1. Density

a. General Plan

The General Plan residential land use categories include:

- Very Low Density 0.5 dwellings per acre (minimum lot size = ½ acre)
- Low Density 6.05 dwellings per acre
- Medium Density 8.7 dwelling units per acre
- High Density 18 dwelling units per acre (minimum lot size = 7,200 s.f.)

The General Plan was amended in 2009 to provide for Mixed Use Development. The purpose of this designation is to establish a mix of commercial and residential land uses. The Floor Area Ratio is 0.5 and up to 24 dwelling units per acre are permitted with City Council approval of a Specific Plan. The Zoning Ordinance does not include a corresponding mixed use zone and, consequently, development standards are not listed in Table D-3.

b. Zoning Ordinance

Table D-2 (page D-9) shows the development standards of the **City's seven residential zones:**

- R-R Rural Residential
- ER-1 Estate Residential
- ER-2 Estate Residential
- R-1 Single Family
- R-2 Multiple Family
- R-3 General Residential
- R-T Mobile Home Subdivision

The residential zones facilitate the development of housing at several densities, ranging from one dwelling for every 20 acres to a minimum of 20 dwelling units per acre.

The Canyon Lake Property Owners Association (POA) is comprised of multiple residential tracts that were recorded in 1968, 1969, 1970, 1973, 1975, 1983 and 1985. The recorded residential tracts show the boundaries of the legal lots. The recordation of the residential tracts occurred while the land was under the jurisdiction of the County of Riverside. The City of Canyon Lake **incorporated on December 1, 1990. The City's General Plan was adopted on October 2, 1996 and amended on October 7, 2009.**

The developed and vacant R-1 lots are located within a gated portion of Canyon Lake.

There is one developed and one vacant ER-2 zoned lots in a gated part of Canyon Lake.

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The developed R-2 and R-3 zoned lots are located within a gated portion of Canyon Lake. There are no vacant R-2 and R-3 lots.

The developed R-T zoned mobile home subdivision is gated.

Not within a gated portion of Canyon Lake is an ER-2 zoned area which is located south of Railroad Canyon Road and east of the Towne Center. The developed and four vacant ER-2 zoned lots are part of the Property Owners Association.

Also not gated is the difficult to develop Rural Residential area adjacent to the westerly City limits and Railroad Canyon Road.

In 2012, the Zoning Ordinance and Map were amended to establish the Canyon Lake Village Overlay Zone on a portion of the land designated as Mixed Use by the 2009 General Plan amendment. The land included in the Overlay Zone is not gated and not a part of the Property Owners Association.

2. Lot Size and Lot Coverage

Table D-3 shows the range of minimum lots sizes and maximum lot coverage for the residential zones. A maximum lot coverage ratio has not been set forth for three residential zones. The lot size and lot coverage standards have not impeded obtaining the maximum housing unit capacity on the residential lots. The vacant R-1 and ER-2 lots will be able to build one unit per lot.

Fifty percent is the maximum lot coverage in the Canyon Lake Village Overlay Zone. Housing units have not yet been constructed on the sites located within the Overlay Zone. Section II – Housing Program – includes a program to monitor the cumulative impact of the development standards, including lot sizes and lot coverage, on housing supply capacity.

3. Setbacks

In the lower density zones, setbacks do not consume much of the area of lots one-half acre or larger in size. The setbacks for R-1 lots are typical for lots of 7,200 square feet. The setbacks **would consume 2,700 square feet on a lot measuring 60' by 120'**. The remaining lot area is more than sufficient to construct a one- or two-story home and a two car garage. Also, as noted Table D-3, the R-1 Zone has a height limit of 40 feet or three stories.

Setbacks would consume an estimated 2,200 square feet in the R-2 Zone. However, the setbacks would not constrain development potential as housing in this zone has 3-story height limit and maximum lot coverage of 60%.

The R-3 setbacks are not overly excessive as front and rear setbacks are only 10 feet. The front, rear and side setbacks would consume **2,200 square feet on a lot that is 60' by 120'**.

**Table D-2
City of Canyon Lake
Development Standards of Residential Zones**

Source: City of Canyon Lake Zoning Ordinance

Zone	Density DU/Acre	Lot Size	Lot Coverage	Set Back	Height	Parking Spaces	Housing Unit Size
R-R Rural Residential	1/20 acres	1/2 acre	N/A	Not listed	40 ft.	2	N/A
ER-2 Estate Residential	0.4	2.5 acres	25%	25-front 15-side 15-rear	40 ft.	2	1800 SF
ER-1 Estate Residential	0.5	20,000 SF	N/A	20-front 5-side 10-rear	40 ft.	2	1000 SF
R-1 One Family	6.05	7200 SF	N/A	20-front 3-5 side 10-rear	40 ft. 3 stories	2	N/A
R-2 Multiple Family	8.7	7200 SF	60%	20-front 3-5 side 10-rear	40 ft. 3 stories	Based upon bedrooms 1.25 - 2.75/du	750 SF
R-3 General Residential	18	7200 SF	50%	10-front 5-side 10-rear	50 ft. 75 ft. by exception	same as above	750 SF
R-T Mobilehome Subdivision	6.05 to 17	7200 SF in subdivision 2500 min in parks	65%	10-front 5-side 5-rear	40 ft. 3 stories	2	450 SF mobile home 750 SF factory built
Canyon Lake Overlay Zone	20-24	2-5 acres	50%	Varies	30 ft.	Refer to parking discussion	SRO 150-400 SF Studio 500 SF 1 bd-650 SF 2 bd-800 SF 3 bd-1000 SF 4 bd-1200 SF

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The existing mobilehome park was developed consistent with the setback requirements of the R-T Zone.

Setbacks have not been established for the Canyon Lake Village Overlay Zone.

The Zoning Ordinance setback requirements do not adversely impact the cost and supply of housing. The vacant R-1 and ER-2 lots will be able to build one unit per lot.

4. Height Limits

Height limits, according to HCD, can constrain **a development's ability to achieve maximum densities** especially in combination with other development controls.

The maximum height of six zones is 40 feet and in in one zone it is 50 feet.

The vacant R-1 and ER-2 lots will be able to build one unit per lot.

Thirty feet is the height limit in the Canyon Lake Village Overlay Zone. Housing units have not yet been constructed on the sites located within the Overlay Zone. HCD has found that the current 30 foot height limit poses a constraint to development and site capacity. Therefore, Program #16 includes amendments to the Canyon Lake Village Overlay Zone to modify (increase) the current height limit of 30 feet

Program #16 also will monitor the cumulative impact of all development standards on site capacity.

5. Parking

According to HCD, the analysis should focus on whether parking standards reflect parking **demand and examine whether parking standards impede a developer's ability to achieve maximum densities**. Additionally, the analysis should provide information on whether provisions are in place to provide parking reductions where less need is demonstrated, particularly for persons with disabilities, the elderly, affordable housing, and infill and transit-oriented development.

a. Single Family Homes

For a single family home two parking spaces with one of two spaces covered is required. Given the car ownership in the City, the requirement matches the demand. The 2013-2017 American Community Survey indicates that practically all households had one or more vehicles available. In fact, 50% of all households had three or more vehicles. Only 49 households reported not having a vehicle available.

In addition, construction cost savings are possible because only one of the two spaces needs to be covered. The single family parking requirements are not a development constraint.

b. Multiple Family Units

The multifamily parking standards are:

- One bedroom or studio dwelling unit: 1.25 spaces per dwelling unit

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- Two bedroom dwellings: 2.25 spaces per dwelling unit
- Three or more bedroom dwelling: 2.75 spaces per dwelling unit

At least one space must be covered, semi-enclosed or in a carport. Development costs are lowered because it is not required to have the parking spaces in an enclosed garage.

All R-2 and R-3 sites have been developed.

c. Mobilehome Parks

The Zoning Ordinance requires a minimum of two off-street auto parking spaces, which may be tandem, for each mobile home space, and at least one additional space for guest parking for each eight mobile home spaces within the park.

The developed R-T Mobilehome subdivision has met the parking standards.

d. Canyon Lake Village Overlay Zone

The parking standards are:

- SRO/efficiency, studio, and 1-bedroom units: one covered space
- Two-bedroom units: one covered space plus one uncovered space
- Three- and four-bedroom units: one covered parking space and one and one-half uncovered parking spaces

Covered parking space must be in a garage or carport.

Multifamily developments of 10 or more dwelling units must provide one visitor parking space for every 10 dwellings.

Requests may be made for reduced parking requirements based on the results of a parking study correlating the need for parking to the housing unit/bedroom mix of the proposed development and the population to be housed (for example, disabled persons, seniors).

Housing units have not yet been constructed on the sites located within the Overlay Zone. Section II – Housing Program – includes a program to monitor the cumulative impact of the development standards, including parking standards, on housing supply capacity.

e. Special Needs Housing

Special needs housing such as transitional housing, supportive housing and group homes must abide by the parking standards of the zone in which they are located.

Special needs populations such as the disabled often do not generate the same parking demand as non-disabled persons. Developmentally disabled adults, for instance, often do not have driver licenses.

The reasonable accommodation procedure allows disabled persons or their representatives to request a reduction in parking space requirements.

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f. Density Bonus Units

The City will establish procedures for processing applications for density bonus units by March 31, 2020. In the event that a density bonus application is submitted to the City, the City will comply with the parking requirements of the density bonus law as it exists on the date of the application.

6. Housing Unit Size Requirements

The minimum dwelling unit sizes do not adversely impact the cost and supply of housing. No minimum standard is required in two zones. In two zones, 450 square feet is the minimum housing unit size. In the two highest density zones – R-2 and R-3, 750 square feet is the minimum dwelling unit size.

Table D-3 shows that the Canyon Lake Village Overlay Zone has a variety of minimum housing unit sizes based on whether the unit is an SRO/efficiency unit, studio unit or has bedrooms.

Housing units have not yet been constructed on the sites located within the Overlay Zone. HCD has determined that the minimum housing unit sizes pose a constraint to the cost and supply of housing. To address this constraint, Program #16 includes an amendment to the Canyon Lake Village Overlay Zone that will remove or reduce the current minimum housing unit sizes

The California Low Income Housing Tax Credit Program provides examples of minimum housing unit sizes for affordable large family, senior and special needs housing developments.

- SRO Units 200 to 500 square feet
- One-bedroom 450 square feet
- Two Bedrooms 700 square feet
- Three bedrooms 900 square feet
- Four bedrooms 1,100 square feet

Program #16 also will monitor the cumulative impact of all development standards on site capacity.

7. Floor Area Ratios (FAR)

A floor area ratio is specifically stated for housing to be constructed in the R-3 Zone. An FAR of 2 to 1 is allowed in the R-3 Zone. However, there are no vacant or non-vacant R-3 zoned sites located in the City.

The 2 to 1 FAR is also established for the Mixed Use Development land use designation. As previously explained, the City will adopt a Mixed Use Zone to implement the land use designation.

8. Open Space Requirements

An open space requirement is stated only for the R-2 Zone. The R-2 zone requires useable open space of 1,000 square feet to be contained within the rear yards.

The usable open space requirement of the Canyon Lake Village Overlay Zone is 150 square feet per dwelling unit.

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The City's open space standards do not adversely impact the cost or supply of housing. The vacant R-1 and ER-2 lots will be able to build one unit per lot. Housing units have not yet been constructed on the sites located within the Overlay Zone. Section II – Housing Program – includes a program to monitor the cumulative impact of the development standards, including open space requirements, on housing supply capacity.

9. Growth Control or Similar Ordinances

The City has enacted no ordinances, policies, procedures, or measures to specifically limit the amount or timing of residential development. The City has enacted no limits to the number of residential building permits that can be issued within specific timeframes.

The Canyon Lake Village Overlay Zone establishes minimum lot areas of two to five acres. The purposes of these standards are 1) to facilitate the feasibility of multifamily development by requiring developments of at least 40 housing units (2 acres at 20 dus/ac) and 2) to avoid a concentration of multifamily housing by establishing a maximum lot size of five acres, which yields at least 100 housing units (5 acres at 20 dus/ac).

The land within the boundaries of the Canyon Lake Village Overlay Zone has a Mixed Use Development land use designation, which allows the development of residential and commercial uses. A maximum of 10 acres of the total 32 acres covered by the Overlay Zone must be developed at a density of 20-24 housing units per acre. Thus, the maximum capacity of the 10 acres is 240 housing units. The balance of the land within the Overlay Zone – almost 22 acres - can be developed for a combination of commercial uses and residential land uses at densities lower than 20-24 dwelling units per acre.

10. Moratoria and Prohibitions Against Multifamily Housing

The City has not established a moratorium on the construction of multifamily housing. Likewise, the City has not adopted any ordinance, policy or procedure that prohibits the development of multifamily housing.

11. Locally Adopted Ordinances that Directly Impact the Cost and Supply of Residential Development

Recorded tracts are in place for all residentially zoned land in the City except for the area designated as the Canyon Lake Village Overlay Zone.

The City has adopted a hillside ordinance and related development standards to maintain the **hillside form. The site identified as accommodating the City's share of the regional housing need is subject to the requirements of Chapter 9.15 Hillside and Ridgeline Development regulations which were adopted in 2009. Among the purposes of Chapter 9.15 are to "provide guidelines and standards in visually sensitive areas to minimize the adverse impacts of grading."**

Applications for projects subject to the hillside and ridgeline regulations must include information such as: conceptual grading plan and drainage plan including a separate map with proposed fill areas and cut areas; existing and proposed circulation and drainage improvements; slope analysis map; and a geotechnical report. A Hillside and Ridgeline Development Application must be submitted for City review and approval. The application is reviewed by the City Planner in consultation with the Building Official and City Engineer. The City Planner is

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authorized to render decisions on the application unless the permit application is made in conjunction with another application which requires City Council approval.

A variance application for a single family residence was filed in 2017 for property subject to the Hillside and Ridgeline Development regulations. No action was taken on the proposal. Therefore, there is no knowledge on the time it will take to process an application.

The City has adopted neither an inclusionary ordinance nor a short term rental ordinance.

The City has not adopted any other ordinances that directly impact the cost and supply of housing. However, the City will adopt a density bonus ordinance meeting all State requirements by mid-year 2020. Density bonus units have the effect of lowering the per unit land costs in a density bonus project.

Fees are discussed in Part G below.

12. “Low Barrier Navigation Centers”

Government Code Section 65560 et. seq. requires that local jurisdictions allow “low barrier navigation centers” by right in areas zoned for mixed use and in non-residential zones permitting multifamily residential uses, if they meet the requirements specified in Government Code Section 65662. A **“Low Barrier Navigation Center” is a Housing First, low-barrier, service-enriched shelter** focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, **public benefits, health services, shelter, and housing.** **“Low Barrier” means best practices** to reduce barriers to entry such as allowing pets; storage of possessions; and privacy.

Although the Zoning Ordinance has not been updated to meet the Government Code Section 65560 requirement, Program #17 will address this constraint.

E. BUILDING CODES AND ENFORCEMENT

The City adopted the 2016 CBC (California Building Code). Two local amendments to the Code were adopted: one requiring construction permits for concrete or concrete block fences over 4 feet tall and one requiring a permit for any grading over 50 cubic yards, or two feet of cut or one foot of fill dirt. These amendments do not impact the cost or supply of housing.

Developers of residential housing are primarily owner builders or investor builders. The construction contractors retained by these developers are very familiar with the code **requirements. The City’s Building Official indicates that the building regulations and policies are clear and consistent and allow predictability in the process.**

With respect to existing housing, the City enforces the Building Maintenance Code requirements. Enforcement occurs on a complaint driven basis with limited proactive cases **often referred by the Property Owners’ Association (POA). The code enforcement officer reviews the site and advises corrective actions. The City’s policy is to seek voluntary compliance before commencing any legal actions.**

The City’s housing rehabilitation need is minimal, according to field experience of the housing code enforcement officer. At this time there are no homes that meet the need for replacement.

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There is one property with illegal construction in need of rehabilitation and construction repairs; none are too deteriorated to repair.

The City's website provides information on the housing repair programs administered by the **County's Economic Development Agency.**

In addition, the Property Owners Association actively monitors home maintenance and improvements for compliance with adopted community standards.

F. ON- AND OFF-SITE IMPROVEMENTS

On/off-site improvement standards establish site and infrastructure requirements to support new residential development such as streets, sidewalks, water and sewer, drainage, curbs and gutters, utility easements and landscaping. Although the cost of these improvements can represent a significant share of the cost of producing new housing, they are necessary to create a livable environment.

Estimates of site improvements contribution to total development costs are unavailable for the City. However, a WRCOG study has estimated development costs for prototypical single family **and multifamily housing. This study estimates that "basic site work and lot improvements" costs** are as follows:

- Single-Family: \$31,652 or 5.6% of the total development costs of \$561,600
- Multifamily: \$9,766 or 2.9% of the total development costs of \$334,915

Canyon Lake's street system was developed in a sequence of subdivision maps. Most of the City has existed as a private, gated community with access to the community provided at staffed entry ports off the three public roadways. Only Goetz Road and Railroad Canyon Road are public, dedicated, accepted and maintained rights-of-way. All other roadways are privately managed and maintained by Canyon Lake Property Owners Association.

Access to the gated portion of the City is through Canyon Lake Drive North, Canyon Lake Drive South and Vacation Drive. All interior streets are private streets. These streets were designed and constructed to meet street section requirements of the County of Riverside. Street sections were designed following accepted transportation engineering practice to handle the expected traffic capacity upon buildout. The interior system consists of local neighborhood streets, collectors and three major streets. All streets are asphaltic concrete paved; however, some residential lots are served by unpaved access ways.

Most streets have curb and gutter along their length. On-street parking occurs within neighborhood streets while major streets have restricted or limited parking along their length.

All properties are served by a public sewer system. The master water service delivery system covers the entire City and existing vacant developable lands can be served through minor extensions and connections. All other utility services are in place and have capacity designed to meet the full buildout of the City. Additionally, the utility companies have provided will serve letters to other large developments programmed in the immediate area adjacent to the City.

G. FEES AND OTHER EXACTIONS

Single-family and multiple-family developments must pay both City and non-city fees. The non-city fees include those charged by water and sewer districts, a school district, and regional fees such as the Transportation Uniform Mitigation Fee and the Multiple Species Habitat Conservation Plan Impact Fee.

Table D-3 shows the typical single-family individual fees and the aggregate fee amount. The total fee amount is estimated to be \$47,192 per unit which represents 9.4% of the cost of a \$500,000 single-family home. City imposed fees represent only 1.1% of the total fees imposed on a typical single-family home. Stated differently, *City* imposed fees represent a small percentage of the value of a typical single-family home.

**Table D-3
City of Canyon Lake
Fees for Single Family Homes**

Fee Category	Fees
Plot Plan Approval ¹	\$200
Building Plan Check ²	\$5,200
School District ³	\$9,475
TUMF ⁴	\$8,873
Water Connection Fee ⁵	\$13,540
Sewer Connection Fee ⁵	\$7,800
MSHCP ⁶	\$2,104
Total Per Unit	\$47,192
% of \$500,000 home	9.4%

¹Plot plan fees are a \$1,000 deposit with the balance returned. The \$200 fee is an estimate.

²Assumes a 2,500 square foot dwelling; includes plan check fee, bldg/elect/plumb/mech fees including 600 SF garage

³\$3.79 per square feet of residential living area; Fee is charged by the Lake Elsinore Unified School District

⁴TUMF refers to Transportation Uniform Mitigation Fee. It is charged by the Western Riverside Council of Governments (WRCOG).

⁵Water and sewer connection fees are charged by the Elsinore Valley Municipal Water District.

⁶Refers to Multiple Species Habitat Conservation Plan.

Table D-4 shows the typical multiple-family individual fees and the aggregate fee amount. The total fee amount is just more than \$32,300 per unit which represents about 11% to 16% of the cost of a typical multiple-family dwelling. City imposed fees represent only 0.9% to 1.4% of the total fees imposed on a typical multiple-family dwelling.

The City fees do not adversely impact the cost or supply of housing. However, the City will work with WRCOG, the Lake Elsinore Unified School District, and EVMWD to determine if it may be possible to reduce fees for the purpose of facilitating the development of affordable housing.

**Table D-4
City of Canyon Lake
Fees for Multi-Family Housing**

Fee Category	Fees
Plot Plan Approval ¹	\$200
Building Plan Check ²	\$2,640
School District ³	\$4,548
TUMF ⁴	\$6,134
Water Connection Fee ⁵	\$13,032
Sewer Connection Fee ⁵	\$4,680
MSHCP ⁶	\$1,094
Total Per Unit	\$32,328
% of \$200,000 apartment	16.2%
% of \$250,000 apartment	12.9%
% of \$300,000 apartment	10.8%

¹Plot plan fees are a \$1,000 deposit with the balance returned. The \$200 fee is an estimate.

²Assumes a 1,200 square foot apartment dwelling; includes plan check fee, bldg/elect/plumb/mech fees calculated at 80% of a 1,500 square foot single-family dwelling unit.

³\$3.79 per square feet of residential living area; Fee is charged by the Lake Elsinore Unified School District.

⁴TUMF refers to Transportation Uniform Mitigation Fee. It is charged by the Western Riverside Council of Governments (WRCOG).

⁵Water and sewer connection fees are charged by the Elsinore Valley Municipal Water District. Water fees are based on Equivalent Dwelling Unit (EDU) for single family homes and are approximately \$13,032 per unit. Sewer fees are based on building of 5+ Units (\$4,680 per unit).

⁶Refers to Multiple Species Habitat Conservation Plan. The fee above is based on a project of 14.1+ dwelling units per acre.

H. PERMIT PROCEDURES AND PROCESSING TIMELINES

1. Plot Plans

A Plot Plan requires the submittal of the following information:

- Topography
- Infrastructure
- Existing structures
- Proposed improvements

Approval of a plot plan requires—

- General Plan consistency
- Protection of public health, safety and general welfare
- Compatibility with adjacent land uses

Plot plans are reviewed and approved by the City Planner within one day to one week.

Plot plans are not required for residential development in the following zones: R-R Zone (Rural Residential); R-1 Zone (One-Family Dwellings); and R-T Zone (Mobilehome Subdivisions and Mobilehome Parks).

A plot plan must be submitted and approved for residential development in the following zones:

- Single family dwellings in the E-R Zones (Estate Residential Zones)
- Duplexes, multiple family dwellings, and apartment houses in the R-2 Zone (Multiple Family Zone) and the R-3 Zone (General Residential)

The sites inventory (Attachment B, page B-19) shows that there are five vacant E-R Zoned lots. All other E-R zoned lots have been developed with single family homes. In the E-R Zones, plot plans also are required for Private and Public Utility Facilities.

In the E-R Zones, a Temporary Use Permit and plot plan is required for Temporary Uses and Special Events (Block Parties). A Conditional Use Permit and plot plan are required for Wireless Communication Facilities.

The City Planner has concluded that new single family home development on the remaining five vacant lots would be compatible with the adjacent and already constructed homes in the E-R Zones. The compatibility of the other non-residential uses subject to a plot plan approval in the E-R Zones would need to be evaluated when the plot plans are submitted to the City Planner.

The R-2 and R-3 zoned sites already have been developed. There are no vacant R-2 or R-3 zone sites located in Canyon Lake.

Prior to the development of multifamily uses in the Canyon Lake Village Overlay Zone, a Specific Plan must be approved by the City Council. The requirements for a Specific Plan submittal, which adhere to State law, are described on page B-7.

