



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road
Canyon Lake, CA 92587

Website: www.canyonlakeca.gov

Mayor Kasey Castillo
Mayor Pro Tem Jeremy Smith

Council Members:

Jordan Ehrenkranz
Larry Greene
Dale Welty

City Manager Chris Mann
City Attorney Steven Graham
City Clerk Ana V. Sauseda, CMC

AGENDA

Regular Meeting of the Canyon Lake City Council

Wednesday, February 3, 2021

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.canyonlakeca.gov, 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@canyonlakeca.gov. 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@canyonlakeca.gov.

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@canyonlakeca.gov. 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 – INITIATION OF LITIGATION – Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 2 cases
- B. 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
- C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 1 case
- D. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957 – Public Employment; Public Employee Evaluation - City Manager

OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION

FLAG SALUTE

ROLL CALL

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizen of the Month
- Introduction of Fire Consultant/Interim Fire Chief
- Presentation by City Clerk Ana Sauseda

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update from Director Darcy Burke
- Canyon Lake Property Owners Association Update from President Chris Poland
- Chamber of Commerce Update by President Jeanne O'Dell

PUBLIC SAFETY UPDATE

- ❖ Sheriff's Department
- ❖ Fire Department

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. 2021-04, Approving Claims and Demands of the City
- (3) Minutes – Approval of City Council Minutes
 - January 13, 2021 – Regular City Council Meeting
 - January 25, 2021 – Special City Council Meeting
- (4) Second Reading of Ordinance No. 203 – An Ordinance of the City Council of the City of Canyon Lake, California, Approving an Amendment to the Canyon Lake Municipal Code, Title 9: Planning and Zoning, Section 18.25. Swimming Pools

PULLED CONSENT CALENDAR ITEMS

BUSINESS ITEMS

- (5) Ordinance – Adoption of Urgency Ordinance No. 204, An Urgency Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding; and Introduction and First Reading of Ordinance No. 205, An Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding
- (6) 2021 City Council Goals – Discussion and Possible Adoption of Proposed Goals

CITY MANAGER COMMENTS

COMMITTEE AND COUNCIL REPORTS/COMMENTS

ANNOUNCEMENTS

The next regular meeting will be Wednesday, March 3, 2021 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.canyonlakeca.gov 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@canyonlakeca.gov.

February 3, 2021 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 January 29, 2021 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



ITEM NO. 2

STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Kayla Lozano, Accountant

DATE: February 3, 2021

SUBJECT: Adoption of Resolution No. 2021-04, Allowing Certain Claims and Demands as Set Forth in Exhibit A

Recommendation

That the City Council adopt Resolution No. 2021-04, 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 January 13, 2021.

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. 2021-04
2. List of Demands

ATTACHMENT 1

RESOLUTION NO. 2021-04

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 February 3rd, in the amount of \$868,769.80 as follows:

Payroll Earnings (Gross)	\$ 67,695.82	(2nd Half of December & 1st Half of January)
Payroll Taxes - Employer	2,952.66	(2nd Half of December & 1st Half of January)
On-line Retirement	7,176.71	(2nd Half of December & 1st Half of January)
On-line Health	3,407.98	(For the Month of January)
Nationwide Deferred Comp.	312.80	(For the Month of December)
General	787,223.83	
TOTAL	<u>\$ 868,769.80</u>	

PASSED, APPROVED AND ADOPTED this 3rd day of February, 2021.

Kasey Castillo, 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. 2021-04 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on February 3, 2021, 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 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26341	1/6/2021	Victoria Day	Final Check 1-7-2021 (Check Date 1-15-2021)	420.64	10	GENERAL
Total 26341	1/6/2021			420.64		
26342	1/6/2021	Gina Dickson	Final Check 1-7-2021 (Check Date 1-15-2021)	4,155.07	10	GENERAL
Total 26342	1/6/2021			4,155.07		
26343	1/6/2021	AmeriGas	Propane for Fire Station, 12/17/20	844.46	10	GENERAL
Total 26343	1/6/2021			844.46		
26344	1/6/2021	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of February 2021	2,678.00	10	GENERAL
Total 26344	1/6/2021			2,678.00		
26345	1/6/2021	AMP GLOBAL LLC	Rent for 31526 Railroad Cyn Rd Ste#4 February 2021	400.00	10	GENERAL
Total 26345	1/6/2021			400.00		
26346	1/6/2021	CANYON LAKE PEST CONTROL, Steven E. Young	City Hall Admin General Pest, 12/17/20	55.00	10	GENERAL
Total 26346	1/6/2021			55.00		
26347	1/6/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Nov2020	8,949.30	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Oct2020	1,308.52	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Nov 2020	627.50	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Oct 2020	821.70	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Nov. 2020	192.09	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Oct. 2020	1,480.00	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for November 2020	6,544.39	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for October 2020	7,756.20	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for October 2020 (Covid-19)	100.00	10	GENERAL
Total 26347	1/6/2021			27,779.70		
26348	1/6/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement, December 2020	128.75	10	GENERAL
Total 26348	1/6/2021			128.75		
26349	1/6/2021	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station 60 December 2020	250.00	10	GENERAL
26349	1/6/2021	CTAI Pacific Greenscape	Landscape Maintenance for Median & Parkways December 2020	4,500.00	20	GAS TAX
Total 26349	1/6/2021			4,750.00		
26350	1/6/2021	DATA TICKET	Citation Processing, Code Enforcement November 2020	160.00	10	GENERAL
26350	1/6/2021	DATA TICKET	Parking Citations, November 2020	100.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26350	1/6/2021			260.00		
26351	1/6/2021	DIRECTV	Satellite for Fire Station, 12/12/20 to 1/11/21	118.34	10	GENERAL
Total 26351	1/6/2021			118.34		
26352	1/6/2021	Jordan Ehrenkranz	Auto Allowance for the Month of January 2021 - Ehrenkranz	100.00	10	GENERAL
26352	1/6/2021	Jordan Ehrenkranz	Reimbursement for Rapid Covid-19 Test	185.00	10	GENERAL
Total 26352	1/6/2021			285.00		
26353	1/6/2021	FRIDAY FLYER	Notice of Public Hearing - Zoning Ordinance Sec 18.25,1/1/21	80.85	10	GENERAL
Total 26353	1/6/2021			80.85		
26354	1/6/2021	Frontier Communications	Phones for Fire Station, 12/13/20 to 1/12/21	383.25	10	GENERAL
Total 26354	1/6/2021			383.25		
26355	1/6/2021	Gladwell Governmental Services, Inc.	Records Retention Legal Review, Update & Advice FY20-21	250.00	10	GENERAL
Total 26355	1/6/2021			250.00		
26356	1/6/2021	HINDERLITER, DE LLAMAS & ASSOC	Audit Services - Sales Tax for Quarter 2 2020, 12/29/20	1.27	10	GENERAL
Total 26356	1/6/2021			1.27		
26357	1/6/2021	Interwest Consulting Group	Building & Safety Services for November 2020	26,459.81	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26357	1/6/2021			26,459.81		
26358	1/6/2021	Jeremy Smith	Auto Allowance for the Month of January 2021 - Smith	100.00	10	GENERAL
Total 26358	1/6/2021			100.00		
26359	1/6/2021	Joe's Hardware	Filter & Fuel for Fire Station 60, 12/30/20	17.98	10	GENERAL
26359	1/6/2021	Joe's Hardware	Window Cleaner, Hose & Glass Scraper for Code Enf., 12/29/20	46.03	10	GENERAL
Total 26359	1/6/2021			64.01		
26360	1/6/2021	Johnson Controls Security Solutions	Security System for City Hall January - March 2021	143.75	10	GENERAL
Total 26360	1/6/2021			143.75		
26361	1/6/2021	Kasey Castillo	Auto Allowance for the Month of January 2021 - Castillo	100.00	10	GENERAL
Total 26361	1/6/2021			100.00		
26362	1/6/2021	LANCE, SOLL & LUNGHARD	2020 Government Audit, 12/29/2020	10,000.00	10	GENERAL
Total 26362	1/6/2021			10,000.00		
26363	1/6/2021	Larry Greene	Auto Allowance for the Month of January 2021 - Greene	0.00	10	GENERAL
Total 26363	1/6/2021			0.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26364	1/6/2021	OTIS ELEVATOR COMPANY	Annual Service for Elevator, 1/1/2021 to 12/31/2021	4,985.24	10	GENERAL
Total 26364	1/6/2021			4,985.24		
26365	1/6/2021	PZL, Inc.	Planning Services for December 2020	2,700.00	10	GENERAL
Total 26365	1/6/2021			2,700.00		
26366	1/6/2021	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for the month of November 2020	4,662.50	10	GENERAL
Total 26366	1/6/2021			4,662.50		
26367	1/6/2021	RIVERSIDE COUNTY FIRE DEPT	Fire Protection Services for 1st Qtr. (July-Sept) FY 20/21	446,073.74	10	GENERAL
Total 26367	1/6/2021			446,073.74		
26368	1/6/2021	COUNTY OF RIVERSIDE-TLMA	SLF Costs for November 2020	389.98	20	GAS TAX
Total 26368	1/6/2021			389.98		
26369	1/6/2021	Shawna Sarnowski	Council & City Official Photos, 12/14/20	600.00	10	GENERAL
Total 26369	1/6/2021			600.00		
26370	1/6/2021	STAPLES	Office Supplies (Paper, Scissors, Dividers, etc.) 12/25/20	379.65	10	GENERAL
Total 26370	1/6/2021			379.65		
26371	1/6/2021	State Water Resources Control Board	Regional Water Board Annual Permit Fee 10/1/20 to 9/30/21	8,992.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26371	1/6/2021			8,992.00		
26372	1/6/2021	Time Warner Cable	Digital Converter for City Hall, 12/22/20 to 1/21/21	5.52	10	GENERAL
26372	1/6/2021	Time Warner Cable	Internet for Fire Station, 12/10/20 to 1/9/21	104.98	10	GENERAL
Total 26372	1/6/2021			110.50		
26373	1/6/2021	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 1/10/2021	799.32	10	GENERAL
Total 26373	1/6/2021			799.32		
26374	1/6/2021	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 11/26/20 to 12/25/20	472.35	10	GENERAL
Total 26374	1/6/2021			472.35		
26375	1/6/2021	Dale Welty	Auto Allowance for the Month of January 2021 - Welty	100.00	10	GENERAL
Total 26375	1/6/2021			100.00		
26376	1/21/2021	Abila	Additional Accounting Software Subscription, 1/15/2021	50.00	10	GENERAL
26376	1/21/2021	Abila	Monthly Accounting Software Subscription, 1/7/2021	122.75	10	GENERAL
Total 26376	1/21/2021			172.75		
26377	1/21/2021	Affordable Auto Repair	Repair & Maint. on Jeep - Shock Absorber & Sway Bar, 1/20/21	1,563.36	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26377	1/21/2021			1,563.36		
26378	1/21/2021	Aflac	Supplemental Insurance for January 2021	497.96	10	GENERAL
Total 26378	1/21/2021			497.96 VOID		
26379	1/21/2021	Albert A. Webb Associates	Professional Services for State SB2 Planning, 12/26/2020	2,353.75	10	GENERAL
Total 26379	1/21/2021			2,353.75		
26380	1/21/2021	Control Pump	Monthly Landscape Booster Station, December 2020	375.00	20	GAS TAX
Total 26380	1/21/2021			375.00		
26381	1/21/2021	CR&R	Trash Services for Rental Bldg. January 2021	164.80	60	ENTERPR... FUND
Total 26381	1/21/2021			164.80		
26382	1/21/2021	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station 60 January 2021	250.00	10	GENERAL
26382	1/21/2021	CTAI Pacific Greenscape	Landscape Maintenance for Median & Highways January 2021	4,500.00	20	GAS TAX
Total 26382	1/21/2021			4,750.00		
26383	1/21/2021	Delgado Janitorial Services	Janitorial Services for the month of January 2021	1,031.50	10	GENERAL
Total 26383	1/21/2021			1,031.50		
26384	1/21/2021	DFM ASSOCIATES	2021 California Elections Code Book	75.04	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26384	1/21/2021			75.04		
26385	1/21/2021	DIRECTV	Sarellite for Fire Station 1/12/21 to 2/11/21	117.79	10	GENERAL
Total 26385	1/21/2021			117.79		
26386	1/21/2021	Division of the State Architect	Disability & Education Fee Qtr. Ended 12/31/20	192.40	10	GENERAL
Total 26386	1/21/2021			192.40		
26387	1/21/2021	ECS Imaging, Inc.	Scanning Services for City Records-B&S Volumes 001-002,7/31	6,546.62	10	GENERAL
Total 26387	1/21/2021			6,546.62		
26388	1/21/2021	Embroidery & More	Embroidery Left Chest Logo - Mann	77.58	10	GENERAL
Total 26388	1/21/2021			77.58		
26389	1/21/2021	Frontier Communications	Internet for Fire Station 1/10/21 to 2/9/21	202.14	10	GENERAL
Total 26389	1/21/2021			202.14		
26390	1/21/2021	GOLDING PUBLICATIONS	Regular and Window Envelopes Whitewove, 1/20/21	256.22	10	GENERAL
Total 26390	1/21/2021			256.22		
26391	1/21/2021	NANCY GREENHALGH	Retiree Health Insurance for February 2021	168.56	10	GENERAL
Total 26391	1/21/2021			168.56		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26392	1/21/2021	Kansas City Life Group Benefits	Life Insurance for Employee's 2/15/21 to 3/14/21	126.24	10	GENERAL
Total 26392	1/21/2021			126.24		
26393	1/21/2021	Lake Elsinore CDJR	Multi Point Inspection & Oil Filter Change on Jeep, 1/14/21	107.27	10	GENERAL
Total 26393	1/21/2021			107.27		
26394	1/21/2021	Nate Volk	Video Broadcast Mtg. for 1/13/2021	350.00	10	GENERAL
Total 26394	1/21/2021			350.00		
26395	1/21/2021	Purchase Power	Postage for 1/2/2021 & 1/7/2021	400.00	10	GENERAL
Total 26395	1/21/2021			400.00		
26396	1/21/2021	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for the month of December 2020	9,362.50	10	GENERAL
Total 26396	1/21/2021			9,362.50		
26397	1/21/2021	County Executive Office	SCFA Quarterly Sheltering Services for January-March 2021	17,429.00	10	GENERAL
26397	1/21/2021	County Executive Office	SCFA Quarterly Sheltering Services for October-December 2020	17,345.00	10	GENERAL
Total 26397	1/21/2021			34,774.00		
26398	1/21/2021	County Executive Office, Finance	SCFA FY 20/21 Debt Service	17,429.00	10	GENERAL
Total 26398	1/21/2021			17,429.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26399	1/21/2021	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 10/22/20 to 11/18/20	133,506.70	10	GENERAL
Total 26399	1/21/2021			133,506.70		
26400	1/21/2021	Ana Sauseda	Education Reimbursement for Tuition - Sauseda	1,000.00	10	GENERAL
Total 26400	1/21/2021			1,000.00		
26401	1/21/2021	Special District Risk Management Authority	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&FerrariFeb2021	486.06	10	GENERAL
Total 26401	1/21/2021			486.06		
26402	1/21/2021	STATE COMP. INS. FUND	Workers Comp Base Premium 6/1/20 to 2/1/21	4,351.75	10	GENERAL
Total 26402	1/21/2021			4,351.75		
26403	1/21/2021	STATE COMP. INS. FUND	Workers Comp Insurance for February 2021	1,373.25	10	GENERAL
Total 26403	1/21/2021			1,373.25		
26404	1/21/2021	The Gas Company	Gas Charges 11/30/20 to 12/30/20	227.92	10	GENERAL
Total 26404	1/21/2021			227.92		
26405	1/21/2021	Time Warner Cable	Internet for Fire Station 1/10/21 to 2/9/21	104.98	10	GENERAL
Total 26405	1/21/2021			104.98		
26406	1/21/2021	TRI LAKE CONSULTANTS, INC.	SB-1 Project & Expenditure Reporting November 2020	280.00	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26406	1/21/2021			280.00		
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	140.00	10	GENERAL
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	1,680.00	20	GAS TAX
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	560.00	21	MEASURE A
Total 26407	1/21/2021			2,380.00		
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	140.00	10	GENERAL
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	840.00	20	GAS TAX
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	420.00	21	MEASURE A
Total 26408	1/21/2021			1,400.00		
26409	1/21/2021	U. S. Bank	Covid-19 Tests for EE's, Masks, Lens for Camera, etc.,1/6/21	7,075.20	10	GENERAL
Total 26409	1/21/2021			7,075.20		
26410	1/21/2021	Verizon Wireless	Cell Phones, 12/4/20 to 1/3/21	204.80	10	GENERAL
26410	1/21/2021	Verizon Wireless	iPads, 12/4/20 to 1/3/21	167.10	10	GENERAL
Total 26410	1/21/2021			371.90		
26411	1/27/2021	Aflac	Supplemental Insurance for January 2021	346.24	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26411	1/27/2021			346.24		
26412	1/27/2021	Larry Greene	Auto Allowance for the month of January 2021 - Greene	100.00	10	GENERAL
Total 26412	1/27/2021			100.00		
EFT263		Sparkletts	Drinking Water for City Hall & Admin Office December 2020	94.42	10	GENERAL
Total EFT263				94.42		
EFT264		SOUTHERN CALIFORNIA EDISON	Electricity 31526 Railroad Cyn. Rd. Ste. 3 11/20-12/21/20	38.03	10	GENERAL
Total EFT264				38.03		
EFT265		SOUTHERN CALIFORNIA EDISON	Electricity for Rental Bldg Ste. 2 & 3 11/16/20 to 12/16/20	427.63	60	ENTERPR... FUND
Total EFT265				427.63		
EFT266		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 11/20/20 to 12/21/20	151.32	10	GENERAL
Total EFT266				151.32		
EFT267		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/21/20 to 12/22/20	56.46	20	GAS TAX
Total EFT267				56.46		
EFT268		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/1/20 to 12/30/20	323.12	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT268				323.12		
EFT269		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 11/16/20 to 12/16/20	350.96	10	GENERAL
Total EFT269				350.96		
EFT270		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/20/20 to 12/21/20	8.56	20	GAS TAX
Total EFT270				8.56		
EFT271		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/16/20 to 12/16/20	204.65	20	GAS TAX
Total EFT271				204.65		
EFT272		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 11/16/20 to 12/16/20	607.93	10	GENERAL
Total EFT272				607.93		
EFT273		ELSINORE VALLEY MUNI WATER DIS	Water for Rental Building 11/23/20 to 12/24/20	80.15	60	ENTERPR... FUND
Total EFT273				80.15		
EFT274		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 11/23/20 to 12/24/20	87.09	10	GENERAL
Total EFT274				87.09		
EFT275		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 11/27/20 to 12/27/20	359.22	10	GENERAL
Total EFT275				359.22		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT276		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 11/27/20 to 12/27/20	1,041.58	20	GAS TAX
Total EFT276				1,041.58		
EFT277		Sparkletts	Drinking Water for City Hall & Admin Office December 2020	69.01	10	GENERAL
Total EFT277				69.01		
Report Total				787,721.79 - 497.96 <u>787,223.83</u>		

