



## CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road

Canyon Lake, CA 92587

[www.canyonlakeca.gov](http://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, May 5, 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 open to the public at limited capacity. Alternatively, members of the public may observe the City Council meeting by selecting the Live Stream icon on the main page: [www.canyonlakeca.gov](http://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](mailto: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](mailto:asauseda@canyonlakeca.gov).

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CLOSED SESSION – 5:00 P.M.

CLOSED SESSION CALLED TO ORDER

ROLL CALL

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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 a public comment card or submit their comment electronically by sending an email to [PublicComment@canyonlakeca.gov](mailto: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.

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- A. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 1 case
- 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 – 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
- D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – Pursuant to paragraph (1) of subdivision (d) of Section 54956.9  
City of Canyon Lake, et al. v. Jensen, Riverside Superior Court Case No. CVRI2100821
- E. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 1 case

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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
- Cops for Kids
- Proclamation – National Police Week

COMMUNITY REPORTS - LIMIT 3 MINUTES

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

PUBLIC SAFETY UPDATE

- ❖ Sheriff's Department
- ❖ Fire Department
- ❖ Code Enforcement

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PUBLIC COMMENT

LIMIT 3 MINUTES

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CONSENT CALENDAR

*All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous City Council action. The items listed on the Consent Calendar may be enacted in one motion. With the concurrence of the City Council, a Council Member may request that an item be removed for further discussion. Staff recommends approval of all items.*

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution – Adoption of Resolution No. 2021-22, Approving Claims and Demands of the City
- (3) Minutes – Approval of City Council Minutes
  - April 7, 2021 – Regular City Council Meeting
  - April 19, 2021 – Special City Council Meeting
- (4) Second Reading of Ordinance No. 206 – An Ordinance of the City Council of the City of Canyon Lake, California, Amending Chapter 2.40 of the Canyon Lake Municipal Code Regarding Holidays Observed by the City
- (5) Resolution – Adoption of Resolution 2021-23, Ratifying the Commercial Lease Agreement Between the City and Witten Properties LLC, for Office Space Located at 31520 Railroad Canyon Road, Suite D

PULLED CONSENT CALENDAR ITEMS

PUBLIC HEARING

- (6) MSHCP – Introduction and First Reading of Ordinance No. 207, an Ordinance of the City Council of the City of Canyon Lake, California, to Update the Local Development Mitigation Fee for Funding the Preservation of Natural Ecosystems in accordance with the Western Riverside County Multiple Species Habitat Conservation Plan and LDMF Resolution; and Adoption of Resolution No. 2021-24, A Resolution of the City Council of the City of Canyon Lake, California, Establishing the Western Riverside County Multiple Species Habitat Conservation Plan Local Development Mitigation Fee Applicable to All Developments in the Plan Area

BUSINESS ITEMS

- (7) Update - EVMWD Budget & Rates Hearing
- (8) Update – Presentation of Evaluation Methods and Conceptual Design Plan for the Towne Center Specific Plan

- (9) Agreement – Agreement between the City of Canyon Lake and Dudek for the Update to the Safety Element of the General Plan
- (10) Contract – Award of Construction Contract for Railroad Canyon Road Striping and Signage Improvements Project
- (11) Resolution – Adoption of Resolution 2021-25 Approving Fiscal Year 2021-2022 Project List for Senate Bill 1 (SB 1) Road Maintenance and Rehabilitation Act Funding
- (12) Discussion – Presentation and Discussion of the Draft FY2021-22 Budget
- (13) Discussion – Discussion of City-Sponsored Events for 2021
- (14) Fire Department Startup Update – Presentation by Fire Consultant/Interim Fire Chief Jeff LaTendresse

#### CITY MANAGER COMMENTS

#### COMMITTEE AND COUNCIL REPORTS/COMMENTS

#### ANNOUNCEMENTS

The next regular meeting will be Wednesday, June 2, 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](http://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](mailto:asauseda@canyonlakeca.gov).

May 5, 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 April 30, 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





## STAFF REPORT

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

**FROM:** Chris Mann, City Manager

**BY:** Kayla Lozano, Accountant

**DATE:** May 5, 2021

**SUBJECT:** Adoption of Resolution No. 2021-22, Allowing Certain Claims and Demands as Set Forth in Exhibit A

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### **Recommendation**

That the City Council adopt Resolution No. 2021-22, allowing certain claims and demands as set forth in Exhibit A.

### **Background**

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of April 7, 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. 2021-22



# ATTACHMENT 1



**RESOLUTION NO. 2021-22**

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

**WHEREAS**, the Finance & Planning Committee of the City of Canyon Lake reviewed Exhibit A at their regularly scheduled meeting on May 5, 2021; and

**WHEREAS**, Exhibit A was presented at the regular meeting of the City Council on May 5, 2021, at which all present, were given an opportunity to comment.

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

Demands are approved as shown on the Demand\Warrant Register of May 5th, in the amount of \$423,089.55 as follows:

Payroll Earnings (Gross)	\$	66,662.55	(2nd Half of March & 1st Half of April)
Payroll Taxes - Employer		1,256.65	(2nd Half of March & 1st Half of April)
On-line Retirement		8,442.03	(2nd Half of March & 1st Half of April)
On-line Health		4,794.25	(For the Month of April)
Nationwide Deferred Comp.		491.07	(For the Month of March)
General		341,443.00	
TOTAL	\$	<u>423,089.55</u>	

**PASSED, APPROVED AND ADOPTED** this 5th day of May, 2021.

\_\_\_\_\_  
Kasey Castillo, Mayor

ATTEST:

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



Exhibit A



## Claims and Demands



**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26569	4/1/2021	PNC Equipment Finance, LLC	Escrow Fee for Type 6 Fire Engine, 3/26/21	250.00	10	GENERAL
Total 26569	4/1/2021			250.00		
26570	4/7/2021	AmeriGas	Propane for Fire Station, 3/26/21	613.67	10	GENERAL
Total 26570	4/7/2021			613.67		
26571	4/7/2021	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of May 2021	2,834.00	10	GENERAL
Total 26571	4/7/2021			2,834.00		
26572	4/7/2021	AMP GLOBAL LLC	Rent for 31526 Railroad Cyn. Rd. Ste #4 May 2021	412.00	10	GENERAL
Total 26572	4/7/2021			412.00		
26573	4/7/2021	Bill Blankenship	Economic Development Consulting March 2021	2,500.00	10	GENERAL
Total 26573	4/7/2021			2,500.00		
26574	4/7/2021	Castaneda & Associates	Housing Element Program, March 2021	3,905.00	10	GENERAL
Total 26574	4/7/2021			3,905.00		
26575	4/7/2021	CANYON LAKE PEST CONTROL, Steven E. Young	Monthly Pest Control for Fire Station, March 2021	40.00	10	GENERAL
Total 26575	4/7/2021			40.00		
26576	4/7/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Jan2021	2,740.00	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26576	4/7/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Jan. 2021	2,210.00	10	GENERAL
26576	4/7/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Jan. 2021	320.00	10	GENERAL
26576	4/7/2021	Cole Huber LLP	Attorney Services for January 2021	6,495.00	10	GENERAL
Total 26576	4/7/2021			11,765.00		
26577	4/7/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement Reports, March 2021	15.90	10	GENERAL
26577	4/7/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement, March 2021	128.75	10	GENERAL
Total 26577	4/7/2021			144.65		
26578	4/7/2021	Jordan Ehrenkranz	Auto Allowance for the month of April 2021 - Ehrenkranz	100.00	10	GENERAL
Total 26578	4/7/2021			100.00		
26579	4/7/2021	Harris & Associates	Professional Srvc-Mailing for Residential Rental Program4/3	1,025.00	10	GENERAL
Total 26579	4/7/2021			1,025.00		
26580	4/7/2021	HINDERLITER, DE LLAMAS & ASSOC	Audit Services - Sales Tax for Quarter 3 2020, 3/30/2021	57.88	10	GENERAL
Total 26580	4/7/2021			57.88		
26581	4/7/2021	Interwest Consulting Group	Building & Saftey Services for February 2021	32,115.67	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26581	4/7/2021			32,115.67		
26582	4/7/2021	Jeremy Smith	Auto Allowance for the month of April 2021 - Smith	100.00	10	GENERAL
Total 26582	4/7/2021			100.00		
26583	4/7/2021	Joe's Hardware	House Key, Nails and Super Glue for City Hall, 3/30/21	21.45	10	GENERAL
26583	4/7/2021	Joe's Hardware	LED Bulbs, Thermometer & Fuel for Fire Station, 4/5/21	36.40	10	GENERAL
Total 26583	4/7/2021			57.85		
26584	4/7/2021	Johnson Controls Security Solutions	Security System for Admin Office Ste. 5, 1/1/21 to 3/31/21	215.86	10	GENERAL
Total 26584	4/7/2021			215.86		
26585	4/7/2021	Marlon Johnson	Mileage Reimbursement for Code Enforcement Training-3/27/21	60.48	10	GENERAL
Total 26585	4/7/2021			60.48		
26586	4/7/2021	Kasey Castillo	Auto Allowance for the month of April 2021 - Castillo	100.00	10	GENERAL
Total 26586	4/7/2021			100.00		
26587	4/7/2021	Larry Greene	Auto Allowance for the month of April 2021 - Greene	100.00	10	GENERAL
Total 26587	4/7/2021			100.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26588	4/7/2021	Jeff LaTendresse	Monthly Contracted Services for Interim Fire Chief, April 21	7,272.72	10	GENERAL
Total 26588	4/7/2021			7,272.72		
26589	4/7/2021	PV Maintenance Inc.	Reinstall Median Sign & Clean Railroad Cyn Rd, March 2021	733.02	20	GAS TAX
26589	4/7/2021	PV Maintenance Inc.	Remove Radar Sign & Reinstall New Sign, March 2021	946.62	20	GAS TAX
Total 26589	4/7/2021			1,679.64		
26590	4/7/2021	Regional Conservation Authority	MSHCP Fees collected for March 2021	2,234.00	50	AGENCY
Total 26590	4/7/2021			2,234.00		
26591	4/7/2021	County Executive Office	SCFA Quarterly Sheltering Services for April-June 2021	17,429.00	10	GENERAL
Total 26591	4/7/2021			17,429.00		
26592	4/7/2021	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 1/14/21 to 2/10/21	133,860.89	10	GENERAL
Total 26592	4/7/2021			133,860.89		
26593	4/7/2021	Southern California News Group	Bid Project Advertisement for Railroad Cyn Rd Striping, 3/31	438.20	20	GAS TAX
Total 26593	4/7/2021			438.20		
26594	4/7/2021	STAPLES	General Office Supplies, 3/25/2021	142.25	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26594	4/7/2021			142.25		
26595	4/7/2021	The Gas Company	Gas Charges 3/2/21 to 3/31/21	195.21	10	GENERAL
26595	4/7/2021	The Gas Company	Gas Charges for 31520 Railroad Cyn. Rd. 3/2/21 to 3/31/21	74.71	10	GENERAL
Total 26595	4/7/2021			269.92		
26596	4/7/2021	Time Warner Cable	Digital Converter for City Hall 3/22/21 to 4/21/21	5.52	10	GENERAL
Total 26596	4/7/2021			5.52		
26597	4/7/2021	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 2/26/21 - 3/25/21	324.70	10	GENERAL
Total 26597	4/7/2021			324.70		
26598	4/7/2021	United Storm Water, Inc.	Trash Capture Device Install and Clean Out, 1/31/21	5,068.79	21	MEASURE A
Total 26598	4/7/2021			5,068.79		
26599	4/7/2021	Ur Wire Guy	Network Troubleshoot in Council Chamber, 3/11/2021	157.50	10	GENERAL
Total 26599	4/7/2021			157.50		
26600	4/7/2021	Dale Welty	Auto Allowance for the month of April 2021 - Welty	100.00	10	GENERAL
Total 26600	4/7/2021			100.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26601	4/21/2021	Abila	Additional Accounting Software Subscription, 4/15/2021	50.00	10	GENERAL
26601	4/21/2021	Abila	Monthly Accounting Software Subscription, 4/8/21	122.75	10	GENERAL
Total 26601	4/21/2021			172.75		
26602	4/21/2021	Affordable Auto Repair	New Tires, Brake Fluid & Axle Service on 2008 GMC Yukon,4/15	1,815.51	10	GENERAL
Total 26602	4/21/2021			1,815.51		
26603	4/21/2021	Aflac	Supplemental Insurance for April 2021	370.16	10	GENERAL
Total 26603	4/21/2021			370.16		
26604	4/21/2021	Air Force 1 Heating and Air, Inc.	Replacement of HVAC Unit at Rental Bldg, 3/23/2021	7,800.00	60	ENTERPR... FUND
Total 26604	4/21/2021			7,800.00		
26605	4/21/2021	Albert A. Webb Associates	Professional Services for State SB2 Planning, 3/27/2021	24,118.75	10	GENERAL
Total 26605	4/21/2021			24,118.75		
26606	4/21/2021	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw, 2/28/2021	55.00	10	GENERAL
Total 26606	4/21/2021			55.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26607	4/21/2021	Berg Print & Mail	Mailings for EMS Subscription & Trash Rate Increase, 4/16/21	6,580.18	10	GENERAL
Total 26607	4/21/2021			6,580.18		
26608	4/21/2021	California Bulding Standards Commission	Permit Valuation January through March 2021	177.00	10	GENERAL
Total 26608	4/21/2021			177.00		
26609	4/21/2021	Control Pump	Assisted Landscape Crew to Trouble Shoot Flow Problem,4/8/21	435.00	20	GAS TAX
26609	4/21/2021	Control Pump	Monthly Landscape Booster Station, April 2021	375.00	20	GAS TAX
26609	4/21/2021	Control Pump	Preventative Maint. Service for Landscape Booster Station4/8	1,275.00	20	GAS TAX
Total 26609	4/21/2021			2,085.00		
26610	4/21/2021	CR&R	Trash Services for Rental Bldg. April 2021	164.80	60	ENTERPR... FUND
Total 26610	4/21/2021			164.80		
26611	4/21/2021	CTAI Pacific Greenscape	Landscape for Fire Station 60 April 2021	250.00	10	GENERAL
26611	4/21/2021	CTAI Pacific Greenscape	Landscape Maintenance for Median & Parkways April 2021	4,500.00	20	GAS TAX
Total 26611	4/21/2021			4,750.00		
26612	4/21/2021	DEPARTMENT OF CONSERVATION	Strong Motion Instrument & Seismic Hazard Jan - Mar 2021	471.43	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26612	4/21/2021			471.43		
26613	4/21/2021	DIRECTV	Satellite for Fire Station, 4/12/21 to 5/11/21	116.54	10	GENERAL
Total 26613	4/21/2021			116.54		
26614	4/21/2021	Division of the State Architect	Disability & Education Fee Qtr. Ended 3/30/2021	188.80	10	GENERAL
Total 26614	4/21/2021			188.80		
26615	4/21/2021	Fast Signs	Replacement of Vinyl Wrap for Trash Compactor, 4/9/2021	696.28	10	GENERAL
Total 26615	4/21/2021			696.28		
26616	4/21/2021	FRIDAY FLYER	Notice Inviting Sealed Proposals (Bids) Signage Projects 3/26	129.15	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Nominees for Public Office (English), 10/9/2020	15.75	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Ordinance Intro - No. 203 Swimming Pools, 1/22/21	28.35	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Ordinance Intro - No. 205 Competitive Bid 2/12/21	28.35	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Ordinance Intro - Ordinance No. 206 4/16/2021	28.35	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Public Hearing - CDBG FY 21/22 11/27/20	53.55	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Notice of Public Hearing - Mitigation Fee 4/16/2021	136.50	10	GENERAL
26616	4/21/2021	FRIDAY FLYER	Ordinance No. 204 Competitive Bidding 2/12/21	26.25	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26616	4/21/2021			446.25		
26617	4/21/2021	Frontier Communications	Internet for City Hall & Admin, 4/10/21 to 5/9/21	202.28	10	GENERAL
26617	4/21/2021	Frontier Communications	Phones for Fire Station, 4/13/21 to 5/12/21	396.55	10	GENERAL
Total 26617	4/21/2021			598.83		
26618	4/21/2021	NANCY GREENHALGH	Retiree Health Insurance for May 2021	168.56	10	GENERAL
Total 26618	4/21/2021			168.56		
26619	4/21/2021	Interwest Consulting Group	Building & Safety for March 2021	37,470.27	10	GENERAL
Total 26619	4/21/2021			37,470.27		
26620	4/21/2021	Nate Volk	Video Broadcast Mtg. for 4/7/2021	500.00	10	GENERAL
Total 26620	4/21/2021			500.00		
26621	4/21/2021	Purchase Power	Postage for 4/13/2021	400.00	10	GENERAL
Total 26621	4/21/2021			400.00		
26622	4/21/2021	PZL, Inc.	Planning Services for March 2021	4,275.00	10	GENERAL
Total 26622	4/21/2021			4,275.00		
26623	4/21/2021	RHA Landscape Architects - Planners, Inc.	Project Management, Site Plan - Design for New Park, 3/25/21	3,500.00	10	GENERAL
Total 26623	4/21/2021			3,500.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26624	4/21/2021	Special District Risk Management Authority	Dental & Vision Insurance for May 2021	538.69	10	GENERAL
Total 26624	4/21/2021			538.69		
26625	4/21/2021	STATE COMP. INS. FUND	Workers Comp Insurance for May 2021	1,373.25	10	GENERAL
Total 26625	4/21/2021			1,373.25		
26626	4/21/2021	Syntech Group	IT Services for April 2021	1,875.00	10	GENERAL
Total 26626	4/21/2021			1,875.00		
26627	4/21/2021	Total Compensation Systems, Inc.	GASB 75 Valuation Services - 1st Installment, 4/20/21	675.00	10	GENERAL
Total 26627	4/21/2021			675.00		
26628	4/21/2021	Time Warner Cable	Internet for Fire Station, 4/10/21 to 5/9/21	104.98	10	GENERAL
Total 26628	4/21/2021			104.98		
26629	4/21/2021	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 5/10/2021	799.32	10	GENERAL
Total 26629	4/21/2021			799.32		
26630	4/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Svcs for March 2021 (SB-I Gas Tax & RCTC Mtg)	140.00	10	GENERAL
26630	4/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Svcs for March 2021 (SB-I Gas Tax & RCTC Mtg)	3,780.00	20	GAS TAX
Total 26630	4/21/2021			3,920.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26631	4/21/2021	U. S. Bank	See Credit Card Review	4,438.26	10	GENERAL
26631	4/21/2021	U. S. Bank	See Credit Card Review	995.00	20	GAS TAX
Total 26631	4/21/2021			5,433.26		
26632	4/21/2021	Verizon Wireless	Cell Phones, 3/4/21 to 4/3/21	204.88	10	GENERAL
26632	4/21/2021	Verizon Wireless	Ipad & SIM Card Device, 3/4/21 to 4/3/21	157.08	10	GENERAL
Total 26632	4/21/2021			361.96		
EFT310		ELSINORE VALLEY MUNI WATER DIS	Water for Rental Bldg (31542 Railroad Cyn Rd) 2/23 to 3/25	100.09	60	ENTERPR... FUND
Total EFT310				100.09		
EFT311		ELSINORE VALLEY MUNI WATER DIS	Water for 31520 Railroad Cyn Rd 2/23/21 to 3/25/21	71.10	60	ENTERPR... FUND
Total EFT311				71.10		
EFT312		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 2/23/21 to 3/25/21	91.83	10	GENERAL
Total EFT312				91.83		
EFT313		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 2/26/21 to 3/29/21	406.22	10	GENERAL
Total EFT313				406.22		
EFT314		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 2/26/21 to 3/29/21	799.23	20	GAS TAX
Total EFT314				799.23		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT315		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 3/2/21 to 3/26/21	306.64	20	GAS TAX
Total EFT315				306.64		
EFT316		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/16/21 to 3/17/21	208.48	20	GAS TAX
Total EFT316				208.48		
EFT317		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/22/21 to 3/21/21	9.35	20	GAS TAX
Total EFT317				9.35		
EFT318		SOUTHERN CALIFORNIA EDISON	Electricity for 31526 Railroad Cyn Rd Ste. 3 2/22 to 3/21/21	37.91	10	GENERAL
Total EFT318				37.91		
EFT319		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 2/23/21 to 3/22/21	51.40	20	GAS TAX
Total EFT319				51.40		
EFT320		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 2/16/21 to 3/17/21	343.10	10	GENERAL
Total EFT320				343.10		
EFT321		SOUTHERN CALIFORNIA EDISON	Electricity for 31520 Railroad Cyn Rd 2/22/21 to 3/21/21	23.37	60	ENTERPR... FUND