2. Conditional Use Permit (CUP)

Table D-1 lists the uses and zones in which a conditional use permit (CUP) is required. Mobile home parks, senior housing, and congregate care housing requesting a 50% density bonus require a CUP. A CUP application requires the following information:

- Physical dimensions of property and structures
- Location of existing and proposed structures
- Setbacks
- Circulation
- Ingress and egress
- Land uses

A public hearing is held on a CUP application. A CUP is approved if the application described above is not detrimental to the health, safety or general welfare of the community.

The City Council approves a CUP. (Canyon Lake does not have a Planning Commission.)

Upon submittal of a complete CUP, the application must be reviewed by the City Council. Because the City Council meets once a month, the CUP could be considered by the City Council eight to 12 weeks after submittal to the City Planner.

3. Building Permits

The City contracts with Interwest Consulting Group for Building and Safety services.

Plans submitted for plan check need two complete sets of documents including plans, engineering calculations, energy calculations, truss calculations, and soils and compaction reports (if applicable). An additional set of partial plans, including the site and floor plans, is **required to be provided prior to approval for the County Assessor's office**. Plan check will take approximately 10 working days for the first review of the documents. Subsequent reviews will be done in five working days.

Prior to issuing a permit, the applicants need to provide approval of the project from the Canyon Lake Property Owners Association (POA), if there is any exterior work involved, including grading, retaining walls, reroofing or other exterior modifications.

4. Design Review

The City does not require architectural review for residential projects.

The Property Owners Association (POA) reviews the plans for new single family homes. Plans are developed by the architect/engineer and submitted to the POA Planning and Compliance (P&C) Department. P&C checks the submitted material to ensure completeness and submits it for publication in the local paper. Following publication, the Architectural Control Committee (ACC) will review the plans for the new home.

P&C staff informed the City that on average it takes two weeks from the time a submittal is accepted as complete to review and approve the plans including design review. Following approval, one copy of the stamped plan is available for pickup after 10AM the next working day. The stamped copy is taken to the City of Canyon Lake Building Department for its review.

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

POA review and approval is not required on the site identified as accommodating the City's share of the regional housing need for lower income households. It is, however, required in the ungated ER-2 zoned area.

5. Other Permit and Processing Procedures

As noted above the processing timeline for plot plans, CUPs, building permits and design review are not lengthy.

Table D-6 shows the processing times for other approvals and permits. All other plan approvals and permits must be considered and approved by the City Council. Many of the timelines are estimates because the City has not had recent experience with the following: the processing of a multifamily development, General Plan Amendment, Zone Change, Specific Plan, Development Plan and Tract Map.

**Table D-6
City of Canyon Lake
Single- and Multi-Family Residential Developments
Typical Processing Times by Type of Permit**

Type of Approval or Permit	Typical Processing Time
Development Plan	6-12 months
Specific Plan	6-12 months
Tract Map	4-6 months
Parcel Map	3 months
General Plan Amendment	6-12 months
Zone Change	4-6 months
Variance	2-3 months

If the processing time could potentially be lengthy, the City would have the developer deposit funds in order to enable the City to retain technical consultants to assist in the processing of a permit or application.

The City's processing timelines must abide by the Permit Streamlining Act (Government Code Section 65920 et. seq.), the California Environmental Quality Act ((CEQA) (Public Resources Code Section 21000, et. seq.), and the Subdivision Map Act.

6. 2019 State Laws Impacting the City's Processing Timelines

1. ADU Processing Timeline

The City will implement State law enacted in 2019 that requires a permitting agency to act on an application to create a new accessory dwelling unit within 60 days from the date the local agency receives a completed application if there is an existing single-family or multifamily dwelling on the lot (Government Code Section 65852.2 (a)(3) and (b)). If the permit application to create an accessory dwelling unit or a junior accessory dwelling unit is submitted with a permit application to create a new single-family dwelling on the lot, the City may delay acting on the permit application for the accessory dwelling unit or the junior accessory dwelling unit until the

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

City acts on the permit application to create the new single-family dwelling, However, the City – pursuant to State law - will consider the application to create the accessory dwelling unit or junior accessory dwelling unit without discretionary review or hearing.

2. SB 330 Streamlining

The City’s timelines also will be consistent with those contained in SB 330 Housing Crisis Act of 2019. For example, SB 330 limits the number of public hearings on a housing development project to five. The State law also reduces the time that the City has to approve or disapprove an application under the permit streamlining act from 120 to 90 days for a housing project that requires CEQA review and from 90 to 60 days if a housing project is at least 49% affordable units.

3. SB 35 Affordable Housing Streamlining

When jurisdictions have insufficient progress toward their Lower income RHNA (Very Low and Low income), these jurisdictions are subject to the streamlined ministerial approval process (SB 35 (Chapter 366, Statutes of 2017) streamlining) for proposed developments with at least 50% affordability. If the jurisdiction also has insufficient progress toward their Above Moderate income RHNA, then they are subject to the more inclusive streamlining for developments with at least 10% affordability. Canyon Lake is one of the 213 jurisdictions in California that are not **subject to SB 35 streamlining for proposed developments with ≥ 10% affordability, but are subject to SB 35 streamlining for proposed developments with ≥ 50% affordability.**

Program #17 addresses the processing timeline requirements described above.

I. EFFORTS TO REMOVE GOVERNMENTAL CONSTRAINTS THAT HINDER THE CITY FROM MEETING ITS SHARE OF THE REGIONAL HOUSING NEED

During the process of preparing the *2008-2014 Housing Element*, the City identified the following constraints:

- Lack of sufficient land to accommodate the fair share allocation for lower income housing (51 units)
- Lack of vacant land designated at the densities that encourage and facilitate the development of affordable housing

The Land Use Element, Zoning Ordinance and Zoning Map were amended in May 2012 to remove these governmental constraints. As a result of these actions, the Canyon Lake Village Overlay Zone designates two to 10 acres at a minimum density of 20-24 dwelling units per acre. ADUs and JADUs can be counted as accommodating the RHNA for the *2013-2021 Housing Element* as well as the *2021-2029 Housing Element*. In Section II, the Housing Program includes an action to evaluate whether the City should prepare ordinances for ADUs and JADUs, or continue to comply with the State standards as described in Table D-2 Residential development since January 1, 2014 has met the above moderate and moderate income housing need.

Although the City has zoned land at the minimum densities that encourage and facilitate the development for affordable housing, no applications for the development of affordable housing have been submitted to the City since the zoning action was taken in mid-year 2012.

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

One reason for this lack of interest is that the affordable housing requires several sources of public funding. Besides having appropriate residential densities, research completed by the League of California Cities has found that multiple sources of funding are required to render an affordable housing development feasible.

Between 2014 and 2018, only 14 new affordable housing developments located in Riverside County have received funding approvals from two of the State's major funding programs: Low Income Housing Tax Credits (LIHTC) and Affordable Housing Sustainable Communities (AHSC).

J. EFFORTS TO REMOVE CONSTRAINTS ON MEETING THE NEED FOR HOUSING FOR PERSONS WITH DISABILITIES

1. Land Use and Zoning Policies

a. Reasonable Accommodation Procedure

The City has adopted a formal procedure for a disabled applicant's request for a reasonable accommodation. A request for reasonable accommodation may include a modification or exception to the rules, standards and practices for the siting, development and use of housing or housing-related facilities that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice.

The City will implement a program to promote the reasonable accommodation procedure.

b. Definition of Family

In 1980, the California Supreme Court in the City of Santa Barbara v. Adamson struck down a municipal ordinance that permitted any number of *related* people to live in a house in a R1 zone, but limited the number of *unrelated people* who were allowed to do so to five. A group home for individuals with disabilities that functions like a family could be excluded from the R1 zone solely because the residents are *unrelated* by blood, marriage or adoption.

Both State and Federal fair housing laws prohibit definitions of family that either *intentionally* discriminate against people with disabilities or *have the effect* of excluding such individuals from housing.

The Zoning Ordinance family definition is -

“Family” means one or more persons living together as a single housekeeping unit in a dwelling unit. Family also means the persons living together in a licensed residential facility, as that term is defined in California Health and Safety Code Section 1502(a)(1) serving six or fewer persons, excluding the licensee, the members of the licensee’s family, and persons employed as facility staff who reside at the facility.

To comply with fair housing laws, a definition of “family” must emphasize the functioning of the members as a cohesive household:

- A definition should not distinguish between related and unrelated persons.
- A definition should not impose numerical limitations on the number of persons that may constitute a family.

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

Source: Kim Savage, Mental Health Advocacy Services, Inc., Fair Housing Law Issues in Land Use and Zoning – Definition of Family and Occupancy Standards, September 1998, pages 1-5

According to recent legal research:

The purposes of zoning law, as it turns out, can be fully realized without defining family at all. Instead, the legal meaning of family should be adjudicated in the family law realm, not in zoning law.

Source: Kate Redburn, Zoned Out: How Zoning Law Undermines Family Law’s Functional Turn, The Yale Law Journal, 2019, page 2459

The same legal research promotes the idea of zoning ordinances using the term “single housekeeping unit” rather than “family”:

By regulating on the basis of a “single housekeeping unit” within health and safety density limits, zoning ordinances can advance their historic and statutory purposes without defining family at all. page 2462

b. Licensed Group Homes

The City has three licensed residential care facilities housing a total of 18 elderly and frail elderly persons.

California law requires that many types of licensed facilities serving six persons or fewer be treated for zoning purposes like single-family homes. Except in extraordinary cases in which even a single-family home requires a conditional use permit, these laws bar conditional use permits for facilities that serve six or fewer persons

To achieve consistency with fair housing laws, the City amended the Zoning Ordinance to permit licensed group homes (residential care facilities) for six or fewer persons in all zones that permit single-family homes. As a part of the Zoning Ordinance amendment, the City established an all-inclusive term of “**licensed group homes**” to identify the scope of residential care facilities to be permitted unconditionally.

c. Siting or Separation Requirements for Licensed Residential Care Facilities

The federal Departments of Justice (DOJ) and Housing and Urban Development (HUD) acknowledge that neighborhoods as well as the disabled may suffer if licensed residential care facilities are over concentrated.

Over concentration of certain care homes in a neighborhood is regulated by the State for licensed facilities. Except for foster homes and elderly care, licenses issued by the State must be a minimum of 300 feet away from any other licensed home (as measured from the outside walls of the house – Health and Safety Code Section 1520.5) If a home is less than the 300 feet, an exemption must be granted by a city, otherwise the license is denied.

The City complies with fair housing laws as they relate to spacing and separation requirements. The City has not adopted a standard different from or more stringent than the one the State applies.

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

e. Parking Requirements for Persons with Disabilities

The City's parking standards are established for different uses, not in terms of the occupants of the use. For instance, the City does not have parking standards for single- or multi-family housing occupied by disabled or elderly persons.

The City, however, recognizes that disabled persons who occupy licensed residential care facilities generate a parking need different from non-disabled persons. For instance, developmentally disabled persons may not have licenses to drive a car. The reasonable accommodation procedure allows disabled persons (or their representatives) the opportunity to request a reduction and/or waiver of parking requirements.

2. Permits and Processing

HCD suggests that this part evaluate the process for requesting retrofit for accessibility, ensuring compliance with all State laws regulating permit requirements of licensed residential care facilities with fewer than six persons in single-family zones, and identification of any conditions or use restrictions for licensed residential care facilities with greater than six persons or group homes that will be providing services on-site.

a. Requesting Retrofit for Accessibility

Non-structural retrofits within buildings like adding grab bars, replacing doorknobs with single-lever doorknobs, and exchanging toilets do not require building permits, or City approvals. Structural retrofits like widening doorways or constructing ramps requires a building permit. These requirements are the same for single- and multi-family housing. Tenants residing in apartments must first obtain permission from the owner and/or property manager to make the retrofits.

b. Ensuring Compliance with all State Laws Regulating Requirements for Licensed Residential Care Facilities

As explained earlier, the City amended the Zoning Ordinance in order to ensure compliance with all State laws that regulate licensed residential care facilities.

c. Conditions or Use Restrictions for Licensed Residential Care Facilities with Greater than 6 Persons or Group Homes that will be Providing Services On-Site

The City's Zoning Ordinance does not specify residential care facilities serving seven or more persons as a permitted or conditionally permitted use in any of the residential zones. The Zoning Ordinance will be amended to define this use and include it as a conditionally permitted use in one or more zones.

3. Building Codes

HCD recommends that the analysis discuss the year of the Uniform Building Code adoption and any amendments that might diminish the ability to accommodate persons with disabilities, identification of adopted universal design elements in the building code, the provision of reasonable accommodation for persons with disabilities in the enforcement of building codes and the issuance of building permits.

APPENDIX D GOVERNMENTAL CONSTRAINTS ANALYSIS

a. Building Code Adoption and Amendments

The City has adopted the 2016 California Building Code (CBC) with two amendments. Neither of the amendments, which were described earlier, adversely impacts the development of housing for disabled persons.

b. Universal Design Elements

Although the City has not adopted a “universal design ordinance” this is not deemed a constraint on existing or new housing for disabled persons. The City understands that universal design aims to serve all people of all ages, sizes, and abilities and is applied to all buildings. For instance, a universal design feature is any component of a house that can be used by everyone regardless of his or her level of ability or disability. A feature, for instance, such as no steps at entrances. Or single-lever water controls at all plumbing fixtures and faucets.

On October 31, 2005, HCD certified and made available the “Model Universal Design Local Ordinance.” HCD indicated that the Ordinance might be adopted voluntarily in substantially the same form by any city or county pursuant to Health and Safety Code Section 17959.

The City’s enforcement of the Uniform Building Code does not create an impediment to fair housing choice. The City does not have land for large subdivision tract development. Therefore, **a “universal design ordinance” is not practical for the City to adopt.**

c. Building Code Reasonable Accommodations

The City, as described earlier, has adopted a reasonable accommodation procedure. A disabled person or his/her representative may request an exception to zoning and building code standards.



Appendix E
Nongovernmental Constraints Analysis

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APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

A. INTRODUCTION AND SUMMARY

1. Introduction

Government Code Section 65583(a)(6) requires -

An analysis of potential and actual nongovernmental constraints upon the maintenance, **improvement, or development of housing for all income levels...**

The analysis must examine the following:

- Availability of financing
- Price of Land
- Cost of construction
- Requests to develop housing at densities below those stated in the sites inventory and analysis (Government Code 65583.2)(c)
- Length of time between receiving approval for a housing development and submittal of an application for building permits
- Efforts to remove nongovernmental constraints creating a gap between the planning for and construction of housing

2. Summary

Financing costs have been at historic lows for several years and are still at low levels compared to the interest rates prevailing in the 1970s, 1980s and 1990s. In Canyon Lake, the availability of financing to purchase a home, refinance a home, or improve a home has increased between 2008 and 2017.

Land sales prices are available for R-1 single-family lots for a six month period from September 2018 to March 2019. Twenty lots (sold, pending and active) had sales prices of less than \$50,000. Lots that sold for \$50,000 or less facilitate the production of housing at prices within the means of moderate income households.

Estimates of construction costs based on two sources indicate mid-range costs of \$113 and \$138 per square foot for single-family homes and apartment units, respectively. The per square foot construction costs should be interpreted as order of magnitude costs as one source estimates construction costs based on prototypical developments that have not yet been developed in Canyon Lake.

Land and construction costs each contribute to establishing the minimum costs to produce housing. Total development costs also include development impact fees, soft costs, and **developer's overhead and profit.**

Between January 1, 2014 and December 31, 2018, 46 single-family homes were constructed and sold. One-third and two-thirds of the homes sold for prices affordable to moderate income and above moderate income households, respectively. None of the homes sold for prices affordable to lower income households.

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

B. AVAILABILITY OF FINANCING

The analysis of the availability of financing is based on the Home Mortgage Disclosure Act (HMDA) data. The HMDA provides data on conventional, FHA, home improvement and refinancing loan applications. The data identifies five types of action taken on a loan application: loan originated, application approved by the lender and not accepted by the applicant, application withdrawn, file closed for incompleteness and application denied.

The vast majority of the City limits are located within two census tracts: 427.14 and 427.16. The HMDA loan data, found in Tables C-1 and C-2, includes the information for these two census tracts. A few small areas of the City are located in four other census tracts, which also include the City of Lake Elsinore and Quail Valley.

1. Home Purchase Loan Applications

Calendar year 2017 HMDA data is the most recent data available and it was released in September 2018.

Home purchase activity includes loans applications to purchase existing and new homes. In 2017, 250 home purchase loan applications were submitted by borrowers of which 36% and 64% were for FHA financing and conventional financing, respectively. The 2017 conventional financing denial rate was 16.9% compared to 13.3% for FHA financing. Refer to Table E-1.

By comparison, the analysis presented in the 2008-2014 Housing Element showed that 201 home purchase loan applications were made in 2008, of which 33% and 67% involved FHA and conventional financing, respectively. The loan denial rates were: FHA, 9.0% and conventional, 31.3%. Refer to Table E-2.

Over the past decade (2008-2017) the availability of financing for home purchases has increased, as the overall denial rates have decreased during this period. The 2017 loan denial rate for all loan applications was 15.6%. In contrast, it was 23.9% in 2008.

2. Refinancing Loan Applications

In 2017, 307 loan applications were submitted to lenders to refinance a home loan compared to 285 in 2008. Financing availability was far greater in 2017 than in 2008. Only 24.8% of the refinancing loan applications were denied in 2017 compared to 48.1% in 2008. Refer to Tables E-1 and E-2.

3. Home Improvement Loan Applications

In 2017, 61 home improvement loan applications were submitted to lenders compared to 39 in 2008. Financing availability was far greater in 2017 than in 2008. Only 26.8% of the refinancing loan applications were denied in 2017 compared to 56.4% in 2008. Refer to Tables E-1 and E-2.

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

**Table E-1
City of Canyon Lake
Loan Denial Rates by Census Tract – 2017**

Type of Loan	427.14	427.16	Total
Percent Minority	11%	31%	
Median Income as % of MSA	121%	136%	
Home Purchase Loans			
FHA, FMHA & VA			
Loans Originated	33	40	73
Application Approved, Not Accepted	3	2	5
Application Denied	4	8	12
Total Applications	40	50	90
Percent Denied	10.0%	16.0%	13.3%
Conventional			
Loans Originated	40	87	127
Application Approved, Not Accepted	2	4	6
Application Denied	6	21	27
Total Applications	48	112	160
Percent Denied	12.5%	18.8%	16.9%
Refinancings			
Loans Originated	90	125	215
Application Approved, Not Accepted	8	8	16
Application Denied	32	44	76
Total Applications	130	177	307
Percent Denied	24.6%	24.9%	24.8%
Home Improvement			
Loans Originated	13	30	43
Application Approved, Not Accepted	0	2	2
Application Denied	7	9	16
Total Applications	20	41	61
Percent Denied	35.0%	22.0%	26.2%
Total Applications	238	380	618
Percent Denied	20.6%	21.6%	21.2%

Note: Denial rates are calculated as the number of denied loan applications divided by the total number of applications, excluding withdrawn applications and application files closed for incompleteness. Neil Bhutta, Steven Laufer and Daniel R. Ringo, *Residential Mortgage Lending: Evidence from the Home Mortgage Disclosure Act Data*, Federal Reserve Board Bulletin, November 2017, Vol. 103, No. 6, page 13

Source: Federal Financial Institutions Examination Council, “Table 1: Home Mortgage Disclosure Act, Disposition of Loan Applications by Location of Property and Type of Loan”, 2017.

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

**Table E-2
City of Canyon Lake
Loan Denial Rates by Census Tract – 2008**

Type of Loan	427.14	427.16	Total
Percent Minority	12%	15%	
Median Income as % of MSA	154%	151%	
Home Purchase Loans			
FHA, FMHA & VA			
Loans Originated	22	32	54
Application Approved, Not Accepted	3	4	7
Application Denied	1	5	6
Total Applications	26	41	67
Percent Denied	3.8%	12.2%	9.0%
Conventional			
Loans Originated	27	51	78
Application Approved, Not Accepted	3	11	14
Application Denied	14	28	42
Total Applications	44	90	134
Percent Denied	31.8%	31.1%	31.3%
Refinancings			
Loans Originated	45	73	118
Application Approved, Not Accepted	13	17	30
Application Denied	40	97	137
Total Applications	98	187	285
Percent Denied	40.8%	51.9%	48.1%
Home Improvement			
Loans Originated	8	7	15
Application Approved, Not Accepted	0	2	2
Application Denied	9	13	22
Total Applications	17	22	39
Percent Denied	52.9%	59.1%	56.4%
Total Applications	185	340	525
Percent Denied	34.6%	42.1%	39.4%

Source: Federal Financial Institutions Examination Council, “Aggregate Table 1: Home Mortgage Disclosure Act, “Disposition of Loan Applications by Location of Property and Type of Loan”, 2008.

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4. Availability of Financing from the County of Riverside

Lower income Canyon Lake householders are eligible to participate in the County of Riverside Down Payment Assistance Program and Home Enhancement Program. Householders with incomes at the moderate income level or below are eligible to participate in the Mortgage Credit Certificate (MCC) Program.

a. Down Payment Assistance Program

This program provides down payment assistance as a silent-second loan in the amount of up to 20% of the purchase price and is provided on a first-come, first-served basis. If the property is no longer maintained as the principal residence of the buyer or is sold prior to the end of the 15 year affordability period, all HOME direct subsidy funds must be repaid. Otherwise, the loan is converted to a grant after the affordability period.

b. Mortgage Credit Certificate (MCC) Program

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

c. Home Enhancement Program

The County administers the Home Enhancement Program, a program that will use CDBG funds in FY 2019-2020 to assist 15 low-income homeowners with grants for rehabilitation of stick built or modular (attached to private land) owner-occupied single-family residences. Improvements are limited to exterior rehabilitation relative to health, safety and building preservation improvements that qualify as eligible activities.

5. Redlining/Financing Availability by Census Tract

Redlining describes a situation where mortgage services are denied or limited for two specific reasons:

- **The racial and/or ethnic composition of an area's residents**
- **The age of an area's properties**

Redlining is when lenders used discriminatory and unfair lending practices that result in reduced lending accessibility for borrowers in the areas that show high populations of racial minorities, regardless of the credit of each individual borrower. The word redlining comes from the practice of outlining in red those geographical areas that were perceived to pose a higher mortgage risk. Redlining can affect a particular street, block, census tract, or an entire city.

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According to the U.S. Department of Housing and Urban Development (HUD), the analysis of loan denial rates by census tract will help to identify if there are underserved neighborhoods. More specifically, the census tract analysis compares unusually high denial rates in minority and non-minority neighborhoods. Attachment A describe some of the more recent ways in which redlining is measured.

Neither of Canyon Lake’s two census tracts can be considered minority. The minority population comprises 11% and 31% of the population in the two census tracts, respectively.

The last row in Tables E-1 and E-2 shows all the loan applications submitted for all the loan types in each of the two census tracts.

In 2008, 34.6% of 185 loan applications for properties located in census tract 427.14 were denied. In contrast, in 2017 a total of 238 loan applications were submitted to lenders of which 20.6% were denied.

In 2008, 42.1% of 340 loan applications for properties located in census tract 427.16 were denied. In contrast, in 2017 a total of 380 loan applications were submitted to lenders of which 21.6% were denied.