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Day	Final Check 1-7-2021 (Check Date 1-15-2021)	<u>420.64</u>
Report Total		<u><u>420.64</u></u>

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Dickson	Final Check 1-7-2021 (Check Date 1-15-2021)	4,155.07
Report Total		4,155.07

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

Vendor ID	Invoice Description	Cash Required
AmeriGas	Propane for Fire Station, 12/17/20	844.46
AMP	Rent for Admin Bldg. for the month of February 2021	2,678.00
	Rent for 31526 Railroad Cyn Rd Ste#4 February 2021	400.00
CL PEST	City Hall Admin General Pest, 12/17/20	55.00
Cole Huber	Attorney Services for Code (23822 Canyon Lake Dr.) Oct 2020	821.70
	Attorney Services for Code (23822 Canyon Lake Dr.) Nov 2020	627.50
	Attorney Services for Beck v. City (Writ of Mandate) Oct2020	1,308.52
	Attorney Services for Beck v. City (Writ of Mandate) Nov2020	8,949.30
	Attorney Services for Code Enf. (30112 Red Barn), Oct. 2020	1,480.00
	Attorney Services for Code Enf. (30112 Red Barn), Nov. 2020	192.09
	Attorney Services for October 2020 (Covid-19)	100.00
	Attorney Services for October 2020	7,756.20
	Attorney Services for November 2020	6,544.39
Corelogic	Database for Code Enforcement, December 2020	128.75
CTAI	Landscape Maintenance for Median & Parkways December 2020	4,500.00
	Landscape Maintenance for Fire Station 60 December 2020	250.00
DATA TICKET	Parking Citations, November 2020	100.00
	Citation Processing, Code Enforcement November 2020	160.00
DIRECTV	Satellite for Fire Station, 12/12/20 to 1/11/21	118.34
Ehrenkranz	Auto Allowance for the Month of January 2021 - Ehrenkranz	100.00
	Reimbursement for Rapid Covid-19 Test	185.00
FRIDAY FLYER	Notice of Public Hearing - Zoning Ordinance Sec 18.25,1/1/21	80.85
Frontier	Phones for Fire Station, 12/13/20 to 1/12/21	383.25
Gladwell	Records Retention Legal Review, Update & Advice FY20-21	250.00
HINDERLITER	Audit Services - Sales Tax for Quarter 2 2020, 12/29/20	1.27
ICG	Building & Safety Services for November 2020	26,459.81
Jeremy Smith	Auto Allowance for the Month of January 2021 - Smith	100.00
Joe's	Window Cleaner, Hose & Glass Scraper for Code Enf., 12/29/20	46.03

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02/03/2021 City Council Agenda

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

Vendor ID	Invoice Description	Cash Required
	Filter & Fuel for Fire Station 60, 12/30/20	17.98
Johnson Controls	Security System for City Hall January - March 2021	143.75
Kasey Castillo	Auto Allowance for the Month of January 2021 - Castillo	100.00
LANCE, SOLL	2020 Government Audit, 12/29/2020	10,000.00
Larry Greene	Auto Allowance for the Month of January 2021 - Greene	100.00 <i>VOID</i>
OTIS	Annual Service for Elevator, 1/1/2021 to 12/31/2021	4,985.24
PZL, Inc.	Planning Services for December 2020	2,700.00
RAMS	Accounting Services for the month of November 2020	4,662.50
Riv Co Fire	Fire Protection Services for 1st Qtr. (July-Sept) FY 20/21	446,073.74
Riv Co TLMA	SLF Costs for November 2020	389.98
Sarnowski	Council & City Official Photos, 12/14/20	600.00
STAPLES	Office Supplies (Paper, Scissors, Dividers, etc.) 12/25/20	379.65
SWRCB	Regional Water Board Annual Permit Fee 10/1/20 to 9/30/21	8,992.00
Time Warner	Digital Converter for City Hall, 12/22/20 to 1/21/21	5.52
	Internet for Fire Station, 12/10/20 to 1/9/21	104.98
Toshiba	Monthly Copier Lease for Admin & City Hall, 1/10/2021	799.32
Toshiba Business Solutions, USA	Color & Black/White Monthly Copy Costs 11/26/20 to 12/25/20	472.35
Welty	Auto Allowance for the Month of January 2021 - Welty	100.00
Report Total		545,247.47 <u> 100.00</u> 545,147.47

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

Vendor ID	Invoice Description	Cash Required
ABILA	Monthly Accounting Software Subscription, 1/7/2021	122.75
	Additional Accounting Software Subscription, 1/15/2021	50.00
Affordable Auto Repair	Repair & Maint. on Jeep - Shock Absorber & Sway Bar, 1/20/21	1,563.36
Aflac	Supplemental Insurance for January 2021	497.96 VOID
Albert A. Webb Associates	Professional Services for State SB2 Planning, 12/26/2020	2,353.75
Control Pump	Monthly Landscape Booster Station, December 2020	375.00
CR&R	Trash Services for Rental Bldg. January 2021	164.80
CTAI	Landscape Maintenance for Median & Highways January 2021	4,500.00
	Landscape Maintenance for Fire Station 60 January 2021	250.00
Delgado	Janitorial Services for the month of January 2021	1,031.50
DFM	2021 California Elections Code Book	75.04
DIRECTV	Sarellite for Fire Station 1/12/21 to 2/11/21	117.79
DSA	Disability & Education Fee Qtr. Ended 12/31/20	192.40
ECS	Scanning Services for City Records-B&S Volumes 001-002,7/31	6,546.62
Embroidery	Embroidery Left Chest Logo - Mann	77.58
Frontier	Internet for Fire Station 1/10/21 to 2/9/21	202.14
GOLDING	Regular and Window Envelopes Whitewove, 1/20/21	256.22
GREENHALGH	Retiree Health Insurance for February 2021	168.56
KCL Group Benefits	Life Insurance for Employee's 2/15/21 to 3/14/21	126.24
Lake Elsinore Chrysler	Multi Point Inspection & Oil Filter Change on Jeep, 1/14/21	107.27
Nate Volk	Video Broadcast Mtg. for 1/13/2021	350.00
Pitney Bowes - Purchase Power	Postage for 1/2/2021 & 1/7/2021	400.00
RAMS	Accounting Services for the month of December 2020	9,362.50
riv Co Exec	SCFA Quarterly Sheltering Services for October-December 2020	17,345.00
	SCFA Quarterly Sheltering Services for January-March 2021	17,429.00
Riv Co Executive	SCFA FY 20/21 Debt Service	17,429.00
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 10/22/20 to 11/18/20	133,506.70
Sauseda	Education Reimbursement for Tuition - Sauseda	1,000.00
SDRMA	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&FerrariFeb2021	486.06
STATE FUND	Workers Comp Base Premium 6/1/20 to 2/1/21	4,351.75
	Workers Comp Insurance for February 2021	1,373.25