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 4/1/2021 Through 4/30/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT321				23.37		
EFT322		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 2/22/21 to 3/21/21	135.95	10	GENERAL
Total EFT322				135.95		
EFT323		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 2/9/21 to 3/11/21	162.72	20	GAS TAX
Total EFT323				162.72		
EFT324		SOUTHERN CALIFORNIA EDISON	Electricity for 31542 Railroad Cyn Rd. St. 2 & 3 2/22to3/21	533.44	60	ENTERPR... FUND
Total EFT324				533.44		
EFT325		Sparkletts	Drinking Water for City Hall & Admin March 2021	118.70	10	GENERAL
Total EFT325				118.70		
EFT326		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 2/16/21 to 3/17/21	660.71	10	GENERAL
Total EFT326				660.71		
Report Total				341,443.00		

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
PNC Equipment	Escrow Fee for Type 6 Fire Engine, 3/26/21	<u>250.00</u>
Report Total		<u>250.00</u>

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

Vendor ID	Invoice Description	Cash Required
AmeriGas	Propane for Fire Station, 3/26/21	613.67
AMP	Rent for Admin Bldg. for the month of May 2021	2,834.00
	Rent for 31526 Railroad Cyn. Rd. Ste #4 May 2021	412.00
Bill Blankenship	Economic Development Consulting March 2021	2,500.00
Castaneda & Associates	Housing Element Program, March 2021	3,905.00
CL PEST	Monthly Pest Control for Fire Station, March 2021	40.00
Cole Huber	Attorney Services for January 2021	6,495.00
	Attorney Services for Code Enf. (30112 Red Barn), Jan. 2021	320.00
	Attorney Services for Beck v. City (Writ of Mandate) Jan2021	2,740.00
	Attorney Services for Code (23822 Canyon Lake Dr.) Jan. 2021	2,210.00
Corelogic	Database for Code Enforcement Reports, March 2021	15.90
	Database for Code Enforcement, March 2021	128.75
Ehrenkranz	Auto Allowance for the month of April 2021 - Ehrenkranz	100.00
Harris & Associates	Professional Srvcs-Mailing for Residential Rental Program4/3	1,025.00
HINDERLITER	Audit Services - Sales Tax for Quarter 3 2020, 3/30/2021	57.88
ICG	Building & Safety Services for February 2021	32,115.67
Jeremy Smith	Auto Allowance for the month of April 2021 - Smith	100.00
Joe's	LED Bulbs, Thermometer & Fuel for Fire Station, 4/5/21	36.40
	House Key, Nails and Super Glue for City Hall, 3/30/21	21.45
Johnson Controls	Security System for Admin Office Ste. 5, 1/1/21 to 3/31/21	215.86
Johnson, Marlon	Mileage Reimbursement for Code Enforcement Training-3/27/21	60.48
Kasey Castillo	Auto Allowance for the month of April 2021 - Castillo	100.00
Larry Greene	Auto Allowance for the month of April 2021 - Greene	100.00
LaTendresse	Monthly Contracted Services for Interim Fire Chief, April 21	7,272.72
PVM	Reinstall Median Sign & Clean Railroad Cyn Rd, March 2021	733.02
	Remove Radar Sign & Reinstall New Sign, March 2021	946.62
RCA	MSHCP Fees collected for March 2021	2,234.00
riv Co Exec	SCFA Quarterly Sheltering Services for April-June 2021	17,429.00

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

Vendor ID	Invoice Description	Cash Required
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 1/14/21 to 2/10/21	133,860.89
Southern California	Bid Project Advertisement for Railroad Cyn Rd Striping, 3/31	438.20
STAPLES	General Office Supplies, 3/25/2021	142.25
The Gas Co	Gas Charges for 31520 Railroad Cyn. Rd. 3/2/21 to 3/31/21	74.71
	Gas Charges 3/2/21 to 3/31/21	195.21
Time Warner	Digital Converter for City Hall 3/22/21 to 4/21/21	5.52
Toshiba Business Solutions, USA	Color & Black/White Monthly Copy Costs 2/26/21 - 3/25/21	324.70
United Storm	Trash Capture Device Install and Clean Out, 1/31/21	5,068.79
Ur Wire Guy	Network Troubleshoot in Council Chamber, 3/11/2021	157.50
Welty	Auto Allowance for the month of April 2021 - Welty	100.00
Report Total		225,130.19

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

Vendor ID	Invoice Description	Cash Required
ABILA	Additional Accounting Software Subscription, 4/15/2021	50.00
	Monthly Accounting Software Subscription, 4/8/21	122.75
Affordable Auto Repair	New Tires, Brake Fluid & Axle Service on 2008 GMC Yukon,4/15	1,815.51
Aflac	Supplemental Insurance for April 2021	370.16
Air Force 1	Replacement of HVAC Unit at Rental Bldg, 3/23/2021	7,800.00
Albert A. Webb Associates	Professional Services for State SB2 Planning, 3/27/2021	24,118.75
AMERICAN FORENSIC Berg	Sheriff's Blood Draw, 2/28/2021	55.00
	Mailings for EMS Subscription & Trash Rate Increase, 4/16/21	6,580.18
CBSC	Permit Valuation January through March 2021	177.00
Control Pump	Monthly Landscape Booster Station, April 2021	375.00
	Assisted Landscape Crew to Trouble Shoot Flow Problem,4/8/21	435.00
	Preventative Maint. Service for Landscape Booster Station4/8	1,275.00
CR&R	Trash Services for Rental Bldg. April 2021	164.80
CTAI	Landscape for Fire Station 60 April 2021	250.00
	Landscape Maintenance for Median & Parkways April 2021	4,500.00
DEPT OF CONSER	Strong Motion Instrument & Seismic Hazard Jan - Mar 2021	471.43
DIRECTV	Satellite for Fire Station, 4/12/21 to 5/11/21	116.54
DSA	Disability & Education Fee Qtr. Ended 3/30/2021	188.80
Fast Signs	Replacement of Vinyl Wrap for Trash Compactor, 4/9/2021	696.28
FRIDAY FLYER	Notice of Public Hearing - Mitigation Fee 4/16/2021	136.50
	Notice of Ordinance Intro - Ordinance No. 206 4/16/2021	28.35
	Notice of Public Hearing - CDBG FY 21/22 11/27/20	53.55
	Notice of Nominees for Public Office (English), 10/9/2020	15.75
	Notice Inviting Sealed Proposals (Bids) Signage Projects3/26	129.15
	Notice of Ordinance Intro - No. 203 Swimming Pools, 1/22/21	28.35
	Notice of Ordinance Intro - No. 205 Competitive Bid 2/12/21	28.35
	Ordinance No. 204 Competitive Bidding 2/12/21	26.25
Frontier	Internet for City Hall & Admin, 4/10/21 to 5/9/21	202.28
	Phones for Fire Station, 4/13/21 to 5/12/21	396.55
GREENHALGH	Retiree Health Insurance for May 2021	168.56

Date: 4/21/21

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05/05/2021 City Council Agenda

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

Vendor ID	Invoice Description	Cash Required
ICG	Building & Safety for March 2021	37,470.27
Nate Volk	Video Broadcast Mtg. for 4/7/2021	500.00
Pitney Bowes - Purchase Power	Postage for 4/13/2021	400.00
PZL, Inc.	Planning Services for March 2021	4,275.00
RHA Landscape	Project Management, Site Plan - Design for New Park, 3/25/21	3,500.00
SDRMA	Dental & Vision Insurance for May 2021	538.69
STATE FUND	Workers Comp Insurance for May 2021	1,373.25
Syntech	IT Services for April 2021	1,875.00
TCS	GASB 75 Valuation Services - 1st Installment, 4/20/21	675.00
Time Warner	Internet for Fire Station, 4/10/21 to 5/9/21	104.98
Toshiba	Monthly Copier Lease for Admin & City Hall, 5/10/2021	799.32
TRI LAKE	Engineering Svcs for March 2021 (SB-1 Gas Tax & RCTC Mtg)	140.00
	Engineering Svcs for March 2021 (SB-1 Gas Tax & RCTC Mtg)	3,780.00
US Bank	See Credit Card Review	4,438.26
	See Credit Card Review	995.00
VerizonW	Ipad & SIM Card Device, 3/4/21 to 4/3/21	157.08
	Cell Phones, 3/4/21 to 4/3/21	204.88
Report Total		112,002.57

**Labor Distribution**

**City of Canyon Lake**

Company (10756)

Check Date: 03/31/2021  
 Process: 2021033101  
 Period: 03/16/2021 to 03/31/2021

03/2021

**Department: (20)City Employees**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
125CO	125 Cash		472.54	PTAXI Pre-Tax P.	CA	California SI	299.66	CA	California SI	4453.71	181.72	CA E&T	0.00	0.00	0.00	4753.37		
102	ADML Admin Le	38.00	0.00		CASDI	CA SDI - Err	4753.37	CASUI	California SI	57.04	57.04	CASUI	0.00	0.00	0.00	4822.29		
4280.83	Reg Regular		4280.83		FITW	Federal Incoi	4453.71	MED-R	Medicare - E	513.69	513.69	MED-R	4753.37	68.92	68.92	4822.29		
					MED	Medicare	4753.37			68.92	68.92					3632.34		
	<b>Total Earnings</b>	<b>38.00</b>	<b>4753.37</b>	<b>Total Deductions</b>			<b>299.66</b>			<b>821.37</b>	<b>821.37</b>	<b>Total Employer Taxes</b>			<b>68.92</b>			
125CO	125 Cash		996.00	457B EE	CA	California SI	74.70	CA	California SI	921.30	11.96	CA E&T	996.00	1.00	1.00	996.00		
114	EmpId	50.00	996.00	AflacP, Aflac Post	CASDI	CA SDI - Err	13.65	CASUI	California SI	996.00	11.96	CASUI	996.00	39.84	39.84	996.00		
19.9200	Rate				FITW	Federal Incoi	921.30	MED-R	Medicare - E	41.30	41.30	MED-R	996.00	14.44	14.44	996.00		
					MED	Medicare	996.00			14.45	14.45					996.00		
	<b>Total Earnings</b>	<b>50.00</b>	<b>996.00</b>	<b>Total Deductions</b>			<b>88.35</b>			<b>79.67</b>	<b>79.67</b>	<b>Total Employer Taxes</b>			<b>55.28</b>			
125CO	125 Cash		183.21	PTXPE Pre-Tax P.	CA	California SI	143.72	CA	California SI	2168.66	71.62	CA E&T	0.00	0.00	0.00	2312.38		
115	Reg Regular	9.50	2129.17		CASDI	CA SDI - Err	27.75	CASUI	California SI	2766.67	33.20	CASUI	0.00	0.00	0.00	2766.67		
2129.17	Salary		0.00		FITW	Federal Incoi	2168.66	MED-R	Medicare - E	189.20	189.20	MED-R	2312.38	33.53	33.53	2312.38		
					MED	Medicare	2312.38			33.53	33.53					2312.38		
	<b>Total Earnings</b>	<b>9.50</b>	<b>2312.38</b>	<b>Total Deductions</b>			<b>143.72</b>			<b>322.10</b>	<b>322.10</b>	<b>Total Employer Taxes</b>			<b>33.53</b>			
125CO	125 Cash		162.50	PTXPE Pre-Tax P.	CA	California SI	175.78	CA	California SI	2590.89	114.46	CA E&T	0.00	0.00	0.00	2766.67		
117	Reg Regular	9.50	2604.17		CASDI	CA SDI - Err	2766.67	CASUI	California SI	2766.67	33.20	CASUI	0.00	0.00	0.00	2766.67		
2604.17	Salary		0.00		FITW	Federal Incoi	2590.89	MED-R	Medicare - E	277.81	277.81	MED-R	2766.67	40.12	40.12	2766.67		
					MED	Medicare	2766.67			40.12	40.12					2766.67		
	<b>Total Earnings</b>	<b>9.50</b>	<b>2766.67</b>	<b>Total Deductions</b>			<b>175.78</b>			<b>465.59</b>	<b>465.59</b>	<b>Total Employer Taxes</b>			<b>40.12</b>			
125CO	125 Cash		157.02	PTXPE Pre-Tax P.	CA	California SI	464.06	CA	California SI	6642.96	522.68	CA E&T	0.00	0.00	0.00	7107.02		
111	ELECT Reimburs		75.00		CASDI	CA SDI - Err	85.29	CASUI	California SI	7107.02	85.29	CASUI	0.00	0.00	0.00	7107.02		
6875.00	Reg Regular	9.50	6875.00		FITW	Federal Incoi	6642.96	MED-R	Medicare - E	1262.69	1262.69	MED-R	7107.02	103.05	103.05	7107.02		
					MED	Medicare	7107.02			103.05	103.05					7107.02		
	<b>Total Earnings</b>	<b>9.50</b>	<b>7107.02</b>	<b>Total Deductions</b>			<b>464.06</b>			<b>1973.71</b>	<b>1973.71</b>	<b>Total Employer Taxes</b>			<b>103.05</b>			
125CO	125 Cash		526.83	457B EE	CA	California SI	66.00	CA	California SI	3553.08	83.87	CA E&T	0.00	0.00	0.00	3851.83		
108	Reg Regular	9.50	3325.00	PTAXI Pre-Tax P.	CASDI	CA SDI - Err	232.75	CASUI	California SI	3851.83	46.22	CASUI	0.00	0.00	0.00	3907.68		
3325.00	Salary		0.00		FITW	Federal Incoi	3553.08	MED-R	Medicare - E	284.29	284.29	MED-R	3851.83	55.85	55.85	3907.68		
					MED	Medicare	3851.83			55.85	55.85					3907.68		
	<b>Total Earnings</b>	<b>19.00</b>	<b>3851.83</b>	<b>Total Deductions</b>			<b>298.75</b>			<b>470.23</b>	<b>470.23</b>	<b>Total Employer Taxes</b>			<b>55.85</b>			
125CO	125 Cash		822.00	457B EE	CA	California SI	61.65	CA	California SI	760.35	2.73	CA E&T	822.00	0.82	0.82	822.00		
119	Reg Regular	50.00	822.00		CASDI	CA SDI - Err	9.86	CASUI	California SI	822.00	9.86	CASUI	822.00	32.88	32.88	822.00		
16.4400	Rate		0.00		FITW	Federal Incoi	760.35	MED-R	Medicare - E	20.81	20.81	MED-R	822.00	11.92	11.92	822.00		
					MED	Medicare	822.00			11.92	11.92					822.00		
	<b>Total Earnings</b>	<b>50.00</b>	<b>822.00</b>	<b>Total Deductions</b>			<b>61.65</b>			<b>45.32</b>	<b>45.32</b>	<b>Total Employer Taxes</b>			<b>45.62</b>			

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**Labor Distribution**

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

Check Date: 03/31/2021 Page 2  
Process: 2021033101  
Period: 03/16/2021 to 03/31/2021

**Department: (20)City Employees Total**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
7	Code												
4	125CO 125 Cash		1502.10	457B	CA	California SI	202.35	21090.95	CAETT	CA Edu & T	989.04	1818.00	1.82
3	ADML Admin Le	38.00	0.00	AflacP, Aflac Post	CASD	CA SDI - Err	13.65	22609.27	CASUI	California SI	271.32	1818.00	72.72
	ELECT Reimburs		75.00	PTAXF Pre-Tax P.	FITW	Federal Incon	532.41	21090.95	MED-R	Medicare - E	2589.79	22609.27	Gross
	Reg Regular	100.00	21032.17	PTXPE Pre-Tax P.	MED	Medicare	783.56	22609.27			327.84		Tot Liab
	Sick Sick	19.00	0.00										Net Amt
	Vac Vacation	19.00	0.00										16899.31
	<b>Total Earnings</b>	<b>176.00</b>	<b>22609.27</b>	<b>Total Deductions</b>			<b>1531.97</b>		<b>Total Employer Taxes</b>		<b>4177.99</b>		<b>402.37</b>