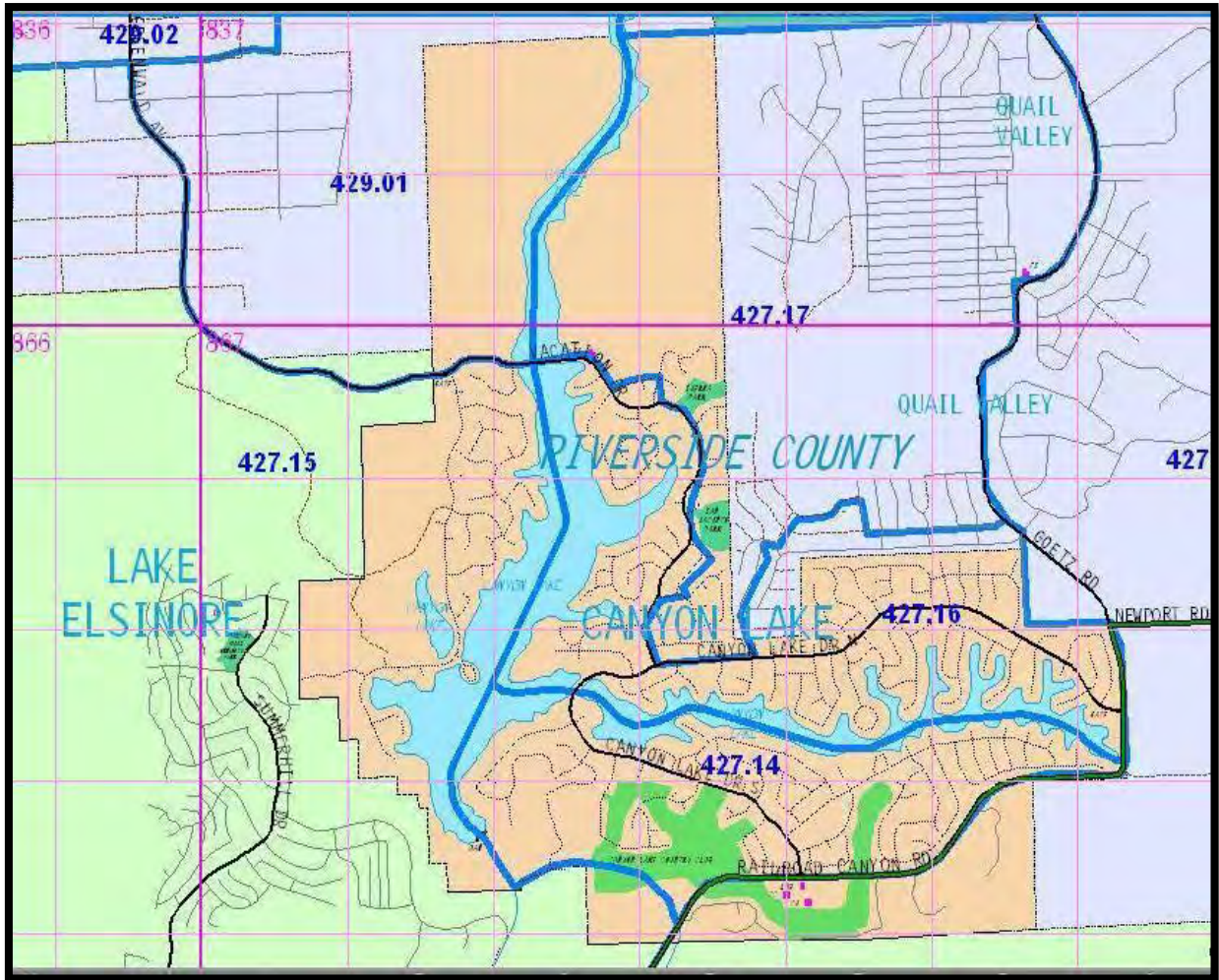
The data in the last row of Tables E-1 and E-2 (pages E-3 and E-4) demonstrate that the percentage of loans denied in each census tract decreased significantly between 2008 and 2017.

Additionally, the minority population living in census tract 427.16 almost doubled between 2008 and 2017. In census tract 427.14, the percent minority population remained about same in 2017 as in 2008.

Both of these findings indicate that redlining is not an issue in the City.

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**Exhibit E-1
Census Tract Boundaries**



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C. PRICE OF LAND

1. R-1 Single Family Lots

On average land costs comprise one-fourth of the value of a single family home and an estimated five percent of a multifamily dwelling unit, according to a study completed for the Western Riverside Council of Governments.

Land sales prices are available for R-1 single-family lots for a six month period from September 2018 to March 2019. According to the data in Table E-3, 20 lots (sold, pending and active) had sales prices of less than \$50,000. Lots that sold for \$50,000 or less facilitate the production of housing at prices within the means of moderate income households. Lower income households could not afford the housing constructed on lots with prices of \$50,000 which probably would range, at a minimum, between \$200,000 and \$250,000.

**Table E-3
City of Canyon Lake
Land Sales Prices Active, Pending and
Sold September 17, 2018-March 17, 2019**

Status	Price	Lot Size	Price Per Square Foot
Active	\$5,900	4,792	\$1.23
	\$15,000	10,454	\$1.43
	\$22,000	8,712	\$2.53
	\$22,900	4,792	\$4.78
	\$24,250	13,068	\$1.86
	\$24,250	13,068	\$1.86
	\$37,000	10,454	\$3.54
	\$38,900	8,276	\$4.70
	\$39,000	7,405	\$5.27
	\$39,000	25,265	\$1.54
	\$39,900	7,405	\$5.39
	\$44,900	7,405	\$6.06
	\$48,000	8,276	\$5.80
	\$49,000	6,970	\$7.03
	\$49,900	16,988	\$2.94
	\$49,900	11,326	\$4.41
	\$55,000	66,647	\$0.83
	\$55,000	7,405	\$7.43
	\$56,500	10,890	\$5.19
	\$57,000	10,019	\$5.69
\$60,000	6,970	\$8.61	
\$60,000	7,841	\$7.65	
\$60,000	104,544	\$0.57	
\$65,000	7,841	\$8.29	

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Table E-3 continued
City of Canyon Lake
Land Sales Prices Active, Pending and
Sold September 17, 2018-March 17, 2019

Status	Price	Lot Size	Price Per Square Foot
Active-Continued	\$65,000	8,276	\$7.85
	\$65,000	13,504	\$4.81
	\$66,000	6,970	\$9.47
	\$69,000	8,712	\$7.92
	\$69,900	74,057	\$0.94
	\$75,000	87,120	\$0.86
	\$79,000	15,246	\$5.18
	\$79,000	9,583	\$8.24
	\$79,000	8,712	\$9.07
	\$79,900	11,761	\$6.79
	\$80,000	8,276	\$9.67
	\$85,000	19,602	\$4.34
	\$95,000	7,405	\$12.83
	\$119,000	6,970	\$17.07
	\$119,900	7,405	\$16.19
	\$150,000	78,001	\$1.92
	\$219,000	10,454	\$20.95
	\$265,900	27,007	\$9.85
	\$274,900	7,841	\$35.06
	\$399,000	8,712	\$45.80
\$595,000	10,890	\$54.64	
Pending	\$16,750	6,970	\$2.40
	\$67,000	7,405	\$9.05
	\$199,000	6,098	\$32.63
	\$295,000	417,740	\$0.71
	\$295,000	417,740	\$0.71
Sold	\$9,000	20,038	\$0.45
	\$45,000	7,405	\$6.08
	\$45,000	7,405	\$6.08
	\$99,900	9,148	\$10.92
	\$240,000	7,405	\$32.41
	\$277,500	6,098	\$45.51

Source: Pacific West Association of Realtors (PWR) Multiple Listing Service.

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2. Multifamily Land

There are no sales data available to estimate the cost of the land included in the three assessor parcels comprising the Village Overlay. Based on a recent WRCOG study, Table E-4 (page E-11) estimates a multifamily per unit cost of \$17,737. Extrapolating this per unit value to a one acre site with a density of 20 dus/ac translates to a per acre cost of \$355,000.

The estimated per acre cost of \$355,000 could be substantially less than market value, however.

For instance, the land costs for the Sierra Avenue Family Apartments and Day Creek Villas were on the order of \$65,000 per unit (page E-13).

D. COST OF CONSTRUCTION AND TOTAL DEVELOPMENT COSTS

In April 2019, WRCOG published an analysis of development impact fees in western Riverside County. In order to calculate the impact of development fees, the analysis first prepared prototypical single-family and multiple family developments, which are described on the following page. Although the prototypical developments do not represent the scale of developments that could occur in Canyon Lake, the analysis is useful to understand the order of magnitude costs of construction and total development costs.

1. Components of Development Costs

The development cost categories are described below:

- Direct Construction Costs – Site Work/Improvements and Vertical Construction Costs. Estimates were taken from RS Means (a construction cost data provider) estimates, available pro formas, and feedback from developers where provided.

The direct construction costs shown, whether provided by developers or through RS Means, assume non-union construction costs per square foot. The actual construction cost per square foot would be higher if union-labor is required. Depending on the specific union roles required, direct construction would be expected to increase by 10% or more.

- Indirect Costs – Architecture and Engineering Costs, Sales and Marketing, Financing, Development Impact Fee, and other soft costs. Estimates were taken from RS Means, the WRCOG Fee Comparison, available pro formas, and feedback from developers where provided.
- Development Impact Fees - The development cost estimates include the average development impact fees for WRCOG jurisdictions. In reality, the fees, like other development costs factors, vary by jurisdiction.
- Developer Return Requirements – Developer return requirements were set to be equal to 10% of development value for all land uses. This represented between 10 and 20% of direct and indirect construction costs consistent with typical developer hurdle returns.
- Land Costs – Land costs were based on the estimated residual land values when costs and returns were subtracted from estimates of development value and/or information on actual land transactions. Development values in all cases were adjusted to ensure land

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values reached between 25% and 35% of development value, unless other information was available to justify a different percentage. This was used as a general metric of potential feasibility; i.e., if the residual land value fell below this level, developers would have a hard time finding willing sellers of land and so the project as a whole may not be feasible.

2. Single-Family Construction Costs and Total Development Costs

In Table E-4 the single-family costs are based on a prototypical development of a 50-unit residential subdivision of 7,200 square foot lots and 2,700 square foot homes. The direct construction costs are \$96.13 per square foot (\$259,550/2,700 SF).

**Table E-4
County of Riverside
Residential Development Costs**

Development Costs, and Values, and Return	Single Family Per Unit	Percent of Total	Multifamily Per Unit	Percent of Total
Direct Costs				
Basic Site Work/Lot Improvements	\$31,652	5.6%	\$9,767	2.9%
Direct Construction Cost	\$227,898	40.6%	\$196,540	58.7%
Hard Cost Total	\$259,550	46.3%	\$206,307	61.6%
Indirect Costs				
TUMF	\$8,873	1.6%	\$6,134	1.8%
Other Development Impact Fees	\$38,597	6.9%	\$23,572	7.0%
Other Soft Costs	\$56,893	10.1%	\$47,674	14.2%
Soft Cost Total	\$104,363	18.6%	\$77,380	23.1%
Total Direct and Indirect Costs	\$363,913	64.8%	\$283,687	84.7%
Developer Return Requirement	\$56,160	10.0%	\$33,491	10.0%
Land Value	\$141,527	25.2%	\$17,737	5.3%
Total Costs/Return	\$561,600	100.0%	\$334,915	100.0%

Source: Western Riverside Council of Governments (WRCOG), *Final Report: Updated Analysis of Development Impact Fees in Western Riverside County*, pages 33.

The International Code Council semi-annually publishes Building Valuation Data (BVD) that estimates the “average” construction costs per square foot which jurisdictions should use to determine permit fees. The average costs include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior work. For single-family homes, the City uses the February 2019 BVD per square foot construction cost of \$130.04.

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The two sources provide different estimates of per square foot construction costs (\$96 to \$130). Although the reasons why the estimates differ are not known, they may be based on how the costs components are defined. The mid-range per square foot cost of \$113 probably is a useful indicator that captures different projects, residential densities and home sizes.

3. Multiple Family Construction Costs and Total Development Costs

In Table E-4 the multifamily per unit costs are based on a prototypical development of 200 market rate apartments in a building with 260,000 square feet. The assumed housing unit size is 1,300 square feet (260,000 SF/200 units). The average per square foot cost is \$158.69 (\$206,307/1,300 SF). For multiple family housing, the City uses the February 2019 BVD per square foot construction cost of \$ \$117.40.

The two sources provide different estimates of per square foot construction costs (\$159 to \$117). Although the reasons why the estimates differ are not known, they may be based on how the costs components are defined. The mid-range per square foot cost of \$138 probably is a useful indicator that captures different projects, residential densities and apartment sizes.

E. COST OF AFFORDABLE HOUSING

The development costs associated with affordable housing are high and often exceed those of market rate projects. In many cities the cost of single family homes are less than those of individual apartments in an affordable housing development. The cost of new affordable housing is neither low cost nor cheap.

The United States Government Accounting Office (GAO) determined that in California the 2015 average per apartment unit development cost financed by Low Income Housing Tax Credits (LIHTC) was \$335,727. The 2015 average cost was 10% higher than in 2011.

Source: United States Government Accountability Office, *Low-Income Housing Tax Credit: Improved Data and Oversight Would Strengthen Cost Assessment and Fraud Risk Management*, September 2018, page 116

Affordable housing developments provide housing primarily for lower income households – that is, households whose annual income is 80% or less the County median income. Table E-5 shows three annual incomes all of which fall within the 3-person low income group (i.e., 50% to 80% of the Riverside County median income). Affordable rents are typically calculated as 30% of income; however, the landlord actually receives the contract rent.

**Table E-5
Rental Housing Cost Calculations**

Annual Income	Monthly Income	Affordable Rent ¹	Utility Costs ²	Contract Rent ³
\$36,000	\$3,000	\$900	\$175	\$725
\$42,000	\$3,500	\$1,050	\$175	\$875
\$48,000	\$4,000	\$1,200	\$175	\$1,025

¹Calculated as 30% of monthly income

²Based on County of Riverside Housing Authority Utility Allowance Chart

³Calculated as affordable rent minus utility costs

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Table E-6 shows the maximum loan amounts that can be supported by the rents affordable to households having annual incomes of \$36,000, \$42,000 and \$48,000. The maximum loan amounts represent 23% to 32% of the average per unit development cost of \$335,727.

**Table E-6
Maximum Loan Amount for Affordable Rents**

Monthly Contract Rent	\$725	\$875	\$1,025
Less Vacancy Allowance @ 5%	\$36	\$44	\$51
Gross Operating Income	\$689	\$831	\$974
Operating Expenses ¹ @30% of Gross Income (Rent)	\$218	\$263	\$308
Net Operating Income	\$471	\$569	\$666
Amount Available for Debt @ 1.25 DCR ²	\$377	\$455	\$533
Maximum Loan Amount ³	\$77,093	\$93,044	\$108,994

¹30% of Gross Rent is an industry standard

²DCR is Debt Coverage Ratio and is an industry standard

³The loan amount is based on an assumed interest rate of 4.2% (current market) amortized over 30 years

However, because 1) the development costs of tax credit projects have increased since 2015 and 2) they provide housing for extremely low and very low income households, the affordable rents usually supports 10% or less of the total development costs. HCD has reported that the average percentage shares of funding sources for an affordable housing development are as follows:

- State housing tax credits 11%
- Federal housing tax credits 43%
- Private bank loans 9%
- Federal HOME funds 5%
- Federal Home Loan Bank Affordable Housing Program 3%
- State housing funds e.g. Veterans Housing and Homeless Prevention Program 19%
- State Mental Health Services Act Housing funds 6%

An example is the Sierra Avenue Family Apartments located in Fontana which was the only Inland Empire project awarded 9% tax credits in the first round of 2019. The per unit development cost is projected to be \$434,939. Bank loans represent approximately 7% of the permanent financing, which totals \$26,594,800. Tax credit equity and deferred developer fee represent 57% of the permanent financing. All other sources of funds are from the City of Fontana (i.e., land lease, HOME funds, etc.).

The only Inland Empire 9% tax credit project approved in the second round of 2018 also had bank loans equaling 7% of the total permanent financing costs. The approved project – Day Creek Villas – is located in the City of Rancho Cucamonga. The City contributed 21% of the total permanent financing amount of \$31,430,508.

The City of Canyon Lake does not have access to the types of financial and land resources that the cities of Fontana and Rancho Cucamonga contributed to their affordable housing developments. In 2011, the City of Canyon Lake began the process of creating a redevelopment agency. That effort was halted in 2012 because California law abolished existing and prevented the creation of new redevelopment agencies. In the future the City will have access, on a competitive basis, to funding from the Permanent Local Housing Allocation (PLHA) Program.

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This program will provide funding for the development, rehabilitation, and preservation of affordable rental and ownership housing.

HCD has found that:

Unstable funding makes it difficult to plan for new, affordable development and limits housing production efficiency over time. Funding uncertainty also makes it difficult to identify and separate the cost impacts of location, construction, fees, and program requirements, and which cost drivers, if any, can be reduced without compromising program outcomes.

HCD also has concluded that:

Rarely does any single housing program provide sufficient resources to fund a complete development. Therefore, developers must apply for, and receive funding from multiple **programs and address each program's overlapping policy goals along the way. Applying** for, and securing many layers of funding can add substantially to the time and difficulty it takes to start production. Scarce resources for housing bring even more attention to the need to control costs, and the effect of having to layer funding from multiple sources **(among other issues that could impact costs) is being examined by the state's housing agencies.** Policies that speed up the development process, reduce excessive parking requirements, and limit unnecessary regulatory cost can help control costs and maximize public funding.

Source: California Department of Housing and Community Development, *California's Housing Future: Challenges and Opportunities: Final Statewide Housing Assessment 2025*, February 2018, pages 44 and 45

State Treasurer Fiona Ma, along with staff, kicked off a 10-city *Building for California's Future* tour on June 14, 2019 in the City of Riverside. The purpose of the tour is to obtain public input regarding the revisions to regulations of the California Debt Limit Allocation Committee and California Tax Credit Allocation Committee. Among the goals of the regulatory revisions are to increase housing production and contain development costs.

F. HOUSING PRICES AND RENTS

1. Housing Prices

In the 5-year period between January 1, 2014 and December 31, 2018, 32 homes sold at prices affordable to above moderate income households. The remaining number – 15 – was sold at prices affordable to moderate income households.

In 2017, according to the American Community Survey, the median home value of owner-occupied housing units with a mortgage was \$414,800. A portion of the owner-occupied housing units – 14% - had values of less than \$300,000 and were affordable to moderate income households. There were in 2017 2,471 housing units with a mortgage.

The median home value of owner-occupied housing units without a mortgage was \$346,500. Approximately one-third of homes with a mortgage had values of less than \$300,000. There were in 2017 730 housing units without a mortgage.

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In summary, there were 590 homes with values of less than \$300,000, a number that represents 18% of all owner-occupied housing units. Housing in this price range is affordable to moderate income households.

2. Housing Rents

A survey was completed in early August 2019 of housing advertised for rent by the offices of local companies such as Coldwell Banker and Realty One.

Twelve single-family homes were advertised for rent. Ten of the 12 homes had asking monthly rents of \$2,599 or more. An annual income of \$103,800 is needed to be able to afford a rental payment of \$2,599 with an allocation of 30% of income to monthly rent.

Two homes for rent had somewhat more affordable monthly rents:

- \$1,350 for a 2 bedroom, 2 bath home with 1,344 SF
- \$1,795 for a 3-bedroom, 2 bath home with 1,920 SF

A one-bedroom apartment with 1,000 square feet was available for rent for \$1,380 per month on a one-year lease.

Although the sample size of advertised rentals is small, the market rents appear for the most part to be unaffordable to lower income households. A few of the advertised rentals are within the means of moderate income households.

Table E-7 shows that the 2017 American Community Survey estimates that 649 of the 806 rental units had monthly rents of \$1,500 or more, a number which represents 80% of all rental units. (The 649 number includes 27 two-bedroom and 622 three-bedroom units.)

**Table E-7
City of Canyon Lake
Bedrooms by Gross Rent: 2017**

Number of Bedrooms	Number of Units	Monthly Rent
1	29	\$1,000-\$1,499
2	6	\$500-\$749
	34	\$1,000-\$1,499
	27	\$1,500+
3	37	\$500-\$749
	51	\$1,000-\$1,499
	622	\$1,500+
Total	806	

Source: 2013-2017 American Community Survey 5-Year Estimates, Table B25068 Bedrooms by Gross Rent

Approximately 14% of all rentals (N=114) had monthly rents of \$1,000 to \$1,499 per month. The most affordable rental units were those with monthly rents of \$500-\$749 per month. A household with an annual income of \$30,000 can afford a \$750 rental unit with an allocation of 30% of their income on gross rents. ($\$30,000/12 = \$2,500 \times .30 = \$750$) About 6% of the rental units had monthly rents of less than \$750.

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G. REQUESTS TO DEVELOP HOUSING AT DENSITIES BELOW THOSE STATED IN THE SITES INVENTORY AND ANALYSIS (GOVERNMENT CODE 65583.2(C))

The City has received no request to reduce the density of a site included in the inventory of the 2008-2014 Housing Element. Additionally, no request to reduce the density of a residential site or parcel has been received by the City since January 1, 2014.

H. LENGTH OF TIME BETWEEN RECEIVING APPROVAL FOR A HOUSING DEVELOPMENT AND SUBMITTAL OF AN APPLICATION FOR BUILDING PERMITS

During the planning period from January 1, 2014 to December 31, 2018, development has included 46 single-family homes and one mobile home on lots zoned R-1. On average, 12 homes are processed annually by the Property Owners Association (POA) and the City.

The POA reviews the plans for new single family homes. Plans are developed by the architect/engineer and submitted to the POA Planning and Compliance (P&C) Department. P&C checks the submitted material to ensure completeness and submits it for publication in the local paper. Following publication, the Architectural Control Committee (ACC) will review the plans for the new home.

P&C staff informed the City that on average it takes two weeks from the time a submittal is accepted as complete to review and approve the plans including design review. Following approval, one copy of the stamped plan is available for pickup after 10AM the next working day. The stamped copy is taken to the City of Canyon Lake Building Department for its review.

Exterior work such as grading, retaining walls, block walls, driveways and fences are included in the new home application processing described in the previous paragraph.

The City Planning Department reviews plot plans. After the City Planner approves the Plot Plan, the City Building Department conducts a building permit plan check on the building plan approved by the POA.

Plot plans for single family homes are reviewed and approved by the City Planner within one day to one week.

Building permit plan check takes approximately 10 working days for the first review of the documents. Subsequent reviews are done in five working days.

The length of time for reviewing and approving single family building plans is not unduly lengthy.

The City has not processed a multifamily development application and, consequently, is not able to estimate the length of time it may take to process an application and for a development to receive building permits.

I. EFFORTS TO REMOVE NONGOVERNMENTAL CONSTRAINTS CREATING A GAP BETWEEN THE PLANNING FOR AND CONSTRUCTION OF HOUSING

Income stagnation is a nongovernmental constraint that is evident now and will probably continue into the 2021-2029 planning period. Some nongovernmental constraints that are not

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evident now may emerge toward the end of the 2013-2021 planning period and possibly prevail in the 2021 planning period such as labor shortage and consequent increase in construction costs and NIMBYISM.

1. Income Stagnation

Considerable attention has been paid to the adverse impacts that high housing costs have on lower income renters. Often not acknowledged, or acknowledged enough, is the fact that housing cost burdens involve not only costs but income. This means that reducing housing costs burdens, especially severe cost burdens, is unlikely to happen if a strategy of increasing housing production is not also coupled with one that raises the incomes of lower income families, particularly renters.

The PEW Research Center has found that -

...despite the strong labor market, wage growth has lagged economists' expectations. In fact, **despite some ups and downs over the past several decades, today's real average wage** (that is, the wage after accounting for inflation) has about the same purchasing power it did 40 years ago. And what wage gains there have been have mostly flowed to the highest-paid tier of workers.