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

Vendor ID	Invoice Description	Cash Required
The Gas Co	Gas Charges 11/30/20 to 12/30/20	227.92
Time Warner	Internet for Fire Station 1/10/21 to 2/9/21	104.98
TRI LAKE	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	420.00
	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	840.00
	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	140.00
	SB-1 Project & Expenditure Reporting November 2020	280.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	560.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	1,680.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	140.00
US Bank	Covid-19 Tests for EE's, Masks, Lens for Camera, etc.,1/6/21	7,075.20
VerizonW	iPads, 12/4/20 to 1/3/21	167.10
	Cell Phones, 12/4/20 to 1/3/21	204.80
Report Total		233,652.24
		<u>497.96</u>
		<u>233,154.28</u>

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Aflac	Supplemental Insurance for January 2021	346.24
Larry Greene	Auto Allowance for the month of January 2021 - Greene	100.00
Report Total		<u>446.24</u>

Labor Distribution

City of Canyon Lake

Company (10756)

Check Date: 12/31/2020
 Process: 2020123101
 Period: 12/16/2020 to 12/31/2020

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		472.54	PTAXF Pre-Tax P.	CA	California SI	184.62	4453.71	CA Edu & T	CAETT	0.00	0.00	0.00
102	Hol Holiday	47.50	0.00		CASDJ	CA SDI - Err	47.53	4753.37	California SI	CASUI	0.00	0.00	0.00
4280.83	Reg Regular		4280.83		FITW	Federal Incon	519.90	4453.71	Medicare - E	MED-R	68.92	4753.37	68.92
					MED	Medicare	68.93	4753.37					
	Total Earnings	47.50	4753.37	Total Deductions			820.98			Total Employer Taxes			68.92

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular	12.00	258.72		CA	California SI	0.00	258.72	CA Edu & T	CAETT	0.00	0.00	0.00
106					CASDJ	CA SDI - Err	2.59	258.72	California SI	CASUI	0.00	0.00	0.00
21.5600					FITW	Federal Incon	0.00	258.72	Medicare - E	MED-R	3.75	258.72	3.75
					MED	Medicare	3.75	258.72					
	Total Earnings	12.00	258.72	Total Deductions			6.34			Total Employer Taxes			3.75

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular	20.00	342.00	457B 457B EE ; AflacP; Aflac Post	CA	California SI	0.00	316.35	CA Edu & T	CAETT	0.00	0.00	0.00
114					CASDJ	CA SDI - Err	3.42	342.00	California SI	CASUI	0.00	0.00	0.00
17.1000					FITW	Federal Incon	0.00	316.35	Medicare - E	MED-R	4.96	342.00	4.96
					MED	Medicare	4.96	342.00					
	Total Earnings	20.00	342.00	Total Deductions			8.38			Total Employer Taxes			4.96

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		186.93	PTXPF Pre-Tax P.	CA	California SI	73.61	2172.38	CA Edu & T	CAETT	0.00	0.00	0.00
115	Hol Holiday	57.00	0.00		CASDJ	CA SDI - Err	23.16	2316.10	California SI	CASUI	0.00	0.00	0.00
2129.17	Reg Regular		2129.17		FITW	Federal Incon	190.46	2172.38	Medicare - E	MED-R	33.58	2316.10	33.58
					MED	Medicare	33.58	2316.10					
	Total Earnings	20.00	342.00	Total Deductions			8.38			Total Employer Taxes			4.96

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		166.99	PTXPF Pre-Tax P.	CA	California SI	116.42	2595.38	CA Edu & T	CAETT	0.00	0.00	0.00
117	Hol Holiday	57.00	0.00		CASDJ	CA SDI - Err	27.71	2771.16	California SI	CASUI	0.00	0.00	0.00
2604.17	Reg Regular		2604.17		FITW	Federal Incon	281.90	2595.38	Medicare - E	MED-R	40.18	2771.16	40.18
					MED	Medicare	40.18	2771.16					
	Total Earnings	57.00	2316.10	Total Deductions			320.81			Total Employer Taxes			33.58

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		184.31		CA	California SI	575.12	7319.43	CA Edu & T	CAETT	0.00	0.00	0.00
111	ELECT Reimburs		75.00		CASDJ	CA SDI - Err	0.00	0.00	California SI	CASUI	0.00	0.00	0.00
6875.00	Hol Holiday	47.50	0.00		FITW	Federal Incon	1384.55	7319.43	Medicare - E	MED-R	106.13	7319.43	106.13
	Reg Regular		7060.12		MED	Medicare	106.14	7319.43					
	Sick Sick	2.50	0.00										
	Vac Vacation	10.75	0.00										
	Total Earnings	60.75	7319.43	Total Deductions			2065.81			Total Employer Taxes			106.13

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

02/01/2021
Sauseda, Ana
Emp Id 108
Salary 3325.00
City of Canyon Lake

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		527.74	457B EE	CA	66.00	California SI	CAETT	86.05	CA Edu & T	CAETT	86.05	0.00	0.00
Hol	Holiday		0.00	PTAXI Pre-Tax P.	CASDI	232.75	CA SDI - Eir	CASUI	38.53	California SI	CASUI	38.53	0.00	0.00
Reg	Regular	57.00	3325.00		FITW		Federal Incon	MED-R	286.02	Medicare - E	MED-R	286.02	3852.74	55.86
Vac	Vacation	19.00	0.00		MED		Medicare		55.87			55.87		
Total Earnings		76.00	3852.74	Total Deductions		298.75	Total Employee Taxes		466.47	Total Employer Taxes		55.86		

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
7	125CO 125 Cash		1538.51	457B EE	CA	91.65	California SI	CAETT	1035.82	CA Edu & T	CAETT	1035.82	0.00	0.00
4	ELECT Reimburs		75.00	Aflac Post	CASDI	13.65	CA SDI - Eir	CASUI	142.94	California SI	CASUI	142.94	0.00	0.00
3	Hol Holiday		0.00	PTAXI Pre-Tax P.	FITW	532.41	Federal Incon	MED-R	2662.83	Medicare - E	MED-R	2662.83	21613.52	313.38
Reg	Regular	266.00	20000.01	PTXPE Pre-Tax P.	MED	319.50	Medicare		313.41			313.41		
Sick	Sick	2.50	0.00											
Vac	Vacation	29.75	0.00											
Total Earnings		330.25	21613.52	Total Deductions		957.21	Total Employee Taxes		4155.00	Total Employer Taxes		313.38		

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
104	Hol Holiday		1280.13	457B EE	CA	50.00	California SI	CAETT	82.48	CA Edu & T	CAETT	82.48	0.00	0.00
Reg	Regular	47.50	1280.13	MEDI: Health Ins	CASDI	127.75	CA SDI - Eir	CASUI	24.33	California SI	CASUI	24.33	0.00	0.00
Rate	26.9500			PTXPE Pre-Tax P.	FITW	172.82	Federal Incon	MED-R	189.20	Medicare - E	MED-R	189.20	2432.51	35.27
					MED		Medicare		35.27			35.27		
Total Earnings		95.00	2560.26	Total Deductions		350.57	Total Employee Taxes		331.28	Total Employer Taxes		35.27		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
101	125CO 125 Cash		477.29	PTAXI Pre-Tax P.	CA	109.06	California SI	CAETT	207.31	CA Edu & T	CAETT	207.31	0.00	0.00
Rate	32.8000				CASDI	35.93	CA SDI - Eir	CASUI	35.93	California SI	CASUI	35.93	0.00	0.00
					FITW	342.15	Federal Incon	MED-R	342.15	Medicare - E	MED-R	342.15	3593.29	52.10
					MED		Medicare		52.10			52.10		
Total Earnings		95.00	3593.29	Total Deductions		109.06	Total Employee Taxes		637.49	Total Employer Taxes		52.10		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
113	125CO 125 Cash		583.20		CA		California SI	CAETT	0.00	CA Edu & T	CAETT	0.00	0.00	0.00
Rate	29.1600				CASDI	583.20	CA SDI - Eir	CASUI	5.83	California SI	CASUI	5.83	0.00	0.00
					FITW	583.20	Federal Incon	MED-R	42.75	Medicare - E	MED-R	42.75	583.20	8.46
					MED		Medicare		8.45			8.45		
Total Earnings		20.00	583.20	Total Deductions		0.00	Total Employee Taxes		57.03	Total Employer Taxes		8.46		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
98	125CO 125 Cash		499.58	PTXPE Pre-Tax P.	CA	179.74	California SI	CAETT	77.59	CA Edu & T	CAETT	77.59	0.00	0.00
Rate	28.0300				CASDI	3162.43	CA SDI - Eir	CASUI	31.62	California SI	CASUI	31.62	0.00	0.00
					FITW	2982.69	Federal Incon	MED-R	281.96	Medicare - E	MED-R	281.96	3162.43	45.86
					MED		Medicare		45.85			45.85		
Total Earnings		95.00	3162.43	Total Deductions		179.74	Total Employee Taxes		437.02	Total Employer Taxes		45.86		

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

02/2/2021

Department: (30)Special Enforcement Team Total

Emplyees	4	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Female	3	125CO	125 Cash		976.87	457B	457B EE:	50.00	CA	California SI	9259.81	CAETT	CA, Edu & T	0.00	0.00	0.00	0.00	0.00	0.00
Male	1	Comp	Comp Tin	8.00	224.24	MED1:	Health Ins	127.75	CASDJ	CA SDI - Err	9771.43	CASUI	California SI	0.00	0.00	0.00	0.00	0.00	9899.18
		COVID	COVID S:	47.50	1558.00	PTAXI	Pre-Tax P:	109.06	FITW	Federal Incon	9259.81	MED-R	Medicare - E	856.06	9771.43	141.69	141.69	9771.43	10040.87
		Hol	Holiday	152.00	4435.84	PTXPE	Pre-Tax P:	352.56	MED	Medicare	9771.43			141.67					7796.99
		Reg	Regular	86.50	2395.90														
		Vac	Vacation	11.00	308.33														
		Total Earnings		305.00	9899.18	Total Deductions		639.37	Total Employee Taxes		1462.82	Total Employer Taxes		141.69					

Department: (50)Council Members

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.36				300.00	300.00	4.36	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.86									
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.35				300.00	300.00	4.35	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.85									
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.35				300.00	300.00	4.35	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.85									
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.35				300.00	300.00	4.35	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.85									
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.35				300.00	300.00	4.35	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.85									
Reg	Regular		300.00	CA	California SI	300.00	FITW	Federal Incon	300.00	CAETT	CA, Edu & T	0.30	CASUI	California SI	16.20	300.00	300.00	0.30	300.00	300.00
				MED	Medicare	300.00			4.35	MED-R	Medicare - E	4.35				300.00	300.00	4.35	300.00	300.00
		Total Earnings	300.00	Total Deductions	0.00	Total Employee Taxes		4.35	Total Employer Taxes		20.85									

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

02/03/2021 City Council

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
Reg	Regular		300.00	CA	California SI		CA	CA	0.00	CAETT	CA Edu & T	0.30	300.00	300.00	300.00	0.30	
118				CASD	CA SDI - Err		CASU	California SI	3.00	CASU	California SI	16.20	300.00	300.00	300.00	16.20	Gross
300.00	Salary			FITW	Federal Incoi		MED-R	Medicare - E	30.00	MED-R	Medicare - E	4.35	300.00	300.00	300.00	4.35	Tot Liab
				MED	Medicare				4.35				300.00	300.00	300.00		Net Amt
	Total Earnings	0.00	300.00	Total Deductions	0.00	Total Deductions		Total Employer Taxes	37.35	Total Employer Taxes		Total Employer Taxes	300.00	300.00	300.00	20.85	

Department: (50)Council Members Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
1	Reg		1800.00	CA	California SI		CA	CA	0.00	CAETT	CA Edu & T	1.80	1800.00	1800.00	1800.00	1.80	
5	Male			CASD	CA SDI - Err		CASU	California SI	3.00	CASU	California SI	97.20	1800.00	1800.00	1800.00	97.20	Gross
				FITW	Federal Incoi		MED-R	Medicare - E	30.00	MED-R	Medicare - E	26.11	1800.00	1800.00	1800.00	26.11	Tot Liab
				MED	Medicare				26.10				1800.00	1800.00	1800.00		Net Amt
	Total Earnings	0.00	1800.00	Total Deductions	0.00	Total Deductions		Total Employer Taxes	59.10	Total Employer Taxes		Total Employer Taxes	1800.00	1800.00	1800.00	125.11	