**Department: (30)Code Enforcement Team**

Ecclefield, Dawn A	104	Reg Regular	85.50	2304.23	457B	CA	California SI	50.00	2175.44	CAETT	CA Edu & T	77.90	0.00	0.00
Emp Id	26.9500	Sick Sick	9.50	256.02	MED1: Health Ins	CASD	CA SDI - Err	161.99	2398.26	CASUI	California SI	28.78	0.00	0.00
Rate		PTXPE Pre-Tax P.		172.82	FITW Federal Incon			183.47	2175.44	MED-R	Medicare - E	2398.26	34.77	Gross
					MED Medicare			34.78	2398.26					Tot Liab
		<b>Total Earnings</b>	<b>95.00</b>	<b>2560.25</b>	<b>Total Deductions</b>			<b>384.81</b>		<b>Total Employer Taxes</b>		<b>324.93</b>		<b>1850.51</b>
Johnson, Marlon W	120	Reg 125 Cash	85.50	137.07	CS	California SI	120.50	2432.37	CAETT	CA Edu & T	94.83	1287.68	1.29	
Emp Id	25.9100	Reg Regular	85.50	2215.30	PTXPE Pre-Tax P.	CASD	CA SDI - Err	166.15	2598.52	CASUI	California SI	31.18	1287.68	2598.52
Rate		Sick Sick	9.50	246.15	FITW Federal Incon			242.93	2432.37	MED-R	Medicare - E	2598.52	37.68	Gross
					MED Medicare			37.68	2598.52					Tot Liab
		<b>Total Earnings</b>	<b>95.00</b>	<b>2598.52</b>	<b>Total Deductions</b>			<b>286.65</b>		<b>Total Employer Taxes</b>		<b>406.62</b>		<b>1905.25</b>
Lopez, Fred S	113	Reg Regular	10.00	291.60	CA	California SI			291.60	CAETT	CA Edu & T	0.00	291.60	0.29
Emp Id	29.1600				CASD	CA SDI - Err			291.60	CASUI	California SI	3.50	291.60	11.66
Rate					FITW Federal Incon				291.60	MED-R	Medicare - E	12.70	291.60	Gross
					MED Medicare				291.60			4.23	291.60	Tot Liab
		<b>Total Earnings</b>	<b>10.00</b>	<b>291.60</b>	<b>Total Deductions</b>			<b>0.00</b>		<b>Total Employer Taxes</b>		<b>20.43</b>		<b>271.17</b>
Manzano, Rubi E	98	Reg Regular	85.50	499.58	PTXPE Pre-Tax P.	CA	California SI	210.33	3405.25	CAETT	CA Edu & T	103.81	0.00	0.00
Emp Id	32.8000	Reg Regular	85.50	2804.40	CASD	CA SDI - Err			3615.58	CASUI	California SI	43.38	0.00	Gross
Rate		Sick Sick	9.50	311.60	FITW Federal Incon				3405.25	MED-R	Medicare - E	331.05	3615.58	Tot Liab
					MED Medicare				3615.58			52.42		Net Amt
		<b>Total Earnings</b>	<b>95.00</b>	<b>3615.58</b>	<b>Total Deductions</b>			<b>210.33</b>		<b>Total Employer Taxes</b>		<b>530.66</b>		<b>2874.59</b>

**Labor Distribution**

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

Check Date: 03/31/2021  
Process: 2021033101  
Period: 03/16/2021 to 03/31/2021

**Department: (30)Code Enforcement Team Total**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
4	Code																		
2	125CO 125 Cash		636.65	457B EE:	CA	California SI	50.00	CA	California SI	8304.66	CA	CA Edu & T	276.54	8304.66	CA Edu & T	1579.28	1579.28	1.58	
2	Reg Regular	266.50	7615.53	CS Child Sup	FITW	Federal Incoi	120.50	FITW	Federal Incoi	8903.96	FITW	California SI	106.84	8903.96	California SI	1579.28	1579.28	63.17	
	Sick Sick	28.50	813.77	MED1: Health Ins	MED	Medicare	161.99	MED	Medicare	8304.66	MED	MED-R Medicare - E	770.15	8304.66	MED-R Medicare - E	8903.96	8903.96	129.11	
				PLXPE Pre-Tax P			549.30			8903.96			129.11					9065.95	
	<b>Total Earnings</b>	<b>295.00</b>	<b>9065.95</b>	<b>Total Deductions</b>	<b>881.79</b>	<b>Total Employee Taxes</b>	<b>1282.64</b>	<b>Total Employer Taxes</b>	<b>193.86</b>									<b>6901.52</b>	

**Department: (50)Council Members**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Ca	Castillo, Kasey A		300.00		CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
Emp Id	110				FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
Salary	300.00				MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	62			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	103			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	109			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	109			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	118			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>
	Emp Id	118			CA	California SI		CA	California SI	300.00	CA	CA Edu & T	0.00	300.00	CA Edu & T	300.00	300.00	0.30
	Salary	300.00			FITW	Federal Incoi		FITW	Federal Incoi	300.00	FITW	California SI	0.00	300.00	California SI	300.00	300.00	12.00
					MED	Medicare		MED	Medicare	300.00	MED	MED-R Medicare - E	4.35	300.00	MED-R Medicare - E	300.00	300.00	4.35
	<b>Total Earnings</b>	<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>	<b>0.00</b>	<b>Total Employee Taxes</b>	<b>4.35</b>	<b>Total Employer Taxes</b>	<b>16.65</b>									<b>300.00</b>

**Labor Distribution**

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

Check Date: 03/31/2021  
Process: 2021033101  
Period: 03/16/2021 to 03/31/2021

05/2021 Council Member

**Department: (50) Council Members Total**

Employees	5 Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
Female	1 Reg	Regular		1500.00	CA	California SI		0.00	CAETT	CA Edu & T		1500.00	1.50	1500.00	1500.00	1500.00	1500.00	
Male	4				FITW	Federal Incon		30.00	CASUI	California SI		1500.00	60.00	1500.00	1500.00	1500.00	1500.00	
					MED	Medicare		21.75	MED-R	Medicare - E		1500.00	21.75	1500.00	1500.00	1500.00	1500.00	
																		1583.25
																		1448.25
																		83.25

**Report Total**

Employees	16 Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount	
Female	7 125CO	125 Cash		2138.75	457B	457B EE		252.35	CA	California SI		30895.61	4.90	30895.61	4897.28	4897.28	490	
Male	9 ADML	Admin Le	38.00	0.00	AflacP	Aflac Post		13.65	CASD	CA SDI - Eir		31513.23	195.89	31513.23	4897.28	4897.28	195.89	
		ELECT Reimburs		75.00	CS	Child Sup		120.50	FITW	Federal Incon		30895.61	478.69	30895.61	33013.23	33013.23	478.69	
		Reg Regular	366.50	30147.70	MED1	Health Ins		161.99	MED	Medicare		33013.23	478.70	33013.23	33013.23	33013.23	478.69	
		Sick	47.50	813.77	PTAXF	Pre-Tax P		532.41										
		Vac	19.00	0.00	PTXPE	Pre-Tax P		1332.86										
																		25249.08
																		33175.22
																		33854.70
																		25249.08
																		679.48

*Chris Mann*  
Chris Mann, City Manager

3-30-21  
Date

**Labor Distribution**

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

Check Date: 04/15/2021  
Process: 2021041501  
Period: 04/01/2021 to 04/15/2021

**Department: (20)City Employees**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		472.54	PTAXI Pre-Tax P.	CA	299.66	CA	California SI	4453.71	CA	CA Edu & T	181.72	0.00	CA	CA Edu & T	0.00	0.00	0.00	0.00
102	ADML Admin Le	3.00	0.00		CASDI	0.00	CASDI	CA SDI - Eir	4753.37	CASUI	California SI	57.04	0.00	CASUI	California SI	0.00	0.00	0.00	0.00
4280.83	Reg Regular		4280.83		FITW	4280.83	FITW	Federal Inco	4453.71	MED-R	Medicare - E	513.69	4753.37	MED-R	Medicare - E	4753.37	68.93	4753.37	68.93
	Sick	9.50	0.00		MED	0.00	MED	Medicare	4753.37			68.93							
	<b>Total Earnings</b>	<b>12.50</b>	<b>4753.37</b>	<b>Total Deductions</b>		<b>299.66</b>		<b>Total Employee Taxes</b>	<b>821.38</b>			<b>68.93</b>					<b>68.93</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
Reg	Regular	40.00	796.80	457B EE	CA	59.76	CA	California SI	836.64	CA	CA Edu & T	10.09	896.40	CA	CA Edu & T	896.40	0.89	896.40	0.89
114	Sick	5.00	99.60	AflacP, Aflac Post	CASDI	13.65	CASDI	CA SDI - Eir	896.40	CASUI	California SI	10.75	896.40	CASUI	California SI	896.40	35.86	896.40	35.86
19.9200	Rate				FITW		FITW	Federal Inco	836.64	MED-R	Medicare - E	32.83	896.40	MED-R	Medicare - E	896.40	13.00	896.40	13.00
	<b>Total Earnings</b>	<b>45.00</b>	<b>896.40</b>	<b>Total Deductions</b>		<b>73.41</b>		<b>Total Employee Taxes</b>	<b>66.66</b>			<b>49.75</b>					<b>49.75</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		183.21	PTXPE Pre-Tax P.	CA	143.72	CA	California SI	2168.66	CA	CA Edu & T	71.62	0.00	CA	CA Edu & T	0.00	0.00	0.00	0.00
115	Reg Regular		2129.17		CASDI		CASDI	CA SDI - Eir	2312.38	CASUI	California SI	27.75	0.00	CASUI	California SI	0.00	0.00	0.00	0.00
2129.17	Salary				FITW		FITW	Federal Inco	2168.66	MED-R	Medicare - E	189.20	2312.38	MED-R	Medicare - E	2312.38	33.53	2312.38	33.53
	<b>Total Earnings</b>	<b>0.00</b>	<b>2312.38</b>	<b>Total Deductions</b>		<b>143.72</b>		<b>Total Employee Taxes</b>	<b>322.10</b>			<b>33.53</b>					<b>33.53</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		162.50	PTXPE Pre-Tax P.	CA	175.78	CA	California SI	2590.89	CA	CA Edu & T	114.46	0.00	CA	CA Edu & T	0.00	0.00	0.00	0.00
117	Reg Regular		2604.17		CASDI		CASDI	CA SDI - Eir	2766.67	CASUI	California SI	33.20	0.00	CASUI	California SI	0.00	0.00	0.00	0.00
2604.17	Salary	3.00	0.00		FITW		FITW	Federal Inco	2590.89	MED-R	Medicare - E	277.81	2766.67	MED-R	Medicare - E	2766.67	40.12	2766.67	40.12
	<b>Total Earnings</b>	<b>3.00</b>	<b>2766.67</b>	<b>Total Deductions</b>		<b>175.78</b>		<b>Total Employee Taxes</b>	<b>465.59</b>			<b>40.12</b>					<b>40.12</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		157.02	457B EE	CA	361.11	CA	California SI	8347.36	CA	CA Edu & T	579.14	0.00	CA	CA Edu & T	0.00	0.00	0.00	0.00
111	Auto Auto Allo		900.00	PTXPE Pre-Tax P.	CASDI	548.44	CASDI	CA SDI - Eir	9256.91	CASUI	California SI	111.08	0.00	CASUI	California SI	0.00	0.00	0.00	0.00
7291.63	ELECT Reimburs		75.00		FITW		FITW	Federal Inco	8347.36	MED-R	Medicare - E	1456.96	9256.91	MED-R	Medicare - E	9256.91	134.22	9256.91	134.22
	MEM4 457B ER		722.22		MED		MED	Medicare	9256.91			134.23							
	<b>Total Earnings</b>	<b>3.00</b>	<b>9256.91</b>	<b>Total Deductions</b>		<b>909.55</b>		<b>Total Employee Taxes</b>	<b>2281.41</b>			<b>134.22</b>					<b>134.22</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		526.83	457B EE	CA	66.00	CA	California SI	3553.08	CA	CA Edu & T	83.87	0.00	CA	CA Edu & T	0.00	0.00	0.00	0.00
108	ADML Admin Le	1.00	0.00	PTAXI Pre-Tax P.	CASDI	232.75	CASDI	CA SDI - Eir	3851.83	CASUI	California SI	46.22	0.00	CASUI	California SI	0.00	0.00	0.00	0.00
3325.00	Reg Regular		3325.00		FITW		FITW	Federal Inco	3553.08	MED-R	Medicare - E	284.29	3851.83	MED-R	Medicare - E	3851.83	55.85	3851.83	55.85
	Sick	23.50	0.00		MED		MED	Medicare	3851.83			55.85							
	<b>Total Earnings</b>	<b>24.50</b>	<b>3851.83</b>	<b>Total Deductions</b>		<b>298.75</b>		<b>Total Employee Taxes</b>	<b>470.23</b>			<b>55.85</b>					<b>55.85</b>		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	48.50	797.34	457B EE	CA	59.80	737.54	CAETT	CA Edu & T	2.23	797.34	0.80
Rate	16.4400				CASDI		797.34	CASUI	California SI	9.57	797.34	31.89
					FITW		737.54	MED-R	Medicare - E	18.52	797.34	11.56
					MED		797.34			11.56		
<b>Total Earnings</b>		<b>48.50</b>	<b>797.34</b>	<b>Total Deductions</b>		<b>59.80</b>		<b>Total Employer Taxes</b>		<b>41.88</b>		<b>44.25</b>

**Department: (20)City Employees Total**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash	4.00	1502.10	457B EE	CA	546.67	22687.88	CAETT	CA Edu & T	1043.13	1693.74	1.69
ADMML	Admin Le		0.00	AflacP	CA SDI - Err	13.65	24634.90	CASUI	California SI	295.61	1693.74	67.75
Auto	Auto Allo		900.00	PTAXI	Federal Inco	532.41	22687.88	MED-R	Medicare - E	2773.30	24634.90	357.21
ELECT	Reimburs		75.00	PTXPE	Pre-Tax P.	867.94	24634.90			357.21		
MEM4	457B ER		722.22									
Reg	Regular	88.50	22038.20									
Sick	Sick	41.00	99.60									
<b>Total Earnings</b>		<b>133.50</b>	<b>24634.90</b>	<b>Total Deductions</b>		<b>1960.67</b>		<b>Total Employer Taxes</b>		<b>4469.25</b>		<b>426.65</b>

**Department: (30)Code Enforcement Team**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	85.50	2304.23	457B EE	CA	50.00	1936.70	CAETT	CA Edu & T	61.03	0.00	0.00
				MED L	Health Ins	161.99	2142.24	CASUI	California SI	25.71	0.00	0.00
				PTXPE	Pre-Tax P.	155.54	1936.70	MED-R	Medicare - E	154.82	2142.24	31.06
							2142.24			31.06		
<b>Total Earnings</b>		<b>85.50</b>	<b>2304.23</b>	<b>Total Deductions</b>		<b>367.53</b>		<b>Total Employer Taxes</b>		<b>272.62</b>		<b>31.06</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash	7.00	159.08	Child Sup	CA	120.50	2496.91	CAETT	CA Edu & T	100.51	0.00	0.00
OT	Overtime		272.06	PTXPE	Pre-Tax P.	149.53	2646.44	CASUI	California SI	31.76	0.00	0.00
Reg	Regular	85.50	2215.30		FITW		2496.91	MED-R	Medicare - E	257.13	2646.44	38.37
					MED		2646.44			38.37		
<b>Total Earnings</b>		<b>92.50</b>	<b>2646.44</b>	<b>Total Deductions</b>		<b>270.03</b>		<b>Total Employer Taxes</b>		<b>427.77</b>		<b>38.37</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	20.50	597.78		CA		597.78	CAETT	CA Edu & T	0.00	597.78	0.60
					CASDI		597.78	CASUI	California SI	7.17	597.78	23.91
					FITW		597.78	MED-R	Medicare - E	43.69	597.78	8.67
					MED		597.78			8.67		
<b>Total Earnings</b>		<b>20.50</b>	<b>597.78</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>Total Employer Taxes</b>		<b>59.53</b>		<b>33.18</b>

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash	0.50	499.58	PTXPE	Pre-Tax P.	189.30	3114.68	CAETT	CA Edu & T	84.64	0.00	0.00
Comp	Comp Tin		16.40		CASDI		3303.98	CASUI	California SI	39.65	0.00	0.00
Reg	Regular	85.00	2788.00		FITW		3114.68	MED-R	Medicare - E	296.18	3303.98	47.91
					MED		3303.98			47.91		
<b>Total Earnings</b>		<b>85.50</b>	<b>3303.98</b>	<b>Total Deductions</b>		<b>189.30</b>		<b>Total Employer Taxes</b>		<b>468.38</b>		<b>47.91</b>

Labor Distribution

City of Canyon Lake  
Company (10756)

Check Date: 04/15/2021  
Process: 2021041501  
Period: 04/01/2021 to 04/15/2021

Department: (30)Code Enforcement Team Total

Employees	4	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount
Female	2	125CO	125 Cash		658.66	457B	457B EE	50.00	CA	California SI	8146.07	CAETT	CA Edu & T	246.18	597.78	0.60		
Male	2	Comp	Comp Tin	0.50	16.40	CS	Child Sup	120.50	CASDI	CA SDI - Eir	8690.44	CASUI	California SI	104.29	8690.44	23.91	Gross	8852.43
		OT	Overtime	7.00	272.06	MEDI	Health Ins	161.99	FITW	Federal Incon	8146.07	MED-R	Medicare - E	751.82	8690.44	126.01	Tot Liab	9002.95
		Reg	Regular	276.50	7905.31	PTXPE	Pre-Tax P	494.37	MED	Medicare	8690.44			126.01	8690.44		Net Amt	6797.27
<b>Total Earnings</b>				<b>284.00</b>	<b>8852.43</b>	<b>Total Deductions</b>		<b>826.86</b>	<b>Total Employer Taxes</b>		<b>1228.30</b>	<b>Total Employer Taxes</b>		<b>150.52</b>				

Report Total

Employees	11	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount
Female	6	125CO	125 Cash		2160.76	457B	457B EE	596.67	CA	California SI	30833.95	CAETT	CA Edu & T	1289.31	2291.52	2.29		
Male	5	ADML	Admin Le	4.00	0.00	AflacP	Aflac Post	13.65	CASDI	CA SDI - Eir	33325.34	CASUI	California SI	399.90	33325.34	91.66	Gross	33487.33
		Auto	Auto Allo	0.50	900.00	CS	Child Sup	120.50	FITW	Federal Incon	30833.95	MED-R	Medicare - E	3525.12	33325.34	483.22	Tot Liab	34064.50
		Comp	Comp Tin		16.40	MEDI	Health Ins	161.99	MED	Medicare	33325.34			483.22	33325.34		Net Amt	25002.25
		ELEC	Reimburs		75.00	PTAXF	Pre-Tax P	532.41										
		MEM4	457B ER		722.22	PTXPE	Pre-Tax P	1362.31										
		OT	Overtime	7.00	272.06													
		Reg	Regular	365.00	29963.51													
		Sick	Sick	41.00	99.60													
<b>Total Earnings</b>				<b>417.50</b>	<b>33487.33</b>	<b>Total Deductions</b>		<b>2787.53</b>	<b>Total Employer Taxes</b>		<b>5697.55</b>	<b>Total Employer Taxes</b>		<b>577.17</b>				