The Public Policy Institute of California has described a few strategies to boost income:

Raising the minimum wage—as the state and many California cities are doing—may help some working poor adults, but many of those positively affected are not poor and questions remain about whether some workers will see reduced hours. In addition, policies that promote more predictable work schedules and support access to child care could help working poor parents maintain and expand their employment hours. But ultimately, raising wages and work hours depends on substantially improving career prospects for the working poor—which requires access to high-quality education and training programs.

Income stagnation impedes the ability of lower income renters living in Canyon Lake to reduce their housing cost burdens.

2. Construction Labor Shortage and Increase in Construction Costs

This nongovernmental constraint may adversely impact the development of multifamily housing in Canyon Lake. Economist John Husing has documented the declines in people working in the construction industry:

Surprisingly, the job recovery appears to have given the Inland Empire a better job mix than before the downturn. The Great Recession hit U.S. males particularly hard with a significant share of job losses in the male dominated manufacturing and construction sectors. Thus, 4.4 million men lost jobs during the recession, nearly three times the 1.5 million lost by women. This showed up in the inland area with the construction dropping from 127,500 jobs in 2006 to 59,100 in 2011, a loss of -68,400 or -53.6% due to the mortgage/foreclosure crisis. Since 2011, the employment has returned to 105,314, a gain of 46,200 jobs. However, that means there are still -22,200 fewer people working for local construction companies in 2019. These are relatively good jobs with 2019 median pay of \$52,482.

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Source: John E. Husing, Inland Empire Economic Quarterly Report, July 2019, page 2

The development of affordable housing has been impacted by the construction labor shortage and local rules. At a California Tax Credit Allocation Committee held in January 2019, the following comments were made:

There was a public comment by Somaya Abdelgany with Satellite Affordable Housing Associates (SAHA). She introduced herself as the project manager for Abel Gonzales Apartments. She stated that Ms. Boatman-Paterson summarized the concerns surrounding the construction costs for the project accurately. She noted the total development cost for this project was \$688,000 per unit with a hard construction cost of \$423,000 per unit. Ms. Abdelgany stated their last project in Oakland had a construction cost of \$421,000. She added that since the projects are in such close proximity to San Francisco, they have to pull from the same labor force to construct the project, which increases the construction costs. Ms. Abdelgany also stated the City of Oakland had a 50% local and small local business requirement for all trades and an additional 50% for local employment of Oakland residents resulting in subcontractors having to scramble to find Oakland based businesses charging a local higher premium for working in Oakland, further exacerbating the already impacted markets. She stated the ongoing trends in hard constructions costs are due to the existing markets, rules and regulations. Ms. Boatman-Patterson asked Ms. Abdelgany if she had a percentage of how much extra the 50% requirement costs. Ms. Abdelgany stated she reviewed the hard costs with her local contractor and noted the local requirement is adding an additional 5% to the cost. She thanked the Committee for their time.

California Tax Credit Allocation Committee, Minutes of the January 16, 2019 Meeting

In the future a Canyon Lake multifamily development may need to compete for a labor force that also may have work opportunities in Lake Elsinore, Corona, or Riverside, for example.

3. NIMBYISM

A definition of Nimbyism is offered below:

NIMBY (an acronym for the phrase "Not In My Back Yard"), or Nimby, is a characterization of opposition by residents to a proposed development in their local area. The residents are often called Nimbys, and their viewpoint is called Nimbyism.

Nimbyism may occur in the future in connection with a specific development.

4. Local Efforts to Mitigate Impacts

The City cannot directly mitigate income stagnation. However, the planned directory of housing and social services will provide information on ways to increase income such as through the earned income tax credit (EITC).

In the future the City will need to coordinate with a for-profit or non-profit developer to mitigate the possible impacts of NIMBYISM and of a possible labor shortage when a multifamily development is approved for construction.

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

In addition, the City will be applying for an SB 2 Planning Grant that will further the following grant objectives:

- Accelerate housing production
- Streamline the approval of housing development affordable to owner and renter households at all income levels
- Facilitate housing affordability, particularly for all income groups
- Promote development consistent with the State Planning Priorities

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

Attachment A American Bankers Association Inventing Redlining by Ignoring Intent, CRA Performance, or Purchased Loans

A new regulatory approach to consideration of redlining emerged in the last couple of years as grounds for fair lending enforcement. Previously, analysis focused on disparate treatment, and regulators considered the places where a bank originated loans to determine whether a bank intentionally avoided lending in minority neighborhoods. Recently, regulators have begun **reaching beyond a bank's geographical footprint, examining marketing and outreach efforts.** This approach relies heavily on statistical analysis based on broad assumptions, rather than on the-ground review and consideration of actual community conditions. The exercise of regulatory discretion—neighboring on the arbitrary—has been noticeable at every juncture in this process. The enforcement cases **also suggest a failure by the Agencies to conform to the Supreme Court's** standards for the application of statistical disparities to avoid regulatory abuse.

Recent enforcement actions call into question the relationship between the Community Reinvestment Act (CRA) and redlining. Congress passed CRA in 1977 to encourage banks to meet local credit needs,²³ virtually eradicating redlining. It has been the regulatory practice of decades, to ensure compliance with fair lending mandates, that lenders would identify the physical location of their loans to demonstrate proper distribution of credit within their communities. Lenders would rely, with regulatory concurrence, on their CRA Assessment Area as the basis for this analysis. Under the regulations that implement CRA, an Assessment Area **must include the institution's main office, its branches, and its deposit-taking ATMs,** as well as surrounding geographies in which the institution has originated or purchased a substantial portion of its loans.²⁴ **A bank's delineation of its Assessment Area is regularly reviewed during a CRA performance evaluation.**

In recent redlining enforcement actions, Agencies have disregarded a bank's CRA assessment area. Instead they have overlaid their own creation, a "reasonably expected market area" (REMA) or a "Proper Assessment Area"—an area Agencies assert that the bank should serve. In other words, Agencies substitute the bank's judgment about the market area it can serve with their own judgment, informed by a subjective use of statistical analysis. Arguably, the REMA appears designed to justify a preconceived regulatory conclusion of redlining. There has resulted the curious anomaly of banks that received high CRA marks over an extended period of time facing regulatory assertions of redlining. Which conflicting regulatory evaluations are correct and which in error?

Unlike CRA regulations, Agencies have created the REMA concept outside of public notice and comment. They have not offered guidance about how to define a REMA or when and why **Agencies will disregard a bank's CRA assessment area. This practice—typically announced during the fair lending exam—handicaps a bank's ability to explain its performance, business strategy, institutional capacity and constraints, and other relevant factors involved in the bank's efforts to reach all sectors of its community. It discourages bank outreach and innovation, for fear of running afoul of an unknown statistical measure. Compounding this problem, in some enforcement actions Agencies have been unwilling to consider purchased loans, despite the fact that under CRA banks are encouraged to purchase loans. It has long been recognized that purchasing loans promotes financial access, facilitates a bank's portfolio diversity, and significantly enhances a bank's reach into underserved areas and communities, while supporting local loan originators by providing market access for their loans. Regulatory disregard for purchased loans may reduce credit availability and limit local economic growth, particularly in economically stressed areas.**

APPENDIX E NONGOVERNMENTAL CONSTRAINTS ANALYSIS

²³ 12 U.S.C. § 2109 (“It is the purpose of this chapter to require each appropriate Federal financial supervisory agency to use its authority when examining financial institutions, to encourage such institutions to help meet the credit needs of the local communities in which they are chartered consistent with the safe and sound operation of such institutions.”) See also S. Rep. 95–175 at p. 35 (May 16, 1977) (“[T]he Committee is aware of amply documented cases of redlining, in which local lenders export savings despite sound local lending opportunities.”)

²⁴ 12 C.F.R. § 228.41.

Source: American Bankers Association, Fair Lending: Fighting Illegal Discrimination: Promoting Growth for the Community, April 2017, pages 7-8



**Appendix F
Progress Report**

**APPENDIX F
PROGRESS REPORT
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A. INTRODUCTION

Section 65588(a) of the Government Code requires the City to review the *2008-2014 Housing Element* to evaluate:

- “Effectiveness of the element” (Section 65588[a][2]): A comparison of the actual results of the earlier element with its goals, objectives, policies and programs. The results should be quantified where possible (e.g., rehabilitation results), but may be qualitative where necessary (e.g., mitigation of government constraints).
- “Progress in implementation” (Section 65583[a][3]): An analysis of the significant differences between what was projected or planned in the earlier element and what was achieved.
- “Appropriateness of goals, objectives and policies” (Section 65588[a][1]): A description of how the goals, objectives, policies and programs of the updated element incorporate what has been learned from the results of the prior element.

The information presented in Appendix F provides a progress report on implementation of the *2008-2014 Housing Element* and provides insights on the policies and programs that should be retained and carried forward in the *2013-2021 Housing Element*.

B. EFFECTIVENESS OF THE HOUSING ELEMENT

The following are the results of implementing the programs which were included in the adopted *2008-2014 Housing Element*:

- 2 lower income households benefitted from Section 8 rental assistance
- 4 low income households received down payment assistance from the County of Riverside
- 1 low income household obtained down payment assistance and a Mortgage Credit Certificate (MCC)
- 5 homes have been rehabbed/repaired
- 2 households have been assisted with their housing discrimination complaints
- 425 homes have had energy efficiency improvements completed
- 62 above moderate income single family homes were constructed
- 1 moderate income mobile home was constructed

C. PROGRESS IN IMPLEMENTATION

Table F-1 provides information on the actual results of implementing the 14 actions included in the adopted *2008-2014 Housing Element*. The “status of program implementation” shows 12 of the 14 actions have been implemented. Two programs have not yet been implemented: 1) actions to prepare and adopt a Density Bonus Ordinance and 2) actions such as a resolution to encourage the development of Extremely Low Income Housing. These two programs have been carried forward and included in the *2013-2021 Housing Element* and are scheduled for adoption by mid-year 2020.

D. APPROPRIATENESS OF GOALS, POLICIES AND OBJECTIVES

The City believes that the goals, policies and objectives of the 2008-2014 Housing Element are appropriate and should be carried forward to the *2013-2021 Housing Element*. In order to promote achievement of the goals, policies and objectives the City will conduct more outreach to agencies such as WRCOG, County of Riverside Economic Development Agency and Fair Housing Council of Riverside County, Inc. The City has very limited resources and must involve agencies such as those listed in the preceding sentence to accomplish its goals and objectives.

**Chart F-1
City of Canyon Lake
Housing Program Implementation Progress**

Program	Objective	Timeframe	Status of Program Implementation
1. Canyon Lake Village Overlay Zone Program	Zone 10 acres at a density of 20-24 dwellings per acre	Accomplished May 31, 2012	Accomplished Implementation ongoing
2. No Net Loss Program	Development of Evaluation Procedure	September 30, 2012	Program and procedure developed in March 2019
3. Section 8 Rental Assistance Program	Assist 5 lower income households	Ongoing	2 lower income households are being assisted as of March 2019 per the records of the Housing Authority of the County of Riverside
4. First Time Homebuyer Down Payment Assistance Program and Neighborhood Stabilization Program	1 low and 2 moderate income households	2010-2014	5 households have been assisted per the records of the County of Riverside Economic Development Agency. Total loans equal \$278,470.
5. Mortgage Credit Certificate Program	1 low and 2 moderate income households	2010-2014	1 household has been assisted per the records of the County of Riverside Economic Development Agency. Tax credit amount \$18,825.
6. Density Bonus Procedures Program	Adopt Procedure	December 31, 2012	Procedure has not been adopted. The City will adopt a density bonus ordinance per SB 1818 requirements as well as those that became effective on January 1, 2019. The DBO is scheduled for adoption by June 30, 2019.
7. Extremely Low Income Housing Program	Outreach to developers; fee waiver resolution; SRO development standards	June 30, 2014	Not yet accomplished. Scheduled for adoption June 30, 2020.
8. Reasonable Accommodation Procedure Program	Adopt Procedure	December 31, 2012	Procedure was approved on June 17, 2019
9. Housing for the Disabled Zoning Code Amendments Program	Adopt Amendments	December 31, 2012	Amendments were adopted June 5, 2019

**Chart F-1 continued
City of Canyon Lake
Housing Program Progress**

Program	Objective	Timeframe	Status of Program Implementation
10. Special Housing Needs Zoning Ordinance Amendments Program	Adopt Amendments	December 31, 2012	Amendments were adopted June 5, 2019
11. Energy Conservation Program	Complete Program Development	December 31, 2012	PACE (Property Assessed Clean Energy) programs have provided \$9 million in financing for 425 energy efficiency, water conservation and renewable energy improvements.
12. County Housing Repair and Rehabilitation Programs and Neighborhood Stabilization Program	6 rehabilitated housing units	2010-2014	5 homes have been rehabbed per the records of the County of Riverside Economic Development Agency. Repair assistance equaled \$45,986 plus assistance included in down payment assistance for 3 homes
13. Fair Housing Services Program	Services Provided	2010-2014	Ongoing. 2 housing discrimination complaints have been filed by Canyon Lake residents. City residents are able to attend workshops and seminars held in the adjacent City of Menifee.
14. Fair Housing Information Program	Information provided in flyers and on City's website	2010-2014	Accomplished. Information is posted on City's website and bulletin board.

ATTACHMENT 3

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



April 14, 2020

Jim Morrissey, City Planner
Planning Department
City of Canyon Lake
31516 Railroad Canyon Road
Canyon Lake, CA 92587

Dear Jim Morrissey:

RE: Canyon Lake's 5th Cycle (2013-2021) Draft (Four-Year) Housing Element Update

Thank you for submitting the City of Canyon Lake's (City) draft housing element update received for review on February 19, 2020 along with multiple revisions received on March 13, 2020. Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review. Our review was facilitated by a conversation on March 10, 2020 with the City's housing consultant, Ralph Castañeda.

The draft housing element, incorporating the revisions submitted, meets the statutory requirements of State Housing Element Law (Article 10.6 of the Government Code), including new laws effective January 1, 2018. The housing element will comply with State Housing Element Law when it is adopted, submitted to, and approved by HCD, in accordance with Government Code section 65585.

Government Code section 65588, subdivision (e)(4), requires a jurisdiction that did not adopt its housing element within 120 calendar days from the statutory due date (October 15, 2013) to revise its element every four years. Canyon Lake is subject to the four-year revision requirement which was due October 15, 2017. The City must revise the element on time for at least two consecutive due dates to regain the eight-year planning period. Since the element did not meet the four-year due date, the next opportunity to adopt on time will be the 6th cycle housing element update.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City must continue to engage the community, including organizations that represent lower-income and special needs households.

For your information, some general plan element updates are triggered by housing element adoption. HCD reminds the City of Canyon Lake to consider timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at: http://opr.ca.gov/docs/OPR_Appendix_C_final.pdf and http://opr.ca.gov/docs/Final_6.26.15.pdf.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities Grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and the SB 2 Planning Grants as well as ongoing SB 2 funding consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, Canyon Lake meets housing element requirements for these funding sources.

HCD applauds the effort you and Ralph Castañeda provided during our review process and looks forward to receiving Canyon Lake's adopted housing element. If you have any questions or need additional technical assistance, please contact Irvin Saldana, of our staff, at irvin.saldana@hcd.ca.gov.

Sincerely,



Shannan West
Land Use & Planning Manager

ATTACHMENT 4

NOTICE OF CONTINUED PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the April 1, 2020, Public Hearing of the Canyon Lake City Council to consider an amendment to the City of Canyon Lake Housing Element, otherwise known as the Mid-Term Housing Element, has been continued to its next regularly scheduled meeting on May 6, 2020, at 6:30 p.m., or as soon thereafter. The proposed amendment reflects the goals, policies, and programs contained in the existing Housing Element.

The meeting will take place in the City Council Chamber at City Hall, located at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

In an effort to mitigate the spread of Coronavirus (COVID-19), all future meetings of the City Council of the City of Canyon Lake will be closed to the public until further notice.

Anyone wishing to protest this action must file a written response prior to the hearing. Written comments in favor or against should be sent to the Canyon Lake City Hall, City Clerk's Office at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

For additional information contact Ana V. Sauseda, City Clerk, at 951-244-8547.

/s/

Ana V. Sauseda
City Clerk

Published 04/10/2020

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT the City Council of the City of Canyon Lake, will conduct a public hearing at its regularly scheduled meeting on April 1, 2020, at 6:30 p.m. or as soon thereafter as it may be heard. The meeting will take place in the City Council Chamber at City Hall, located at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

AT THE PUBLIC HEARING, THE CITY COUNCIL WILL CONSIDER an amendment to the City of Canyon Lake Housing Element, otherwise known as the Mid-Term Housing Element. The purpose of the amendment is to update the document to meet the requirements of the 5th Cycle for the Years 2013 to 2021 and comply with State law. The Housing Element is one of the mandated elements of the City's General Plan and incorporates various goals, policies, and programs to address identified local and regional housing related needs. The proposed amendment reflects the goals, policies, and programs contained in the existing Housing Element.

Environmental Determination: An Exemption will be considered under Section 15061 (b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

The proposed amendment contains only minor changes from the currently Housing Element, which are identified below.

The following policies were added:

- Following submittal of a complete application, expedite the processing of the development application for the property included in the Overlay Zone.
- Expedite the processing of a Specific Plan and CEQA document(s).
- Encourage fee waivers and/or reductions from the City, Western Riverside Council of Governments (TUMF fees); Eastern Municipal Water and Sewer District (water and sewer connection fees); Elsinore Valley Municipal Water District (water and sewer connection fees); and Lake Elsinore Unified School District (developer fees).

In addition, the timeframe for the adoption/implementation of various programs was modified, based upon input from State HCD.

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

The proposed environmental finding may be viewed at City Hall, 31516 Railroad Canyon Road, Canyon Lake, CA 92587 from 8:00 a.m. until 5:00 p.m., Monday Thru Thursday.

For additional information contact Ana V. Sauseda, City Clerk, at 951-244-8547. City Hall is open Monday through Thursday from 8 a.m. to 5 p.m.

/s/

Ana V. Sauseda
City Clerk

Published 3/20/2020



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Ana V. Sauseda, City Clerk

DATE: May 6, 2020

SUBJECT: Adoption of Resolution No. 2020-20, Confirming the Amended Emergency Orders Issued by the City Manager Acting as the Director of Emergency Services

Recommendation

That the City Council adopt Resolution No. 2020-20, confirming the amended emergency orders issued by the City Manager acting as the Director of Emergency Services.

Background

On Tuesday, March 31, 2020, City Manager Chris Mann acting as the Director of Emergency Services for the City of Canyon Lake, signed an Emergency Regulation due to the Novel Coronavirus (COVID-19) pandemic. Resolution No. 2020-13 confirming the emergency orders was adopted by the City Council at its regularly scheduled City Council meeting on April 1, 2020.

Due to the evolving nature of this global pandemic, amended emergency regulations were signed into order on April 21st, April 23rd, April 25th, and most recently on April 30, 2020.

As stated in the document, it is required for the emergency regulations to be submitted to the Canyon Lake City Council for confirmation at the earliest practical time.

Fiscal Impact

None

Attachments

1. Resolution No. 2020-20

ATTACHMENT 1

RESOLUTION NO. 2020-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, CONFIRMING THE EMERGENCY ORDERS ISSUED BY THE CITY MANAGER ACTING AS THE DIRECTOR OF EMERGENCY SERVICES

WHEREAS, on March 19, 2020, the City Manager acting as Director of Emergency Services for the City of Canyon Lake, declared a local emergency by Proclamation; and

WHEREAS, on March 25, 2020, at a Special City Council meeting, the Canyon Lake City Council adopted Resolution No. 2020-08 ratifying the Proclamation declaring a local emergency; and

WHEREAS, the virus continues to expand throughout the region, and at least nine confirmed cases have now been identified in Canyon Lake; and

WHEREAS, on March 31, 2020, the City Manager acting as Director of Emergency Services for the City of Canyon Lake, issued Emergency Regulations under the City of Canyon Lake's Emergency Authority; and

WHEREAS, the City Manager acting as Director of Emergency Services for the City of Canyon Lake, issued Amended Emergency Regulations under the City of Canyon Lake's Emergency Authority, on April 21, 2020, April 23, 2020, April 25, 2020, and April 30, 2020, attached hereto as Exhibit "A."

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

Section 1. The Emergency Regulations issued by the City Manager/Director of Emergency Services, are hereby confirmed.

PASSED, APPROVED, AND ADOPTED on this 6th day of May, 2020.

Jordan Ehrenkranz, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

Exhibit “A”



Chris Mann
City Manager

Amended Emergency Regulation Under City of Canyon Lake Emergency Authority

Revised Issue Date: April 21, 2020¹

The novel coronavirus (COVID-19) pandemic is a global emergency that is unprecedented in modern history. Profoundly impacting our daily lives, it has inspired Canyon Lakers to respond with courage, compassion, wisdom and resolve to overcome this crisis and help each other.

On March 19, 2020, the Governor of California issued Executive Order N-33-20, ordering all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of the federal critical infrastructure sectors. Additionally, County of Riverside Health Officer Dr. Cameron Kaiser (“County Health Officer”) has issued multiple orders affecting the community, including the school closure Orders of March 13, 2020 and March 17, 2020, and the Order prohibiting gatherings in excess of 10 persons of March 16, 2020.

In a short period of time, and at an unprecedented scale, residents in Canyon Lake have embraced urgent social distancing best practices and aggressive hygienic precaution, not just to protect themselves, but to protect others.

The early emergency orders — curtailing large public gatherings; temporarily closing many government facilities; closing parks, the golf course, bars and entertainment venues; and prohibiting restaurants from serving to dine-in customers while permitting take-out, delivery and drive-thru — have been followed with a willing and generous spirit.

While we have previously taken strong action when the virus aggressively expanded throughout the region, with at least eight confirmed cases identified within the City of Canyon Lake, the County Health Officer has issued an amended order effective April 20, 2020 that authorizes certain outdoor recreational activities that had previously been prohibited. As a result, the City will amend existing emergency measures to effectively limit the spread of COVID-19 while maximizing our residents’ freedom to go about their daily lives.

With this virus, we are safer at home. Wherever feasible, City residents must isolate themselves in their residences, subject to certain exceptions provided below.

Under the provisions of Section 2.28.060(6)(A) of the Canyon Lake Municipal Code, I hereby declare the following orders to be necessary for the protection of life and property in the City of Canyon Lake during the state of emergency, proclaimed on March 19, 2020 and confirmed by the

¹ Original Issue Date: March 31, 2020

Canyon Lake City Council on March 25, 2020. This Emergency Regulation is effective immediately and will be submitted to the Canyon Lake City Council for confirmation at the earliest practical time.

1. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all persons living within the City of Canyon Lake are hereby ordered to remain in their homes. Residents of the City of Canyon Lake who are experiencing homelessness are exempt from this requirement.

2. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all businesses within the City of Canyon Lake are ordered to cease operations that require in-person attendance by workers at a workplace.

3. All public and private gatherings of any number of people occurring outside of those individuals' residences are prohibited, except as to those exempted activities described in this Paragraph and Paragraph 5.

4. All travel, including, without limitation, travel on foot, bicycle, scooter, motorcycle, automobile, or public transit is prohibited, subject to the exceptions in Paragraph 5.

5. Exceptions. People may lawfully leave their residence while this Emergency Regulation is in effect to engage in the listed essential activities below so long as they maintain reasonable social distancing practices, including but not limited to, maintaining a distance of at least six-feet away from others, frequently washing hands with soap and water for at least twenty seconds or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands. All persons outside their residence engaging in essential activities below shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.