Report Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
8	125CO Cash	8.00	2515.38	457B	457B EE	141.65	CA	California SI	1403.20	CAETT	CA Edu & T	1.80	1800.00	1800.00	1800.00	1.80	
9	Comp Tin	47.50	224.24	AflacP	Aflac Post	13.65	CASD	CA SDI - Err	243.65	CASU	California SI	97.20	1800.00	1800.00	1800.00	97.20	Gross
	COVID S		1558.00	MEDI	Health Ins	127.75	FITW	Federal Incoi	31729.77	MED-R	Medicare - E	481.18	33184.95	33184.95	33184.95	481.18	Tot Liab
	ELECT Reimburs		75.00	PTAXI	Pre-Tax P	641.47	MED	Medicare	33184.95				33184.95	33184.95	33184.95		Net Amt
	Hol Holiday	418.00	4435.84	PTXPF	Pre-Tax P	672.06											
	Reg Regular	118.50	24195.91														
	Sick Sick	2.50	0.00														
	Vac Vacation	40.75	308.33														
	Total Earnings	635.25	33312.70	Total Deductions	1596.58	Total Deductions		Total Employer Taxes	5676.92	Total Employer Taxes		Total Employer Taxes	580.18	580.18	580.18	580.18	

1-5-20
Date

Chris Mann, City Manager

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	
4	Code														
3	125CO 125 Cash		976.87	457B EE:	50.00	CA	California SI	10930.71	540.40	CAETT	CA Edu & T	11362.24	11362.24	11.36	
1	Comp Comp Tin	36.75	1205.40	MED1: Health Ins	161.99	CASDJ	CA SDI - Eir	11362.24	124.99	CASUI	California SI	11362.24	613.57	Gross	
	Reg Regular	224.00	6597.58	MISC Miscellani	109.06	FITW	Federal Incoi	10930.71	1220.97	MED-R	Medicare - E	11362.24	164.76	Tot Liab	
	Vac Vacation	83.67	2744.38	PTAXI Pre-Tax P.	87.25	MED	Medicare	11362.24	164.76					Net Amt	
				PTXPE Pre-Tax P.	294.28										
Total Earnings													2051.12	Total Employer Taxes	789.69

Report Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount	
12	Code														
8	125CO 125 Cash		2478.97	457B EE:	238.73	CA	California SI	32284.90	1525.75	CAETT	CA Edu & T	34114.11	34.11		
4	Comp Comp Tin	36.75	1205.40	AflacP: Aflac Post	13.65	CASDJ	CA SDI - Eir	34221.13	398.43	CASUI	California SI	34114.11	1842.16	Gross	
	ELECT Reimburs		75.00	MED1: Health Ins	161.99	FITW	Federal Incoi	32284.90	3793.96	MED-R	Medicare - E	34221.13	496.21	Tot Liab	
	Hol Holiday	9.50	0.00	MISC Miscellani	109.06	MED	Medicare	34221.13	496.21					Net Amt	
	Reg Regular	338.50	27879.37	PTAXI Pre-Tax P.	619.66										
	Sick Sick	9.50	0.00	PTXPE Pre-Tax P.	1077.84										
	Vac Vacation	86.67	2744.38												
Total Earnings													6214.35	Total Employer Taxes	2372.48

[Signature]
Chris Mann, City Manager
1/19/21
Date

Credit Card Review

Home Profile **Reporting** Person Information Education 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.**
- 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: \$3,316.49

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001756963	01/05/2021	100000016237765	Employer Contribution, Classic, 1684, CalPERS, 12/16/2020 - 12/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,874.60
1001756964	01/05/2021	100000016234279	Employer Contribution, PEPRA, 26189, CalPERS, 12/16/2020 - 12/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,441.89

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Build: v9.1.0.a Baseline: 201215_162145_v9.1_Int.8438 UID: 318

Reporting

Manage Reports Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appointm

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.
- 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: \$3,860.22

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001771657	01/27/2021	100000016267486	Employer Contribution, PEPRA, 26189, CalPERS, 01/01/2021 - 01/15/2021	EFT - Debit	Citizens Business Bank -5402	\$2,312.50
1001771658	01/27/2021	100000016267451	Employer Contribution, Classic, 1684, CalPERS, 01/01/2021 - 01/15/2021	EFT - Debit	Citizens Business Bank -5402	\$1,547.72

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Build: v9.2 Baseline: 210111_081917_v9.2_Int,4866 UID: 318

Home Profile **Reporting** Person Information Education 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.**
- 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: \$3,407.98

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001756405	01/05/2021	100000016272953	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$3,407.98

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Build: v9.1.0.a Baseline: 201215_162145_v9.1_Int.8438 **UID: 318**

CM

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: **01/05/2021**

Submission time: **02:08 PM**

Pay period end date: **12/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

Draft date: **01/06/2021**



Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Insurance Commissioners, the National Life Underwriting Association, the National Health Underwriting Association, and the National Health Insurance Underwriting Association.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. For more information, please contact your advisor.

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

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: **002**

Payroll Received for Salary Reduction

Submission date: **01/05/2021**

Submission time: **02:09 PM**

Pay period end date: **12/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$80.80**

Contributions count: **1**

Draft date: **01/06/2021**



Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Counties, the National Association of Public Employees, the National Association of State Legislators, and the National Association of State Organizations.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. Such payments will be used to fund payments.

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

Investment Reports

CITIZENSTRUST™

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

RECEIVED

JAN 25 2021

00000062 MCBB1000011121393419 01 000000 62 004



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

BY: _____

STATEMENT FOR THE PERIOD FROM 12/01/2020 TO 12/31/2020
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

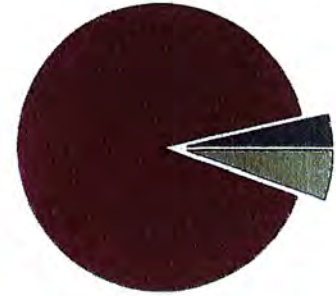
Account Number: **1035003119**
 December 01, 2020 To December 31, 2020

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	12/01/2020	12/31/2020	% Of Account
 CASH & CASH EQUIVALENTS	138,231.04	104,050.93	3.7%
 FIXED INCOME	2,486,788.80	2,587,016.80	90.8%
 MISCELLANEOUS	157,882.50	157,588.50	5.5%
Total	2,782,902.34	2,848,656.23	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,782,902.34	2,740,120.38		
Income	66,275.87	108,149.11	Long Term	0.00
Asset Activity	100,000.00-	640,523.45-	Total Gains / Losses	0.00
Fees	455.98-	5,538.90-		818.31-
Cash Management	34,180.11	537,913.24		
Change In Market Value	65,753.89	108,535.85		
Ending Market Value	2,848,656.23	2,848,656.23		

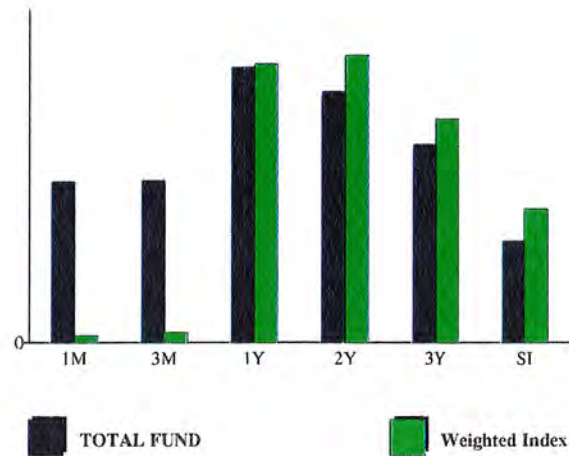
Account Statement

Account Number: 1035003119
 December 01, 2020 To December 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	2,857,920	2.45	2.47	4.19	3.82	3.02	1.54
Return On Indexes Fixed GT (95% FX / 5% C)		0.10	0.15	4.24	4.37	3.40	2.03

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			
104,050.930	31607A703 FIDELITY GOVERNMENT PORTFOLIO	104,050.93	104,050.93
	Total Unclassified	104,050.93	104,050.93
Total	Cash Equivalents	104,050.93	104,050.93
Total	Cash & Cash Equivalents	104,050.93	104,050.93
Fixed Income			
Taxable			
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	101,857.00	102,099.11
100,000.000	3130AJRE1 FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020	99,984.00	100,000.00
100,000.000	3130AKDM5 FEDERAL HOME LOAN BANK DTD 10/28/2020 CALL .18% 10/28/2022-2021	100,000.00	100,000.00
105,000.000	3133EEG79 FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023	110,373.90	110,600.22
150,000.000	3133ELD76 FEDERAL FARM CREDIT BANK DTD 06/02/2020 CALL .34% 12/02/2022-2020	150,001.50	150,000.00
100,000.000	3133ELH56 FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27% 06/09/2022-2020	99,963.00	99,875.00
200,000.000	3133ELN75 FEDERAL FARM CREDIT BANK DTD 6/23/20 CALL .23% 12/23/2021-2020	199,974.00	199,900.00
100,000.000	3134GWCZ7 FREDDIE MAC DTD 7/28/20 CALL .3% 10/28/2022-2021	100,026.00	99,985.00
100,000.000	3134GWMY9 FREDDIE MAC DTD 08/19/2020 CALL .625% 08/19/2025-2021	99,843.00	100,000.00
100,000.000	3134GWWJ2 FREDDIE MAC DTD 9/30/2020 CALL .4% 09/30/2024-2021	99,971.00	100,000.00
100,000.000	3134GWWN3 FREDDIE MAC DTD 09/30/2020 CALL .6% 09/30/2025-2021	99,954.00	100,000.00



Account Statement

Account Number: **1035003119**

December 01, 2020 To December 31, 2020

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
200,000.000	3135G06A6 FANNIE MAE DTD 10/20/2020 CALL .58% 10/20/2025-2021	200,032.00	200,000.00
100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5% 12/16/2024-2021	100,020.00	100,000.00
100,000.000	3135GA3W9 FANNIE MAE .6% 11/25/2025-2022	100,104.00	100,000.00
200,000.000	3136G46A6 FANNIE MAE DTD 10/27/2020 CALL .3% 10/27/2023-2021	200,006.00	200,000.00
205,000.000	3136G4A29 FANNIE MAE DTD 7/30/2020 CALL .55% 07/30/2024-2021	204,729.40	205,000.00
100,000.000	3136G4D83 FANNIE MAE DTD 7/29/2020 CALL .51% 07/29/2024-2021	99,628.00	99,984.00
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	200,938.00	200,414.72
200,000.000	880591ER9 TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024	219,612.00	208,870.67
Total	Taxable	2,587,016.80	2,576,728.72
Total	Fixed Income	2,587,016.80	2,576,728.72
Miscellaneous			
Corp Bond-sma			
Taxable Bonds			
150,000.000	24422ERT8 JOHN DEERE CAPITAL CORP DTD 06/26/12 2.8% 01/27/2023	157,588.50	158,469.00
	Total Taxable Bonds	157,588.50	158,469.00
Total	Corp Bond-sma	157,588.50	158,469.00
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	157,588.50	158,469.00
Grand Total Assets		2,848,656.23	2,839,248.65

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,773,428.76	2,790,106.51
Prior Accruals			7,204.17-
Unrealized Appreciation This Period			65,753.89
Current Accruals			9,344.72
Asset Activity	100,000.00-	100,000.00	100,000.00-
Cash Management	34,180.11	34,180.11-	34,180.11
Fees	455.98-	0.00	455.98-
Income	66,275.87	0.00	66,275.87
Realized Gain/loss			0.00
Non Cash Asset Changes			
Balances End Of Period	0.00	2,839,248.65	2,858,000.95

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
12/01/20		Beginning Balance		0.00	2,773,428.76
Income					
Interest					
12/01/20		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3133ELD76	INTEREST RCVD	3.09	
12/02/20		FEDERAL FARM CREDIT BANK DTD 06/02/2020 CALL .34 % 12/02/2022-2020 3133ELH56	INTEREST RCVD	255.00	
12/09/20		FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27 % 06/09/2022-2020 3133ELN75	INTEREST RCVD	135.00	
12/23/20		FEDERAL FARM CREDIT BANK DTD 6/23/20 CALL .23 % 12/23/2021-2020 3130AJRE1	INTEREST RCVD	230.00	
12/24/20		FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75 % 06/24/2025-2020 3130AJRE1	INTEREST RCVD	375.00	
12/28/20		FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75 % 06/24/2025-2020	INTEREST RCVD	65,277.78	
Total Interest				66,275.87	0.00
Total Income				66,275.87	0.00
Asset Activity					
Assets Purchased					
12/16/20	100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5 % 12/16/2024-2021	BUY	100,000.00-	100,000.00
Total Assets Purchased				100,000.00-	100,000.00
Total Asset Activity				100,000.00-	100,000.00

Account Number: **1035003119**

December 01, 2020 To December 31, 2020

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Fees					
12/28/20		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 12/20/2020	DISBURSEMENT	455.98-	
Total Fees				455.98-	0.00
Cash Management					
12/31/20	34,180.110-	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	34,180.11	34,180.11-
Total Cash Management				34,180.11	34,180.11-
12/31/20		Ending Balance		0.00	2,839,248.65

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.