*Chris Mann*  
Chris Mann, City Manager

4-15-21  
Date



## Credit Card Review



**US BANK Statement dated 4/6/21**

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Temecula Valley Toyota	Oil Filter Change, Multi-Point Inspection & Wiper Blades for Highlander	\$ 44.96	10-520-6415
2	GM Parts Store	All Weather Floor Mats for City Vehicles	\$ 140.24	10-520-6220
3	Amazon Prime	Monthly Prime Membership Fee	\$ 14.00	10-310-6210
4	Microsoft	Emergency Preparedness Monthly Emails	\$ 44.00	10-425-6210
5	Microsoft	Microsoft 365 Monthly Fee - Business Premium for iCloud	\$ 413.57	10-310-6210
6	Microsoft	Microsoft 365 Monthly Fee - Business Standard Emails	\$ 249.56	10-310-6210
7	Radarsign	Refurbished/Repair of Radar Sign on Railroad Cyn Rd	\$ 995.00	20-000-6722
8	Amazon	Electric Trailer Dolly for City Boat	\$ 1,077.49	10-520-6220
9	Arlo Technologies	Monthly Camera Service - City Hall	\$ 9.99	10-550-6610
10	Amazon	HDMI Splitter for City Council Chambers	\$ 26.93	10-310-6210
11	Amazon	Magnetic Phone Holder Mount for City Vehicles	\$ 5.38	10-520-6220
12	Apple.com	Ehrenkranz - iPhone Upgrade Cost for Additional Storage	\$ 0.99	10-100-6220
13	Go Daddy.com	Deluxe Windows Hosting with Plesk Renewal	\$ 143.88	10-310-6610
14	Adobe	Annual Subscription for City	\$ 179.88	10-310-6210
15	Arlo Technologies	Monthly Camera Service - City Hall Admin	\$ 14.99	10-550-6610
16	CACEO	Webinar for Ecclefield on 4/14/21	\$ 19.00	10-520-6710
17	CACEO	Webinar for Ecclefield on 5/5/21	\$ 25.00	10-520-6710
18	CACEO	Webinar for Ecclefield on 5/26/21	\$ 25.00	10-520-6710
19	Amazon	Paper Towel Dispenser	\$ 41.60	10-310-6210
20	Staples Direct	Adhesive Posters for Community Cleanup Event	\$ 143.28	10-310-6210
21	Canyon Lake Country Club Restaurant	Rountable Meeting with city, POA, EVMWD, RSO & Chamber of Commerce	\$ 185.97	10-310-6510
22	Buffalo Wild Wings	Working Lunch Reg. Economic Development Mann and Goldman	\$ 28.93	10-310-6510
23	Adobe	Monthly Subscription - Mann	\$ 14.99	10-310-6210
24	The Canyon Cowboy	Working Lunch Reg. Economic Development Mann and Blankenship	\$ 49.94	10-310-6510
25	Zoom.US	Monthly Subscription for Virtual Meetings	\$ 15.58	10-310-6210
26	The Urban	Working Lunch Meeting Mann, Borja, Sauseda and Bonner	\$ 92.04	10-310-6510
27	Amsterdam Printing	Sunstick SPF 30 with City Logo	\$ 556.13	10-100-6830
28	Amazon	Stackable Storage Holder with Removable Shelves for Admin Office	\$ 64.62	10-310-6210
29	The Urban	Working Lunch Chris, Mike & Ana	\$ 60.00	10-320-6510
30	Amsterdam Printing	Pen's with City Logo	\$ 440.70	10-320-6220
31	Tommy's Express	Car Wash for City Vehicles	\$ 102.95	10-520-6415
32	Firearms Academy	Tazer & Pepper Spray Certification for Johnson	\$ 92.70	10-520-6710
33	Target	Office Supplies for Admin Office Conference Room	\$ 14.97	10-310-6210
34	Covid Clinic	Rapid Covid Test for Sauseda	\$ 99.00	10-310-6210

Late Fee \$ - 10-310-6965

\$ 5,433.26

**Account Breakdown**

City Council Dept. Expense	10-100-6220	\$ 0.99
City Council Meeting Expense	10-100-6225	
Council Meeting/Travel Expense	10-100-6510	
Council Special Dept. Expense	10-100-6520	
Promotion and Advertising	10-100-6830	\$ 556.13
City Manager Office Expense	10-310-6210	\$ 1,277.98
Conference/Meeting/Travel Expense	10-310-6510	\$ 356.88
City Manager Software	10-310-6530	
City Manager Dept. Expense	10-310-6220	
City Manager Membership	10-310-6520	
Professional/Specialized Services	10-310-6610	\$ 143.88
City Clerk Departmental Expense	10-320-6220	\$ 440.70
City Clerk Conference/Meeting/Travel Expense	10-320-6510	\$ 60.00
City Clerk Dues	10-320-6520	
Professional/Specialized Services	10-320-6610	
City Clerk Training and Education	10-320-6710	
City Clerk Military Banner Program	10-320-6511	
Finance Office Expense and Supplies	10-330-6210	
Building & Safety Departmental Expense	10-360-6220	
Law Enforcement Specialized Services	10-410-6610	
Fire & Medical Department Expense	10-420-6220	
Emergency Preparedness Office Supplies	10-425-6210	\$ 44.00
Emergency Preparedness Departmental Expense	10-425-6220	
Code Enforcement Supplies	10-520-6210	
Special Enforcement Misc. Expense	10-520-6220	\$ 1,223.11
Code Enforcement Vehicle Equipment	10-520-6410	
Vehicle Maintenance	10-520-6415	\$ 147.91
Code Enforcement Membership Dues	10-520-6520	
Code Enforcement Training	10-520-6710	\$ 161.70
Building & Facilities Maintenance	10-550-6610	\$ 24.98
Building & Facilities Maint. Capital Outlay	10-550-8000	
Building & Facilities Maint. Furniture & Equip.	10-550-8007	
Signal & Sign Maintenance	20-000-6722	\$ 995.00
Gas Tax Landscape Maintenance	20-520-6720	
Rental Office Expense	60-560-6210	

\$ 5,433.26

Check Figure \$ -

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

Reporting

Manage Reports

Payroll Schedule

Out-of-Class Validation

Member Requests

Health Reconciliation

Retirement Appointr

Name: City of Canyon Lake

CalPERS ID: 3813045770

Payment Request Confirmation

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 Summary Table

Total Payment Amount: \$4,189.43

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account/Reference	Selected Payment Amount
1001819110	04/05/2021	100000016333542	Employer Contribution, PEPR, 26189, CalPERS, 03/16/2021 - 03/31/2021	EFT - Debit	Citizens Business Bank -5402	\$2,859.63
1001819111	04/05/2021	100000016333502	Employer Contribution, Classic, 1684, CalPERS, 03/16/2021 - 03/31/2021	EFT - Debit	Citizens Business Bank -5402	\$1,329.80

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CM

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: \$4,131.92**

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001836532	04/20/2021	100000016363391	Employer Contribution, PEPRA, 26189, CalPERS, 04/01/2021 - 04/15/2021	EFT - Debit	Citizens Business Bank -5402	\$2,802.12
1001836533	04/20/2021	100000016363353	Employer Contribution, Classic, 1684, CalPERS, 04/01/2021 - 04/15/2021	EFT - Debit	Citizens Business Bank -5402	\$1,329.80

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*CM*

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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

Display Criteria

Payment Status: Pending ▼

Receivable Type:

▼ Display Generate Report

Payments

To cancel a pending payment, select the Payment Authorization Date link.

Payment Authorization Date ▼	Payment Posting Date	Confirmation Number	Payment Amount	Payment Account Nickname	Payment Status	Receivable ID	Receivable Description
<a href="#">04/20/2021</a>		1001836533	\$1,329.80	Citizens Business Bank -5402	Pending	100000016363353	Employer Contribution, Classic, 1684, CalPERS, 04/01/2021 - 04/15/2021
<a href="#">04/20/2021</a>		1001836542	\$120.68	Citizens Business Bank -5402	Pending	100000016363409	Employer Contribution, PEPR, 26189, CalPERS, 04/16/2021 - 04/30/2021
<a href="#">04/20/2021</a>		1001836532	\$2,802.12	Citizens Business Bank -5402	Pending	100000016363391	Employer Contribution, PEPR, 26189, CalPERS, 04/01/2021 - 04/15/2021

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*CM*

Reporting

Manage Reports

Payroll Schedule

Out-of-Class Validation

Member Requests

Health Reconciliation

Retirement Appointr

Name: City of Canyon Lake

CalPERS ID: 3813045770

Payment Request Acceptance

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

Payment Amount Total

Total Payment Amount: \$4,794.25

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Requestor ID	System/Status Description	Account Type	Payment Account Number	Selected Payment Amount
1001817557	04/01/2021	100000016370791	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$4,794.25

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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 OBRA-PST**

Plan Number: **0035273002**

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

Payroll Center Number: **002**

## Payroll Received for Salary Reduction

Submission date: **04/05/2021**

Submission time: **07:53 PM**

Pay period end date: **03/31/2021**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$259.07**

Contributions count: **2**

Draft date: **04/07/2021**

Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the \_\_\_\_\_, the \_\_\_\_\_, and the \_\_\_\_\_.

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

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 \_\_\_\_\_.

CITY OF CANYON LAKE  
PLAN SPONSOR: 0035273

## Acknowledgment

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

You can print this acknowledgment for your records.

Plan Name: **CITY OF CANYON LAKE 457**

Plan Number: **0035273001**

Payroll Center: **CITY OF CANYON LAKE**

Payroll Center Number: **001**

## Payroll Received for Salary Reduction

Submission date: **04/05/2021**

Submission time: **07:55 PM**

Pay period end date: **03/31/2021**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

Draft date: **04/07/2021**

CM

Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the \_\_\_\_\_, the \_\_\_\_\_, and the \_\_\_\_\_.

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

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## Investment Reports



# CITIZENSTRUST™

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

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APR 26 2021

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

00000044 MCB1000041221132424 01 000000 44 004



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

STATEMENT FOR THE PERIOD FROM 03/01/2021 TO 03/31/2021  
ACCOUNT 1035003119

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

\* PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT

\* ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY

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

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

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

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




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



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

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

### Investment Portfolio Summary

Market Value As Of	03/01/2021	03/31/2021	% Of Account
 CASH & CASH EQUIVALENTS	58,678.24	264,522.50	9.5%
 FIXED INCOME	2,558,134.71	2,351,506.08	84.8%
 MISCELLANEOUS	157,075.89	156,675.00	5.7%
<b>Total</b>	<b>2,773,888.84</b>	<b>2,772,703.58</b>	<b>100.0%</b>



### Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
<b>Beginning Market Value</b>	<b>2,773,888.84</b>	<b>2,848,656.23</b>		
Income	6,310.00	53,546.57-	Short Term	0.00
Asset Activity	200,000.00	215,389.78	<b>Total Gains / Losses</b>	<b>0.00</b>
Fees	425.63-	1,371.64-		<b>116.00</b>
Cash Management	205,844.26-	160,471.57-		
Change In Market Value	1,225.37-	75,952.65-		
<b>Ending Market Value</b>	<b>2,772,703.58</b>	<b>2,772,703.58</b>		



# Account Statement

Account Number: **1035003119**

March 01, 2021 To March 31, 2021

## Portfolio Statement

Quantity	Description	Market Value	Cost Basis
<b>Cash &amp; Cash Equivalents</b>			
Cash Equivalents			
Unclassified			
264,522.500	31607A703 FIDELITY GOVERNMENT PORTFOLIO	264,522.50	264,522.50
	Total Unclassified	264,522.50	264,522.50
Total	Cash Equivalents	264,522.50	264,522.50
Total	<b>Cash &amp; Cash Equivalents</b>	264,522.50	264,522.50
<b>Fixed Income</b>			
Taxable			
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	100,964.00	101,045.62
34,722.220	3130AJRE1 FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020	34,083.68	34,722.22
100,000.000	3130AKDM5 FEDERAL HOME LOAN BANK DTD 10/28/2020 CALL .18% 10/28/2022-2021	99,927.00	100,000.00
100,000.000	3130AKMR4 FEDERAL HOME LOAN BANK DTD 01/15/21 CALL .33% 01/15/2025-2021	98,128.00	99,910.00
150,000.000	3130AL5X8 FEDERAL HOME LOAN DTD 2/24/2021 CALL .65% 02/24/2026-2021	147,598.50	150,000.00
150,000.000	3130ALEK6 FEDERAL HOME LOAN BANK DTD 02/26/21 CALL .78% 02/26/2026-2021	148,314.00	150,000.00
105,000.000	3133EEG79 FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023	109,831.05	109,678.70
100,000.000	3133ELH56 FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27% 06/09/2022-2020	99,952.00	99,875.00
100,000.000	3133EMHE5 FEDERAL FARM CREDIT BANK DTD 11/30/2020 CALL .17% 11/30/2022-2021	99,977.00	99,978.00
100,000.000	3134GWCZ7 FREDDIE MAC DTD 7/28/20 CALL .3% 10/28/2022-2021	100,032.00	99,985.00

### Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
<b>Taxable</b>			
100,000.000	3134GWMY9 FREDDIE MAC DTD 08/19/2020 CALL .625% 08/19/2025-2021	98,877.00	100,000.00
100,000.000	3134GWVJ2 FREDDIE MAC DTD 9/30/2020 CALL .4% 09/30/2024-2021	99,505.00	100,000.00
100,000.000	3134GWWN3 FREDDIE MAC DTD 09/30/2020 CALL .6% 09/30/2025-2021	98,410.00	100,000.00
200,000.000	3135G06A6 FANNIE MAE DTD 10/20/2020 CALL .58% 10/20/2025-2021	197,212.00	200,000.00
100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5% 12/16/2024-2021	99,834.00	100,000.00
100,000.000	3135GA3W9 FANNIE MAE .6% 11/25/2025-2022	98,428.00	100,000.00
200,000.000	3136G46A6 FANNIE MAE DTD 10/27/2020 CALL .3% 10/27/2023-2021	200,042.00	200,000.00
205,000.000	3136G4A29 FANNIE MAE DTD 7/30/2020 CALL .55% 07/30/2024-2021	205,116.85	205,000.00
200,000.000	880591ER9 TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024	215,274.00	207,804.88
<b>Total</b>	<b>Taxable</b>	<b>2,351,506.08</b>	<b>2,357,999.42</b>
<b>Total</b>	<b>Fixed Income</b>	<b>2,351,506.08</b>	<b>2,357,999.42</b>
<b>Miscellaneous</b>			
Corp Bond-sma Taxable Bonds			
150,000.000	24422ERT8 JOHN DEERE CAPITAL CORP DTD 06/26/12 2.8% 01/27/2023	156,675.00	158,469.00
	<b>Total Taxable Bonds</b>	<b>156,675.00</b>	<b>158,469.00</b>
<b>Total</b>	<b>Corp Bond-sma</b>	<b>156,675.00</b>	<b>158,469.00</b>
<b>Miscellaneous Sundry Assets</b>			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
	<b>Total Documents</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>Miscellaneous Sundry Assets</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>Miscellaneous</b>	<b>156,675.00</b>	<b>158,469.00</b>



# Account Statement

Account Number: **1035003119**

March 01, 2021 To March 31, 2021

## Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
<b>Grand Total Assets</b>		<b>2,772,703.58</b>	<b>2,780,990.92</b>

## Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
<b>Balances Beginning Of Period</b>	40.11-	2,777,548.69	2,783,057.66
Prior Accruals			9,168.82-
Unrealized Depreciation This Period			1,225.37-
Current Accruals			5,524.19
Asset Activity	200,000.00	200,000.00-	200,000.00
Cash Management	205,844.26-	205,844.26	205,844.26-
Fees	425.63-	0.00	425.63-
Income	6,310.00	2,402.03-	6,310.00
Realized Gain/loss			0.00
Non Cash Asset Changes			
<b>Balances End Of Period</b>	<b>0.00</b>	<b>2,780,990.92</b>	<b>2,778,227.77</b>

## Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
<b>03/01/21</b>		<b>Beginning Balance</b>		<b>40.11-</b>	<b>2,777,548.69</b>
<b>Income</b>					
<b>Interest</b>					
03/01/21		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3133EEG79	INTEREST RCVD	2.64	
03/08/21		FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023 880591ER9	INTEREST RCVD	1,128.75	
03/15/21		TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024 3134GWVN3	INTEREST RCVD	2,875.00	
03/30/21		FREDDIE MAC DTD 09/30/2020 CALL .6% 09/30/2025-2021 3134GWVJ2	INTEREST RCVD	300.00	
03/30/21		FREDDIE MAC DTD 9/30/2020 CALL .4% 09/30/2024-2021 69353REW4	INTEREST RCVD	200.00	
03/30/21		PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	INTEREST RCVD	1,803.61	
<b>Total Interest</b>				<b>6,310.00</b>	<b>0.00</b>
<b>Total Income</b>				<b>6,310.00</b>	<b>0.00</b>

### Transaction Statement ( Continued )

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
<b>Asset Activity</b>					
<b>Assets Sold</b>					
03/30/21	200,000.000-	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	REDEEMED	200,000.00	200,000.00-
<b>Total Assets Sold</b>				200,000.00	200,000.00-
<b>Total Asset Activity</b>				200,000.00	200,000.00-
<b>Fees</b>					
03/26/21		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 03/20/2021	DISBURSEMENT	425.63-	
<b>Total Fees</b>				425.63-	0.00
<b>Cash Management</b>					
03/31/21	205,844.260	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	205,844.26-	205,844.26
<b>Total Cash Management</b>				205,844.26-	205,844.26
<b>Miscellaneous</b>					
03/08/21		3133EEG79 AMORTIZATION ON 105,000 UNITS FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023 EFFECTIVE 03/07/2021 TO ADJUST TAX LOT, AMORTIZATION = 921.52-	AMORTIZATION		921.52-
03/15/21		880591ER9 AMORTIZATION ON 200,000 UNITS TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024 TO ADJUST TAX LOT, AMORTIZATION = 1,065.79-	AMORTIZATION		1,065.79-
03/30/21		69353REW4 AMORTIZATION ON 200,000 UNITS PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021 TO ADJUST TAX LOT, AMORTIZATION = 414.72-	AMORTIZATION		414.72-
<b>Total Miscellaneous</b>				0.00	2,402.03-
03/31/21		<b>Ending Balance</b>		0.00	2,780,990.92

### 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.

Account Number: 1035003119

March 01, 2021 To March 31, 2021

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## Market Perspective

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WE HOPE THAT YOU AND YOURS ARE SAFE/HEALTHY DURING THESE CHALLENGING TIMES. PLEASE READ OUR QUARTERLY MARKET PERSPECTIVES AT [WWW.CBBANK.COM](http://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.

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## Tax Disclosure

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1099S WILL BE POST-MARKED ON OR BEFORE FEBRUARY 28TH UNLESS THE ACCOUNT HOLDS COMPLEX ASSETS (REITS, GNMA, FNMA, OTHER GOV'T AGY) OR MASTER LIMITED PARTNERSHIPS (MLPS). THE LATTER WILL BE POST-MARKED BY MARCH 18TH. MAILING OF FIDUCIARY TAX INFORMATION WILL BEGIN MID-FEBRUARY AND CONTINUE THROUGH EARLY APRIL.