(i) Essential Activities. To engage in certain essential activities, including, without limitation, visiting a health or veterinary care professional, obtaining medical supplies or medication, obtaining grocery items (including, without limitation, canned food, dry goods, fresh fruits and vegetables, pet supplies, fresh or frozen meats, fish, and poultry, any other household consumer products and products necessary to maintain the safety and sanitation of residences and other buildings) for their household or to deliver to others, or for legally mandated government purposes. In addition, any travel related to (a) providing care for minors, the elderly, dependents, persons with disabilities, or other vulnerable persons; (b) returning to one's place of residence from outside the City; (c) travelling to one's place of residence located outside the City; (d) compliance with an order of law enforcement or court shall be exempt from this Emergency Regulation; or (e) legally mandated government purposes.

(ii) Outdoor Activities. To engage in outdoor activity and recreation, provided that the individuals comply with social distancing requirements, including, without limitation, walking, hiking, running, cycling; use of scooters, roller skates, skateboards, or other personal mobility devices; or travel in a vehicle (including a golf cart) with household members to a location where it is possible to walk, hike, run or ride a bike, or operate personal mobility devices, while maintaining social distancing practices.

(a) Activities that create contact with individuals, fixed objects, or shared items such as picnic tables, indoor and outdoor playgrounds for children (except those located within childcare centers) or any team or spectator sports and similar gatherings shall be closed for all purposes.

(b) Use of vehicles, including but not limited to boats, shall only be permitted with household members.

(c) Any public or private golf course (“Golf Course”) may open and playing golf is permitted so long as the orders of the County Health Officer are followed, including but not limited to the amended order relating to golf courses of April 20, 2020, the general requirements of social distancing described above are followed, and the specific measures listed below are followed:

- (1) No more than one person may use or be present within a golf cart at any time.
- (2) All persons must maintain at least six feet of distance from each other at all times.
- (3) All persons shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
- (4) Any Golf Course that opens and allows play while this order is in effect shall be required to take the following actions to ensure the safety of the public:
 - (A) The Golf Course shall dedicate at least one person during hours of play to patrol the entire course to ensure compliance with (5)(ii)(c)(1)-(3) above.
 - (B) The Golf Course shall immediately expel any person found violating (5)(ii)(c)(1)-(3) above and prohibit their use of the Golf Course for at least 30 days.
 - (C) The Golf Course shall post warning signs describing the requirements of (5)(ii)(c)(1)-(3) above and the consequences for violation at prominent locations throughout the course.
 - (C) The failure of any Golf Course to follow the requirements of (5)(ii)(c)(4)(A)-(C) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, attorneys fees, and/or the closure of the Golf Course.

(iii) Work in Support of Essential Activities. To perform work providing essential products and services or to otherwise carry out activities specifically permitted in this Order.

(iv) Protection of Non-essential Businesses: Non-essential businesses may keep facilities open only to maintain minimum basic operations, such as maintaining the value of an inventory, keeping the site secure, or ensuring that employees are able to work remotely. Non-essential businesses shall not be open to the public.

(v) To care for or support a friend, family member, or pet in another household.

(vi) Emergency Personnel. All first responders, gang and crisis intervention workers, public health workers, emergency management personnel, emergency dispatchers, law enforcement personnel, and related contractors and others working for emergency services providers are categorically exempt from this Emergency Regulation in the performance of their duties.

(vii) Essential Activities Exempt. Certain business operations and activities are exempt from the provisions of this Emergency Regulation, on the grounds that they provide services that are recognized to be critical to the health and well-being of the City. The conversion of a non-essential business into an essential business is prohibited during the term of this Emergency Regulation. These include:

(a) All healthcare operations, including hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, medical and scientific research, laboratories, healthcare suppliers, home healthcare services providers, veterinary and routine care providers, mental and behavioral health providers, substance use providers, physical therapists and chiropractors, or any related and/or ancillary healthcare services, manufacturers and suppliers. Healthcare operations does not include fitness and exercise gyms, barbers, beauty and nail salons, tobacco shops or similar facilities.

(b) Grocery stores, water retailers, certified farmers' markets, farm and produce stands, supermarkets, convenience stores, warehouse stores, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh or frozen meats, fish, and poultry, any other household consumer products (such as construction supplies, cleaning and personal care products). This includes stores that sell groceries and sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences.

(c) Organizations and businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals (including gang prevention and intervention, domestic violence, and homeless services agencies).

(d) Newspapers, television, radio, magazine, and other media services.

(e) Gas service stations, auto supply, mobile auto repair operations, auto repair shops (including, without limitation, auto repair shops that operate adjacent to or otherwise in connection with a used or retail auto dealership), bicycle repair shops and related facilities. Car washes and auto detailing are prohibited.

(f) Banks, credit unions, financial institutions and insurance companies.

(g) Hardware and building supply stores, and nurseries.

(h) Plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, funeral home workers and morticians, moving services, HVAC installers, carpenters, landscapers, gardeners, property managers, private security personnel and other service providers who provide services to maintain the safety, sanitation, and essential operation to properties and other essential activities discussed in this subsection.

(i) Businesses providing mailing and shipping services, including post office boxes.

(j) Educational institutions -- including public and private K-12 schools, colleges, and universities -- for purposes of facilitating distance learning or performing essential functions provided that social distancing of six-feet per person is maintained to the greatest extent possible.

(k) Laundromats, dry cleaners, and laundry service providers.

(l) Restaurants and retail food facilities that prepare and offer food to customers, but only via delivery service, to be picked up, or drive-thru. For those establishments offering food pick-up options, proprietors are directed to establish social distancing practices for those patrons in the queue for pick-up. This includes maintaining a distance of at least six-feet away from others.

(m) Businesses that supply products needed for people to work from home.

(n) Businesses that supply other essential businesses with the support, services, or supplies necessary to operate, provided that strict social distancing is maintained. This section includes, without limitation, utility companies.

(o) Individuals and businesses that ship or deliver groceries, food, beverages or goods directly to residences or businesses, including rail and trucking.

(p) Taxis and ride sharing services, and other private transportation services providing transportation services necessary for essential activities and other purposes expressly authorized in this Emergency Regulation.

(q) Home-based care for disabled persons, seniors, adults, or children.

(r) Residential facilities and shelters for homeless residents, disabled persons, seniors, adults, children and animals.

(s) Professional services, such as legal, payroll, realty, tax preparation or accounting services, when necessary to assist in compliance with legally mandated activities.

(t) Childcare facilities providing services that enable employees exempted in this Emergency Regulation to work as permitted. To the extent possible, childcare facilities must operate under the following mandatory conditions:

(1) Childcare must be carried out in stable groups of 12 or fewer (“stable” means that the same 12 or fewer children are in the same group each day).

(2) Children shall not change from one group to another.

(3) If more than one group of children is cared for at one facility, each group shall be in a separate room. Groups shall not mix with each other.

(4) Childcare providers shall remain solely with one group of children.

(viii) Government Employees. This Emergency Regulation does not apply to employees of government agencies working within the course and scope of their public service employment. Employees of the City of Canyon Lake shall follow any current or future directives issued by the City Manager.

(ix) Essential Infrastructure. Individuals may leave their residences to provide any services or goods or perform any work necessary to build, operate, maintain or manufacture essential infrastructure, including without limitation construction of commercial, office and institutional buildings, residential buildings and housing; airport operations, food supply, concessions, and construction; water, sewer, gas, electrical; roads and highways, public transportation and rail; solid waste collection and removal; flood control and watershed protection; internet and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, and web-based services); and manufacturing and distribution companies deemed essential to the supply chains of the industries referenced in this Paragraph, provided that they carry out those services and that work in compliance with social distancing practices as prescribed by the Centers for Disease Control and Prevention and the Riverside County Department of Public Health, to the extent possible.

6. To the extent that this Emergency Regulation is in conflict with earlier Emergency Regulations of the City of Canyon Lake, this Emergency Regulation shall supersede the others. To the extent that this Emergency Regulation is more or less strict than similar orders or regulations

issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law, the stricter controls. For the sake of clarity, this Emergency Regulation is not intended and shall not be interpreted as authorizing conduct that is contrary to any order or regulation issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law.

7. Failure to comply with this Emergency Regulation shall constitute a misdemeanor subject to fines and imprisonment pursuant to Canyon Lake Municipal Code Section 2.28.100. I hereby urge the Sheriff's Department, which serves as the law enforcement agency for the City of Canyon Lake, and the City Attorney to vigorously enforce this Emergency Regulation.

8. If any subsection, sentence, clause, phrase, or word of this Emergency Regulation or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this Emergency Regulation.

This order shall be in place until May 6, 2020 at 11:59 p.m. and it may be extended prior to that time.

Date: April 21, 2020



Chris Mann
City Manager/ Director of Emergency Services



**Chris Mann
City Manager**

Amended Emergency Regulation Under City of Canyon Lake Emergency Authority

Revised Issue Date: April 23, 2020¹

The novel coronavirus (COVID-19) pandemic is a global emergency that is unprecedented in modern history. Profoundly impacting our daily lives, it has inspired Canyon Lakers to respond with courage, compassion, wisdom and resolve to overcome this crisis and help each other.

On March 19, 2020, the Governor of California issued Executive Order N-33-20, ordering all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of the federal critical infrastructure sectors. Additionally, County of Riverside Health Officer Dr. Cameron Kaiser (“County Health Officer”) has issued multiple orders affecting the community, including the school closure Orders of March 13, 2020 and March 17, 2020, and the Order prohibiting gatherings in excess of 10 persons of March 16, 2020.

In a short period of time, and at an unprecedented scale, residents in Canyon Lake have embraced urgent social distancing best practices and aggressive hygienic precaution, not just to protect themselves, but to protect others.

The early emergency orders — curtailing large public gatherings; temporarily closing many government facilities; closing parks, the golf course, bars and entertainment venues; and prohibiting restaurants from serving to dine-in customers while permitting take-out, delivery and drive-thru — have been followed with a willing and generous spirit.

While we have previously taken strong action when the virus aggressively expanded throughout the region, with at least eight confirmed cases identified within the City of Canyon Lake, the County Health Officer has issued an amended order effective April 20, 2020 that authorizes certain outdoor recreational activities that had previously been prohibited. As a result, the City will amend existing emergency measures to effectively limit the spread of COVID-19 while maximizing our residents’ freedom to go about their daily lives.

With this virus, we are safer at home. Wherever feasible, City residents must isolate themselves in their residences, subject to certain exceptions provided below.

Under the provisions of Section 2.28.060(6)(A) of the Canyon Lake Municipal Code, I hereby declare the following orders to be necessary for the protection of life and property in the City of Canyon Lake during the state of emergency, proclaimed on March 19, 2020 and confirmed by the

¹ Original Issue Date: March 31, 2020; Previous Revision Date: April 21, 2020

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 23, 2020**

Canyon Lake City Council on March 25, 2020. This Emergency Regulation is effective immediately and will be submitted to the Canyon Lake City Council for confirmation at the earliest practical time.

1. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all persons living within the City of Canyon Lake are hereby ordered to remain in their homes. Residents of the City of Canyon Lake who are experiencing homelessness are exempt from this requirement.

2. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all businesses within the City of Canyon Lake are ordered to cease operations that require in-person attendance by workers at a workplace.

3. All public and private gatherings of any number of people occurring outside of those individuals' residences are prohibited, except as to those exempted activities described in this Paragraph and Paragraph 5.

4. All travel, including, without limitation, travel on foot, bicycle, scooter, motorcycle, automobile, or public transit is prohibited, subject to the exceptions in Paragraph 5.

5. Exceptions. People may lawfully leave their residence while this Emergency Regulation is in effect to engage in the listed essential activities below so long as they maintain reasonable social distancing practices, including but not limited to, maintaining a distance of at least six-feet away from others, frequently washing hands with soap and water for at least twenty seconds or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands. All persons outside their residence engaging in essential activities below shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.

(i) Essential Activities. To engage in certain essential activities, including, without limitation, visiting a health or veterinary care professional, obtaining medical supplies or medication, obtaining grocery items (including, without limitation, canned food, dry goods, fresh fruits and vegetables, pet supplies, fresh or frozen meats, fish, and poultry, any other household consumer products and products necessary to maintain the safety and sanitation of residences and other buildings) for their household or to deliver to others, or for legally mandated government purposes. In addition, any travel related to (a) providing care for minors, the elderly, dependents, persons with disabilities, or other vulnerable persons; (b) returning to one's place of residence from outside the City; (c) travelling to one's place of residence located outside the City; (d) compliance with an order of law enforcement or court shall be exempt from this Emergency Regulation; or (e) legally mandated government purposes.

(ii) Outdoor Activities. To engage in outdoor activity and recreation, provided that the individuals comply with social distancing requirements, including, without limitation, walking, hiking, running, cycling; use of scooters, roller skates, skateboards, or other personal mobility devices; or travel in a vehicle (including a golf cart) with household members to a location where it is possible to walk, hike, run or ride a bike, or operate personal mobility devices, while maintaining social distancing practices.

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 23, 2020**

(a) Activities that create contact with individuals, fixed objects, or shared items such as picnic tables, indoor and outdoor playgrounds for children (except those located within childcare centers) or any team or spectator sports and similar gatherings shall be closed for all purposes.

(b) Use of vehicles, including but not limited to boats, shall only be permitted with household members.

(c) Any public or private golf course (“Golf Course”) may open and playing golf is permitted so long as the orders of the County Health Officer are followed, including but not limited to the amended order relating to golf courses of April 20, 2020, the general requirements of social distancing described above are followed, and the specific measures listed below are followed:

- (1) No more than one person may use or be present within a golf cart at any time.
- (2) All persons must maintain at least six feet of distance from each other at all times.
- (3) All persons shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
- (4) Any Golf Course that opens and allows play while this order is in effect shall be required to take the following actions to ensure the safety of the public:
 - (A) The Golf Course shall dedicate at least one person during hours of play to patrol the entire course to ensure compliance with (5)(ii)(c)(1)-(3) above.
 - (B) The Golf Course shall immediately expel any person found violating (5)(ii)(c)(1)-(3) above and prohibit their use of the Golf Course for at least 30 days.
 - (C) The Golf Course shall post warning signs describing the requirements of (5)(ii)(c)(1)-(3) above and the consequences for violation at prominent locations throughout the course.
 - (D) The failure of any Golf Course to follow the requirements of (5)(ii)(c)(4)(A)-(C) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, attorneys fees, and/or the closure of the Golf Course.

(d) Any person owning or operating public or private tennis or pickleball courts (“Court”) may open and the playing of tennis and pickleball is permitted so long as the orders of the County Health Officer are followed, including but not limited to the amended order relating to tennis and pickleball courts of April 20, 2020, the general requirements of social distancing described above are followed, and the specific measures listed below are followed:

- (1) For pickleball, only one person is permitted on each side of the court. For tennis, only two persons are permitted on each side of the court.

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 23, 2020**

- (2) All persons must maintain at least six feet of distance from each other at all times.
- (3) All persons shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
- (4) Any Court that opens and allows play while this order is in effect shall be required to take the following actions to ensure the safety of the public:
 - (A) The Court shall regularly patrol the Court during hours of play to ensure compliance with (5)(ii)(d)(1)-(3) above.
 - (B) The Court shall immediately expel any person found violating (5)(ii)(d)(1)-(3) above and prohibit their use of the Court for at least 30 days.
 - (C) The Court shall post warning signs describing the requirements of (5)(ii)(d)(1)-(3) above and the consequences for violation at prominent locations throughout the Court. The Court shall also publish and make available to every person using the Court the COVID-19 Playing Tennis Safely Player Tips and Recommendations pamphlet from the USTA.
 - (D) The failure of any Court to follow the requirements of (5)(ii)(d)(4)(A)-(C) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, attorneys fees, and/or the closure of the Golf Course.

(iii) Work in Support of Essential Activities. To perform work providing essential products and services or to otherwise carry out activities specifically permitted in this Order.

(iv) Protection of Non-essential Businesses: Non-essential businesses may keep facilities open only to maintain minimum basic operations, such as maintaining the value of an inventory, keeping the site secure, or ensuring that employees are able to work remotely. Non-essential businesses shall not be open to the public.

(v) To care for or support a friend, family member, or pet in another household.

(vi) Emergency Personnel. All first responders, gang and crisis intervention workers, public health workers, emergency management personnel, emergency dispatchers, law enforcement personnel, and related contractors and others working for emergency services providers are categorically exempt from this Emergency Regulation in the performance of their duties.

(vii) Essential Activities Exempt. Certain business operations and activities are exempt from the provisions of this Emergency Regulation, on the grounds that they provide services that are recognized to be critical to the health and well-being of the City. The conversion of a non-essential

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 23, 2020**

business into an essential business is prohibited during the term of this Emergency Regulation. These include:

(a) All healthcare operations, including hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, medical and scientific research, laboratories, healthcare suppliers, home healthcare services providers, veterinary and routine care providers, mental and behavioral health providers, substance use providers, physical therapists and chiropractors, or any related and/or ancillary healthcare services, manufacturers and suppliers. Healthcare operations does not include fitness and exercise gyms, barbers, beauty and nail salons, tobacco shops or similar facilities.

(b) Grocery stores, water retailers, certified farmers' markets, farm and produce stands, supermarkets, convenience stores, warehouse stores, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh or frozen meats, fish, and poultry, any other household consumer products (such as construction supplies, cleaning and personal care products). This includes stores that sell groceries and sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences.

(c) Organizations and businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals (including gang prevention and intervention, domestic violence, and homeless services agencies).

(d) Newspapers, television, radio, magazine, and other media services.

(e) Gas service stations, auto supply, mobile auto repair operations, auto repair shops (including, without limitation, auto repair shops that operate adjacent to or otherwise in connection with a used or retail auto dealership), bicycle repair shops and related facilities. Car washes and auto detailing are prohibited.

(f) Banks, credit unions, financial institutions and insurance companies.

(g) Hardware and building supply stores, and nurseries.

(h) Plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, funeral home workers and morticians, moving services, HVAC installers, carpenters, landscapers, gardeners, property managers, private security personnel and other service providers who provide services to maintain the safety, sanitation, and essential operation to properties and other essential activities discussed in this subsection.

(i) Businesses providing mailing and shipping services, including post office boxes.

(j) Educational institutions -- including public and private K-12 schools, colleges, and universities -- for purposes of facilitating distance learning or performing essential functions provided that social distancing of six-feet per person is maintained to the greatest extent possible.

(k) Laundromats, dry cleaners, and laundry service providers.

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REVISED: APRIL 23, 2020**

(l) Restaurants and retail food facilities that prepare and offer food to customers, but only via delivery service, to be picked up, or drive-thru. For those establishments offering food pick-up options, proprietors are directed to establish social distancing practices for those patrons in the queue for pick-up. This includes maintaining a distance of at least six-feet away from others.

(m) Businesses that supply products needed for people to work from home.

(n) Businesses that supply other essential businesses with the support, services, or supplies necessary to operate, provided that strict social distancing is maintained. This section includes, without limitation, utility companies.

(o) Individuals and businesses that ship or deliver groceries, food, beverages or goods directly to residences or businesses, including rail and trucking.

(p) Taxis and ride sharing services, and other private transportation services providing transportation services necessary for essential activities and other purposes expressly authorized in this Emergency Regulation.

(q) Home-based care for disabled persons, seniors, adults, or children.

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(t) Childcare facilities providing services that enable employees exempted in this Emergency Regulation to work as permitted. To the extent possible, childcare facilities must operate under the following mandatory conditions:

(1) Childcare must be carried out in stable groups of 12 or fewer (“stable” means that the same 12 or fewer children are in the same group each day).

(2) Children shall not change from one group to another.

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REVISED: APRIL 23, 2020**

waste collection and removal; flood control and watershed protection; internet and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, and web-based services); and manufacturing and distribution companies deemed essential to the supply chains of the industries referenced in this Paragraph, provided that they carry out those services and that work in compliance with social distancing practices as prescribed by the Centers for Disease Control and Prevention and the Riverside County Department of Public Health, to the extent possible.

6. To the extent that this Emergency Regulation is in conflict with earlier Emergency Regulations of the City of Canyon Lake, this Emergency Regulation shall supersede the others. To the extent that this Emergency Regulation is more or less strict than similar orders or regulations issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law, the stricter controls. For the sake of clarity, this Emergency Regulation is not intended and shall not be interpreted as authorizing conduct that is contrary to any order or regulation issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law.

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This order shall be in place until May 6, 2020 at 11:59 p.m. and it may be extended prior to that time.

Date: April 23, 2020



Chris Mann

City Manager/ Director of Emergency Services



Chris Mann
City Manager

Amended Emergency Regulation Under City of Canyon Lake Emergency Authority

Revised Issue Date: April 25, 2020¹

The novel coronavirus (COVID-19) pandemic is a global emergency that is unprecedented in modern history. Profoundly impacting our daily lives, it has inspired Canyon Lakers to respond with courage, compassion, wisdom and resolve to overcome this crisis and help each other.

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Under the provisions of Section 2.28.060(6)(A) of the Canyon Lake Municipal Code, I hereby declare the following orders to be necessary for the protection of life and property in the City of Canyon Lake during the state of emergency, proclaimed on March 19, 2020 and confirmed by the

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EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020

Canyon Lake City Council on March 25, 2020. This Emergency Regulation is effective immediately and will be submitted to the Canyon Lake City Council for confirmation at the earliest practical time.

1. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all persons living within the City of Canyon Lake are hereby ordered to remain in their homes. Residents of the City of Canyon Lake who are experiencing homelessness are exempt from this requirement.
2. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all businesses within the City of Canyon Lake are ordered to cease operations that require in-person attendance by workers at a workplace.
3. All public and private gatherings of any number of people occurring outside of those individuals' residences are prohibited, except as to those exempted activities described in this Paragraph and Paragraph 5.
4. All travel, including, without limitation, travel on foot, bicycle, scooter, motorcycle, automobile, or public transit is prohibited, subject to the exceptions in Paragraph 5.
5. Exceptions. People may lawfully leave their residence while this Emergency Regulation is in effect to engage in the listed essential activities below so long as they maintain reasonable social distancing practices, including but not limited to, maintaining a distance of at least six-feet away from others, frequently washing hands with soap and water for at least twenty seconds or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands. All persons outside their residence engaging in essential activities below shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
 - (i) Essential Activities. To engage in certain essential activities, including, without limitation, visiting a health or veterinary care professional, obtaining medical supplies or medication, obtaining grocery items (including, without limitation, canned food, dry goods, fresh fruits and vegetables, pet supplies, fresh or frozen meats, fish, and poultry, any other household consumer products and products necessary to maintain the safety and sanitation of residences and other buildings) for their household or to deliver to others, or for legally mandated government purposes. In addition, any travel related to (a) providing care for minors, the elderly, dependents, persons with disabilities, or other vulnerable persons; (b) returning to one's place of residence from outside the City; (c) travelling to one's place of residence located outside the City; (d) compliance with an order of law enforcement or court shall be exempt from this Emergency Regulation; or (e) legally mandated government purposes.
 - (ii) Outdoor Activities. To engage in outdoor activity and recreation, provided that the individuals comply with social distancing requirements, including, without limitation, walking, hiking, running, cycling; use of scooters, roller skates, skateboards, or other personal mobility devices; or travel in a vehicle (including a golf cart) with household members to a location where it is possible to walk, hike, run or ride a bike, or operate personal mobility devices, while maintaining social distancing practices.

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020**

(a) Activities that create contact with individuals, fixed objects, or shared items such as picnic tables, indoor and outdoor playgrounds for children (except those located within childcare centers) or any team or spectator sports and similar gatherings shall be closed for all purposes.

(b) Use of vehicles, including but not limited to boats, shall only be permitted with household members.