Market Perspective

WE HOPE THAT YOU AND YOURS ARE SAFE/HEALTHY DURING THESE CHALLENGING TIMES. PLEASE READ OUR QUARTERLY MARKET PERSPECTIVES AT WWW.CBBANK.COM UNDER RECENT DOCUMENTS. BE ASSURED WE ARE WATCHING THE MARKETS CLOSELY, AND IF YOU HAVE ANY QUESTIONS OR CONCERNS WE ENCOURAGE YOU TO CONTACT YOUR RELATIONSHIP MANAGER.

**MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, January 13, 2021**

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.canyonlakeca.gov, 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@canyonlakeca.gov. 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@canyonlakeca.gov.

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

CALL TO ORDER

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

CITY COUNCIL ROLL CALL

Present: Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo
Absent: Councilmember Ehrenkranz, Councilmember Welty

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8
Property: APN 355-330-009
Agency Negotiator: City Manager
Negotiating Parties: Jack Regus
Under Negotiation: Price and Terms of Payment

- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –
Pursuant to paragraph (1) of subdivision (d) of Section 54956.9
Richard Beck v. City of Canyon Lake, Riverside Superior Court Case No.:
RIC2003025
- C. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION –
Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 2 cases
- D. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION -
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of
Section 54956.9 - 1 case
- E. 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

The City Council entered Closed Session at 5:00 p.m.

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

CALL OPEN SESSION TO ORDER

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

INVOCATION

Invocation was led by Mayor Pro Tem Smith.

FLAG SALUTE

Flag Salute was led by Councilmember Greene.

ROLL CALL

Present: Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo
Absent: Councilmember Ehrenkranz, Councilmember Welty

CLOSED SESSION REPORT

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

APPROVAL OF THE CITY COUNCIL AGENDA

City Manager Mann asked to continue Item 10 to the next regularly scheduled City Council Meeting in February.

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve the agenda with Item 10 being continued.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizen of the Month

Mayor Castillo presented a certificate to Reece Walsh.

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.

- Canyon Lake Property Owners Association Update from President Chris Poland
Canyon Lake Property Owners Association President Chris Poland joined the meeting via teleconference and gave an update on behalf of the Property Owners Association.

- Chamber of Commerce Update by President Jeanne O'Dell
President O'Dell was not available to join the meeting.

PUBLIC SAFETY UPDATE

❖ Sheriff

Lieutenant James Rayls gave an update on the statistics and answered questions from the Council.

❖ Fire

Kirk Barnett, Division Chief, was not available to attend the meeting however, statistics were provided prior to the meeting.

❖ Code Enforcement

Senior Code Enforcement Officer Ruby Manzano gave an update on the statistics 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. 2020-50, Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
 - December 7, 2020 – Regular City Council Meeting

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve the Consent Calendar.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

PULLED CONSENT CALENDAR ITEMS

None

BUSINESS ITEMS

- (4) Receive & File - Review of Fiscal Year 2019-20 Audited Financial Statements

Presentation by Finance Director Terry Shea.

There were no public comments.

Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to approve Item 4.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

- (5) Resolution – Adoption of Resolution No. 2021-02, Authorizing the City Manager to Execute a Purchase and Sale Agreement for Property Located at 31520 Railroad Canyon Road (APN: 355-330-009)

Presentation by Administrative Services Manager Mike Borja.

Borja stated that the original asking price for the building was \$600,000, however, the City purchased it for \$400,000.

There were no public comments.

Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to approve Resolution No. 2021-02.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

- (6) Contract Amendment – Authorization of Public Works Agreement with PV Maintenance Inc. for Street & Facility Maintenance Services

Presentation by Administrative Services Manager Mike Borja.

There were no public comments.

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve Item 6.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

- (7) Resolution – Adoption of Resolution No. 2021-03 Rejecting All Bids for the Roof Rehabilitation Project BID No. 2020-02

Presentation by Administrative Services Manager Mike Borja.

There were no public comments.

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve Resolution No. 2021-03.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

- (8) Ratification – COVID-19 Prevention Program

Presentation by City Attorney Graham.

There were no public comments.

Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to approve Item 8.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

(9) Discussion – 2021 Committee & Agency Assignments

Presentation by City Clerk Sauseda.

There were no public comments.

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve the 2021 Committee & Agency Assignments.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

(10) 2021 City Council Goals – Discussion and Possible Adoption of Proposed Goals

Item 10 was continued to the Regularly Scheduled City Council meeting in February.

PUBLIC HEARING

(11) Ordinance – Introduction and First Reading of Ordinance No. 203, An Ordinance of the City Council of the City of Canyon Lake, California, Approving an Amendment to the Canyon Lake Municipal Code, Title 9: Planning and Zoning, Section 18.25. Swimming Pools

- Public Hearing Opened
Mayor Castillo opened the public hearing at 8:02 p.m.
- Staff Presentation
City Planner Jim Morrissey presented the item.
- Questions to Staff by City Council
Staff addressed questions from the Council.
- Testimony by Proponents
There were none.
- Testimony by Opponents
There were none.
- Response by Proponents
There were none.
- Public Hearing Closed
Mayor Castillo closed the public hearing at 8:53 p.m.
- Discussion by City Council
There was none.
- Action by City Council

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve the environmental determination.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to approve the Introduction and First Reading of Ordinance No. 203.

Motion carried 3-2, with Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo voting aye and Councilmembers Ehrenkranz & Welty absent.

CITY MANAGER COMMENTS

City Manager Mann gave updates since the last meeting.

COMMITTEE AND COUNCIL REPORTS/COMMENTS

- **COUNCILMEMBER GREENE**

Councilmember Greene stated that most of the committees he serves on had been dark. He urged the public to remain safe as we continue to navigate through the COVID-19 pandemic. Lastly, he thanked staff and his fellow colleagues for all the hard work over the past year.

- **MAYOR PRO TEM SMITH**

Mayor Pro Tem Smith highlighted the key points that took place in 2020 on the regional boards that he served on. Lastly, he gave a shout out to the City Manager and City Staff for hosting a very successful interview for the Interim Fire Chief position. He also thanked staff for a successful 2020.

- **MAYOR CASTILLO**

Mayor Castillo stated that 2021 will be better than 2020. She acknowledged that the public had expressed interest in participating in Council meetings again and the City will make that happen as soon as it is safe again. She urged the public to continue to support Canyon Lake businesses and restaurants. She pledged that this Council will be accessible, responsible, communicative, and responsive. She gave a brief update on the issues at Big Tee & Railroad Canyon. Lastly, she congratulated the City Manager on the upcoming arrival of his new baby.

ANNOUNCEMENTS

Mayor Castillo announced that the next regular City Council meeting would be on Wednesday, February 3, 2021, at 5:00 p.m. for closed session and 6:30 p.m. for open session.

ADJOURNMENT

The meeting was adjourned at 8:23 p.m.

Respectfully submitted,

Ana V. Sauseda, CMC
City Clerk

**MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Monday, January 25, 2021**

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.canyonlakeca.gov, 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@canyonlakeca.gov. 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@canyonlakeca.gov.

**Open Session – 2:00 p.m.
City Hall Council Chamber
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

CALL OPEN SESSION TO ORDER

Mayor Castillo called the meeting to order at 2:20 p.m.

FLAG SALUTE

Flag Salute was led by Councilmember Greene.

ROLL CALL

Present: Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo. Councilmember Welty joined the meeting via teleconference.

APPROVAL OF THE CITY COUNCIL AGENDA

Motion and second by Mayor Pro Tem Smith/ Councilmember Ehrenkranz to approve the agenda.

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

PUBLIC COMMENT

There were no comments.

THE BROWN ACT

Presentation and training by City Attorney Graham on the Ralph M. Brown Act.

City Attorney addressed specific questions from the City Council.

There were no comments from the public.

Councilmember Greene stepped away from the dais at 3:23 p.m. and returned at 3:25 p.m.

Mayor Castillo called for a short recess at 3:26 p.m.
The meeting resumed at 3:30 p.m.

AB 1234 ETHICS TRAINING

Presentation and training by City Attorney Graham on AB 1234 requirements.

City Attorney addressed specific questions from the City Council.

There were no comments from the public.

Mayor Pro Tem Smith stepped away from the dais at 3:43 p.m. and returned at 3:47 p.m.

Councilmember Greene stepped away from the dais at 4:43 p.m. and returned at 4:47 p.m.

ANNOUNCEMENTS

Mayor Castillo announced that the next regular City Council meeting would be on Wednesday, February 3, 2021, at 5:00 p.m. for closed session and 6:30 p.m. for open session.

ADJOURNMENT

The meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Ana V. Sauseda, CMC
City Clerk

ORDINANCE NO. 203

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, APPROVING AN AMENDMENT TO THE CANYON LAKE MUNICIPAL CODE, TITLE 9: PLANNING AND ZONING, SECTION 18.25. SWIMMING POOLS

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

SECTION 1. Environmental Determination and Findings. The proposed amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

SECTION 2. Municipal Code Amendments.

Title 9, Planning and Zoning; Section 18.25 of the Canyon Lake Municipal Code is hereby amended as provided below, which is incorporated herein by this reference as though set forth in full.

- a. Private swimming pools for the use of the occupants of the premises and their nonpaying guests shall be located not nearer than five (5) feet to any property line or dwelling, except as follows:
 1. Residential properties located within that portion of the City which adjoin the lake along the rear property line are not required to provide a five-foot rear yard setback when the pool is placed along said rear property line. All other setback distances shall be met.
 2. Any pool improvement, including footings, cannot encroach or extend beyond the rear property line, without the express written authorization of the owner of the lake.

SECTION 3. Concluding Facts and Reasons. Based on the substantial evidence presented to the City Council during the public hearing on the Ordinance, and the specific findings set forth in the Recitals, and Sections 1 and 2, above, the City Council hereby concludes that the proposed Amendment to the City of Canyon Lake Municipal Code is consistent with the goals, policies, plans, and exhibits of the General Plan. Staff has thoroughly reviewed the proposed Municipal Code Amendment and the conditions under which it will be implemented and has determined the proposed Municipal Code provisions to be consistent with the applicable goals, policies, plans, and exhibits of the General Plan. Additionally the City Council finds that the proposed Amendment to the City of Canyon Lake Municipal Code would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

SECTION 4. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase

thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 5. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 6. Publication and Posting. The Mayor shall sign this Ordinance and the City Clerk shall certify as to the adoption and shall cause the ordinance or a summary thereof to be published in accordance with state law.

PASSED APPROVED AND ADOPTED this 3rd day of February, 2021.

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana V. Sauseda, CMC
City Clerk

Steven Graham
City Attorney



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

DATE: February 3, 2021

SUBJECT: Adoption of Urgency Ordinance No. 204, An Urgency Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding; and Introduction and First Reading of Ordinance No. 205, An Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding

Recommendation

That the City Council:

1. Adopt Ordinance No. 204, an Urgency Ordinance of the City Council of the City of Canyon Lake, California, amending section 3.08.270 of the Canyon Lake municipal code regarding competitive bidding; and
2. Approve the Introduction and First Reading of Ordinance No. 205, an Ordinance of the City Council of the City of Canyon Lake, California, amending section 3.08.270 of the Canyon Lake municipal code regarding competitive bidding.

Background

Section 3.08.270 of the Canyon Lake Municipal Code relates to exceptions from the general rule that purchases must be made through a competitive bidding process run by the City. In particular, subsection (e) of Section 3.08.270 authorizes the City to “obtain the goods or commodity from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding[.]”

This provision allows for the practice commonly known as “piggybacking” where the City uses an existing competitively-bid contract as a template to form their own contract directly with the vendor to purchase on the same or similar terms. For public agencies, the competitive bidding process typically must be managed by another government entity. The City does not become a signatory to, or participate in, the original contract but instead negotiates a new contract with the vendor on the same terms and conditions.

In reviewing upcoming projects, it has been determined that the City could benefit from the use of piggybacking, which would likely result in projects being processed quicker and at savings to the City. However, the language of subsection (e) authorizes piggybacking only for purchase of goods or commodities. It is recommended that the language within Section 3.08.270 be made consistent to authorize exceptions for “materials, supplies, equipment and services.”

The Ordinance is coming forward on an urgency basis because some of the upcoming projects include urgent repairs to City buildings.