**MINUTES  
REGULAR MEETING OF THE  
CANYON LAKE CITY COUNCIL  
Wednesday, April 7, 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](http://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](mailto: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](mailto: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 5:01 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 LEGAL COUNSEL – INITIATION OF LITIGATION –  
Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 1 case

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 – 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

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –  
Pursuant to paragraph (1) of subdivision (d) of Section 54956.9  
City of Canyon Lake, et al. v. Jensen, Riverside Superior Court Case No.  
CVRI2100821

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

The City Council entered Closed Session at 5:02 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 6:32 p.m.

### **INVOCATION**

Invocation was led by Mayor Pro Tem Smith.

### **FLAG SALUTE**

Flag Salute was led by Josh Steeber.

### **ROLL CALL**

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

Absent:

### **CLOSED SESSION REPORT**

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

## **APPROVAL OF THE CITY COUNCIL AGENDA**

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

## **CEREMONIAL MATTERS** *Presentations, Awards, Proclamations*

- Citizen of the Month

Mayor Castillo presented Josh Steeber with a certificate of recognition.

- Proclamation – DMV Donate Life Month

Mayor Castillo presented Erika Heranic with a Proclamation..

- Presentation by City Clerk Ana Sauseda

City Clerk Sauseda presented Mayor Castillo with a small cake in honor of her birthday on April 29<sup>th</sup>.

## **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 Board Treasurer Jeanne O'Dell 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 joined the meeting via teleconference and gave an update on behalf of the Canyon Lake Chamber of Commerce.

## **PUBLIC SAFETY UPDATE**

### ❖ Sheriff

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

### ❖ Fire

Mark League, Battalion Chief, gave an update on the statistics and answered questions from the Council.

❖ Code Enforcement

Ruby Manzano, Special Code Enforcement Office, gave an update on the statistics and answered questions from the Council. She also introduced Marlon Johnson as the City's newest Code Enforcement Officer.

**PUBLIC COMMENT**

There were no comments.

**CONSENT CALENDAR**

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2021-14, Approving Claims and Demands of the City
- (3) Minutes – Approval of City Council Minutes
  - March 24, 2021 – Special City Council Meeting
  - March 3, 2021 – Regular City Council Meeting

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

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

**PULLED CONSENT CALENDAR ITEMS**

No items were pulled.

**BUSINESS ITEMS**

- (4) Resolution – Adoption of Resolution No. 2021-16, Offering Support in Keeping Our Businesses Open and Providing Resources to The Business Community

Presentation by Mayor Pro Tem Smith.

There were no public comments.

**Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to adopt Resolution No. 2021-16.**

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

- (5) Resolution – Adoption of Resolution No. 2021-17, Approving the Employment Agreement with the City Manager

Presentation by City Attorney Graham.

There were no public comments.

**Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to Adopt Resolution No. 2021-17.**

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

- (6) Ordinance – Approve the Introduction and First Reading of Ordinance No. 206, an Ordinance of the City Council of the City of Canyon Lake, California, Amending Canyon Lake Municipal Code Chapter 2.40 Regarding Holidays Observed by the City

Presentation by City Clerk Sauseda.

There were no public comments.

**Motion and second by Mayor Pro Tem Smith/ Councilmember Welty to approve the Introduction and First Reading of Ordinance No. 206.**

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

- (7) Resolutions – City Policies
- Resolution No. 2021-18, Establishing a Social Media Policy
  - Resolution No. 2021-19, Establishing a Vehicle Use Policy
  - Resolution No. 2021-20, Adopting the Employee Handbook & Personnel Policy Manual

Presentation by City Manager Mann.

Mayor Pro Tem Smith left the dais at 7:46 p.m. and returned at 7:49 p.m.

The following members of the public commented on this item:

- Darcy Burke

Councilmember Ehrenkranz left the dais at 8:03 p.m. and returned at 8:07 p.m.

**Motion and second by Mayor Pro Tem Smith/ Councilmember Ehrenkranz to Adopt Resolutions No. 2021-18, 2021-19, and 2021-20.**

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

- (8) Resolution – Adoption of Resolution No. 2021-21, Authorizing the City Manager to Execute a Purchase Agreement with National Auto Fleet Group of Watsonville, California, for the Purchase of Two (2) Dodge Durango SUV's to be Used by the New Fire Department as Command Vehicles, with AQMD Funds

Presentation by Fire Consultant/Interim Fire Chief LaTendresse.

Councilmember Greene left the dais at 8:19 p.m. and returned at 8:22 p.m.

There were no public comments.

**Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to adopt Resolution No. 2021-21.**

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

- (9) Fire Department Startup Update – Presentation by Fire Consultant/Interim Fire Chief Jeff LaTendresse

Presentation by Fire Consultant/Interim Fire Chief LaTendresse.

### **CITY MANAGER COMMENTS**

City Manager Mann gave a few brief comments.

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

- **COUNCILMEMBER EHRENKRANZ**

Councilmember Ehrenkranz gave an update from WRCOG and Vector.

- **COUNCILMEMBER GREENE**

Councilmember Greene gave an update from the Emergency Preparedness Committee and RCA.

- **MAYOR PRO TEM SMITH**

Mayor Pro Tem Smith gave updates from SCAG and RTA.

- **COUNCILMEMBER WELTY**

Councilmember Welty gave an update from LESJWA.

- **MAYOR CASTILLO**

Mayor Castillo reminded everyone about the Essay Contest for high school seniors. She wished good luck to all the candidates running for POA Board and lastly, She congratulated Josh Steeber once again on being named Citizen of the Month.

**ANNOUNCEMENTS**

Mayor Castillo announced that the next City Council meeting would take place on Wednesday, April 7<sup>th</sup> at 5:30 p.m. for closed session and 6:30 p.m. for open session.

**ADJOURNMENT**

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

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Ana V. Sauseda, CMC  
City Clerk



**MINUTES  
SPECIAL MEETING OF THE  
CANYON LAKE CITY COUNCIL  
Monday, April 19, 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](http://www.canyonlakeca.gov), the City's Facebook page, Time Warner/Spectrum Channel 29, or on FIOS/Frontier Channel 39.

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**Open and Closed Session – 4:00 p.m.  
Canyon Lake 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 4:00 p.m.

**FLAG SALUTE**

Flag Salute was led by Mayor Pro Tem Smith.

**ROLL CALL**

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

**APPROVAL OF THE CITY COUNCIL AGENDA**

**Motion and second by Councilmember Greene/ Mayor Pro Tem Smith 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.

## **CLOSED SESSION**

### **CALL CLOSED SESSION TO ORDER**

Mayor Castillo called the meeting to order at 4:02 p.m.

### **ROLL CALL**

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

- A. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957 –  
THREAT TO PUBLIC SERVICES OR FACILITIES  
Consultation with: Fire Chief

Mayor Castillo announced that the City Council would move into closed session at 4:03 p.m.

### **CLOSED SESSION REPORT**

The Closed Session Report for this Special Meeting will be given at the next regularly scheduled meeting.

### **ANNOUNCEMENTS**

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

### **ADJOURNMENT**

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

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Ana V. Sauseda, CMC  
City Clerk

ORDINANCE NO. 206

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTER 2.40 OF THE CANYON LAKE MUNICIPAL CODE REGARDING HOLIDAYS OBSERVED BY THE CITY

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

**Section 1.** Canyon Lake Municipal Code Chapter 2.40 shall be amended to read as follows:

**CHAPTER 2.40: HOLIDAYS OBSERVED BY THE CITY**

Section

- 2.40.010 City Hall Hours.
- 2.40.020 City Holidays.
- 2.40.030 Observation of City Holidays.

**2.40.010 City Hall Hours.**

- (a) City Hall offices shall remain open Monday through Thursday from 8:00 a.m. to 5:00 p.m. except for legal holidays or closures as specified in this Chapter.
- (b) Nothing in this Chapter shall affect the hours of those offices which must remain open for the continuation of essential public services such as police and fire protection.

**2.40.020 City Holidays.**

- (a) The following days shall be legal holidays for the City:
  - (1) January 1st, known as “New Year’s Day.”
  - (2) The third Monday in January, known as “Dr. Martin Luther King, Jr. Day.”
  - (3) The third Monday in February, known as “Presidents’ Day.”
  - (4) The last Monday in May, known as “Memorial Day.”
  - (5) July 4th, known as “Independence Day.”
  - (6) The first Monday in September, known as “Labor Day.”
  - (7) The second Monday in October, known as “Columbus Day.”
  - (8) November 11th, known as “Veterans Day.”
  - (9) The Wednesday preceding Thanksgiving Day, known as the “Fall Closure.”

- (10) The fourth Thursday in November, known as “Thanksgiving Day.”
- (11) December 24, known as “Christmas Eve.”
- (12) December 25th, known as “Christmas Day.”
- (13) The days between Christmas Day and New Year’s Day (December 26 through December 31), known as the “Winter Closure.”
- (14) One (1) Floating Holiday.

(b) Holidays which fall on a Friday or Saturday shall be observed the preceding workday. Holidays which fall on a Sunday shall be observed the following Monday. This applies to all holidays observed with the exception of Christmas Eve, Christmas Day and New Year’s Day.

**2.40.030 Observation of City Holidays.**

The City Clerk shall on or before December 1<sup>st</sup> post a list of observed holiday dates for the following calendar year. Holidays falling on Sunday shall be observed on the following Monday. Holidays falling on a Friday or Saturday will be observed on the preceding Thursday.

**Section 2.    Effective Date**

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

**PASSED APPROVED AND ADOPTED** this 5th day of May, 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*

**BY:** Mike Borja, Administrative Services Manager

**DATE:** May 5, 2021

**SUBJECT:** Adoption of Resolution 2021-23, Ratifying the Commercial Lease Agreement Between the City and Witten Properties LLC, for Office Space Located at 31520 Railroad Canyon Road, Suite D

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### Recommendation

That the City Council adopt Resolution 2021-23 authorizing the ratification of the Commercial Lease Agreement with Witten Properties LLC.

### Background

The City's newest rental property located at the address of 31520 Railroad Canyon Road, has a total of four units, of which three units are currently occupied. To help with locating a qualified tenant for the remaining unit (suite D), the City utilized the services of Coldwell Banker Associated Brokers to assist in finding an approved tenant. Recently Coldwell Banker received the interest of Witten Properties LLC, and after extensive due diligence required by the City, it was determined and confirmed that Witten Properties LLC met the requirements needed to qualify as tenant for the unit.

Witten Properties LLC has agreed to a base rent of \$1,030 per month beginning on April 15, 2021, for approximately a period of one year, and terminating on April 30, 2022 unless a renewal or extension is agreed upon before the end date. This agreement meets one of several economic development goals set by the City Council by providing a reliable revenue stream over time in the City's investments.

As the City Council meets once per month, there was an immediate need by the City Manager to execute the agreement before the May 5, 2021 City Council meeting in order to secure the qualified and approved tenant. The lease agreement was signed and executed on April 15, 2021. It is staff's recommendation that the City Council adopt the resolution ratifying the Commercial Lease Agreement between the City of Canyon Lake and Witten Properties LLC.

### **Fiscal Impact**

This lease agreement will generate a monthly revenue of \$1,030, totaling to an annual revenue of \$12,360.

### **Attachments**

1. Resolution 2021-23
2. Commercial Lease Agreement – Witten Properties LLC

# ATTACHMENT 1



**RESOLUTION NO. 2021-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, RATIFYING THE COMMERCIAL LEASE AGREEMENT BETWEEN THE CITY AND WITTEN PROPERTIES LLC, FOR OFFICE SPACE LOCATED AT 31520 RAILROAD CANYON ROAD, SUITE D**

**WHEREAS**, 31520 Railroad Canyon Road, identified by the County’s Assessor Office, is a commercial property located in the City of Canyon Lake’s Towne Center; and

**WHEREAS**, this property was purchased by the City of Canyon Lake for investment purposes and the commercial development intent to seed the revitalization of the Canyon Lake Towne Center; and

**WHEREAS**, the available unit space identified as Suite D consist of approximately 825 square feet of interior space, is located downstairs and accessible through an entryway shared between all of the tenants in the building; and

**WHEREAS**, City staff has negotiated an agreement for a term of twelve (12) months beginning on April 15, 2021 with Witten Properties LLC at a monthly rate of \$1,030; and

**WHEREAS**, this agreement will produce a positive monthly revenue for the City, meeting the goal of providing a reliable revenue stream over time in the City’s investments; and

**WHEREAS**, the City Manager signed a lease agreement for the office space Suite D on April 15, 2021.

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

**Section 1.** The lease agreement signed by the City Manager on April 15, 2021 for the office space located at 31520 Railroad Canyon Road, Suite D, is hereby ratified.

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**Section 2.** The City Council authorizes the City Manager, or their designee, to do any and all things and to execute and deliver any and all documents and certificates which they may deem necessary or advisable in order to consummate the transactions authorized hereby, including but not limited to the execution of the any agreements, deeds, notes, the filing of any documents and otherwise effectuate the purpose of this Resolution.

**PASSED, APPROVED, AND ADOPTED** on this 5<sup>th</sup> day of May, 2021.

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Kasey Castillo, Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk

# ATTACHMENT 2





**COMMERCIAL LEASE AGREEMENT**

(C.A.R. Form CL, Revised 12/15)

Date (For reference only): April 14, 2021

City of Canyon Lake ("Landlord") and  
Witten Properties LLC, Charles Witten manager, ("Tenant") agree as follows:

1. **PROPERTY:** Landlord rents to Tenant and Tenant rents from Landlord, the real property and improvements described as: 31520 Railroad Canyon Rd, Canyon Lake, Ca 92587 Suite D ("Premises"), which comprise approximately 25.000 % of the total square footage of rentable space in the entire property. See exhibit \_\_\_\_\_ for a further description of the Premises.
2. **TERM:** The term begins on (date) April 15, 2021 ("Commencement Date"), (Check A or B):
  - A. Lease:** and shall terminate on (date) April 30, 2022 at 5:00  AM  PM. Any holding over after the term of this agreement expires, with Landlord's consent, shall create a month-to-month tenancy that either party may terminate as specified in paragraph 2B. Rent shall be at a rate equal to the rent for the immediately preceding month, payable in advance. All other terms and conditions of this agreement shall remain in full force and effect.
  - B. Month-to-month:** and continues as a month-to-month tenancy. Either party may terminate the tenancy by giving written notice to the other at least 30 days prior to the intended termination date, subject to any applicable laws. Such notice may be given on any date.
  - C. RENEWAL OR EXTENSION TERMS:** See attached addendum \_\_\_\_\_.
3. **BASE RENT:**
  - A. Tenant agrees to pay Base Rent at the rate of (CHECK ONE ONLY):**
    - (1) \$1,030.00 per month, for the term of the agreement.
    - (2) \$ \_\_\_\_\_ per month, for the first 12 months of the agreement. Commencing with the 13th month, and upon expiration of each 12 months thereafter, rent shall be adjusted according to any increase in the U.S. Consumer Price Index of the Bureau of Labor Statistics of the Department of Labor for All Urban Consumers ("CPI") for \_\_\_\_\_ (the city nearest the location of the Premises), based on the following formula: Base Rent will be multiplied by the most current CPI preceding the first calendar month during which the adjustment is to take effect, and divided by the most recent CPI preceding the Commencement Date. In no event shall any adjusted Base Rent be less than the Base Rent for the month immediately preceding the adjustment. If the CPI is no longer published, then the adjustment to Base Rent shall be based on an alternate index that most closely reflects the CPI.
    - (3) \$ \_\_\_\_\_ per month for the period commencing \_\_\_\_\_ and ending \_\_\_\_\_ and \$ \_\_\_\_\_ per month for the period commencing \_\_\_\_\_ and ending \_\_\_\_\_ and \$ \_\_\_\_\_ per month for the period commencing \_\_\_\_\_ and ending \_\_\_\_\_.
    - (4) In accordance with the attached rent schedule.
    - (5) Other: \_\_\_\_\_.
  - B. Base Rent is payable in advance on the 1st (or  \_\_\_\_\_) day of each calendar month, and is delinquent on the next day.**
  - C. If the Commencement Date falls on any day other than the first day of the month, Base Rent for the first calendar month shall be prorated based on a 30-day period. If Tenant has paid one full month's Base Rent in advance of Commencement Date, Base Rent for the second calendar month shall be prorated based on a 30-day period.**
4. **RENT:**
  - A. Definition:** ("Rent") shall mean all monetary obligations of Tenant to Landlord under the terms of this agreement, except security deposit.
  - B. Payment:** Rent shall be paid to (Name) \_\_\_\_\_ at (address) \_\_\_\_\_ location specified by Landlord in writing to Tenant. or at any other \_\_\_\_\_.
  - C. Timing:** Base Rent shall be paid as specified in paragraph 3. All other Rent shall be paid within 30 days after Tenant is billed by Landlord.
5. **EARLY POSSESSION:** Tenant is entitled to possession of the Premises on \_\_\_\_\_. If Tenant is in possession prior to the Commencement Date, during this time (i) Tenant is not obligated to pay Base Rent, and (ii) Tenant  is  is not obligated to pay Rent other than Base Rent. Whether or not Tenant is obligated to pay Rent prior to Commencement Date, Tenant is obligated to comply with all other terms of this agreement.
6. **SECURITY DEPOSIT:**
  - A. Tenant agrees to pay Landlord \$1,030.00 as a security deposit. Tenant agrees not to hold Broker responsible for its return. (IF CHECKED:)  If Base Rent increases during the term of this agreement, Tenant agrees to increase security deposit by the same proportion as the increase in Base Rent.**
  - B. All or any portion of the security deposit may be used, as reasonably necessary, to: (i) cure Tenant's default in payment of Rent, late charges, non-sufficient funds ("NSF") fees, or other sums due; (ii) repair damage, excluding ordinary wear and tear, caused by Tenant or by a guest or licensee of Tenant; (iii) broom clean the Premises, if necessary, upon termination of tenancy; and (iv) cover any other unfulfilled obligation of Tenant. SECURITY DEPOSIT SHALL NOT BE USED BY TENANT IN LIEU OF PAYMENT OF LAST MONTH'S RENT. If all or any portion of the security deposit is used during tenancy, Tenant agrees to reinstate the total security deposit within 5 days after written notice is delivered to Tenant. Within 30 days after Landlord receives possession of the Premises, Landlord shall: (i) furnish Tenant an itemized statement indicating the amount of any security deposit received and the basis for its disposition, and (ii) return any remaining portion of security deposit to Tenant. However, if the Landlord's only claim upon the security deposit is for unpaid Rent, then the remaining portion of the security deposit, after deduction of unpaid Rent, shall be returned within 14 days after the Landlord receives possession.**
  - C. No interest will be paid on security deposit, unless required by local ordinance.**

Landlord's Initials ( ) ( )

Tenant's Initials ( ) ( )



7. **PAYMENTS:**

	TOTAL DUE	PAYMENT RECEIVED	BALANCE DUE	DUE DATE
A. Rent: From <u>07/15/21</u> To <u>08/31/2021</u> Date Date	\$ <u>1,545.00</u>	\$ _____	\$ <u>1,545.00</u>	_____
B. Security Deposit .....	\$ <u>1,030.00</u>	\$ _____	\$ <u>1,030.00</u>	_____
C. Other: _____ Category	\$ _____	\$ _____	\$ _____	_____
D. Other: _____ Category	\$ _____	\$ _____	\$ _____	_____
E. Total: .....	\$ <u>2,575.00</u>	\$ _____	\$ <u>2,575.00</u>	_____

8. **PARKING:** Tenant is entitled to public unreserved and 0 reserved vehicle parking spaces. The right to parking  is  is not included in the Base Rent charged pursuant to paragraph 3. If not included in the Base Rent, the parking rental fee shall be an additional \$ \_\_\_\_\_ per month. Parking space(s) are to be used for parking operable motor vehicles, except for trailers, boats, campers, buses or trucks (other than pick-up trucks). Tenant shall park in assigned space(s) only. Parking space(s) are to be kept clean. Vehicles leaking oil, gas or other motor vehicle fluids shall not be parked in parking spaces or on the Premises. Mechanical work or storage of inoperable vehicles is not allowed in parking space(s) or elsewhere on the Premises. No overnight parking is permitted.