(c) Any public or private golf course (“Golf Course”) may open and playing golf is permitted so long as the orders of the County Health Officer are followed, including but not limited to the amended order relating to golf courses of April 20, 2020, the general requirements of social distancing described above are followed, and the specific measures listed below are followed:

- (1) No more than one person may use or be present within a golf cart at any time.
- (2) All persons must maintain at least six feet of distance from each other at all times.
- (3) All persons shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
- (4) Any Golf Course that opens and allows play while this order is in effect shall be required to take the following actions to ensure the safety of the public:
 - (A) The Golf Course shall dedicate at least one person during hours of play to patrol the entire course to ensure compliance with (5)(ii)(c)(1)-(3) above.
 - (B) The Golf Course shall immediately expel any person found violating (5)(ii)(c)(1)-(3) above and prohibit their use of the Golf Course for at least 30 days.
 - (C) The Golf Course shall post warning signs describing the requirements of (5)(ii)(c)(1)-(3) above and the consequences for violation at prominent locations throughout the course.
 - (D) The failure of any Golf Course to follow the requirements of (5)(ii)(c)(4)(A)-(C) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, attorneys fees, and/or the closure of the Golf Course.

(d) Any person owning or operating public or private tennis or pickleball courts (“Court”) may open and the playing of tennis and pickleball is permitted so long as the orders of the County Health Officer are followed, including but not limited to the amended order relating to tennis and pickleball courts of April 20, 2020, the general requirements of social distancing described above are followed, and the specific measures listed below are followed:

- (1) For pickleball, only one person is permitted on each side of the court. For tennis, only two persons are permitted on each side of the court.

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020**

- (2) All persons must maintain at least six feet of distance from each other at all times.
- (3) All persons shall wear face coverings, such as scarves (dense fabric, without holes), bandanas, neck gaiter, or other fabric face coverings.
- (4) Any Court that opens and allows play while this order is in effect shall be required to take the following actions to ensure the safety of the public:
 - (A) The Court shall regularly patrol the Court during hours of play to ensure compliance with (5)(ii)(d)(1)-(3) above.
 - (B) The Court shall immediately expel any person found violating (5)(ii)(d)(1)-(3) above and prohibit their use of the Court for at least 30 days.
 - (C) The Court shall post warning signs describing the requirements of (5)(ii)(d)(1)-(3) above and the consequences for violation at prominent locations throughout the Court. The Court shall also publish and make available to every person using the Court the COVID-19 Playing Tennis Safely Player Tips and Recommendations pamphlet from the USTA.
 - (D) The failure of any Court to follow the requirements of (5)(ii)(d)(4)(A)-(C) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, attorneys fees, and/or the closure of the Golf Course.
- (e) All public and private beaches (“Beach”) shall be closed for all purposes. All persons are prohibited from the use of any public or private beach.
 - (1) The owner or operator of any Beach shall regularly patrol the Beach during daylight hours to ensure compliance with (5)(ii)(e) above.
 - (2) The owner or operator of any Beach shall immediately expel any person found violating (5)(ii)(e) above.
 - (3) The owner or operator of any Beach shall post warning signs describing the prohibition of (5)(ii)(e) above and the consequences for violation at prominent locations throughout the Beach.
 - (4) The failure of any owner or operator of a Beach to follow the requirements of (5)(ii)(e)(1)-(3) above shall be punishable in the manner described by Section 7 below, as well as civil penalties of up to \$1,000 per violation per day, injunctive relief, and attorneys fees.
 - (5) The prohibition stated above in (5)(e) and the requirements of (5)(ii)(e)(1)-(4) above shall not be applicable to any residential property with a private

EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020

beach that is not open to either: (1) the public or (2) persons other than members of the household that reside at the residence.

- (iii) **Work in Support of Essential Activities.** To perform work providing essential products and services or to otherwise carry out activities specifically permitted in this Order.
- (iv) **Protection of Non-essential Businesses:** Non-essential businesses may keep facilities open only to maintain minimum basic operations, such as maintaining the value of an inventory, keeping the site secure, or ensuring that employees are able to work remotely. Non-essential businesses shall not be open to the public.
- (v) To care for or support a friend, family member, or pet in another household.
- (vi) **Emergency Personnel.** All first responders, gang and crisis intervention workers, public health workers, emergency management personnel, emergency dispatchers, law enforcement personnel, and related contractors and others working for emergency services providers are categorically exempt from this Emergency Regulation in the performance of their duties.
- (vii) **Essential Activities Exempt.** Certain business operations and activities are exempt from the provisions of this Emergency Regulation, on the grounds that they provide services that are recognized to be critical to the health and well-being of the City. The conversion of a non-essential business into an essential business is prohibited during the term of this Emergency Regulation. These include:
 - (a) All healthcare operations, including hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, medical and scientific research, laboratories, healthcare suppliers, home healthcare services providers, veterinary and routine care providers, mental and behavioral health providers, substance use providers, physical therapists and chiropractors, or any related and/or ancillary healthcare services, manufacturers and suppliers. Healthcare operations does not include fitness and exercise gyms, barbers, beauty and nail salons, tobacco shops or similar facilities.
 - (b) Grocery stores, water retailers, certified farmers' markets, farm and produce stands, supermarkets, convenience stores, warehouse stores, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh or frozen meats, fish, and poultry, any other household consumer products (such as construction supplies, cleaning and personal care products). This includes stores that sell groceries and sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences.
 - (c) Organizations and businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals (including gang prevention and intervention, domestic violence, and homeless services agencies).
 - (d) Newspapers, television, radio, magazine, and other media services.

EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020

(e) Gas service stations, auto supply, mobile auto repair operations, auto repair shops (including, without limitation, auto repair shops that operate adjacent to or otherwise in connection with a used or retail auto dealership), bicycle repair shops and related facilities. Car washes and auto detailing are prohibited.

(f) Banks, credit unions, financial institutions and insurance companies.

(g) Hardware and building supply stores, and nurseries.

(h) Plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, funeral home workers and morticians, moving services, HVAC installers, carpenters, landscapers, gardeners, property managers, private security personnel and other service providers who provide services to maintain the safety, sanitation, and essential operation to properties and other essential activities discussed in this subsection.

(i) Businesses providing mailing and shipping services, including post office boxes.

(j) Educational institutions -- including public and private K-12 schools, colleges, and universities -- for purposes of facilitating distance learning or performing essential functions provided that social distancing of six-feet per person is maintained to the greatest extent possible.

(k) Laundromats, dry cleaners, and laundry service providers.

(l) Restaurants and retail food facilities that prepare and offer food to customers, but only via delivery service, to be picked up, or drive-thru. For those establishments offering food pick-up options, proprietors are directed to establish social distancing practices for those patrons in the queue for pick-up. This includes maintaining a distance of at least six-feet away from others.

(m) Businesses that supply products needed for people to work from home.

(n) Businesses that supply other essential businesses with the support, services, or supplies necessary to operate, provided that strict social distancing is maintained. This section includes, without limitation, utility companies.

(o) Individuals and businesses that ship or deliver groceries, food, beverages or goods directly to residences or businesses, including rail and trucking.

(p) Taxis and ride sharing services, and other private transportation services providing transportation services necessary for essential activities and other purposes expressly authorized in this Emergency Regulation.

(q) Home-based care for disabled persons, seniors, adults, or children.

(r) Residential facilities and shelters for homeless residents, disabled persons, seniors, adults, children and animals.

(s) Professional services, such as legal, payroll, realty, tax preparation or accounting services, when necessary to assist in compliance with legally mandated activities.

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020**

(t) Childcare facilities providing services that enable employees exempted in this Emergency Regulation to work as permitted. To the extent possible, childcare facilities must operate under the following mandatory conditions:

- (1) Childcare must be carried out in stable groups of 12 or fewer (“stable” means that the same 12 or fewer children are in the same group each day).
- (2) Children shall not change from one group to another.
- (3) If more than one group of children is cared for at one facility, each group shall be in a separate room. Groups shall not mix with each other.
- (4) Childcare providers shall remain solely with one group of children.

(viii) Government Employees. This Emergency Regulation does not apply to employees of government agencies working within the course and scope of their public service employment. Employees of the City of Canyon Lake shall follow any current or future directives issued by the City Manager.

(ix) Essential Infrastructure. Individuals may leave their residences to provide any services or goods or perform any work necessary to build, operate, maintain or manufacture essential infrastructure, including without limitation construction of commercial, office and institutional buildings, residential buildings and housing; airport operations, food supply, concessions, and construction; water, sewer, gas, electrical; roads and highways, public transportation and rail; solid waste collection and removal; flood control and watershed protection; internet and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, and web-based services); and manufacturing and distribution companies deemed essential to the supply chains of the industries referenced in this Paragraph, provided that they carry out those services and that work in compliance with social distancing practices as prescribed by the Centers for Disease Control and Prevention and the Riverside County Department of Public Health, to the extent possible.

6. To the extent that this Emergency Regulation is in conflict with earlier Emergency Regulations of the City of Canyon Lake, this Emergency Regulation shall supersede the others. To the extent that this Emergency Regulation is more or less strict than similar orders or regulations issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law, the stricter controls. For the sake of clarity, this Emergency Regulation is not intended and shall not be interpreted as authorizing conduct that is contrary to any order or regulation issued by the Public Health Officer for the County of Riverside or any other government agency or official authorized by law.

7. Failure to comply with this Emergency Regulation shall constitute a misdemeanor subject to fines and imprisonment pursuant to Canyon Lake Municipal Code Section 2.28.100. I hereby urge the Sheriff’s Department, which serves as the law enforcement agency for the City of Canyon Lake, and the City Attorney to vigorously enforce this Emergency Regulation.

8. If any subsection, sentence, clause, phrase, or word of this Emergency Regulation or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by

**EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: APRIL 25, 2020**

a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this Emergency Regulation.

This order shall be in place until May 6, 2020 at 11:59 p.m. and it may be extended prior to that time.

Date: April 25, 2020



Chris Mann

City Manager/ Director of Emergency Services



Chris Mann
City Manager

Amended Emergency Regulation Under City of Canyon Lake Emergency Authority

Revised Issue Date: April 30, 2020¹

The novel coronavirus (COVID-19) pandemic is a global emergency that is unprecedented in modern history. Profoundly impacting our daily lives, it has inspired Canyon Lakers to respond with courage, compassion, wisdom and resolve to overcome this crisis and help each other.

Beginning on March 19, 2020, the Governor of California issued Executive Order N-33-20, ordering all individuals living in the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of the federal critical infrastructure sectors. This statewide order remains in effect. County of Riverside Health Officer Dr. Cameron Kaiser (“County Health Officer”) has also issued local orders tailored to our region.

When the state and county orders were originally issued, there were many questions from the residents and businesses in the City of Canyon Lake regarding the application of these orders to our community. To protect the health and safety of the community, and to provide guidance and clarity, Canyon Lake issued an Emergency Regulation with a detailed list of essential businesses and activities to guide our residents and businesses through this crisis.

Canyon Lake has taken strong action while the virus aggressively expanded throughout the region, including the issuance of the original Emergency Regulation for Canyon Lake on March 31, 2020. As of today, there have been 3,942 confirmed cases within Riverside County and 143 deaths. Over the last month, the residents and businesses of Canyon Lake have embraced urgent social distancing best practices and aggressive hygienic precaution, not just to protect themselves, but to protect others.

Now, the Governor has announced plans for a phased ramp-down of the stay at home orders, and the County Health Officer has issued an amended order effective May 1, 2020 (“Order”). It is anticipated that over the next several weeks, the State of California and the County of Riverside will continue to modify the applicable orders to protect the public health and safety while maximizing our residents’ freedom to go about their daily lives.

Beginning on May 1, 2020, the County of Riverside and the City of Canyon Lake will fall solely under the governor’s stay at home order as it pertains to gatherings. The County of Riverside has also issued the Order which permits certain recreational activities, including golf, with limitations. The Order requires face coverings and six-foot social distance through June 19, 2020.

¹ Original Issue Date: March 31, 2020; Previous Revision Dates: April 21, 2020, April 23, 2020; April 25, 2020

EMERGENCY REGULATION OF THE CITY OF CANYON LAKE
REVISED: April 30, 2020

Under the provisions of California Government Code Section 8634 and Canyon Lake Municipal Code Section 2.28.060(6)(A), I hereby declare the following Emergency Regulation (“Emergency Regulation”) to be necessary for the protection of life and property in the City of Canyon Lake during the state of emergency, proclaimed on March 19, 2020 and confirmed by the Canyon Lake City Council on March 25, 2020. This Emergency Regulation is effective May 1, 2020, and will be submitted to the Canyon Lake City Council for confirmation at the earliest practical time.

1. The Riverside County Department of Health Services acts as the Health Officer for the City of Canyon Lake and enforces all health-related standards including the Order. The County Health Officer has requested the City take necessary measures within the City’s control to ensure compliance with the Order.
2. All persons within the City of Canyon Lake, including without limitation, the residents, visitors, businesses and the Canyon Lake Property Owners’ Association, are prohibited causing, allowing, permitting, aiding, abetting, suffering, or concealing a violation of the Order.
3. To the extent requested by the County Health Officer, and recognizing the limited resources of the City of Canyon Lake, all City officers and employees authorized by Canyon Lake Municipal Code shall have the authority to enforce this Emergency Regulation and the Order.
4. Any person may seek an interpretation of the Order by contacting City Hall. The City will contact the County Health Officer to obtain a decision.
4. Violation of this Emergency Regulation shall constitute a misdemeanor subject to fines and imprisonment pursuant to Canyon Lake Municipal Code Section 2.28.100.
5. To the extent that this Emergency Regulation is in conflict with earlier Emergency Regulations of the City of Canyon Lake, this Emergency Regulation shall supersede the others.
6. If any subsection, sentence, clause, phrase, or word of this Emergency Regulation or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this Emergency Regulation.

This Emergency Regulation shall be in place until June 19, 2020 at 11:59 p.m. and it may be extended prior to that time.

Date: April 30, 2020



Chris Mann
City Manager/ Director of Emergency Services



STAFF REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Chris Mann, City Manager *CM*
BY: Terry Shea, Finance Director
DATE: May 6, 2020
SUBJECT: Presentation and Discussion of the Draft Budget for FY 2020-21

Recommendation

That the City Council review and discuss the Draft budget for Fiscal Year 2020-21.

Background

The attached Draft Budget for Fiscal Year 2020-21 is presented to the City Council for review.

The draft budget indicates General Fund revenues are estimated to be \$6,474,100 for Fiscal Year 2020-21. Estimated General Fund expenditures are \$6,240,551. The budget reflects a General Fund surplus of \$233,549 for Fiscal Year 2020-21. Included in Fiscal Year 2020-21 projected revenues are the EMS Subscription Program, Residential Registration Program and the Fire Life Safety Inspection Program as well as an additional amount for the renegotiated CR&R Franchise Agreement.

Fiscal Impact

None

Attachments

1. Draft Budget for Fiscal Year 2020-21

ATTACHMENT 1

**City of Canyon Lake
Revenue Summary by Fund
Fiscal Year 2020-21**

Fund Type & Name	Actual Revenue 2017-18	Actual Revenue 2018-19	Budgeted Revenue 2019-20	Proposed Revenue 2020-21
GENERAL FUND				
General Fund	\$ 5,090,858	\$ 5,351,030	\$ 5,186,725	\$ 6,474,100
SPECIAL REVENUE FUNDS				
Gas Tax	317,080	442,942	477,200	505,300
Measure A	183,940	210,282	197,500	170,000
AQMD Trust	12,588	15,513	13,200	13,800
Law Enforcement Grants	139,416	148,747	140,000	155,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 653,024	\$ 817,484	\$ 827,900	\$ 844,100
ENTERPRISE FUND				
Rental Fund	\$ -	\$ -	\$ -	\$ 172,000
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ 13,946	\$ -	\$ -	\$ -
TOTAL	\$ 5,757,828	\$ 6,168,514	\$ 6,014,625	\$ 7,490,200

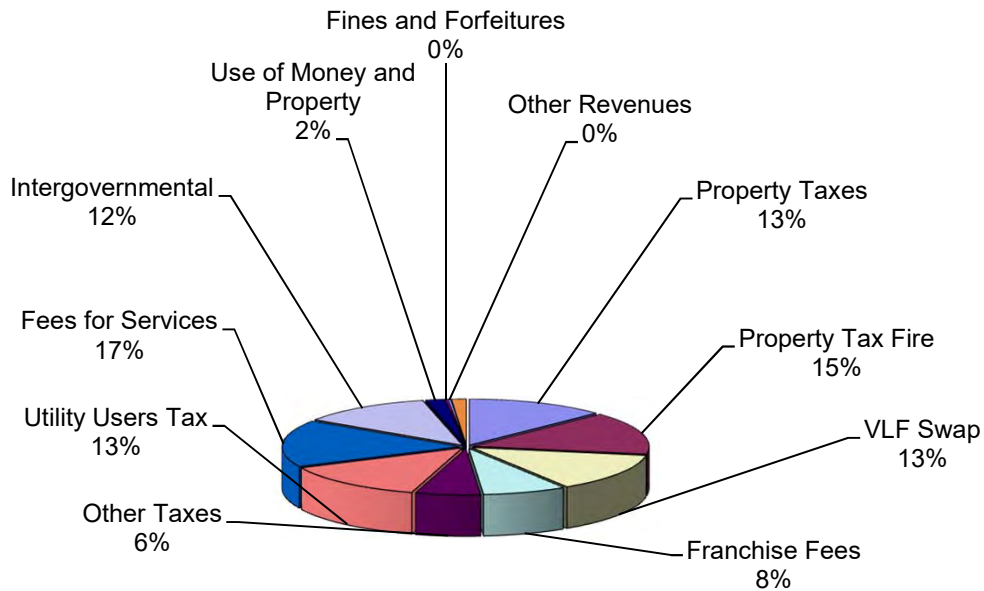
**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2020-21**

Fund Type & Name	Actual Revenue 2017-18	Actual Revenue 2018-19	Budgeted Revenue 2019-20	Proposed Revenue 2020-21
GENERAL FUND				
Property Taxes	\$ 824,638	\$ 857,115	\$ 895,900	\$ 955,900
Property Taxes Fire	1,033,118	1,071,155	1,075,000	1,121,200
VLF Swap	877,260	917,654	954,000	996,600
Sales Tax	291,586	483,359	261,000	300,000
Utility Users Tax	1,006,730	986,356	1,012,000	1,000,000
Franchise Fees	335,153	340,253	334,500	572,700
Other Taxes	141,890	146,192	148,000	140,400
Fees for Services	383,917	384,157	383,300	1,232,500
Intergovernmental	74,699	14,770	14,000	63,800
Use of Money and Property	39,965	122,340	72,025	54,000
Fines and Forfeitures	22,128	11,669	15,000	15,000
Other Revenues	59,774	16,010	22,000	22,000
Total General Fund	\$ 5,090,858	\$ 5,351,030	\$ 5,186,725	\$ 6,474,100
SPECIAL REVENUE FUNDS				
Gas Tax				
Intergovernmental Revenue	\$ 317,885	\$ 433,481	\$ 476,200	\$ 501,300
Use of Money and Property	(805)	9,461	1,000	4,000
Measure A				
Intergovernmental Revenue	184,294	204,962	197,000	168,000
Use of Money and Property	(354)	5,320	500	2,000
AQMD Trust				
Intergovernmental Revenue	12,695	14,291	13,000	13,000
Use of Money and Property	(107)	1,222	200	800
Law Enforcement Grants				
Intergovernmental Revenue	139,416	148,747	140,000	155,000
Use of Money and Property	-	-	-	-
Miscellaneous Grants Fund				
Intergovernmental Revenue	-	-	-	-
Total Special Revenue	\$ 653,024	\$ 817,484	\$ 827,900	\$ 844,100

**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2020-21**

Fund Type & Name	Actual Revenue 2017-18	Actual Revenue 2018-19	Budgeted Revenue 2019-20	Proposed Revenue 2020-21
ENTERPRISE FUND				
Rental Fund				
Use of Money and Property	\$ -	\$ -	\$ -	\$ 70,800
Loan from General Fund	-	-	-	101,200
Total Enterprise	\$ -	\$ -	\$ -	\$ 172,000
CAPITAL IMPROVEMENT FUND				
Capital Projects				
Intergovernmental Revenue	\$ 13,946	\$ -	\$ -	\$ -
Other Revenues	-	-	-	-
Transfers In	-	-	-	-
Total Capital Projects	\$ 13,946	\$ -	\$ -	\$ -
TOTAL	\$ 5,757,828	\$ 6,168,514	\$ 6,014,625	\$ 7,490,200

Revenue Summary by Type



**City of Canyon Lake
Fiscal Year 2020-21**

General Fund Revenue Detail

Code	Description	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
Taxes					
4020	Base Property Tax (S)	\$ 740,822	\$ 780,565	\$ 806,100	\$ 868,000
4030	Base Property Tax (U)	32,755	34,966	35,400	38,000
4032	Property Tax Fire	1,033,118	1,071,155	1,075,000	1,121,200
4040	Homeowner-S Exemption Reimb	8,818	8,635	8,900	8,900
4050	Real Property Transfer Tax	84,642	86,433	84,000	86,400
4060	Property Tax-Py (S)	20,205	16,537	26,700	22,000
4070	Property Tax -Py (U)	1,768	1,913	2,300	2,000
4080	Property Tax 2345/Cur/Sup	14,516	8,281	11,800	11,800
4090	Property Tax 2345/Py/Sup	5,754	6,218	4,700	5,200
4705	Property Tax Vlf Swap	877,260	917,654	954,000	996,600
4100	Sales & Use Tax	291,586	483,359	261,000	300,000
4130	Utility Users Tax	1,006,730	986,356	1,012,000	1,000,000
4150	Franchise Fee - Cable Tv	130,083	135,177	134,000	136,000
4160	Transient Lodging Tax	57,248	59,759	64,000	54,000
4170	Edison Franchise Fee	113,789	111,117	114,000	117,000
4180	Refuse Disposal Franchise Fee	89,627	92,348	84,800	318,000
4190	So. Cal Gas Franchise Fee	1,654	1,611	1,700	1,700
	Subtotal Taxes	\$ 4,510,375	\$ 4,802,084	\$ 4,680,400	\$ 5,086,800
Licenses, Permits & Fees					
4200	Construction/Bldg Permit Fee	\$ 274,097	\$ 256,472	\$ 280,000	\$ 250,000
4201	CBSC Green Fees	655	635	600	600
4202	SMIP Fees	1,686	1,554	1,500	1,500
4210	Conditional Use Fee	2,000	-	-	-
4220	Site Plan Review	19,444	25,019	10,000	20,000
4225	Credit Card Convenience Fee	1,687	1,664	2,000	-
4231	Grading Fees	-	1,091	1,000	2,000
4250	Encroachment Fees	6,300	3,000	2,200	4,200
4786	Cable Access Fee	26,061	27,084	24,000	27,200
4450	Foreclosure Fees	1,573	2,313	2,000	2,000
4400	Business License Fee	50,414	65,325	60,000	100,000
4405	EMS Subscription Program	-	-	-	700,000
4410	Residential Rental Registration	-	-	-	100,000
4415	Fire Life Safety Inspection Program	-	-	-	25,000
	Subtotal Licenses, Permits & Fees	\$ 383,917	\$ 384,157	\$ 383,300	\$ 1,232,500
Use of Money & Property					
4690	Library Lease Income	\$ 44,369	\$ 45,678	\$ 47,025	\$ 24,000
4695	Multi-Purpose Lease Income	-	-	-	-
4900	Interest Income	(4,404)	76,662	25,000	30,000
	Subtotal Use of Money & Property	\$ 39,965	\$ 122,340	\$ 72,025	\$ 54,000
Intergovernmental					
4700	Motor Vehicle License Fee	\$ 5,733	\$ 5,289	\$ 5,000	\$ 5,800
4590	Grant Revenues (Emergency)	4,423	6,360	-	7,000
4596	AVA Funds	-	-	8,000	8,000
4595	Grant Revenues CDBG	-	-	-	43,000
4593	Grant Revenues (DUI, Etc)	64,543	3,121	1,000	-
	Subtotal Intergovernmental	\$ 74,699	\$ 14,770	\$ 14,000	\$ 63,800
Fines & Forfeitures					
4600	Court, Vehicle & Parking Fees	\$ 22,128	\$ 11,669	\$ 15,000	\$ 15,000
Other Income					
4790	Miscellaneous	33,350	\$ 13,852	\$ 17,000	\$ 17,000
4791	Insurance Reimbursements	24,092	1,739	-	-
4793	Veterans Donations	2,332	419	5,000	5,000
		\$ 59,774	\$ 16,010	\$ 22,000	\$ 22,000
	TOTAL REVENUE	\$ 5,090,858	\$ 5,351,030	\$ 5,186,725	\$ 6,474,100