A redline showing the amendments to Section 3.08.270 is below:

3.08.270 Exceptions to competitive bidding requirement.

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

(a) When the materials, supplies, equipment or services ~~commodity~~ can be obtained from only one vendor;

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

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

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

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

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

(g) The City Council may authorize the execution of a lease or leases for office space for the City government without observing the bidding procedures provided herein irrespective

of the term of the lease or leases or the amount of rent and other charges to be paid by the City under the lease or leases.

Fiscal Impact

No impact to the General Fund.

Attachments

1. Urgency Ordinance No. 204
2. Ordinance No. 205

ATTACHMENT 1

ORDINANCE NO. 204

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING SECTION 3.08.270 OF THE CANYON LAKE MUNICIPAL CODE REGARDING COMPETITIVE BIDDING

WHEREAS, the City Council finds that the City would benefit from utilizing the competitive bidding process of other public agencies for the purchase of materials, supplies, equipment or services; and

WHEREAS, the City anticipates this process being utilized for urgent repairs at City facilities.

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

Section 1. Sections 3.08.270 of the Canyon Lake Municipal Code shall be amended to read as follows:

“3.08.270 Exceptions to competitive bidding requirement.

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

- (a) When the materials, supplies, equipment or services can be obtained from only one vendor;
- (b) The City Manager may authorize the purchase of materials, supplies, equipment and services where an emergency is deemed to exist and it is determined that service involving the public health, safety or welfare would be interrupted if the normal procedure were followed. All emergency purchases, which would otherwise require formal bidding procedures, made pursuant to this Section shall be submitted to the City Council for ratification at the next regular Council meeting after the purchase is authorized;
- (c) The City Council may authorize the execution of contracts for personal services, for professional and consultant services, and for other, nonpublic projects and for contractual services without observing the bidding procedures provided herein where the amount of the contract exceeds the value of \$50,000;
- (d) The City Manager is authorized to enter into contracts for personal services, for professional and consulting services and for other contractual services without observing the bidding procedure provided herein where the amount of the contract does not exceed the amount of \$50,000; provided there exists an unencumbered appropriation in the fund account against which said expense is to be charged;
- (e) The City may obtain the materials, supplies, equipment or services from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding;

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

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

Section 2. Urgency Findings

The City Council finds and declares that the adoption and implementation of this ordinance is necessary for the immediate preservation and protection of the public peace, health, and safety as detailed above as urgent repairs as City facilities are needed and will benefit from utilization of the exceptions to competitive bidding contemplated by this ordinance. The City Council therefore finds it is proper that this ordinance be enacted as an urgency ordinance and take effect immediately upon adoption by four-fifths of the City Council.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 4. This Urgency Ordinance shall be effective immediately upon its adoption.

Section 5. Publication and Posting. The Mayor shall sign this Ordinance and the City Clerk shall certify as to the adoption and shall cause the ordinance or a summary thereof to be published in accordance with state law.

PASSED APPROVED AND ADOPTED this 3rd day of February, 2021.

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Sauseda, CMC
City Clerk

Steven Graham
City Attorney

ATTACHMENT 2

ORDINANCE NO. 205

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING SECTION 3.08.270 OF THE CANYON LAKE MUNICIPAL CODE REGARDING COMPETITIVE BIDDING

WHEREAS, the City Council finds that the City would benefit from utilizing the competitive bidding process of other public agencies for the purchase of materials, supplies, equipment or services; and

WHEREAS, the City anticipates this process being utilized for urgent repairs at City facilities.

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

Section 1. Sections 3.08.270 of the Canyon Lake Municipal Code shall be amended to read as follows:

“3.08.270 Exceptions to competitive bidding requirement.

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

- (a) When the materials, supplies, equipment or services can be obtained from only one vendor;
- (b) The City Manager may authorize the purchase of materials, supplies, equipment and services where an emergency is deemed to exist and it is determined that service involving the public health, safety or welfare would be interrupted if the normal procedure were followed. All emergency purchases, which would otherwise require formal bidding procedures, made pursuant to this Section shall be submitted to the City Council for ratification at the next regular Council meeting after the purchase is authorized;
- (c) The City Council may authorize the execution of contracts for personal services, for professional and consultant services, and for other, nonpublic projects and for contractual services without observing the bidding procedures provided herein where the amount of the contract exceeds the value of \$50,000;
- (d) The City Manager is authorized to enter into contracts for personal services, for professional and consulting services and for other contractual services without observing the bidding procedure provided herein where the amount of the contract does not exceed the amount of \$50,000; provided there exists an unencumbered appropriation in the fund account against which said expense is to be charged;
- (e) The City may obtain the materials, supplies, equipment or services from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding;

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

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

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

Section 4. Publication and Posting. The Mayor shall sign this Ordinance and the City Clerk shall certify as to the adoption and shall cause the ordinance or a summary thereof to be published in accordance with state law.

PASSED APPROVED AND ADOPTED this ____ day of _____, 2021.

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Sauseda, CMC
City Clerk

Steven Graham
City Attorney



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

DATE: February 3, 2021

SUBJECT: Consideration of 2021 City Council Goals – Review and Discussion of Proposed Goals

Recommendation:

That the City Council adopt goals for the 2021 calendar year. Based on input from councilmembers and staff, this report identifies a number of proposed goals for consideration and adoption.

Background:

The purpose of the City Council's annual goals session is to clearly identify and adopt a list of agreed upon priorities for the year. Once adopted, these goals will help guide the Council and staff to ensure that time and other resources are allocated in a manner consistent with the Council's shared vision for the City. A matrix reviewing the status of the City Council's current goals will also be presented as a way to track and measure progress. In no order of priority, ten potential goals for 2021 are suggested for discussion and possible adoption.

The following are the identified potential goals for 2021:

- 1) Establish the Canyon Lake Fire Department
- 2) Draft and Adopt a New Personnel Policy Manual
- 3) Improve Building Department Operations and Reduce Costs
- 4) Complete the 6th Cycle General Plan Housing Element Update
- 5) Consider Moving the Council Chambers Upstairs Following Library Relocation
- 6) Move Economic Development Initiatives Forward: BLM Land, Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.

- 7) Protect Water Quality through Compliance with MS4 Permit Requirements
- 8) Expand Communications/Public Engagement Efforts
- 9) Build & Maintain Positive Regional Relationships
- 10) Put on Successful Events: Veterans Day; Winter Wonderland; State of the City

Fiscal Impact

No fiscal impact at this time. However, adopted goals will help to inform the development of the budget for Fiscal Year 2021/2022.

Attachments

1. 2020 Adopted Goals
2. Goals Matrix
3. Goals Presentation

ATTACHMENT 1



City Council Goals

2020

- 1) Address Budget Deficit/Public Safety Contracts
- 2) Implement EMS Subscription Program
- 3) Implement Residential Rental Program
- 4) Implement Life Safety Inspection Program
- 5) Renegotiate Trash Hauling Franchise Agreement with CR&R
- 6) Move Economic Development Initiatives Forward: BLM Land; Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.
- 7) Digitize Files & Move Servers to the Cloud
- 8) Explore Establishing a Zip Code Specific to Canyon Lake
- 9) Expand Communications/Public Engagement Efforts
- 10) Protect Water Quality through Compliance with MS4 Permit Requirements
- 11) Complete Housing Element Update
- 12) Maintain Positive Relationship with the POA
- 13) Build Positive Regional Relationships
- 14) Establish an Internship Program
- 15) Begin Contemplating Long-Range Visioning/Strategic Planning
- 16) Put on Successful Events: Veterans Day; Winter Wonderland; 30th Anniversary Gala/State of the City

ATTACHMENT 2



City Council Goals Status Report January 2021

2020 Goals:

Goal #	Goal	Status
1	Address Budget Deficit/Public Safety Contracts	<p>In Feb., 2020, the City's projected General Fund budget deficit for FY 2019/2020 was \$830,555. Today, the City's budget is balanced. The General Fund budget for FY 2020/2021 shows a projected surplus of \$149,830. This was achieved through 1) the establishment of several programs that enhance public safety and quality of life while also generating revenue for the City (EMS Subscription Program, Residential Rental Registration Program, Fire Life Safety Inspection Program), 2) renegotiating our trash hauling agreement with CR&R, and 3) various cost cutting measures. In all, City revenues were increased by 24.82%. <u>Revenue was generated through fee-for-service programs, not by raising taxes.</u></p> <p>While the City's budget is now balanced, we understood that our contract with the County for the services of Riverside County Fire/Cal Fire would continue to subject the City to significant cost increases beyond the City's control. After extensive evaluation, which included a feasibility analysis conducted by ESCL and numerous meetings with County Fire, the County Executive Office, the County Supervisor's office, and city councilmembers, city managers, and fire chiefs of cities throughout the region, in November 2020, the City Council voted to move forward with the formation of a City of Canyon Lake Fire Department. The goal is to be up and running by Jan. 1, 2022.</p>

Goal #	Goal	Status
2	Implement EMS Subscription Program	Established with the adoption of Ordinance 187 on November 6, 2019. A fee analysis was completed in March, 2020. A Frequently Asked Questions document was developed and a page on our website dedicated to the EMS Subscription Program was created. Notices were mailed to all property owners and residents in April, 2020. A virtual town hall meeting was held on May 27, 2020. Fees were adopted June 3, 2020. City received 286 opt-outs. 93% participation in subscription program. First disbursement of EMS Subscription Program fees from the County expected in January, 2021.
3	Implement Residential Rental Program	Established with the adoption of Ordinance 192 on January 15, 2020. Notices mailed to all property owners in February, 2020. 189 properties registered by the early registration deadline, taking advantage of 50% discount on business license. Final notices sent in Sept to properties without Homeowners' Exemptions filed with the County. Deadline to avoid citation: Oct. 15, 2020. POA will forward Lease Authorization forms to City on a monthly basis. Currently, 333 properties have been registered. 208 inspections have been completed; 125 are waiting for inspections.
4	Implement Fire Life Safety Inspection Program	Code Enforcement Officers completed Fire Inspector and Hazardous Materials training. Addressed County Fire Chief's concerns, and established protocols with Fire Marshal's office. Finalized forms. Began inspections in July, 2020. To date, 60 inspections have been conducted; 50 are pending. COVID-19 slowing inspections.
5	Renegotiate Trash Hauling Agreement with CR&R	Amended and restated franchise agreement successfully negotiated with CR&R. Adopted in June, 2020. Notable changes: 1) CR&R will conduct street sweeping twice a month on Railroad Canyon Rd. 2) CR&R will dedicate required time to ensure compliance with AB 939. 3) Franchise fee paid to City by CR&R increases from 8% to 20% of gross revenues.

Goal #	Goal	Status
6	<p>Move Economic Development Initiatives Forward: BLM Land, Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.</p>	<p>Maintained contract with Bill Blankenship for Economic Development consulting services.</p> <p>BLM Land: Held an all-agency stakeholder meeting in February, 2020. Agencies represented included BLM, RCA, US Fish & Wildlife Service, CA Dept. of Fish & Wildlife, and Congressman Ken Calvert's office. "Jump Lagoon" parcel has tremendous development potential. Federal legislation likely the best route. Need to create a plan in conjunction with a development partner.</p> <p>Identification of Developable Land: Attracted a potential development partner for possible projects on Railroad Canyon Road (re-configuration of driving range, country club and parking lot), the "Village Overlay" property and the "Jump Lagoon" BLM parcel. Held multiple meetings, and included the POA GM & President. Developer remains interested, has put together a proforma, and is actively seeking to acquire mitigation land that would be required. Identified a vacant parcel with strategic value to the City; currently in negotiations to purchase.</p> <p>Acquired grant funding, and retained engineering and architectural firms, for the development of a Towne Center Specific Plan.</p> <p>Investments: Acquired building located at 31542 Railroad Canyon Rd. in March, 2020. Established positive relationships with existing tenants. Building mostly leased (one vacant suite, which is being reserved for a pending lease agreement with AMR) and all tenants paying rent. Repairs to building in the works. Identified potential purchase of building located at 31520 Railroad Canyon Rd. This building is currently in escrow, purchase pending City Council approval.</p> <p>Held several economic development roundtable meetings.</p>

Goal #	Goal	Status
7	Digitize Files & Move Servers to the Cloud	<p>Entered into an agreement with ECS Imaging for Laserfiche document digitization in February, 2020. Building Department permits and plans, resolutions, ordinances and minutes have been digitized thus far. Next up: finance documents, agreements/contracts, and planning documents. This will be an ongoing process.</p> <p>Migration of servers to the cloud was complete in June, 2020. Not only are our files more secure, but the contract with our new IT provider Syntech (including cloud server) is saving us \$662 per month over the contract with our previous IT provider (did not include cloud service).</p>
8	Explore Establishing a Zip Code Specific to Canyon Lake	<p>Held multiple discussions with Congressman Ken Calvert's office. USPS has been pushing back on such requests. Example: Eastvale (pop. 65,000) has been trying for almost 10 years. USPS denied Eastvale in 2011. Rep. Calvert then introduced legislation for Eastvale in 2016 and 2020, both times failing to make it out of the House Committee on Oversight and Reform, which has been reluctant to advance any bills calling for new zip codes.</p> <p>In 2017, Jurupa Valley (pop. 108,000) successfully petitioned USPS, with the help of Congressman Mark Takano, to be designated the primary/default city for a zip code they share with Riverside. Riverside became the secondary city under that zip code. Jurupa Valley was not given a new zip code of their own.</p> <p>Legislation seems to be our only avenue; may need to wait until new leadership on the House Committee on Oversight and Reform.</p>