9. **ADDITIONAL STORAGE:** Storage is permitted as follows: Suite D only. The right to additional storage space  is  is not included in the Base Rent charged pursuant to paragraph 3. If not included in Base Rent, storage space shall be an additional \$ \_\_\_\_\_ per month. Tenant shall store only personal property that Tenant owns, and shall not store property that is claimed by another, or in which another has any right, title, or interest. Tenant shall not store any improperly packaged food or perishable goods, flammable materials, explosives, or other dangerous or hazardous material. Tenant shall pay for, and be responsible for, the clean-up of any contamination caused by Tenant's use of the storage area.

10. **LATE CHARGE; INTEREST; NSF CHECKS:** Tenant acknowledges that either late payment of Rent or issuance of a NSF check may cause Landlord to incur costs and expenses, the exact amount of which are extremely difficult and impractical to determine. These costs may include, but are not limited to, processing, enforcement and accounting expenses, and late charges imposed on Landlord. If any installment of Rent due from Tenant is not received by Landlord within **5 calendar days** after date due, or if a check is returned NSF, Tenant shall pay to Landlord, respectively, \$50.00 as late charge, plus 10% interest per annum on the delinquent amount and \$25.00 as a NSF fee, any of which shall be deemed additional Rent. Landlord and Tenant agree that these charges represent a fair and reasonable estimate of the costs Landlord may incur by reason of Tenant's late or NSF payment. Any late charge, delinquent interest, or NSF fee due shall be paid with the current installment of Rent. Landlord's acceptance of any late charge or NSF fee shall not constitute a waiver as to any default of Tenant. Landlord's right to collect a Late Charge or NSF fee shall not be deemed an extension of the date Rent is due under paragraph 4, or prevent Landlord from exercising any other rights and remedies under this agreement, and as provided by law.

11. **CONDITION OF PREMISES:** Tenant has examined the Premises and acknowledges that Premise is clean and in operative condition, with the following exceptions: \_\_\_\_\_  
Items listed as exceptions shall be dealt with in the following manner: \_\_\_\_\_

12. **ZONING AND LAND USE:** Tenant accepts the Premises subject to all local, state and federal laws, regulations and ordinances ("Laws"). Landlord makes no representation or warranty that Premises are now or in the future will be suitable for Tenant's use. Tenant has made its own investigation regarding all applicable Laws.

13. **TENANT OPERATING EXPENSES:** Tenant agrees to pay for all utilities and services directly billed to Tenant. Tenant responsible for electricity, telephone, internet and TV, landlord responsible for natural gas and water

14. **PROPERTY OPERATING EXPENSES:**  
A. Tenant agrees to pay its proportionate share of Landlord's estimated monthly property operating expenses, including but not limited to, common area maintenance, consolidated utility and service bills, insurance, and real property taxes, based on the ratio of the square footage of the Premises to the total square footage of the rentable space in the entire property. \_\_\_\_\_

OR B.  (If checked) Paragraph 14 does not apply.

15. **USE:** The Premises are for the sole use as Witten Properties LLC. No other use is permitted without Landlord's prior written consent. If any use by Tenant causes an increase in the premium on Landlord's existing property insurance, Tenant shall pay for the increased cost. Tenant will comply with all Laws affecting its use of the Premises.

16. **RULES/REGULATIONS:** Tenant agrees to comply with all rules and regulations of Landlord (and, if applicable, Owner's Association) that are at any time posted on the Premises or delivered to Tenant. Tenant shall not, and shall ensure that guests and licensees of Tenant do not, disturb, annoy, endanger, or interfere with other tenants of the building or neighbors, or use the Premises for any unlawful purposes, including, but not limited to, using, manufacturing, selling, storing, or transporting illicit drugs or other contraband, or violate any law or ordinance, or committing a waste or nuisance on or about the Premises.

17. **MAINTENANCE:**  
A. Tenant OR  (if checked, Landlord) shall professionally maintain the Premises including heating, air conditioning, electrical, plumbing and water systems, if any, and keep glass, windows and doors in operable and safe condition. Unless Landlord is checked, if Tenant fails to maintain the Premises, Landlord may contract for or perform such maintenance, and charge Tenant for Landlord's cost.  
B. Landlord OR  (if checked, Tenant) shall maintain the roof, foundation, exterior walls, common areas and \_\_\_\_\_

Landlord's Initials ( ) ( )

Tenant's Initials ( ) ( )



- 18. **ALTERATIONS:** Tenant shall not make any alterations in or about the Premises, including installation of trade fixtures and signs, without Landlord's prior written consent, which shall not be unreasonably withheld. Any alterations to the Premises shall be done according to Law and with required permits. Tenant shall give Landlord advance notice of the commencement date of any planned alteration, so that Landlord, at its option, may post a Notice of Non-Responsibility to prevent potential liens against Landlord's interest in the Premises. Landlord may also require Tenant to provide Landlord with lien releases from any contractor performing work on the Premises.
- 19. **GOVERNMENT IMPOSED ALTERATIONS:** Any alterations required by Law as a result of Tenant's use shall be Tenant's responsibility. Landlord shall be responsible for any other alterations required by Law.
- 20. **ENTRY:** Tenant shall make Premises available to Landlord or Landlord's agent for the purpose of entering to make inspections, necessary or agreed repairs, alterations, or improvements, or to supply necessary or agreed services, or to show Premises to prospective or actual purchasers, tenants, mortgagees, lenders, appraisers, or contractors. Landlord and Tenant agree that 24 hours notice (oral or written) shall be reasonable and sufficient notice. In an emergency, Landlord or Landlord's representative may enter Premises at any time without prior notice.
- 21. **SIGNS:** Tenant authorizes Landlord to place a FOR SALE sign on the Premises at any time, and a FOR LEASE sign on the Premises within the 90 (or  \_\_\_\_\_) day period preceding the termination of the agreement.
- 22. **SUBLETTING/ASSIGNMENT:** Tenant shall not sublet or encumber all or any part of Premises, or assign or transfer this agreement or any interest in it, without the prior written consent of Landlord, which shall not be unreasonably withheld. Unless such consent is obtained, any subletting, assignment, transfer, or encumbrance of the Premises, agreement, or tenancy, by voluntary act of Tenant, operation of law, or otherwise, shall be null and void, and, at the option of Landlord, terminate this agreement. Any proposed sublessee, assignee, or transferee shall submit to Landlord an application and credit information for Landlord's approval, and, if approved, sign a separate written agreement with Landlord and Tenant. Landlord's consent to any one sublease, assignment, or transfer, shall not be construed as consent to any subsequent sublease, assignment, or transfer, and does not release Tenant of Tenant's obligation under this agreement.
- 23. **POSSESSION:** If Landlord is unable to deliver possession of Premises on Commencement Date, such date shall be extended to the date on which possession is made available to Tenant. However, the expiration date shall remain the same as specified in paragraph 2. If Landlord is unable to deliver possession within 60 (or  \_\_\_\_\_) calendar days after the agreed Commencement Date, Tenant may terminate this agreement by giving written notice to Landlord, and shall be refunded all Rent and security deposit paid.
- 24. **TENANT'S OBLIGATIONS UPON VACATING PREMISES:** Upon termination of agreement, Tenant shall: (i) give Landlord all copies of all keys or opening devices to Premises, including any common areas; (ii) vacate Premises and surrender it to Landlord empty of all persons and personal property; (iii) vacate all parking and storage spaces; (iv) deliver Premises to Landlord in the same condition as referenced in paragraph 11; (v) clean Premises; (vi) give written notice to Landlord of Tenant's forwarding address; and (vii) 30 day written notice, carpets to be professionally cleaned at move-out.  
All improvements installed by Tenant, with or without Landlord's consent, become the property of Landlord upon termination. Landlord may nevertheless require Tenant to remove any such improvement that did not exist at the time possession was made available to Tenant.
- 25. **BREACH OF CONTRACT/EARLY TERMINATION:** In event Tenant, prior to expiration of this agreement, breaches any obligation in this agreement, abandons the premises, or gives notice of tenant's intent to terminate this tenancy prior to its expiration, in addition to any obligations established by paragraph 24, Tenant shall also be responsible for lost rent, rental commissions, advertising expenses, and painting costs necessary to ready Premises for re-rental. Landlord may also recover from Tenant: (i) the worth, at the time of award, of the unpaid Rent that had been earned at the time of termination; (ii) the worth, at the time of award, of the amount by which the unpaid Rent that would have been earned after expiration until the time of award exceeds the amount of such rental loss the Tenant proves could have been reasonably avoided; and (iii) the worth, at the time of award, of the amount by which the unpaid Rent for the balance of the term after the time of award exceeds the amount of such rental loss that Tenant proves could be reasonably avoided. Landlord may elect to continue the tenancy in effect for so long as Landlord does not terminate Tenant's right to possession, by either written notice of termination of possession or by reletting the Premises to another who takes possession, and Landlord may enforce all Landlord's rights and remedies under this agreement, including the right to recover the Rent as it becomes due.
- 26. **DAMAGE TO PREMISES:** If, by no fault of Tenant, Premises are totally or partially damaged or destroyed by fire, earthquake, accident or other casualty, Landlord shall have the right to restore the Premises by repair or rebuilding. If Landlord elects to repair or rebuild, and is able to complete such restoration within 90 days from the date of damage, subject to the terms of this paragraph, this agreement shall remain in full force and effect. If Landlord is unable to restore the Premises within this time, or if Landlord elects not to restore, then either Landlord or Tenant may terminate this agreement by giving the other written notice. Rent shall be abated as of the date of damage. The abated amount shall be the current monthly Base Rent prorated on a 30-day basis. If this agreement is not terminated, and the damage is not repaired, then Rent shall be reduced based on the extent to which the damage interferes with Tenant's reasonable use of the Premises. If total or partial destruction or damage occurs as a result of an act of Tenant or Tenant's guests, (i) only Landlord shall have the right, at Landlord's sole discretion, within 30 days after such total or partial destruction or damage to treat the lease as terminated by Tenant, and (ii) Landlord shall have the right to recover damages from Tenant.
- 27. **HAZARDOUS MATERIALS:** Tenant shall not use, store, generate, release or dispose of any hazardous material on the Premises or the property of which the Premises are part. However, Tenant is permitted to make use of such materials that are required to be used in the normal course of Tenant's business provided that Tenant complies with all applicable Laws related to the hazardous materials. Tenant is responsible for the cost of removal and remediation, or any clean-up of any contamination caused by Tenant.
- 28. **CONDEMNATION:** If all or part of the Premises is condemned for public use, either party may terminate this agreement as of the date possession is given to the condemner. All condemnation proceeds, exclusive of those allocated by the condemner to Tenant's relocation costs and trade fixtures, belong to Landlord.
- 29. **INSURANCE:** Tenant's personal property, fixtures, equipment, inventory and vehicles are not insured by Landlord against loss or damage due to fire, theft, vandalism, rain, water, criminal or negligent acts of others, or any other cause. Tenant is to carry Tenant's own property insurance to protect Tenant from any such loss. In addition, Tenant shall carry (i) liability insurance in an amount of not less than \$ \_\_\_\_\_ and (ii) property insurance in an amount sufficient to cover the replacement cost of the property if Tenant is responsible for maintenance under paragraph 17B. Tenant's insurance shall name Landlord and Landlord's agent as additional insured. Tenant, upon Landlord's request, shall provide Landlord with a certificate of insurance establishing Tenant's compliance. Landlord shall maintain liability insurance insuring Landlord, but not Tenant, in an amount of at least \$ \_\_\_\_\_, plus property insurance in an amount sufficient to cover the replacement cost of the property unless Tenant is responsible for maintenance pursuant to paragraph 17B. Tenant is advised to carry business interruption insurance in an amount at least sufficient to cover Tenant's complete rental obligation to Landlord. Landlord is advised to obtain a policy of rental loss insurance. Both Landlord and Tenant release each other, and waive their respective rights to subrogation against each other, for loss or damage covered by insurance.

Landlord's Initials ( ) ( )

Tenant's Initials ( ) ( )

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COMMERCIAL LEASE AGREEMENT (CL PAGE 3 OF 6)



- 30. **TENANCY STATEMENT (ESTOPPEL CERTIFICATE):** Tenant shall execute and return a tenancy statement (estoppel certificate), delivered to Tenant by Landlord or Landlord's agent, within 3 days after its receipt. The tenancy statement shall acknowledge that this agreement is unmodified and in full force, or in full force as modified, and state the modifications. Failure to comply with this requirement: (i) shall be deemed Tenant's acknowledgment that the tenancy statement is true and correct, and may be relied upon by a prospective lender or purchaser; and (ii) may be treated by Landlord as a material breach of this agreement. Tenant shall also prepare, execute, and deliver to Landlord any financial statement (which will be held in confidence) reasonably requested by a prospective lender or buyer.
- 31. **LANDLORD'S TRANSFER:** Tenant agrees that the transferee of Landlord's interest shall be substituted as Landlord under this agreement. Landlord will be released of any further obligation to Tenant regarding the security deposit, only if the security deposit is returned to Tenant upon such transfer, or if the security deposit is actually transferred to the transferee. For all other obligations under this agreement, Landlord is released of any further liability to Tenant, upon Landlord's transfer.
- 32. **SUBORDINATION:** This agreement shall be subordinate to all existing liens and, at Landlord's option, the lien of any first deed of trust or first mortgage subsequently placed upon the real property of which the Premises are a part, and to any advances made on the security of the Premises, and to all renewals, modifications, consolidations, replacements, and extensions. However, as to the lien of any deed of trust or mortgage entered into after execution of this agreement, Tenant's right to quiet possession of the Premises shall not be disturbed if Tenant is not in default and so long as Tenant pays the Rent and observes and performs all of the provisions of this agreement, unless this agreement is otherwise terminated pursuant to its terms. If any mortgagee, trustee, or ground lessor elects to have this agreement placed in a security position prior to the lien of a mortgage, deed of trust, or ground lease, and gives written notice to Tenant, this agreement shall be deemed prior to that mortgage, deed of trust, or ground lease, or the date of recording.
- 33. **TENANT REPRESENTATIONS; CREDIT:** Tenant warrants that all statements in Tenant's financial documents and rental application are accurate. Tenant authorizes Landlord and Broker(s) to obtain Tenant's credit report at time of application and periodically during tenancy in connection with approval, modification, or enforcement of this agreement. Landlord may cancel this agreement: (i) before occupancy begins, upon disapproval of the credit report(s); or (ii) at any time, upon discovering that information in Tenant's application is false. A negative credit report reflecting on Tenant's record may be submitted to a credit reporting agency, if Tenant fails to pay Rent or comply with any other obligation under this agreement.
- 34. **CONSTRUCTION-RELATED ACCESSIBILITY STANDARDS:** Landlord states that the Premises  has, or  has not been inspected by a Certified Access Specialist. If so, Landlord states that the Premises  has, or  has not been determined to meet all applicable construction-related accessibility standards pursuant to Civil Code Section 55.53.
- 35. **DISPUTE RESOLUTION:**

- A. **MEDIATION:** Tenant and Landlord agree to mediate any dispute or claim arising between them out of this agreement, or any resulting transaction, before resorting to arbitration or court action, subject to paragraph 35B(2) below. Paragraphs 35B(2) and (3) apply whether or not the arbitration provision is initiated. Mediation fees, if any, shall be divided equally among the parties involved. If for any dispute or claim to which this paragraph applies, any party commences an action without first attempting to resolve the matter through mediation, or refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney fees, even if they would otherwise be available to that party in any such action. THIS MEDIATION PROVISION APPLIES WHETHER OR NOT THE ARBITRATION PROVISION IS INITIALED.
- B. **ARBITRATION OF DISPUTES:** (1) Tenant and Landlord agree that any dispute or claim in Law or equity arising between them out of this agreement or any resulting transaction, which is not settled through mediation, shall be decided by neutral, binding arbitration, including and subject to paragraphs 35B(2) and (3) below. The arbitrator shall be a retired judge or justice, or an attorney with at least 5 years of real estate transactional law experience, unless the parties mutually agree to a different arbitrator, who shall render an award in accordance with substantive California Law. In all other respects, the arbitration shall be conducted in accordance with Part III, Title 9 of the California Code of Civil Procedure. Judgment upon the award of the arbitrator(s) may be entered in any court having jurisdiction. The parties shall have the right to discovery in accordance with Code of Civil Procedure §1283.05.  
 (2) **EXCLUSIONS FROM MEDIATION AND ARBITRATION:** The following matters are excluded from Mediation and Arbitration hereunder: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage, or installment land sale contract as defined in Civil Code §2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic's lien; (iv) any matter that is within the jurisdiction of a probate, small claims, or bankruptcy court; and (v) an action for bodily injury or wrongful death, or for latent or patent defects to which Code of Civil Procedure §337.1 or §337.15 applies. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a violation of the mediation and arbitration provisions.  
 (3) **BROKERS:** Tenant and Landlord agree to mediate and arbitrate disputes or claims involving either or both Brokers, provided either or both Brokers shall have agreed to such mediation or arbitration, prior to, or within a reasonable time after the dispute or claim is presented to Brokers. Any election by either or both Brokers to participate in mediation or arbitration shall not result in Brokers being deemed parties to the agreement.

**"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."**

**"WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION."**

Landlord's Initials \_\_\_\_\_ / \_\_\_\_\_ Tenant's Initials \_\_\_\_\_ / \_\_\_\_\_

Landlord's Initials ( ) ( )

Tenant's Initials ( ) ( )



Premises: 31520 Railroad Canyon Rd, Canyon Lake, Ca 92587 Suite D Date April 14, 2021

36. **JOINT AND INDIVIDUAL OBLIGATIONS:** If there is more than one Tenant, each one shall be individually and completely responsible for the performance of all obligations of Tenant under this agreement, jointly with every other Tenant, and individually, whether or not in possession.