**City of Canyon Lake
Fiscal Year 2020-21**

General Fund Expenditure Detail

Department	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
City Council				
Personnel	\$ 21,110	\$ 21,663	\$ 21,351	\$ 20,748
Operations & Maintenance	51,510	60,758	50,625	106,125
City Attorney				
Operations & Maintenance	111,881	91,210	64,000	77,700
City Manager				
Personnel	275,369	309,794	304,504	412,887
Operations & Maintenance	114,820	124,588	122,670	149,450
Capital Outlay	-	1,035	31,400	2,500
City Clerk				
Personnel	87,158	101,290	111,998	144,473
Operations & Maintenance	22,232	46,789	36,300	70,080
Finance				
Personnel	3,810	3,755	3,600	4,100
Operations & Maintenance	159,976	116,814	113,650	108,080
Planning				
Operations & Maintenance	46,193	84,740	42,000	185,000
Building & Safety				
Operations & Maintenance	188,397	288,701	269,260	240,100
Law Enforcement				
Operations & Maintenance	1,628,467	1,642,749	1,778,934	1,722,660
Fire				
Operations & Maintenance	1,340,699	1,696,336	2,259,064	2,238,114
Capital Outlay	118,002	7,195	-	10,000
Emergency Preparedness				
Operations & Maintenance	16,409	10,987	9,700	26,000
Animal Control				
Operations & Maintenance	187,507	143,820	153,540	153,540
Public Works				
Operations & Maintenance	90,072	13,387	40,000	12,000
NPDES				
Personnel	11,410	6,392	-	-
Operations & Maintenance	68,767	64,597	77,000	84,300
Special Enforcement				
Personnel	158,080	168,022	222,733	275,364
Operations & Maintenance	29,005	24,322	28,440	27,180
Capital Outlay	46,268	1,592	-	-
Building & Facilities Maintenance				
Operations & Maintenance	65,749	81,091	114,290	115,050
Capital Outlay	-	1,452	-	55,100
TOTAL EXPENDITURES	\$ 4,842,891	\$ 5,113,079	\$ 5,855,059	\$ 6,240,551

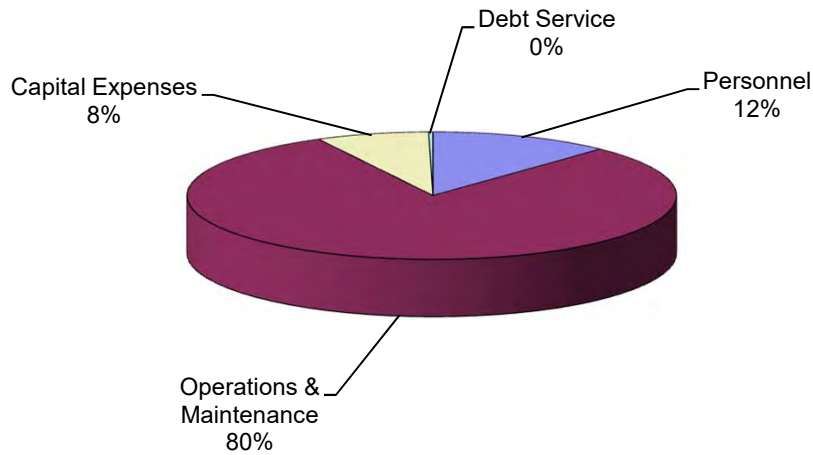
**City of Canyon Lake
Expenditure Summary by Fund
Fiscal Year 2020-21**

Fund Type & Name	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
GENERAL FUND				
General Fund	\$ 4,842,891	\$ 5,113,079	\$ 5,855,059	\$ 6,240,551
SPECIAL REVENUE FUNDS				
Gas Tax	\$ 610,903	\$ 201,485	\$ 152,800	\$ 377,000
Measure A	147,001	147,000	46,473	150,000
AQMD Trust	46,132	-	-	-
Law Enforcement Grants	129,000	129,000	140,000	250,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 933,036	\$ 477,485	\$ 339,273	\$ 777,000
ENTERPRISE FUND				
Rental	\$ -	\$ -	\$ -	\$ 148,215
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ 13,946	\$ 46,580	\$ -	\$ -
TOTAL	\$ 5,789,873	\$ 5,637,144	\$ 6,194,332	\$ 7,165,766

**City of Canyon Lake
Expenditure Summary by Category
Fiscal Year 2020-21**

CATEGORY/TYPE	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
Personnel	\$ 449,221	\$ 610,916	\$ 552,909	\$ 857,572
Operations & Maintenance	3,537,482	4,848,389	5,000,640	5,756,394
Capital Expenses	33,248	112,474	152,600	531,800
Debt Service	281,945	167,000	147,000	20,000
Transfers Out	4,056	-	-	-
TOTAL	\$ 4,305,952	\$ 5,738,779	\$ 5,853,149	\$ 7,165,766

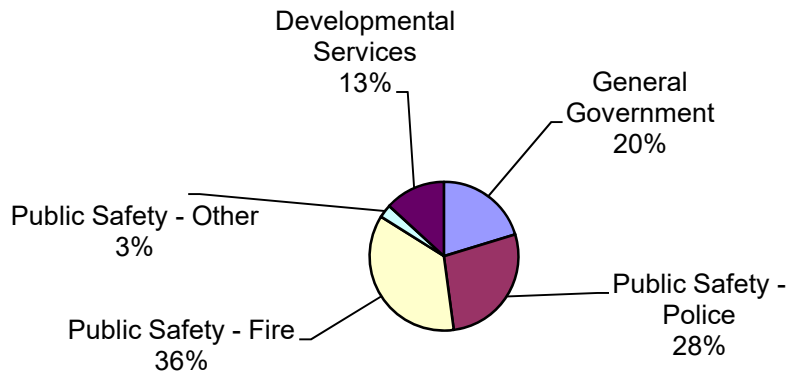
Expenditures by Category Fiscal Year 2018-19



**City of Canyon Lake
General Fund Budget Expenditure Summary
Fiscal Year 2020-21**

Department/Division	Personnel	O & M	Capital	Total
GENERAL GOVERNMENT				
100 City Council	\$ 20,748	\$ 106,125	\$ -	\$ 126,873
200 City Attorney	-	77,700	-	77,700
310 City Manager	412,887	149,450	2,500	564,837
320 City Clerk	144,473	70,080	-	214,553
330 Finance	4,100	108,080	-	112,180
550 P W Building & Fac Maint	-	115,050	55,100	170,150
SUBTOTAL	\$ 582,208	\$ 626,485	\$ 57,600	\$ 1,266,293
DEVELOPMENT SERVICES				
350 Planning	\$ -	\$ 185,000	\$ -	\$ 185,000
360 Building and Safety	-	240,100	-	240,100
510 Public Works Administration	-	12,000	-	12,000
515 NPDES	-	84,300	-	84,300
520 Code Enforcement	275,364	27,180	-	302,544
SUBTOTAL	\$ 275,364	\$ 548,580	\$ -	\$ 823,944
PUBLIC SAFETY				
410 Law Enforcement	\$ -	\$ 1,722,660	\$ -	\$ 1,722,660
420 Fire & Medical Aid	-	2,238,114	10,000	2,248,114
425 Emergency Preparedness	-	26,000	-	26,000
430 Animal Control	-	153,540	-	153,540
SUBTOTAL	\$ -	\$ 4,140,314	\$ 10,000	\$ 4,150,314
TOTAL	\$ 857,572	\$ 5,315,379	\$ 67,600	\$ 6,240,551

General Fund Budget Expenditures by Function



**City of Canyon Lake
Fund Balance Summary
Fiscal Year 2020-21**

Fund Type & Name	Estimated Available Balance 06/30/20	+	Estimated Revenues 2020-21	=	Funds Available 2020-21	-	Budgeted Appropriations 2020-21	=	Estimated Available Balance 06/30/21
GENERAL FUND									
General Fund	\$ 3,680,000		\$ 6,474,100	*	\$ 10,154,100		\$ 6,240,551	*	\$ 3,913,549
SPECIAL REVENUE FUNDS									
Gas Tax	\$ 900,000		\$ 505,300		\$ 1,405,300		\$ 377,000		\$ 1,028,300
Measure A	560,000		170,000		730,000		150,000		580,000
AQMD Trust	111,500		13,800		125,300		-		125,300
Law Enforcement Grants	115,200		155,000		270,200		250,000		20,200
Miscellaneous grants	17,900		-		17,900		-		17,900
TOTAL SPECIAL REVENUE	\$ 1,704,600		\$ 844,100		\$ 2,548,700		\$ 777,000		\$ 1,771,700
ENTERPRISE FUND									
Rental	\$ -		\$ 172,000		\$ 172,000		\$ 249,415		\$ (77,415)
CAPITAL IMPROVEMENT FUND									
Capital Projects	\$ 338,600		\$ -		\$ 338,600		\$ -		\$ 338,600
TOTAL	\$ 5,723,200	+	\$ 7,490,200	=	\$ 13,213,400	-	\$ 7,266,966	=	\$ 5,946,434

* The proposed General Fund Budget anticipates a budgeted surplus of \$ 233,549

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

<u>General Government</u>		<u>City Council - 100</u>			
<u>Function - Department</u>		<u>Division - Code</u>			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 18,000	\$ 18,857	\$ 18,000	\$ 18,000
6080	Benefits	3,110	2,806	3,351	2,748
	Personnel Total:	\$ 21,110	\$ 21,663	\$ 21,351	\$ 20,748
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 5,224	\$ 6,596	\$ 7,480	\$ 8,300
6510	Conference/Meeting/Travel Exp	3,204	11,818	9,500	16,500
6520	Membership/Dues/Publications	14,724	17,338	17,850	12,500
6610	Professional/Specialized Services	14,006	13,000	-	-
6830	Promotion and Advertising	14,352	12,006	15,795	68,825
	O & M Total:	\$ 51,510	\$ 60,758	\$ 50,625	\$ 106,125
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 21,110	\$ 21,663	\$ 21,351	\$ 20,748
	Operations & Maintenance	51,510	60,758	50,625	106,125
	Capital	-	-	-	-
		\$ 72,620	\$ 82,421	\$ 71,976	\$ 126,873

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		City Council - 100	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2019-20	2020-21
6010	Salaries and Wages	\$ 18,000	\$ 18,000
	City Council Members (5)		
6080	Benefits	3,351	2,748
	Medicare/Workers Comp		
Personnel Total:		\$ 21,351	\$ 20,748
6220	Departmental Expense	\$ 7,480	\$ 8,300
6225	Council Meeting Expense		7,200
	Meeting taping	\$ 5,500	
	Closed session meals	\$ 1,200	
	Presentation materials	\$ 500	
6510	Conference/Meeting/Travel Exp	9,500	16,500
	League of CA Cities Conference	\$ 8,000	
	League Division Meetings	\$ 1,500	
	League New Mayor & Council Acad	\$ 4,000	
	SCAG Regional Conference	\$ 2,000	
	Miscellaneous Meetings	\$ 600	
	Chamber Meetings	\$ 400	
6520	Membership/Dues/Publications	17,850	12,500
	League of CA Cities	\$ 6,000	
	Riverside Division	\$ 100	
	SCAG	\$ 1,220	
	WRCOG	\$ 1,500	
	WRCOG Solid Waste	\$ 2,500	
	LAFCO	\$ 800	
	2-1-1 Riverside County	\$ 380	
6830	Promotion and Advertising	15,795	68,825
	Chamber of Commerce	\$ 2,825	
	City Golf Championship	\$ 1,000	
	Veterans Day Celebration	\$ 6,000	
	Veterans Bricks	\$ 1,500	
	Diplomatic Outreach	\$ 2,000	
	Winter Wonderland	\$ 30,000	
	Advertisement/Promotion	\$ 1,000	
	City Attire	\$ 500	
	State of the City	\$ 20,000	
	Trauma Intervention Program	\$ 1,500	
	Student of the Month	\$ 1,500	
	Fiesta Days Sponsorship	\$ 1,000	
O & M Total:		\$ 50,625	\$ 113,325

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

<u>General Government</u>		<u>City Attorney - 200</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6610	Professional/Specialized Services	\$ 111,881	\$ 91,210	\$ 64,000	\$ 77,700
	O & M Total:	\$ 111,881	\$ 91,210	\$ 64,000	\$ 77,700
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	111,881	91,210	64,000	77,700
	Capital	-	-	-	-
		<u>\$ 111,881</u>	<u>\$ 91,210</u>	<u>\$ 64,000</u>	<u>\$ 77,700</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		City Attorney - 200	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6610	Professional/Specialized Services Attorney services	\$ 64,000	\$ 77,700
	O & M Total:	\$ 64,000	\$ 77,700
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

General Government		City Manager - 310			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 236,529	\$ 264,968	\$ 235,400	\$ 318,840
6080	Benefits	38,840	44,826	69,104	94,047
	Personnel Total:	\$ 275,369	\$ 309,794	\$ 304,504	\$ 412,887
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ 16,240	\$ 22,240	\$ 21,700	\$ 22,000
6220	Departmental Expense	50	135	300	300
6310	Communications	1,313	1,758	1,620	2,500
6510	Conference/Meeting/Travel Exp	3,639	8,628	5,900	13,300
6520	Membership/Dues/Publications	-	-	1,520	1,900
6610	Professional/Specialized Services	61,791	56,998	51,600	62,750
6965	Credit Card Fees	1,548	1,527	1,400	-
6840	Liability Property Ins & Deductible	30,239	33,302	38,630	46,200
	O & M Total:	\$ 114,820	\$ 124,588	\$ 122,670	\$ 149,450
CAPITAL COSTS					
8010	Computer Upgrade	\$ -	\$ 1,035	\$ 13,400	\$ 2,500
8003	Replacement Boat (net)			\$ 18,000	-
	Capital Total:	\$ -	\$ 1,035	\$ 31,400	\$ 2,500
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 275,369	\$ 309,794	\$ 304,504	\$ 412,887
	Operations & Maintenance	114,820	124,588	122,670	149,450
	Capital	-	1,035	31,400	2,500
		\$ 390,189	\$ 435,417	\$ 458,574	\$ 564,837

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		City Manager - 310	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6010	Salaries and Wages	\$ 235,400	\$ 318,840
	City Manager		\$ 165,000
	Administrative Service Manager		\$ 102,740
	Management Analyst		\$ 51,100
6080	Benefits	69,104	94,047
	Medical/Dental/PERS/WC/Medicare		
	Personnel Total:	\$ 304,504	\$ 412,887
6210	Office Expense and Supplies	\$ 21,700	\$ 22,000
	General office supplies		
6220	Departmental Expense	300	300
6310	Communications	1,620	2,500
	Miscellaneous		\$ 2,500
6440	Mileage Reimbursement	-	500
6510	Conference/Meeting/Travel Exp	5,900	13,300
	League of CA Cities Conference		\$ 2,800
	League Division Meetings/Other mtgs		\$ 500
	ICMA Conference		\$ 3,500
	League Division City Manager Conf		\$ 1,500
	SCAG Regional Conference		\$ 600
	New Mayors/Council Members Acad		\$ 1,400
	CCMF Conference		\$ 500
	MMASC Conference		\$ 1,000
	WRCOG General Assembly		\$ 500
	Miscellaneous		\$ 1,000
6520	Membership/Dues/Publications	1,520	1,900
	ICMA/CCMF/MMASC/League Dues		\$ 1,900
6610	Professional/Specialized Services	51,600	62,750
	Support services IT		\$ 28,000
	Economic Development Consultant		\$ 30,000
	Annual Website update		\$ 4,400
	Web domain		\$ 350
6840	Liability Property Ins & Deductible	38,630	46,200
	General Liability Premium		\$ 38,800
	Property Premium		\$ 3,300
	Cyber		\$ 800
	Crime Bond		\$ 608
	ERMA		\$ 2,692
6965	Credit Card fees	1,400	-
	O & M Total:	\$ 122,670	\$ 149,450
8010	Computer Upgrade	\$ 13,400	\$ 2,500
8003	Replacement Boat (net of sale)	\$ 18,000	-
	Capital Total:	\$ 31,400	\$ 2,500

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

General Government		City Clerk - 320			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6010	Salaries and Wages	\$ 72,528	\$ 85,160	\$ 87,627	\$ 116,913
6080	Benefits	14,630	16,130	24,371	27,560
	Personnel Total:	\$ 87,158	\$ 101,290	\$ 111,998	\$ 144,473
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ -	\$ -	\$ -	\$ 14,600
6220	Departmental Expense	4,096	5,091	24,200	15,900
6240	Printing	3,418	4,101	4,900	5,000
6510	Conference/Meeting/Travel Exp	1,644	-	700	1,800
6511	Military Banner Expense	-	-	-	1,000
6520	Membership/Dues/Publications	230	1,002	1,000	1,480
6610	Professional/Specialized Services	10,935	33,265	4,000	29,300
6710	Training and Education	1,909	3,330	1,500	1,000
	O & M Total:	\$ 22,232	\$ 46,789	\$ 36,300	\$ 70,080
CAPITAL COSTS					
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 87,158	\$ 101,290	\$ 111,998	\$ 144,473
	Operations & Maintenance	22,232	46,789	36,300	70,080
	Capital	-	-	-	-
		\$ 109,390	\$ 148,079	\$ 148,298	\$ 214,553

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		City Clerk - 320	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6010	Salaries and Wages	\$ 87,627	\$ 116,913
	City Clerk	\$ 79,800	
	Senior Office Specialist PT	\$ 20,698	
	Office Specialist Part-time	\$ 16,416	
6080	Benefits	24,371	27,560
	Medical/Dental/PERS/WC/Medicare		
Personnel Total:		\$ 111,998	\$ 144,473
6210	Office Expense and Supplies		\$ 14,600
	Copier Lease	\$ 9,600	
	Monthly copy costs	\$ 5,000	
6220	Departmental Expense	24,200	15,900
	Annual Destruction of Records	\$ 500	
	Service charge IPADs	\$ 400	
	Mailing	\$ 5,000	
	Digitizing files	\$ 5,000	
	Miscellaneous	\$ 5,000	
6240	Printing	4,900	5,000
6440	Mileage Reimbursement	-	-
6510	Conference/Meeting/Travel Exp	700	1,800
	Miscellaneous meetings	\$ 1,800	
6511	Military Banner Expense		1,000
6520	Membership/Dues/Publications	1,000	1,480
	Notary	\$ 250	
	IIMC	\$ 200	
	Publications	\$ 600	
	CCAC	\$ 130	
	Miscellaneous	\$ 300	
6610	Professional/Specialized Services	4,000	29,300
	Election Consultant	\$ 2,500	
	November 2020 Election	\$ 21,000 *	
	ECS Imaging	\$ 5,500	
	Gladwell Government Services	\$ 300	
6710	Training and Education	1,500	1,000
O & M Total:		\$ 36,300	\$ 70,080
8010	Computer Replacement	\$ -	\$ -
Capital Total:		\$ -	\$ -

* = One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

General Government		Finance - 330			
Function - Department		Division - Code			
<u>Object</u> <u>Acct #</u>		<u>Actual</u> <u>2017-18</u>	<u>Actual</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>Proposed</u> <u>2020-21</u>
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	3,810	3,755	3,600	4,100
	Personnel Total:	\$ 3,810	\$ 3,755	\$ 3,600	\$ 4,100
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ 9,151	\$ 9,035	\$ 9,600	\$ 1,000
6220	Departmental Expense	2,024	2,135	-	-
6530	Software	838	1,433	850	2,280
6610	Professional/Specialized Services	138,463	94,711	93,200	94,800
6612	Annual Audit Expense	9,500	9,500	10,000	10,000
	O & M Total:	\$ 159,976	\$ 116,814	\$ 113,650	\$ 108,080
CAPITAL COSTS					
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ 3,810	\$ 3,755	\$ 3,600	\$ 4,100
	Operations & Maintenance	159,976	116,814	113,650	108,080
	Capital	-	-	-	-
		\$ 163,786	\$ 120,569	\$ 117,250	\$ 112,180

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		Finance - 330	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6010	Salaries and Wages	\$ -	\$ -
	Accounting Specialist	\$ -	
6080	Benefits	3,600	4,100
	Retiree Medical	\$ 4,100	
Personnel Total:		\$ 3,600	\$ 4,100
6210	Office Expense and Supplies	\$ 9,600	\$ 1,000
	Checks and Miscellaneous items		
6220	Departmental Expense	-	-
	Bank charges	\$ -	
6530	Software	850	2,280
	Abila MIP Licensing Online	\$ 2,280	
6610	Professional/Specialized Services	93,200	94,800
	Contract Accounting Firm	\$ 84,000	
	HDL	\$ 2,500	
	GASB 68 Actuarial PERS	\$ 1,300	
	GASB 75 Actuarial	\$ 2,000	
	Software support plan	\$ 600	
	Payroll service	\$ 4,400	
	Govinvest	\$ -	
6612	Annual Audit Expense	10,000	10,000
6710	Training and Education	-	-
		\$ -	
O & M Total:		\$ 113,650	\$ 108,080
8010	Computer Upgrade	\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Development Services		Planning - 350			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expense	\$ -	\$ -	\$ -	\$ -
6616	Regular Planning Services	46,193	68,681	42,000	50,000
6619	General Plan Services	-	16,059	-	135,000
	O & M Total:	\$ 46,193	\$ 84,740	\$ 42,000	\$ 185,000
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	DIVISION SUMMARY				
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	46,193	84,740	42,000	185,000
	Capital	-	-	-	-
		\$ 46,193	\$ 84,740	\$ 42,000	\$ 185,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Development Services		Planning - 350	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2019-20	2020-21
6010	Salaries and Wages	\$ -	\$ -
	Planning Tech	\$ -	-
6080	Benefits	-	-
	Medicare, SUI, WC	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ -	\$ -
6616	Regular Planning Services	42,000	50,000
	Contract City Planner	\$ 50,000	
6619	General Plan Services	-	135,000
	Housing Element	\$ 40,000	
	Specific Plan	\$ 45,000	
	Safety Plan	\$ 50,000	
O & M Total:		\$ 42,000	\$ 185,000
None			
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Development Services		Building & Safety - 360			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6015	Special Enforcement Salary	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expenses	\$ 2,699	\$ 3,983	\$ 3,260	\$ 2,600
6610	Professional/Specialized Services	185,698	284,718	266,000	237,500
	O & M Total:	\$ 188,397	\$ 288,701	\$ 269,260	\$ 240,100
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	188,397	288,701	269,260	240,100
	Capital	-	-	-	-
		\$ 188,397	\$ 288,701	\$ 269,260	\$ 240,100