Goal #	Goal	Status
9	Expand Communications/Public Engagement Efforts	<p>Added Management Analyst position responsible, among other things, for leading communications and public engagement efforts. Invested in equipment and software. Produced 11 informational videos, a virtual town hall meeting, virtual roundtable meetings, and numerous committee meetings via Zoom. Enhanced audio/video capabilities in the City Council Chambers. Expanded public outreach via email newsletter and social media platforms. 34% increase in # of Facebook followers (now 1,913); established Instagram and Twitter accounts and currently have 1,104 and 73 followers respectively.</p>
10	Protect Water Quality through Compliance with MS4 Permit Requirements	<p>To comply with the Trash Provisions adopted by the State Water Resources Control Board, and enforced by the Santa Ana Regional Water Quality Control Board, the City completed and submitted a Trash Implementation Plan in March, 2020. Trash Capture Devices were installed on all City storm drains in December, 2020. City remained in compliance with all NPDES/MS4 Permit requirements. City was represented by qualified Water Quality Management/NPDES engineers (Kris Hanson and Kamran Saber) at NPDES/MS4, Lake Elsinore/Canyon Lake TMDL Task Force and TAC meetings. All needed data was collected and all required reports were filed. WQMP's required of developments when applicable, construction sites were inspected to ensure water quality compliance.</p>
11	Complete Housing Element Update	<p>Completed 5th cycle mid-term General Plan Housing Element update. Housing Element accepted by California Department of Housing and Community Development (HCD) in April, 2020. City is now caught-up, current and fully compliant.</p> <p>Secured \$65,000 in LEAP grant funding, which will cover the City's entire cost of producing our 6th cycle General Plan Housing Element update. 6th cycle covers 8-year planning period from Oct. 15, 2021 through Oct. 15, 2029.</p>

Goal #	Goal	Status
12	Maintain Positive Relationship with the POA	POA participated in monthly roundtable meetings. CM & GM maintained regular communication re: COVID-19 response. POA GM & President included in meetings with potential development partner. Held joint staff meeting on 10-29-20 to discuss several key issues of mutual interest. Coordinated re: General Election. Worked together to address numerous resident issues and nuisance properties.
13	Build Positive Regional Relationships	CM participated virtually in Riverside County city manager meetings. CM participated in WRCOG TAC meetings. CM attended CCMF and League City Manager's Department meetings in Jan. & Feb. Kept CM's of neighboring cities informed of status/progress on FD issue. Held meetings with Congressman Ken Calvert, Supervisor Kevin Jeffries and their staffs. Built positive relationships with new County Fire Chief and with personnel at Riverside County Sheriff's Department Lake Elsinore Station. Interview panel for Interim Fire Chief consisted of ACM's from Lake Elsinore & Wildomar, the Fire Chief from Murrieta, and the Assistant County Executive Officer for Public Safety. Council did great job representing City on regional boards.

Goal #	Goal	Status
14	Establish an Internship Program	<p>Launched a robust and all-encompassing internship program for college students in the fall of 2020. The program consists of a 10-week curriculum where interns learn about the basics of local government, its origins in California, and many of the issues local governments are attempting to address. One of the interns was assigned to the Code Enforcement Department where they assisted with implementation of the Residential Rental Program, as well as the everyday tasks related to Code Enforcement. Four other interns were assigned to the Administration Office, where they assisted with processing deposits and payments, assembling City Council meeting agendas, helping implement new initiatives like the EMS Subscription Program, and other administrative tasks. One stand-out former intern has been hired as the City's newest Office Specialist.</p>
15	Begin Contemplating Long-Range Visioning/Strategic Planning	<p>Secured \$160,000 in SB2 planning grant funding. Went out to bid and retained Albert A. Webb Associates and WHA Architecture to begin work on Towne Center Specific Plan. Held kick-off meeting on December 17, 2020.</p>
16	Put on Successful Events: Veterans Day; Winter Wonderland; 30 th Anniversary Gala/State of the City	<p>Due to COVID-19 restrictions, the Winter Wonderland and 30th Anniversary Gala/State of the City events were canceled. However, the Veterans Day event was reimaged by the Veterans Day Committee as a golf cart parade and enhanced flyover – City received very positive feedback.</p>

Additional Accomplishments in 2020

- 1** COVID-19 Response: Posted notices, enacted emergency regulations, amended emergency regulations as needed, partnered with community volunteers to provide free masks to residents in need, pushed out information via CodeRED, dedicated page on City website, City newsletter, videos and social media. Secured \$135,818 in Cares Act funding. Currently working with Cal OES on application for FEMA reimbursement.
- 2** Supported Local Businesses: Held virtual town hall meeting with business owners. Shared new information as it became available via email. Advocated at the county and state levels for our businesses to be allowed to fully re-open. Refrained from issuing citations to businesses not complying with state restrictions. Quickly made available a Temporary Outdoor Dining Permit, and then a Temporary Outdoor Business Permit, free of charge to businesses. Waived business license renewal fees for businesses adversely impacted by COVID-19. Utilized the City's social media and email newsletter to encourage residents to shop and dine in Canyon Lake. Promoted local businesses by including them in the City's Veterans Day event.
- 3** Implemented Military Banner Program: 24 banners were installed this year, 11 in April ahead of Memorial Day and 13 in October in time for Veterans Day. 26 spaces on light poles in the City remain for future placement of banners, all within the Towne Center. April, 2021 will be the next installation.
- 4** Cannabis Ordinance: Conducted public opinion survey and contracted with HdL Companies to draft a revised cannabis ordinance and a proposed application procedure. Per Council direction, due to COVID-19, further movement on a possible revised cannabis ordinance is on hold until it is safe and legally permissible to have in-person public participation at City Council meetings.
- 5** City Clerk Appointed: Deputy City Clerk Ana Sauseda completed the Certified Municipal Clerk (CMC) Program; promoted to the position of City Clerk.

6	Renegotiated Agreement with RAMS: Terry Shea remained on as Finance Director (under contract), and Kayla Lozano (previously a RAMS employee) was hired full-time as City Accountant/HR Specialist.
7	Acquired Additional Office Space: Leased and furnished additional office space needed to accommodate Management Analyst and Accountant/HR Specialist positions. Also provided the space needed to move forward with the City's new Internship Program.
8	Completed Fence Project: Wrought iron fencing along Railroad Canyon Road repaired and painted.
9	Entry Monument Signs: Entry monument signs in median on Railroad Canyon Road repaired/replaced and painted.
10	Enhanced Police Protection: Transitioned from the Riverside County Sheriff's Department's Perris Station to the Lake Elsinore Station, and launched the Citizen Volunteer Program in Canyon Lake.

ATTACHMENT 3



CITY OF CANYON LAKE

Goal Setting

February 3, 2021



City Council Goals

2021

Background:

The purpose of the City Council's annual goals session is to clearly identify and adopt a list of agreed upon priorities for the year.

Once adopted, these goals will help guide the Council and staff to ensure that time and other resources are allocated in a manner consistent with the Council's shared vision for the City.

A matrix reviewing the status of the City Council's previously adopted goals is also presented at each goals session as a way to track and measure progress.

In no order of priority, ten potential goals for 2021 are suggested for discussion and possible adoption.



Vision:

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.



City Council Goals

2020

- 1) Address Budget Deficit/Public Safety Contracts
- 2) Implement EMS Subscription Program
- 3) Implement Residential Rental Program
- 4) Implement Life Safety Inspection Program
- 5) Renegotiate Trash Hauling Franchise Agreement with CR&R
- 6) Move Economic Development Initiatives Forward: BLM Land; Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.
- 7) Digitize Files & Move Servers to the Cloud
- 8) Explore Establishing a Zip Code Specific to Canyon Lake
- 9) Expand Communications/Public Engagement Efforts
- 10) Protect Water Quality through Compliance with MS4 Permit Requirements
- 11) Complete Housing Element Update
- 12) Maintain Positive Relationship with the POA
- 13) Build Positive Regional Relationships
- 14) Establish an Internship Program
- 15) Begin Contemplating Long-Range Visioning/Strategic Planning
- 16) Put on Successful Events: Veterans Day; Winter Wonderland; 30th Anniversary Gala/State of the City



City Council Goals Status Report January 2020

2019 Goals:

Goal #	Goal	Status
1	Address Budget Deficit/Public Safety Contracts	Alternatives to police and fire contracts with the County were evaluated. ESCI is in the process of conducting a study to examine the feasibility of starting and operating a municipal fire department. The City joined with 6 other cities in a contract with Citygate for a study to determine the feasibility of forming a new PD under a JPA. Meetings are scheduled with the City of Menifee to discuss police services.
2	Update Computers, Phones, Data Storage and Records Retention	Computers and phone upgrades complete (with the exception of 2 computer workstations, which will be replaced this month). Updated records retention schedule adopted. Laserfiche under contract; digitization of documents to begin next week. New IT company (Syntech) in place. Servers to be moved to the cloud by the end of February.
3	Adopt and Implement Updated Fees	iWorQ and all fees fully implemented.
4	Implement Fire Code Enforcement Program	Program and applicable fees approved by City Council. Enforcement staff completed training/certification. Final details being discussed with County Fire/Cal Fire.
5	Update General Plan Housing Element	Preliminary Draft Housing Element approved by the City Council. Public information meeting scheduled for 1-16-20. Submittal to HCD anticipated following final Council approval at Feb. 5 th meeting.
6	Contract with a Traffic Engineer	Brad Brophy of Tri Lake Consultants retained as City Engineer.
7	Bring on a Grants Consultant	WRCOG Grant Assistance Program identified as a cost effective (free) way of tracking and applying for grant opportunities. Utilized Planning Director and Consultant for SB2 grant application.



2020 City Council Goals Status Report

Goal #1 Address Budget Deficit / Public Safety Contracts

In Feb., 2020, the City's projected General Fund budget deficit for FY 2019/2020 was **\$830,555**. Today, the City's budget is balanced. The General Fund budget for FY 2020/2021 shows a projected surplus of **\$149,830**. This was achieved through 1) the establishment of several programs that enhance public safety and quality of life while also generating revenue for the City (EMS Subscription Program, Residential Rental Registration Program, Fire Life Safety Inspection Program), 2) renegotiating our trash hauling agreement with CR&R, and 3) various cost cutting measures. In all, City revenues were increased by 24.82%. Revenue was generated through fee-for-service programs, not by raising taxes.

While the City's budget is now balanced, we understood that our contract with the County for the services of Riverside County Fire/Cal Fire would continue to subject the City to significant cost increases beyond the City's control. After extensive evaluation, which included a feasibility analysis conducted by ESCI and numerous meetings with County Fire, the County Executive Office, the County Supervisor's office, and city councilmembers, city managers, and fire chiefs of cities throughout the region, in November 2020, the City Council voted to move forward with the formation of a City of Canyon Lake Fire Department. The goal is to be up and running by Jan. 1, 2022.



2020 City Council Goals Status Report

Goal #2 Implement EMS Subscription Program

Established with the adoption of Ordinance 187 on November 6, 2019. A fee analysis was completed in March, 2020. A Frequently Asked Questions document was developed and a page on our website dedicated to the EMS Subscription Program was created. Notices were mailed to all property owners and residents in April, 2020. A virtual town hall meeting was held on May 27, 2020. Fees were adopted June 3, 2020. City received 286 opt-outs. 93% participation in subscription program. First disbursement of EMS Subscription Program fees from the County expected in January, 2021.



2020 City Council Goals Status Report

Goal #3 Implement Residential Rental Program

Established with the adoption of Ordinance 192 on January 15, 2020. Notices mailed to all property owners in February, 2020. 189 properties registered by the early registration deadline, taking advantage of 50% discount on business license. Final notices sent in Sept to properties without Homeowners' Exemptions filed with the County. Deadline to avoid citation: Oct. 15, 2020. POA will forward Lease Authorization forms to City on a monthly basis. Currently, 333 properties have been registered. 208 inspections have been completed; 125 are waiting for inspections.



2020 City Council Goals Status Report

Goal #4 Implement Fire Life Safety Inspection Program

Code Enforcement Officers completed Fire Inspector and Hazardous Materials training. Addressed County Fire Chief's concerns, and established protocols with Fire Marshal's office. Finalized forms. Began inspections in July, 2020. To date, 60 inspections have been conducted; 50 are pending. COVID-19 slowing inspections.