37. **NOTICE:** Notices may be served by mail, facsimile, or courier at the following address or location, or at any other location subsequently designated:

Landlord: City of Canyon Lake

Tenant: Witten Properties LLC,, Charles Witten manager

Notice is deemed effective upon the earliest of the following: (i) personal receipt by either party or their agent; (ii) written acknowledgement of notice; or (iii) 5 days after mailing notice to such location by first class mail, postage pre-paid.

38. **WAIVER:** The waiver of any breach shall not be construed as a continuing waiver of the same breach or a waiver of any subsequent breach.

39. **INDEMNIFICATION:** Tenant shall indemnify, defend and hold Landlord harmless from all claims, disputes, litigation, judgments and attorney fees arising out of Tenant's use of the Premises.

40. **OTHER TERMS AND CONDITIONS/SUPPLEMENTS:** no smoking on premises  
Rent to be paid by bank check, deposit or money order, deposit to be paid by cashiers check or money order.  
Access to electrical room requires a 48 hour notice for access  
Landlord to have full access to property with 24 hour notice  
If there is a problem or emergency notify :

The following ATTACHED supplements/exhibits are incorporated in this agreement:  Option Agreement (C.A.R. Form OA)

Addendum 1

41. **ATTORNEY FEES:** In any action or proceeding arising out of this agreement, the prevailing party between Landlord and Tenant shall be entitled to reasonable attorney fees and costs from the non-prevailing Landlord or Tenant, except as provided in paragraph 35A.

42. **ENTIRE CONTRACT:** Time is of the essence. All prior agreements between Landlord and Tenant are incorporated in this agreement, which constitutes the entire contract. It is intended as a final expression of the parties' agreement, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this agreement constitutes the complete and exclusive statement of its terms, and that no extrinsic evidence whatsoever may be introduced in any judicial or other proceeding, if any, involving this agreement. Any provision of this agreement that is held to be invalid shall not affect the validity or enforceability of any other provision in this agreement. This agreement shall be binding upon, and inure to the benefit of, the heirs, assignees and successors to the parties.

43. **BROKERAGE:** Landlord and Tenant shall each pay to Broker(s) the fee agreed to, if any, in a separate written agreement. Neither Tenant nor Landlord has utilized the services of, or for any other reason owes compensation to, a licensed real estate broker (individual or corporate), agent, finder, or other entity, other than as named in this agreement, in connection with any act relating to the Premises, including, but not limited to, inquiries, introductions, consultations, and negotiations leading to this agreement. Tenant and Landlord each agree to indemnify, defend and hold harmless the other, and the Brokers specified herein, and their agents, from and against any costs, expenses, or liability for compensation claimed inconsistent with the warranty and representation in this paragraph 43.

44. **AGENCY CONFIRMATION:** The following agency relationships are hereby confirmed for this transaction:  
Listing Agent: Coldwell Banker Assoc Brkr/CL (Print Firm Name) is the agent of (check one):  
 the Landlord exclusively; or  both the Tenant and Landlord.  
Selling Agent: Carlisle Realty and Lending (Print Firm Name) (if not same as Listing Agent) is the agent of (check one):  
 the Tenant exclusively; or  the Landlord exclusively; or  both the Tenant and Landlord.  
Real Estate Brokers are not parties to the agreement between Tenant and Landlord.

Landlord's Initials ( ) ( )

Tenant's Initials ( ) ( )

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COMMERCIAL LEASE AGREEMENT (CL PAGE 5 OF 6)



Landlord and Tenant acknowledge and agree that Brokers: (i) do not guarantee the condition of the Premises; (ii) cannot verify representations made by others; (iii) will not verify zoning and land use restrictions; (iv) cannot provide legal or tax advice; (v) will not provide other advice or information that exceeds the knowledge, education or experience required to obtain a real estate license. Furthermore, if Brokers are not also acting as Landlord in this agreement, Brokers: (vi) do not decide what rental rate a Tenant should pay or Landlord should accept; and (vii) do not decide upon the length or other terms of tenancy. Landlord and Tenant agree that they will seek legal, tax, insurance, and other desired assistance from appropriate professionals.

Tenant \_\_\_\_\_ Date \_\_\_\_\_

Witten Properties LLC., Charles Witten manager

(Print name)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Tenant \_\_\_\_\_ Date \_\_\_\_\_

(Print name)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**GUARANTEE:** In consideration of the execution of this Agreement by and between Landlord and Tenant and for valuable consideration, receipt of which is hereby acknowledged, the undersigned ("Guarantor") does hereby: (i) guarantee unconditionally to Landlord and Landlord's agents, successors and assigns, the prompt payment of Rent or other sums that become due pursuant to this Agreement, including any and all court costs and attorney fees included in enforcing the Agreement; (ii) consent to any changes, modifications or alterations of any term in this Agreement agreed to by Landlord and Tenant; and (iii) waive any right to require Landlord and/or Landlord's agents to proceed against Tenant for any default occurring under this Agreement before seeking to enforce this Guarantee.

Guarantor (Print Name) \_\_\_\_\_

Guarantor \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**Landlord agrees to rent the Premises on the above terms and conditions.**

Landlord \_\_\_\_\_ Date \_\_\_\_\_

(owner or agent with authority to enter into this agreement) City of Canyon Lake

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Landlord \_\_\_\_\_ Date \_\_\_\_\_

(owner or agent with authority to enter into this agreement)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Agency relationships are confirmed as above. Real estate brokers who are not also Landlord in this agreement are not a party to the agreement between Landlord and Tenant.

Real Estate Broker (Leasing Firm) Carlisle Realty and Lending DRE Lic. # \_\_\_\_\_

By (Agent) \_\_\_\_\_ DRE Lic. # 020646761 Date \_\_\_\_\_

Elizabeth Witten

Address \_\_\_\_\_ City Canyon Lake State CA Zip 92587

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Real Estate Broker (Listing Firm) Coldwell Banker Assoc Brkr/CL DRE Lic. # 00939614

By (Agent) \_\_\_\_\_ DRE Lic. # 01053178 Date \_\_\_\_\_

Jacqueline Geer

Address 31620 Railroad Canyon Rd City Canyon Lake State CA Zip 92587-9476

Telephone (951)640-7062 Fax (951)244-5306 E-mail jackie@coldwellbankerab.com

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COMMERCIAL LEASE CONSTRUCTION ACCESSIBILITY ADDENDUM

(C.A.R. Form CLCA, 11/16)

This is an addendum to the Commercial Lease Agreement (lease) dated April 14, 2021 in which City of Canyon Lake is referred to as "Landlord" and Witten Properties LLC,, Charles Witten manager is referred to as "Tenant". Paragraph 34 of the lease is deleted in its entirety and replaced by the following;

Paragraph 34. CONSTRUCTION-RELATED ACCESSIBILITY STANDARDS:

- A. Landlord states that the Premises have, or have not been inspected by a Certified Access Specialist (CASp).
B. If the Premises have been inspected by a CASp, (1) Landlord states that the Premises have, or have not been determined to meet all applicable construction-related accessibility standards pursuant to Civil Code Section 55.53.
C. If the Premises have not been inspected by a CASp or a certificate was not issued by the CASp who conducted the inspection, "A Certified Access Specialist (CASp) can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law.
D. Notwithstanding anything to the contrary in paragraph 17, 18, 19 or elsewhere in the lease, any repairs or modifications necessary to correct violations of construction related accessibility standards to the Premises are the responsibility of Tenant, Landlord, or Other AS IS

Tenant (Signature) Date
Tenant (Print name) Witten Properties LLC,, Charles Witten manager
Tenant (Signature) Date
Tenant (Print name)
Landlord (Signature) Date
Landlord (Print name) City of Canyon Lake
Landlord (Signature) Date
Landlord (Print name)

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Reviewed by



CLCA REVISED 11/16 (PAGE 1 OF 1)

COMMERCIAL LEASE CONSTRUCTION ACCESSIBILITY ADDENDUM (CLCA PAGE 1 OF 1)



ADDENDUM

(C.A.R. Form ADM, Revised 12/15)

No. 1

The following terms and conditions are hereby incorporated in and made a part of the: [ ] Purchase Agreement, [ ] Residential Lease or Month-to-Month Rental Agreement, [ ] Transfer Disclosure Statement (Note: An amendment to the TDS may give the Buyer a right to rescind), [X] Other Commercial lease agreement dated April 14, 2021, on property known as 31520 Railroad Canyon Rd Ste D Canyon Lake, CA 92587-9499

in which Witten Properties LLC,, Charles Witten manager is referred to as ("Buyer/Tenant") and City of Canyon Lake is referred to as ("Seller/Landlord").

Charles J. Witten(undersigned representative of Witten properties, LLC) personally and individually guarantees unconditionally full and prompt payment of past,present and future obligations due under this lease agreement for the Witten properties LLD and any successor in interest, corporate or non-corporate, in Witten Properties, LLC's business.

Tenant agrees to have carpet cleaned prior to moveout at end of lease/moveout
No modifications or changes unless tenant receives written authorization from landlord
Tenant agrees to install carpet at their expense,landlord to approve whatever carpet they plan prior to installation. first three months rent free
Rent is due 1st of every month

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this document.

Date Buyer/Tenant Witten Properties LLC,, Charles Witten manager Seller/Landlord City of Canyon Lake

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## STAFF REPORT

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

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

**BY:** Jim Morrissey, City Planner

**DATE:** May 5, 2021

**SUBJECT:** Introduction and First Reading of Ordinance No. 207, an Ordinance of the City Council of the City of Canyon Lake, California, to Update the Local Development Mitigation Fee for Funding the Preservation of Natural Ecosystems in accordance with the Western Riverside County Multiple Species Habitat Conservation Plan and LDMF Resolution; and Adoption of Resolution No. 2021-24, A Resolution of the City Council of the City of Canyon Lake, California, Establishing the Western Riverside County Multiple Species Habitat Conservation Plan Local Development Mitigation Fee Applicable to All Developments in the Plan Area

---

### Recommendation

That the City Council:

1. Approve the Introduction and First Reading of Ordinance No. 207 amending and updating the City of Canyon Lake's MSHCP Ordinance; and
2. Adopt the attached Resolution No. 2021-24 adopting a MSHCP Local Development Mitigation Fee schedule.

### Background

The City of Canyon Lake is a Member Agency of the Western Riverside County Regional Conservation Authority (RCA), a joint powers authority comprised of the County of Riverside and the eighteen (18) cities located in western Riverside County. The RCA was formed to acquire, administer, operate, and maintain land and facilities to establish habitat reserves for the conservation and protection of species covered by the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP or Plan).

The Western Riverside County MSHCP, originally adopted in 2004, is a comprehensive, multi-jurisdictional Habitat Conservation Plan (HCP) focusing on the permanent conservation of 500,000 acres and the protection of 146 species, including 33 that are currently listed as threatened or endangered. The MSHCP was developed in response to

developments to transportation and infrastructure, while addressing the requirements of the State and federal Endangered Species Acts (ESA). The MSHCP serves as an HCP pursuant to Section 10(a)(1)(B) of the federal Endangered Species Act of 1973 as well as a Natural Communities Conservation Plan (NCCP) under California's NCCP Act of 2001. The MSHCP streamlines environmental permitting processes by allowing the participating jurisdictions such as City of Canyon Lake to authorize "take" of plant and wildlife species identified within the Plan Area. Without the MSHCP, each development and transportation project would need to conduct an individual assessment and mitigation for impacts to endangered species, an approach that would be less efficient and effective, and more costly.

The City of Canyon Lake receipt of local Measure A sales tax funds for local streets and roads is conditioned upon the City of Canyon Lake participation in the MSHCP. This condition of funding is memorialized in the voter-adopted ordinance that authorizes Measure A. In the previous fiscal year City of Canyon Lake received \$1,806,356.00 in Measure A funding for local transportation projects.

The MSHCP required a Nexus Study under the Mitigation Fee Act (Gov. Code §§ 66000 *et seq.*) to establish a Local Development Mitigation Fee (LDMF) that would then be adopted by each jurisdiction participating in the MSHCP. The LDMF pays for acquisition of Additional Reserve Lands (ARL) to meet the target conservation acreage that local governments are responsible to acquire per the Plan. The original Nexus Study was completed in 2003 coinciding with the adoption of the MSHCP, Implementing Agreement, and signing of the Permits. Section 8.5.1 of the MSHCP allows the fee to be reevaluated and revised should it be found to insufficiently cover mitigation of new development. Based on the 2003 Nexus Study, the City of Canyon Lake adopted and implemented an ordinance authorizing the imposition of the LDMF.

Pursuant to the Mitigation Fee Act, RCA prepared a new nexus study ("2020 Nexus Study") to update the fees for the first time since original adoption. On December 7, 2020, the RCA Board of Directors adopted the 2020 Nexus Study. On December 31, 2020 RCA transmitted a model ordinance and model resolution to City of Canyon Lake. The RCA Board of Directors also approved the use of the MSHCP Mitigation Fee Implementation Manual to assist Member Agencies with LDMF collection questions.

An updated Nexus Study was needed to ensure adequate funding to complete reserve acquisition to fulfill local governments' responsibilities under the MSHCP. Over the last 16 years, many of the assumptions underlying the original Nexus Study were not borne out by reality. Forces contributing to the unmet expectation include the Great Recession, less acreage dedicated to RCA by private landowners, and less state and federal funding than expected. The 2020 Nexus Study calculated the expected costs to complete ARL acquisition, manage the conservation lands in perpetuity via an endowment, and administration of the MSHCP. The Nexus Study extended the reserve acquisition period by an additional fifteen years. Currently, the acquisition period ends in 2029. By extending the acquisition period, the LDMF increase is lower because it covers more development over a longer period. The RCA Board also adopted a phased increase of the new fee, with 50 percent of the fee increase taking effect on July 1, 2021 and the remainder of the increase taking effect on January 1, 2022. Public deliberation over the 2020 Nexus Study stretched over a year in multiple public meetings.

**Discussion**

The proposed Ordinance provides the legal basis for a revised MSHCP LDMF schedule. The actual MSHCP LDMF schedule will be established through the Resolution.

In accordance with the Mitigation Fee Act, the proposed Ordinance and 2020 Nexus Study: (i) identifies the purpose of the revised fees; (ii) identifies the use to which the revised fees is to be put, including identification of any facilities to be financed; (iii) determines how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed; (iv) determines how there is a reasonable relationship between the need for the public facilities and the type of development project upon which the fee is imposed; and (v) determines how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The ordinance will establish the Fee Schedule for the MSHCP LDMF as described in the two right-hand columns below:

Category	Current	July 1, 2021 – Dec 31, 2021	Jan 1, 2022 – June 30, 2022
Residential, density less than 8.0 dwelling units per acre (fee per dwelling unit)	\$2,234	\$2,935	\$3,635
Residential, density between 8.0 and 14.0 dwelling units per acre (fee per dwelling unit)	\$1,430	\$1,473	\$1,515
Residential density greater than 14.0 dwelling units per acre (fee per dwelling unit)	\$1,161	\$670	\$670
Commercial (fee per acre)	\$7,606	\$11,982	\$16,358
Industrial (fee per acre)	\$7,606	\$11,982	\$16,358

**Fiscal Impact**

There is no fiscal impact to the City Budget.

**Attachments**

1. Western Riverside County Multiple Species Habitat Conservation Plan Nexus Fee Study Update
2. Ordinance No. 207
3. Resolution No. 2021-24
4. Notice of Public Hearing



# ATTACHMENT 1



## Final Report

# Western Riverside County Multiple Species Habitat Conservation Plan Nexus Fee Study Update

*The Economics of Land Use*



Prepared for:

Western Riverside County Regional Conservation Authority

Prepared by:

Economic & Planning Systems, Inc.

October 2020

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Section 8.0 of the MSHCP outlines the MSHCP funding/financing approach. It also identified best estimates of Plan implementation costs at the time of Plan adoption, including the local funding commitment that represents a portion of the overall land acquisition, management and monitoring, and Plan administration costs. The Local Funding Program included a mix of funding sources to provide “an equitable distribution of the cost for local mitigation under the MSHCP.” The proposed funding sources included Local Development Mitigation Fees (and land dedications), regional infrastructure project public contributions (including contributions to mitigate for transportation infrastructure, regional utility projects, local public capital construction projects, and regional flood control projects), and landfill tipping fees.

Participating cities and the County were each required to implement a Local Development Mitigation Fee under California Government Code Section 66000 et seq. (the “Mitigation Fee Act”) and supported by the separate “Final Mitigation Fee Nexus Study Report for the Western Riverside County Multiple Species Habitat Conservation Plan,” July 1, 2003 (Original or 2003 Nexus Study). The MSHCP funding chapter notes the need for frequent evaluations of the performance of the funding mechanisms and assessments of the funding plan and the need to make any necessary modifications to the funding mechanisms. The MSHCP also notes that the mitigation fee will need to be “reevaluated and revised should it be found to insufficiently cover mitigation of new development.”

In addition to the common practice of updating mitigation fees periodically to account for changing circumstances, the Western Riverside County Regional Conservation Authority (RCA) has determined that significant changes have occurred and/or circumstances have arisen that justify an update to the mitigation fees. These changes include, but are not limited to, the following:

- The need to acquire more land than originally forecast due to the lower than expected land dedication.
- The lower-than-expected levels of non-fee funding from local and regional funding sources.
- The lower than expected levels of residential development.
- The need to diversify land acquisitions away from a focus on the larger, more remote parcels to also acquiring parcels closer to urbanized areas, consistent with the reserve assembly requirements of the MSHCP.

## **Original and Existing Fee Schedule**

All local jurisdictions participating in the MSHCP and obtaining coverage for public and private take in their jurisdictions were required to adopt and implement the 2004 Mitigation Fee Schedule through ordinance and resolution and then to pass through the fee funding (except for any additional administrative charges added by the jurisdictions) to the RCA to fund MSHCP implementation. The ordinances allowed for periodic inflationary increases based on the annual change in the Consumer Price Index for the Los Angeles-Anaheim-Riverside area. In 2018 the Bureau of Labor Statistics implemented a geographic revision, establishing Riverside as its own Core Based Statistical Area. As a result, Riverside was removed from the Consumer Price Index encompassing Los Angeles and Anaheim. Going forward, inflationary increases will be based on the annual change in the Consumer Price Index for the newly established Riverside-San

Bernardino-Ontario area. As outlined in the 2003 Nexus Study (Original Nexus Study), all new development in Western Riverside County is required to pay the mitigation fee.

**Table 1** shows the original 2004 Local Development Mitigation Fee schedule and the current 2021 Fee Schedule that reflects periodic inflationary fee adjustments using the indexing process that collectively increased the fees by 35 percent between 2004 and 2020 (this was below the overall inflation index increase over this period).