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

<u>Development Services</u>		<u>Building & Safety - 360</u>	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6015	Special Enforcement Salary	\$ -	\$ -
6080	Benefits	-	-
	Medical/Dental/PERS/WC/Medicare \$ -		
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 3,260	\$ 2,600
6610	Professional/Specialized Services	266,000	237,500
	Consulting Services \$ 237,500		
	Software \$ -		
O & M Total:		\$ 269,260	240,100
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Safety - Police
Function - Department

Law Enforcement - 410
Division - Code

Object Acct #	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ -	\$ -	\$ -	\$ -
6240 Printing	-	-	-	-
6310 Communications	-	-	-	-
6335 Facility Rate	61,492	54,998	61,492	53,200
6410 Vehicle & Equip Maint/Support	2,862	1,789	2,862	2,900
6610 Professional/Specialized Services	1,535,266	1,562,056	1,685,060	1,635,860
6845 Booking Fees	9,774	5,809	10,100	11,000
6850 Cal ID	10,681	10,891	11,020	11,300
6861 County RMS System	8,392	7,206	8,400	8,400
O & M Total:	\$ 1,628,467	\$ 1,642,749	\$ 1,778,934	\$ 1,722,660
CAPITAL COSTS				
8001 New Vehicles	-	-	-	-
Capital Total:	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	1,628,467	1,642,749	1,778,934	1,722,660
Capital	-	-	-	-
	\$ 1,628,467	\$ 1,642,749	\$ 1,778,934	\$ 1,722,660

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Public Safety - Police		Law Enforcement - 410	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2019-20	2020-21
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6220	Departmental Expense	\$ -	\$ -
6335	Facility Rate	61,492	53,200
6410	Vehicle & Equip Maint/Support	2,862	2,900
6510	Conference/Meeting/Travel Exp	-	-
6610	Professional/Specialized Services	1,685,060	1,635,860
	Police Services (total) \$ 1,865,260		
6620	Extra Duty \$ 20,600		
	Less CalCOPS Fund offset \$ (250,000) #		
6845	Booking Fees	10,100	11,000
	County Booking \$ 5,000		
6846	Blood/Alcohol Analysis \$ 6,000		
6850	Cal ID	11,020	11,300
6861	County RMS System	8,400	8,400
	O & M Total:	\$ 1,778,934	\$ 1,722,660
8003	Boats	\$ -	\$ -
8001	New Vehicles	\$ -	\$ -
	Capital Total:	\$ -	\$ -

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

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Safety - Fire		Fire & Medical - 420			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 1,469	\$ 1,687	\$ 6,580	\$ 6,000
6320	Utilities	11,994	12,352	14,600	15,700
6610	Professional/Specialized Services	1,325,236	1,678,487	2,234,884	2,213,414
6720	Landscape Maint/Repair	2,000	3,810	3,000	3,000
	O & M Total:	\$ 1,340,699	\$ 1,696,336	\$ 2,259,064	\$ 2,238,114
CAPITAL COSTS					
8000	Equipment	\$ -	\$ -	\$ -	\$ -
8018	Station Upgrades	118,002	7,195	-	10,000
	Capital Total:	\$ 118,002	\$ 7,195	\$ -	\$ 10,000
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	1,340,699	1,696,336	2,259,064	2,238,114
	Capital	118,002	7,195	-	10,000
		\$ 1,458,701	\$ 1,703,531	\$ 2,259,064	\$ 2,248,114

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Public Safety - Fire		Fire & Medical - 420	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6010	Salaries and Wages	\$ -	\$ -
6080	Benefits	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 6,580	\$ 6,000
6320	Utilities	14,600	15,700
	Electric \$ 6,000		
	Water \$ 4,600		
	DirecTv \$ 1,400		
	Internet \$ 1,300		
	Propane \$ 2,400		
6610	Professional/Specialized Services	2,234,884	2,213,414
	Cal Fire Contract \$ 2,213,414		
6720	Landscape Maint/Repair	3,000	3,000
O & M Total:		\$ 2,259,064	\$ 2,238,114
8000	Capital - Fencing	\$ -	\$ -
8018	Station Upgrades	-	10,000
Capital Total:		\$ -	\$ 10,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
None		\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6215	EOC Equipment/Supplies	\$ 6,938	\$ 1,392	\$ -	\$ 7,100
6220	Departmental Expense	8,295	8,236	8,500	10,000
6310	Communications	1,176	1,359	1,200	1,400
6710	Training	-	-	-	7,500
	O & M Total:	\$ 16,409	\$ 10,987	\$ 9,700	\$ 26,000
CAPITAL COSTS					
None		\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	16,409	10,987	9,700	26,000
	Capital	-	-	-	-
		\$ 16,409	\$ 10,987	\$ 9,700	\$ 26,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
None		\$ -	\$ -
Personnel Total:		\$ -	\$ -
6215	Emergency Management	\$ -	\$ 7,100
	Matching Grant Expense	\$ 7,100	
6220	Departmental Expense	-	10,000
	Code Red Services	\$ 7,500	
	Supplies	\$ 500	
	Emergency Preparedness Kits	\$ 2,000	
6310	Communications (Emergency Management EOC)	1,200	1,400
	Satellite Phones	\$ 1,400	
6710	Training	-	7,500
O & M Total:		\$ 9,700	\$ 26,000
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Safety - Animal Control
Function - Department

Animal Control - 430
Division - Code

Object Acct #	Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6610 Professional/Specialized Services	\$ 114,977	\$ 103,863	\$ 111,520	\$ 111,520
6900 Debt Service	72,530	39,957	42,020	42,020
O & M Total:	\$ 187,507	\$ 143,820	\$ 153,540	\$ 153,540
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	187,507	143,820	153,540	153,540
Capital	-	-	-	-
	\$ 187,507	\$ 143,820	\$ 153,540	\$ 153,540

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Public Safety - Animal Control		Animal Control - 430	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2019-20	2020-21
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS		
6610	Professional/Specialized Services	\$ 111,520	\$ 111,520
	Animal Control	\$ 42,000	
	County Sheltering Services	\$ 69,520	
6900	Interest Expense	42,020	42,020
	Debt Service	\$ 37,180	
	Audit/Fiscal Agent/Admin	\$ 4,840	
	O & M Total:	\$ 153,540	\$ 153,540
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Development Services		Public Works Administration - 510			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expenses	\$ -	\$ -	\$ -	\$ -
6610	Professional/Specialized Services	90,072	13,387	40,000	12,000
	O & M Total:	\$ 90,072	\$ 13,387	\$ 40,000	\$ 12,000
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	90,072	13,387	40,000	12,000
	Capital	-	-	-	-
		\$ 90,072	\$ 13,387	\$ 40,000	\$ 12,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Development Services		Public Works Administration - 510	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6015	Salaries and Wages	\$ -	\$ -
6080	Benefits	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ -	\$ -
	Miscellaneous	\$ -	
6610	Professional/Specialized Services	40,000	12,000
	PV Maintenance		6,000
	Tri-Lakes	\$ 6,000	
O & M Total:		\$ 40,000	\$ 12,000
	None	\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Development Services		NPDES - 515			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6015	Salaries and Wages	\$ 11,052	\$ 5,990	\$ -	\$ -
6080	Benefits	358	402	-	-
	Personnel Total:	\$ 11,410	\$ 6,392	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ -	\$ -	\$ -	\$ -
6520	Membership/Dues/Publications	62,125	57,319	71,000	68,300
6610	Professional/Specialized Services	6,642	7,278	6,000	16,000
	O & M Total:	\$ 68,767	\$ 64,597	\$ 77,000	\$ 84,300
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ 11,410	\$ 6,392	\$ -	\$ -
	Operations & Maintenance	68,767	64,597	77,000	84,300
	Capital	-	-	-	-
		\$ 80,177	\$ 70,989	\$ 77,000	\$ 84,300

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Development Services		NPDES - 515	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6015	Salaries and Wages	\$ -	\$ -
	Code Compliance Officer	\$ -	
	Senior Office Specialist/Code Compliance Tech	\$ -	
6080	Benefits	-	-
	Medicare, SUI, WC		
Personnel Total:		\$ -	\$ -
6320	Utilities	\$ -	\$ -
	TMDL Water Test	\$ -	
6520	Membership/Dues/Publications	71,000	68,300
	NPDES MS4 Permit Fee	\$ 9,500	
	LE/CL TMDL	\$ 37,800	
	MS4 Agreement	\$ -	
	San Jacinto River Watershed Council	\$ 1,000	
	LESJWA	\$ 20,000	
6610	Professional/Specialized Services	6,000	16,000
	Consultant for NPDES Interwest	\$ 16,000	
O & M Total:		\$ 77,000	\$ 84,300
	None	\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Development Services		Code Enforcement - 520			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
6015	Salaries and Wages	\$ 139,210	\$ 146,328	\$ 159,656	\$ 201,634
6080	Benefits	18,870	21,694	63,077	73,730
	Personnel Total:	\$ 158,080	\$ 168,022	\$ 222,733	\$ 275,364
OPERATIONS & MAINTENANCE COSTS					
6220	Department Expense	\$ 15,346	\$ 9,571	\$ 12,000	\$ 10,300
6310	Communications	2,919	2,809	2,400	2,400
6415	Boat Maintenance	7,177	5,328	7,000	7,000
6425	Fuels and Lubricants	2,133	3,025	2,500	3,000
6520	Membership/Dues/Publications	1,062	1,783	1,880	1,980
6710	Training and Education	368	1,806	2,660	2,500
	O & M Total:	\$ 29,005	\$ 24,322	\$ 28,440	\$ 27,180
CAPITAL COSTS					
8010	Computer Equipment	\$ -	\$ 1,592	\$ -	\$ -
8001	Vehicles	46,268	-	-	-
	Capital Total:	\$ 46,268	\$ 1,592	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ 158,080	\$ 168,022	\$ 222,733	\$ 275,364
	Operations & Maintenance	29,005	24,322	28,440	27,180
	Capital	46,268	1,592	-	-
		\$ 233,353	\$ 193,936	\$ 251,173	\$ 302,544

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

Development Services		Code Enforcement - 520	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
6015	Salaries and Wages	\$ 159,656	\$ 201,634
	Code Enforcement Supervisor	\$ 65,000	
	Code Enforcement Officer	\$ 27,994	
	Code Enforcement Officer	\$ 53,253	
	Code Enforcement Officer	\$ -	
	Code Enforcement Officer	\$ 55,387	
6080	Benefits	63,077	73,730
	Medicare, SUI, WC		
Personnel Total:		\$ 222,733	\$ 275,364
6220	Departmental Expense	\$ 12,000	\$ 10,300
	Miscellaneous	\$ 2,000	
	Data Ticket/Revenue Experts	\$ 3,000	
	Service Charge IPADs	\$ 1,200	
	Printing	\$ 800	
	Belts and Equipment	\$ 2,500	
	Uniforms	\$ 800	
6310	Communications	2,400	2,400
6415	Vehicle Maintenance	7,000	7,000
6425	Fuels and Lubricants	2,500	3,000
6520	Membership/Dues/Publications	1,880	1,980
	Corelogic/Real Quest	\$ 1,600	
	Ca Association of Code Enf. Officers	\$ 380	
6610	Professional/Specialized Services	-	-
6710	Training and Education	2,660	2,500
O & M Total:		\$ 28,440	\$ 27,180
8010	Computer Equipment	\$ -	\$ -
	Vehicles	-	-
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

<u>General Government</u>		<u>Building and Facilities Maint - 550</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6310	Communications	\$ 2,722	\$ 2,264	\$ 1,800	\$ 2,500
6320	Utilities	26,699	34,411	39,360	31,020
6330	Rentals & Leases	15,368	26,013	46,870	48,710
6520	Membership/Dues/Publications	-	-	-	7,000
6610	Professional/Specialized Services	20,960	18,403	26,260	25,820
	O & M Total:	\$ 65,749	\$ 81,091	\$ 114,290	\$ 115,050
CAPITAL COSTS					
8000	Capital outlay	\$ -	\$ 1,452	\$ -	\$ 55,100
	Capital Total:	\$ -	\$ 1,452	\$ -	\$ 55,100
<u>DIVISION SUMMARY</u>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	65,749	81,091	114,290	115,050
	Capital	-	1,452	-	55,100
		\$ 65,749	\$ 82,543	\$ 114,290	\$ 170,150

**City of Canyon Lake
Budget Detail
Fiscal Year 2020-21**

General Government		Building and Facilities Maint - 550	
Function - Department		Division - Code	
Acct #	Description and Justification	Budget 2019-20	Proposed 2020-21
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6310	Communications		
	High Speed Services	\$ 1,800	\$ 2,500
			\$ 2,500
6320	Utilities	39,360	31,020
	Electric	\$ 15,300	
	Gas	\$ 1,860	
	Water	\$ 1,500	
	Ring Central	\$ 7,600	
	Frontier	\$ 4,760	
6330	Rentals and Leases		
	Library	\$ 13,450	46,870
	City Hall - Administration	\$ 32,760	48,710
	Annual Charges	\$ 2,500	
6520	Membership/Dues/Publications		7,000
	Merchant Owners Assoc	\$ 7,000	
6610	Professional/Specialized Services	26,260	25,820
	Pest Control	\$ 1,500	
	Security	\$ 1,680	
	HVAC	\$ 2,140	
	Janitorial	\$ 12,000	
	Fire Extinguisher service	\$ 150	
	Roof Maintenance	\$ 1,400	
	Sprinkler Service	\$ 450	
	Elevator service	\$ 5,000	
	Window cleaning	\$ 300	
	Plumbing	\$ 1,200	
	O & M Total:	\$ 114,290	\$ 115,050
8007	Furniture & Equipment	\$ -	\$ 12,100
8014	ADA Project	\$ -	43,000
	Capital Total:	\$ -	\$ 55,100

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Works - Streets Function - Department		Gas Tax - Fund 20 Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
PROGRAM REVENUES					
4840	Gas Tax 2103	\$ 42,412	\$ 36,808	\$ 94,000	\$ 100,000
4850	Gas Tax 2105	59,102	60,452	61,300	64,800
4860	Gas Tax 2106	41,694	42,721	42,600	43,000
4870	Gas Tax 2107	76,917	76,025	80,500	77,400
4875	Gas Tax 2107.5	3,000	3,000	3,000	3,000
4876	Road Maintenance Rehab	63,816	202,050	194,800	213,100
5021	Traffic Relief Revenue	12,381	12,425	-	-
4590	Grant Revenue	18,563	-	-	-
4900	Interest Income	(805)	9,461	1,000	4,000
	Program Revenue Total	\$ 317,080	\$ 442,942	\$ 477,200	\$ 505,300
OPERATIONS & MAINTENANCE COSTS					
6610	Professional and Specialized Services	\$ 137,500	\$ 46,699	\$ 19,200	\$ 20,000
6320	Utilities	3,949	5,183	4,800	2,400
6720	Landscape Maintenance	65,117	104,473	65,000	72,000
6721	Street Maintenance	288,738	10,471	15,000	25,000
6722	Signal and Sign Maintenance	18,913	18,748	27,000	30,000
6724	Street Tree Trimming	-	-	5,000	5,000
6723	Reclaimed Water (RRCR)	15,792	15,911	16,800	9,600
	O & M Total:	\$ 530,009	\$ 201,485	\$ 152,800	\$ 164,000
CAPITAL COSTS					
8000	Pedestrian Crosswalk Enhancement	\$ -	\$ -	\$ -	\$ 63,000
8000	RRCR Sound Wall Repairs	-	-	-	100,000
8000	Striping Improvements	80,894	-	-	50,000
	Capital Total:	\$ 80,894	\$ -	\$ -	\$ 213,000
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ 317,080	\$ 442,942	\$ 477,200	\$ 505,300
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	530,009	201,485	152,800	164,000
	Capital	80,894	-	-	213,000
	Total Expenditures	\$ 610,903	\$ 201,485	\$ 152,800	\$ 377,000
	Surplus/Shortfall	\$ (293,823)	\$ 241,457	\$ 324,400	\$ 128,300
	Estimated Available Reserves				\$ 900,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Works - Streets		Measure A - Fund 21			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PROGRAM REVENUES				
4550	Measure A Fees	\$ 184,294	\$ 204,962	\$ 197,000	\$ 168,000
4790	Miscellaneous Income	-	-		
4900	Interest Income	(354)	5,320	500	2,000
	Program Revenue Total	\$ 183,940	\$ 210,282	\$ 197,500	\$ 170,000
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6955	Interest Expense	\$ 1,343	\$ 587	\$ 28	\$ -
6960	Principal Expense (RCTC advance)	145,658	146,413	19,261	-
	Principal Expense (County Loan)	-	-	27,184	-
	O & M Total:	\$ 147,001	\$ 147,000	\$ 46,473	\$ -
	CAPITAL COSTS				
8100	Catch Basin Improvements	\$ -	\$ -	\$ -	\$ 50,000
8100	Blockwall Improvements	-	-	-	100,000
	Capital Total:	\$ -	\$ -	\$ -	\$ 150,000
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 183,940	\$ 210,282	\$ 197,500	\$ 170,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	147,001	147,000	46,473	-
	Capital	-	-	-	150,000
	Total Expenditures	\$ 147,001	\$ 147,000	\$ 46,473	\$ 150,000
	Surplus/Shortfall	\$ 36,939	\$ 63,282	\$ 151,027	\$ 20,000
	Estimated Available Reserves				\$ 560,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

General Government		AQMD - Fund 25			
Function - Department		Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PROGRAM REVENUES				
4580	SCAQMD Fees	\$ 12,695	\$ 14,291	\$ 13,000	\$ 13,000
4900	Interest Income	(107)	1,222	200	800
	Program Revenue Total	\$ 12,588	\$ 15,513	\$ 13,200	\$ 13,800
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	Public Works				
	None	\$ -	\$ -	\$ -	\$ -
	O & M Total:	\$ -	\$ -	\$ -	\$ -
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Vehicle	46,132	-	-	-
	Capital Total:	\$ 46,132	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 12,588	\$ 15,513	\$ 13,200	\$ 13,800
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	46,132	-	-	-
	Total Expenditures	\$ 46,132	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ (33,544)	\$ 15,513	\$ 13,200	\$ 13,800
	Estimated Available Reserves				\$ 111,500

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Public Safety - Police Function - Department		Law Enforcement Grants - Fund 26 Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PROGRAM REVENUES				
4575	CAL COPS Revenue	\$ 139,416	\$ 148,747	\$ 140,000	\$ 155,000
4900	Interest Income	-	-	-	-
	Program Revenue Total	\$ 139,416	\$ 148,747	\$ 140,000	\$ 155,000
414	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
414	OPERATIONS & MAINTENANCE COSTS				
6610	Professional/Specialized Services	\$ 129,000	\$ 129,000	\$ 140,000	\$ 250,000
	O & M Total:	\$ 129,000	\$ 129,000	\$ 140,000	\$ 250,000
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 139,416	\$ 148,747	\$ 140,000	\$ 155,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	129,000	129,000	140,000	250,000
	Capital	-	-	-	-
	Total Expenditures	\$ 129,000	\$ 129,000	\$ 140,000	\$ 250,000
	Surplus/Shortfall	\$ 10,416	\$ 19,747	\$ -	\$ (95,000)
	Estimated Available Reserves				\$ 115,200

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

General Government Function - Department		Miscellaneous Grants - Fund 27 Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PROGRAM REVENUES				
4585	CDBG Grant	\$ -	\$ -	\$ -	
4590	Grant Revenue	-	-	-	-
4900	Interest Income	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	None	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
100	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	-	-
	Total Expenditures	\$ -	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ -	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ 17,900

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Capital Projects Function - Department		Capital Projects - Fund 40 Division - Code			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
	PROGRAM REVENUES				
4590	Grant Revenues	\$ 13,946	\$ -	\$ -	\$ -
5901	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ 13,946	\$ -	\$ -	\$ -
	CAPITAL COSTS				
8318	Vehicle Calming Signs	\$ 13,946	\$ -	\$ -	\$ -
8102	City Hall Expansion	-	46,580	-	-
	Capital Costs Total:	\$ 13,946	\$ 46,580	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 13,946	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	13,946	46,580	-	-
	Total Expenditures	\$ 13,946	\$ 46,580	\$ -	\$ -
	Surplus/Shortfall	\$ -	\$ (46,580)	\$ -	\$ -
	Estimated Available Reserves				\$ 338,600

**City of Canyon Lake
Budget Summary
Fiscal Year 2020-21**

Enterprise Fund - Rental Function - Department		Rental - Fund 60 Dept - Code 560			
Object Acct #		Actual 2017-18	Actual 2018-19	Budget 2019-20	Proposed 2020-21
REVENUES					
4698	Rental Income	\$ -	\$ -	\$ -	\$ 70,800
5901	Loan from General Fund	-	-	-	101,200
	Revenue Total	\$ -	\$ -	\$ -	\$ 172,000
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES					
6210	Office Expense & Supplies	\$ -	\$ -	\$ -	\$ 500
6320	Utilities	-	-	-	10,900
6325	Repairs & Maintenance	-	-	-	5,000
6326	Assessments	-	-	-	10,000
6327	Insurance	-	-	-	615
6900	Interest Expense	-	-	-	20,000
6910	Principal Expense	-	-	-	-
8501	Transfer Out	-	-	-	-
	Expenditure Total:	\$ -	\$ -	\$ -	\$ 47,015
CAPITAL COSTS					
	Building Improvements	\$ -	\$ -	\$ -	\$ 101,200
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ -	\$ -	\$ -	\$ 172,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	47,015
	Capital	-	-	-	101,200
	Total Expenditures	\$ -	\$ -	\$ -	\$ 148,215
	Surplus/Shortfall	\$ -	\$ -	\$ -	\$ 23,785
	Estimated Available Reserves				\$ -



MEMO

TO: Honorable Mayor and Members of the City Council

FROM: Ana V. Sauseda, City Clerk

DATE: May 6, 2020

SUBJECT: Closed Session: Threat of Litigation

Please find attached, two (2) emails outlining threat of litigation made against the City of Canyon Lake.

These items are to be discussed during Closed Session at the City Council meeting scheduled for Wednesday, May 6, 2020.

Thank you,

A handwritten signature in blue ink, appearing to read "Ana V. Sauseda", is written over a horizontal line.

Ana V. Sauseda, CMC
City Clerk

Ana Sauseda

From: Steven Graham <sgraham@colehuber.com>
Sent: Thursday, April 30, 2020 11:59 AM
To: Ana Sauseda
Cc: Chris Mann
Subject: 5/6/20 Closed Session: Threat of Litigation

Ms. Sauseda,

Pursuant to Government Code Section 54956.9(e)(5), please find this contemporaneous written record reflecting a threat of litigation made against the City of Canyon Lake outside a public meeting by Richard B. Beck regarding the implementation of the Single Family Rental Inspection Program (Ordinance No. 192).

Steven P. Graham, Attorney



3401 Centrelake Drive, Suite 670
Ontario, California 91761
(909) 230-4209
Website: www.colehuber.com
Email: sgraham@colehuber.com

Ana Sauseda

From: Ana Sauseda
Sent: Thursday, April 30, 2020 12:42 PM
To: Steven Graham
Cc: Chris Mann
Subject: 5/6/20 Closed Session: Threat of Litigation

Good Afternoon,

Pursuant to Government Code Section 54956.9(e)(5), please find this contemporaneous written record reflecting a threat of litigation made against the City of Canyon Lake outside a public meeting on Monday, April 27, 2020, regarding the Amended Emergency Order issued by the City on April 25, 2020, and the closure of the beaches .

Ana Sauseda, CMC
City Clerk
City of Canyon Lake
www.cityofcanyonlake.org

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