2020 City Council Goals Status Report

Goal #5 Renegotiate Trash Hauling Agreement with CR&R

Amended and restated franchise agreement successfully negotiated with CR&R. Adopted in June, 2020. Notable changes: 1) CR&R will conduct street sweeping twice a month on Railroad Canyon Rd. 2) CR&R will dedicate required time to ensure compliance with AB 939. 3) Franchise fee paid to City by CR&R increases from 8% to 20% of gross revenues.



2020 City Council Goals Status Report

Goal #6

Move Economic Development Initiatives Forward: BLM Land, Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.

Maintained contract with Bill Blankenship for Economic Development consulting services.

BLM Land: Held an all-agency stakeholder meeting in February, 2020. Agencies represented included BLM, RCA, US Fish & Wildlife Service, CA Dept. of Fish & Wildlife, and Congressman Ken Calvert's office. "Jump Lagoon" parcel has tremendous development potential. Federal legislation likely the best route. Need to create a plan in conjunction with a development partner.

Identification of Developable Land: Attracted a potential development partner for possible projects on Railroad Canyon Road (re-configuration of driving range, country club and parking lot), the "Village Overlay" property and the "Jump Lagoon" BLM parcel. Held multiple meetings, and included the POA GM & President. Developer remains interested, has put together a proforma, and is actively seeking to acquire mitigation land that would be required. Identified a vacant parcel with strategic value to the City; currently in negotiations to purchase.

Acquired grant funding, and retained engineering and architectural firms, for the development of a Towne Center Specific Plan.

Investments: Acquired building located at 31542 Railroad Canyon Rd. in March, 2020. Established positive relationships with existing tenants. Building mostly leased (one vacant suite, which is being reserved for a pending lease agreement with AMR) and all tenants paying rent. Repairs to building in the works. Identified potential purchase of building located at 31520 Railroad Canyon Rd. This building is currently in escrow, purchase pending City Council approval.

Held several economic development roundtable meetings.



2020 City Council Goals Status Report

Goal #7

Digitize Files & Move Servers to the Cloud

Entered into an agreement with ECS Imaging for Laserfiche document digitization in February, 2020. Building Department permits and plans, resolutions, ordinances and minutes have been digitized thus far. Next up: finance documents, agreements/contracts, and planning documents. This will be an ongoing process.

Migration of servers to the cloud was complete in June, 2020. Not only are our files more secure, but the contract with our new IT provider Syntech (including cloud server) is saving us \$662 per month over the contract with our previous IT provider (did not include cloud service).



2020 City Council Goals Status Report

Goal #8

Explore Establishing a Zip Code Specific to Canyon Lake

Held multiple discussions with Congressman Ken Calvert's office. USPS has been pushing back on such requests. Example: Eastvale (pop. 65,000) has been trying for almost 10 years. USPS denied Eastvale in 2011. Rep. Calvert then introduced legislation for Eastvale in 2016 and 2020, both times failing to make it out of the House Committee on Oversight and Reform, which has been reluctant to advance any bills calling for new zip codes.

In 2017, Jurupa Valley (pop. 108,000) successfully petitioned USPS, with the help of Congressman Mark Takano, to be designated the primary/default city for a zip code they share with Riverside. Riverside became the secondary city under that zip code. Jurupa Valley was not given a new zip code of their own.

Legislation seems to be our only avenue; may need to wait until new leadership on the House Committee on Oversight and Reform.



2020 City Council Goals Status Report

Goal #9

Expand Communication/Public Engagement Efforts

Added Management Analyst position responsible, among other things, for leading communications and public engagement efforts. Invested in equipment and software. Produced 11 informational videos, a virtual town hall meeting, virtual roundtable meetings, and numerous committee meetings via Zoom. Enhanced audio/video capabilities in the City Council Chambers. Expanded public outreach via email newsletter and social media platforms. 34% increase in # of Facebook followers (now 1,913); established Instagram and Twitter accounts and currently have 1,104 and 73 followers respectively.



2020 City Council Goals Status Report

Goal #10

Protect Water Quality through Compliance with MS₄ Permit Requirements

To comply with the Trash Provisions adopted by the State Water Resources Control Board, and enforced by the Santa Ana Regional Water Quality Control Board, the City completed and submitted a Trash Implementation Plan in March, 2020. Trash Capture Devices were installed on all City storm drains in December, 2020. City remained in compliance with all NPDES/MS₄ Permit requirements. City was represented by qualified Water Quality Management/NPDES engineers (Kris Hanson and Kamran Saber) at NPDES/MS₄, Lake Elsinore/Canyon Lake TMDL Task Force and TAC meetings. All needed data was collected and all required reports were filed. WQMP's required of developments when applicable, construction sites were inspected to ensure water quality compliance.



2020 City Council Goals Status Report

Goal #11 Complete Housing Element Update

Completed 5th cycle mid-term General Plan Housing Element update. Housing Element accepted by California Department of Housing and Community Development (HCD) in April, 2020. City is now caught-up, current and fully compliant.

Secured \$65,000 in LEAP grant funding, which will cover the City's entire cost of producing our 6th cycle General Plan Housing Element update. 6th cycle covers 8-year planning period from Oct. 15, 2021 through Oct. 15, 2029.



2020 City Council Goals Status Report

Goal #12 Maintain Positive Relationship with the POA

POA participated in monthly roundtable meetings. CM & GM maintained regular communication re: COVID-19 response. POA GM & President included in meetings with potential development partner. Held joint staff meeting on 10-29-20 to discuss several key issues of mutual interest. Coordinated re: General Election. Worked together to address numerous resident issues and nuisance properties.



2020 City Council Goals Status Report

Goal #13 Build Positive Regional Relationships

CM participated virtually in Riverside County city manager meetings. CM participated in WRCOG TAC meetings. CM attended CCMF and League City Manager's Department meetings in Jan. & Feb. Kept CM's of neighboring cities informed of status/progress on FD issue. Held meetings with Congressman Ken Calvert, Supervisor Kevin Jeffries and their staffs. Built positive relationships with new County Fire Chief and with personnel at Riverside County Sheriff's Department Lake Elsinore Station. Interview panel for Interim Fire Chief consisted of ACM's from Lake Elsinore & Wildomar, the Fire Chief from Murrieta, and the Assistant County Executive Officer for Public Safety. Council did great job representing City on regional boards.



2020 City Council Goals Status Report

Goal #14 Establish an Internship Program

Launched a robust and all-encompassing internship program for college students in the fall of 2020. The program consists of a 10-week curriculum where interns learn about the basics of local government, its origins in California, and many of the issues local governments are attempting to address. One of the interns was assigned to the Code Enforcement Department where they assisted with implementation of the Residential Rental Program, as well as the everyday tasks related to Code Enforcement. Four other interns were assigned to the Administration Office, where they assisted with processing deposits and payments, assembling City Council meeting agendas, helping implement new initiatives like the EMS Subscription Program, and other administrative tasks. One stand-out former intern has been hired as the City's newest Office Specialist.



2020 City Council Goals Status Report

Goal #15

Begin Contemplating/ Long-Range Visioning/ Strategic Planning

Secured \$160,000 in SB2 planning grant funding. Went out to bid and retained Albert A. Webb Associates and WHA Architecture to begin work on Towne Center Specific Plan. Held kick-off meeting on December 17, 2020.



2020 City Council Goals Status Report

Goal #16

**Put on Successful
Events: Veterans Day;
Winter Wonderland;
30th Anniversary Gala/
State of the City**

Due to COVID-19 restrictions, the Winter Wonderland and 30th Anniversary Gala/State of the City events were canceled. However, the Veterans Day event was reimaged by the Veterans Day Committee as a golf cart parade and enhanced flyover – City received very positive feedback.



City Council Goals

2020

- 1) Address Budget Deficit/Public Safety Contracts 9) Expand Communications/Public Engagement Efforts
- 2) Implement EMS Subscription Program 10) Protect Water Quality through Compliance with MS4 Permit Requirements
- 3) Implement Residential Rental Program 11) Complete Housing Element Update
- 4) Implement Life Safety Inspection Program 12) Maintain Positive Relationship with the POA
- 5) Renegotiate Trash Hauling Franchise Agreement with CR&R 13) Build Positive Regional Relationships
- 6) Move Economic Development Initiatives Forward: BLM Land; Towne Center Specific Plan 14) Establish an Internship Program
Identification of Developable Parcels, Attract New Businesses, Investments, Etc.
- 7) Digitize Files & Move Servers to the Cloud 15) Begin Contemplating Long-Range Visioning/Strategic Planning
- 8) Explore Establishing a Zip Code Specific to Canyon Lake 16) Put on Successful Events: Veterans Day; Winter Wonderland; 30th Anniversary Gala/State of the City



2020 City Council Goals Status Report

Additional Accomplishments #1

COVID-19 Response

Posted notices, enacted emergency regulations, amended emergency regulations as needed, partnered with community volunteers to provide free masks to residents in need, pushed out information via CodeRED, dedicated page on City website, City newsletter, videos and social media. Secured \$135,818 in Cares Act funding. Currently working with Cal OES on application for FEMA reimbursement.



2020 City Council Goals Status Report

Additional Accomplishments #2

Supported Local Businesses

Held virtual town hall meeting with business owners. Shared new information as it became available via email. Advocated at the county and state levels for our businesses to be allowed to fully re-open. Refrained from issuing citations to businesses not complying with state restrictions. Quickly made available a Temporary Outdoor Dining Permit, and then a Temporary Outdoor Business Permit, free of charge to businesses. Waived business license renewal fees for businesses adversely impacted by COVID-19. Utilized the City's social media and email newsletter to encourage residents to shop and dine in Canyon Lake. Promoted local businesses by including them in the City's Veterans Day event.



2020 City Council Goals Status Report

Additional Accomplishments #3

Implemented Military Banner Program

24 banners were installed this year, 11 in April ahead of Memorial Day and 13 in October in time for Veterans Day. 26 spaces on light poles in the City remain for future placement of banners, all within the Towne Center. April, 2021 will be the next installation.



2020 City Council Goals Status Report

Additional Accomplishments #4

Cannabis Ordinance

Conducted public opinion survey and contracted with HdL Companies to draft a revised cannabis ordinance and a proposed application procedure. Per Council direction, due to COVID-19, further movement on a possible revised cannabis ordinance is on hold until it is safe and legally permissible to have in-person public participation at City Council meetings.



2020 City Council Goals Status Report

Additional Accomplishments #5

City Clerk Appointed

Deputy City Clerk Ana Sauseda completed the Certified Municipal Clerk (CMC) Program; promoted to the position of City Clerk.



2020 City Council Goals Status Report

Additional Accomplishments #6

Renegotiated Agreement with RAMS

Terry Shea remained on as Finance Director (under contract), and Kayla Lozano (previously a RAMS employee) was hired full-time as City Accountant/HR Specialist.



2020 City Council Goals Status Report

Additional Accomplishments #7

Acquired Additional Office Space

Leased and furnished additional office space needed to accommodate Management Analyst and Accountant/HR Specialist positions. Also provided the space needed to move forward with the City's new Internship Program.



2020 City Council Goals Status Report

Additional Accomplishments #8 Completed Fence Project

Wrought iron fencing along Railroad Canyon Road repaired and painted.



2020 City Council Goals Status Report

Additional Accomplishments #9

Entry Monument Signs

Entry monument signs in median on Railroad Canyon Road repaired/replaced and painted.



2020 City Council Goals Status Report

Additional Accomplishments #10

Enhanced Police Protection

Transitioned from the Riverside County Sheriff's Department's Perris Station to the Lake Elsinore Station, and launched the Citizen Volunteer Program in Canyon Lake.



City Council Goals

2021

- 1) **Establish the Canyon Lake Fire Department**
- 2) Draft and Adopt a New Personnel Policy Manual
- 3) Improve Building Department Operations and Reduce Costs
- 4) Complete the 6th Cycle General Plan Housing Element Update
- 5) Consider Moving the Council Chambers Upstairs Following Library Relocation

- 6) Move Economic Development Initiatives Forward: BLM Land, Towne Center Specific Plan, Identification of Developable Parcels, Attract New Businesses, Investments, Etc.
- 7) Protect Water Quality through Compliance with MS4 Permit Requirements
- 8) Expand Communications/Public Engagement Efforts
- 9) Build & Maintain Positive Regional Relationships
- 10) Put on Successful Events: Veterans Day; Winter Wonderland; State of the City



Other Goals





City Council Goals 2021

Recommendation:

That the City Council adopt goals for the 2021 calendar year,
as presented and agreed upon during discussion on this item.



Welcome to the

CITY OF CANYON LAKE

“A Little Bit of Paradise”