**Table 1 2004 and 2021 MSHCP Fee Schedule**

Fee Category	2004 Fee per unit or per acre	2021 Fee per unit or per acre
Residential: Up to 8.0 dwelling units per acre (DUAC)	\$1,651	\$2,234
Residential: 8.0-14.0 DUAC	\$1,057	\$1,430
Residential: 14.0+ DUAC	\$859	\$1,161
Commercial (per acre)	\$5,620	\$7,606
Industrial (per acre)	\$5,620	\$7,606

## Updated Mitigation Fee Schedules

This 2020 Nexus Study has estimated the increased fee level that would be required to provide sufficient revenues, based on the best available forecasts of future growth, to support the full implementation of the MSHCP, including the completion of all land acquisition and the establishment of the necessary endowment, by 2029 (Year 25 of Plan implementation).<sup>4</sup> Because, as shown below, this would require a major increase in the fee levels, three other scenarios are also considered where different time extensions provide more time for land acquisition.<sup>5</sup> These extensions allow for the costs of Plan implementation (including land acquisitions) to be spread across more development and, as a result, moderate the level of mitigation fee increase required. In addition, the longer extension scenarios require a pace of land acquisition that is more consistent with what has proven to be achievable. All of these fee

<sup>3</sup> Note it is RCA procedure to refer to fees during, for example, Fiscal Year 2020/2021, as the 2021 fee. The 2021 fee became effective July 1, 2020, and applies for the fiscal year of 2020-21 (i.e., until June 30, 2021 when the 2022 Fee begins).

<sup>4</sup> The MSHCP provided a 25-year period of the required land acquisition with the larger 75-year permit term. This is labelled the "No Extension" or "Baseline Scenario" in this Update Study.

<sup>5</sup> The baseline scenario as well as the extension scenarios assume that all land acquisition as well as the full endowment will be completed/ established by the end of the specified implementation/ land acquisition period. Interest from the non-depleting endowment will fund all ongoing costs thereafter.

increases would be consistent with the Mitigation Fee Act and the MSHCP and associated Incidental Take Permit and Implementing Agreement.

The mitigation fee levels shown for each extension scenario are the fee levels required to cover the appropriate portion of the Local Permittee MSHCP implementation costs based on the best information available at this time. The revised mitigation fee levels reflect changes in estimated costs, expected levels of land dedication, and non-fee funding. Consistent with the MSHCP and Original Nexus Study, it is assumed that all new development in Western Riverside County will pay the mitigation fee because, as noted in the MSHCP, “new development affects the environment through construction activity and cumulatively through population bases that result from such development.”<sup>6</sup> Importantly, the revised mitigation fee levels also reflect the decision to determine the mitigation fee that applies to different land uses on a consistent per gross acre basis. This approach is considered to provide a clear, consistent, and proportionate method for determining mitigation fees on new development.<sup>7</sup> The 2020 Nexus Study does convert the overarching per gross acre fee into per unit residential fees for different density ranges; this conversion was conducted to provide implementation/administrative consistency for member jurisdictions.

**Table 2 Updated MSHCP Implementation Costs and Per Acre Mitigation Fees**

Fee Per Acre	No Extension	5-Year Extension	10-Year Extension	15-Year Extension
<b>Net Cost</b>	<b>\$912,756,583</b>	<b>\$902,353,150</b>	<b>\$892,767,438</b>	<b>\$883,987,805</b>
<b>Acres of Development</b>				
Residential	14,026	21,818	29,611	37,403
Nonresidential	<u>6,239</u>	<u>9,705</u>	<u>13,171</u>	<u>16,637</u>
<b>Total</b>	<b>20,265</b>	<b>31,523</b>	<b>42,782</b>	<b>54,040</b>
<b>Mitigation Fee per Acre</b>	<b>\$45,041</b>	<b>\$28,625</b>	<b>\$20,868</b>	<b>\$16,358</b>

Sources: Southern California Association of Governments; Western Riverside County RCA; Economic & Planning Systems, Inc.

<sup>6</sup> Consistent with the Original Nexus Study and the technical analysis in this study update (and as described in more detail in the Fee Implementation Handbook), certain types of public improvements/infrastructure projects will make mitigation payments calculated as a percent of total improvement cost. All projects are required to make a mitigation payment/contribution (except where exempted as specified in the Ordinance); where no mitigation payment process is specified, the project will pay the updated per acre mitigation fee.

<sup>7</sup> This is the approach taken by the majority of regional Habitat Conservation Plans in California, including the Coachella Valley Multiple Species Habitat Conservation Plan mitigation fee.



**Table 3 Updated Mitigation Fee Schedule by Extension Scenario**

Fee Per Unit	Current Fee 2021 <sup>1</sup>	No Extension	5-Year Extension	10-Year Extension	15-Year Extension
Residential - Low (Up to 8.0 DUAC) <sup>2,3</sup>	\$2,234	\$10,009	\$6,361	\$4,637	\$3,635
Residential - Medium (8.0-14.0 DUAC) <sup>2,3</sup>	\$1,430	\$4,170	\$2,650	\$1,932	\$1,515
Residential - High (14.0+ DUAC) <sup>2,3</sup>	\$1,161	\$1,846	\$1,173	\$855	\$670
Commercial / Industrial (per acre)	\$7,606	\$45,041	\$28,625	\$20,868	\$16,358

1. Western Riverside County Multiple Species Conservation. Local Development Mitigation Fee Schedule for FY 2020-21 (Effective July 1, 2020 – June 30, 2021), annually adjusted using the Consumer Price Index.

2. Per acre mitigation fees translated into per unit fees based on the following residential densities: for low density, 4.5 units per acre; for medium density, 10.8 units per acre; for high density, 24.4 units per acre, consistent with the assumptions used in Appendix E of the original Nexus Study.

3. DUAC stands for Dwelling Units per Acre.

Sources: Southern California Association of Governments; Western Riverside County RCA; Economic & Planning Systems, Inc.

## Key Drivers of Fee Change

The change in Local Development Mitigation Fee is the result of a number of different contributing factors (“moving parts”), fully documented and detailed in **Chapters 2** through **7**. This Nexus Study is based on the most current information available including, for some inputs, recent years of experience from MSHCP implementation. The factors that have had the most significant effect on the Local Development Mitigation Fee calculations are summarized below.

- 1. Lower-than-expected land dedications substantially increase the Local Permittee habitat acquisition cost component of MSHCP implementation.** The MSHCP assumed that 41,000 of the 97,000 acres (42 percent) to be conserved by Local Permittee action/funding would be provided at no cost through land dedication associated with development inside the Criteria Cells. Through the first sixteen years of Plan implementation, less than 1,000 acres of the Local Permittee habitat conservation obligations have been generated through these dedications. An additional 10,000 acres of land dedication requirements have been required as part of proposed developments that have yet to occur. Beyond the dedication associated with previously proposed projects, additional land dedication is not expected.<sup>10</sup> As a result, the 2020 Nexus Study assumes the noted 10,000 acres of land dedication is formalized over the next eight years (an average annual land dedication of 1,250 acres per year) prior to the end of the current land acquisition period. No additional land dedication is assumed, even if the acquisition period is extended. As a result, at the end of the current habitat acquisition period (Year 25 of Plan

<sup>10</sup> In September 2016, the RCA revised its fee credit and waiver policy, limiting the likelihood of projects paying fees and dedicating land.

implementation), total land dedication is expected to represent about 11,000 acres and about 11 percent of the Local Permittee land conservation requirement. The RCA therefore needs to directly acquire an additional 30,000 acres of land relative to the expectations of the Original Nexus Study.

- 2. Lower than expected regional infrastructure public contributions have reduced the non-fee funding available, increasing the costs to be funded through the mitigation fee.** The MSHCP assumed a substantial level of funding from regional infrastructure project public contributions, including transportation infrastructure, regional utility projects, local public capital construction projects, and regional flood control projects, as well as from landfill tipping fees. While the Measure A sales tax has provided substantial funding as expected, other revenue sources, on aggregate, have provided (and are expected to continue to provide) substantially less funding than forecast in the 2003 Nexus Study. As a result, mitigation fees will need to cover about 91 percent of Local Permittee MSHCP implementation costs relative to the original assumption of about 56 percent.
- 3. The change towards a consistent “per gross developed acre” fee basis provides a more consistent approach for all land use development types.** The 2003 Nexus Study used an “Equivalent Benefit Unit” approach to distributing mitigation costs between different land use categories. This Nexus Study adjusts the fee calculation to the more commonly used per gross acre basis. Under this approach, the new Local Development Mitigation Fees are all based on one “across the board” per gross acre fee determination. Non-residential development then pays this per acre fee, while per unit residential fees by density category are derived from this common per gross acre fee.<sup>11</sup> This change evens out some of the prior differences in mitigation fee levels.
- 4. The estimates of average per acre land values have not changed substantially, so they have had a limited effect on the change in mitigation fees.** The original MSHCP implementation cost estimate was based on an average land value of about \$13,100 per acre. This was based on research on land transactions of parcels with different land use designations and sizes in 2001/2002. The land valuation analysis conducted for this Nexus Study estimated a planning-level land value of about \$14,300 per acre based on land transactions primarily in the 2014 to 2017 period (inflated to 2019-dollar terms). As a result, land value estimates have not changed substantially in nominal dollar terms since the Original Nexus Study. This estimated per acre land value is above the cost of most RCA transactions to date, though the average land values of future RCA land acquisition are expected to increase due to the increasing need to purchase more expensive land in “linkage” areas.

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<sup>11</sup> Similar to the Original Nexus Study, all new development in Western Riverside County is required to pay the mitigation fee (or otherwise provide the necessary mitigation). The conversion from per gross acre to per unit fees for residential development is conducted to provide administrative continuity for member agencies.

## Organization of Report

This Nexus Study includes several chapters. **Chapter 1**, this chapter, describes the purpose and need for this Nexus Study, the recommended changes in the Local Development Mitigation Fee, and the key drivers of these changes. **Chapters 2 through 7** provide the technical analysis that supports the updated fees and nexus findings. **Chapter 2** summarizes the purpose of and basis for the MSHCP, the conservation requirements of the MSHCP, and the financing strategy and approach developed to implement the MSHCP in 2004. **Chapter 3** describes the conservation achievements to date, identifies the remaining conservation requirements, and identifies expected land dedication. **Chapter 4** provides the development forecast used in the calculation of the updated mitigation fees. **Chapter 5** provides the estimates of MSHCP implementation costs, including land acquisition, management and monitoring, program administration, and endowment. **Chapter 6** describes the historical levels of non-fee revenues available to help fund Local Permittee MSHCP implementation costs. **Chapter 7** brings together the technical analysis in **Chapters 2 through 6** to estimate the updated 2020 Local Development Mitigation Fees. **Chapter 8** provides the nexus findings required under the Mitigation Fee Act as require to establish the updated fees. Finally, **Chapter 9** highlights some of the administration and implementation requirements under the Mitigation Fee Act, recognizing that the Fee Implementation Handbook provides more specific guidance to the RCA and its partner agencies on the implementation of the mitigation fee program.

## 2. MSHCP POLICIES, GOALS, AND FINANCING STRATEGY

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### MSHCP Purpose, Basis, and Goals

In response to the need to maintain future growth opportunities in Western Riverside County while addressing the requirements of the state and federal Endangered Species Acts, the County and the Riverside County Transportation Commission initiated the Riverside County Integrated Project (RCIP) in 1999. The Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) is one part of the RCIP that includes:

- **Updated County General Plan.** Addresses the required general plan elements such as land use, circulation, housing and open space, and conservation and includes programs to implement the MSHCP, enhance transit alternatives, and encourage development of mixed-use centers.
- **Community and Environment Transportation Acceptability Process.** Identifies future transportation corridors in Western Riverside and provides needed environmental documentation to allow preservation of future right-of-ways.
- **MSHCP.** The Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP or Plan) is a comprehensive, multi-jurisdictional Habitat Conservation Plan (HCP) focusing on the conservation of species and their associated habitats in Western Riverside County. The MSHCP conserves vulnerable plant and animal species and their associated habitats in Western Riverside County and supports economic development.

The MSHCP was adopted in 2003 by the Riverside County Board of Supervisors. Subsequently, all of the Western Riverside cities, the County of Riverside, County Flood Control and Water Conservation District, County Regional Parks and Open-Space District, County Department of Waste Resources, Riverside County Transportation Commission, California Department of Transportation, California Department of Parks and Recreation, California Department of Fish and Game, the US Fish and Wildlife Service and the RCA signed an Implementing Agreement for the MSHCP. The Implementing Agreement includes terms to ensure MSHCP-implementation, defines remedies and recourses should any of the parties of the Agreement fail to perform obligations, and provides assurances that, as long as the MSHCP is being implemented, the Wildlife Agencies will not require additional mitigation from the Permittees.<sup>12</sup>

The MSHCP serves as an HCP pursuant to Section 10(a)(1)(B) of the federal Endangered Species Act of 1973 as well as a Natural Communities Conservation Plan under the NCCP Act of 2001. The MSHCP streamlines these environmental permitting processes by allowing the participating jurisdictions to authorize “take” of plant and wildlife species identified within the Plan Area. At the same time, Plan implementation provides a coordinated MSHCP Conservation Area and implementation program to preserve biological diversity and maintain the region’s quality of life.

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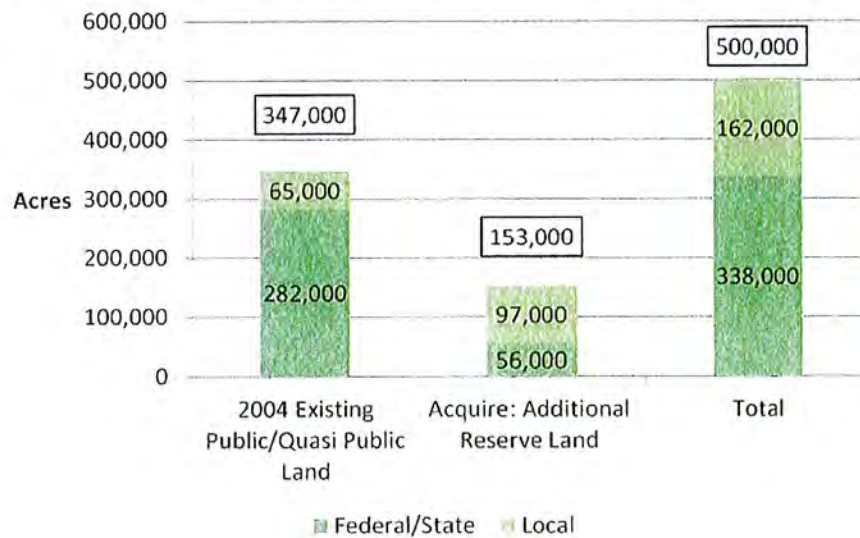
<sup>12</sup> The Wildlife Agencies include the US Fish and Wildlife Service and the California Department of Fish and Wildlife and the Permittees include all of the other parties to the Implementing Agreement.

The MSHCP and the associated Implementing Agreement and Incidental Take Permit collectively determine a set of conservation actions, and the associated responsible parties, that must be taken to meet the terms of the Incidental Take Permit and benefit from the regulatory streamlining and other benefits of the MSHCP. This includes the identification of the responsibilities of the Local Permittees.<sup>13</sup>

### MSHCP Conservation Requirements

The goal of the MSHCP is to enhance and maintain biological diversity and ecosystems processes while allowing future economic growth. The MSHCP calls for an MSHCP Conservation Area of 500,000 acres and focuses on the conservation of 146 species.

**Figure 1 State of Conservation in 2003: Conserved Land, Additional Reserve Land to be Acquired, and Total MSHCP Conservation Area Needed**



As shown in **Figure 1**, when the MSHCP was adopted, existing public and quasi-public conservation lands covered 347,000 acres, leaving a need for 153,000 acres of land, called Additional Reserve Land (ARL), to meet the goals of the MSHCP (see **Figure 1**). The MSHCP specifies that responsibility for the conservation of the 153,000-acre Additional Reserve Lands is shared by the local development process (97,000 acres) and state and federal purchases (56,000).

<sup>13</sup> Local Permittees include the Western Riverside cities, the County of Riverside, County Flood Control and Water Conservation District, County Regional Park and Open Space District, County Department of Waste Resources, and Riverside County Transportation Commission.

**Table 4 MSHCP Goals by Area Plan**

Area Plan	Total Area of Criteria Cells	Low End of Goal	High End of Goal	Midpoint
Cities of Riverside and Norco	1,756	90	240	165
Eastvale	665	145	290	220
Elsinore	28,946	11,700	18,515	15,110
Harvest Valley / Winchester	820	430	605	515
Highgrove	1,452	345	675	510
Jurupa	5,476	890	1,870	1,380
Lake Mathews / Woodcrest	11,673	3,215	5,470	4,340
Lakeview / Nuevo	14,682	6,650	10,235	8,445
Mead Valley	7,703	1,885	3,635	2,760
Reche Canyon / Badlands	26,000	10,520	15,610	13,065
REMAP	78,423	41,400	58,470	49,935
San Jacinto Valley	32,828	11,540	19,465	15,500
Southwest Area	66,076	22,500	36,360	29,430
Sun City / Menifee Valley	2,059	1,120	1,585	1,355
Temescal Canyon	10,007	3,485	5,800	4,645
The Pass	22,652	8,540	13,925	11,230
<b>Total</b>	<b>311,218</b>	<b>124,455</b>	<b>192,750</b>	<b>158,605</b>

The MSHCP includes methods to determine whether the goals of the Plan are being met. One of the methods is measuring the extent to which conservation acquisitions are moving toward acquisition goals by each Area Plan.<sup>14</sup> Area Plans are established in the County’s General Plan and are used in the MSHCP as a common geographic unit in Western Riverside County. The MSHCP established low, high, and midpoint acquisition goals for each Area Plan based on biological needs. The midpoint acquisition goals for each Area Plan range from 165 to nearly 49,935 acres, as shown in **Table 4**. The midpoint goals sum to 158,605 which represents 5,605 acres more than are needed to fulfill the MSHCP goals. As a result, acquisitions in some Area Plans can fall below the mid-point targets while the total ARL can still achieve the 153,000-acre goal.

### **MSHCP Financing Strategy**

One of the key requirements of the MSHCP, Implementing Agreement, and Incidental Take Permit (consistent with the requirements of the federal Endangered Species Act) is the provision of adequate funding by Local Permittees to the Implementing Entity (the Regional Conservation Authority) to conduct the conservation actions identified in the MSHCP as the responsibility of the Local Permittees.

<sup>14</sup> Other geographic units include Rough Steps, city jurisdictions, and Area Plan subunits. For the purposes of this analysis, Area Plans have been selected as the primary unit of analysis because they are the middle-sized unit (smaller than Rough Steps and larger than Area Plan subunits) and have not changed over time (unlike jurisdictions, several of which have incorporated since the adoption of the MSHCP).

Section 8.0 of the MSHCP addresses “MSHCP Funding/Financing of Reserve Assembly and Management.” This section provides best estimates of Plan implementation costs at the time of Plan adoption, including the local funding commitment – the portion of Plan implementation costs that represents the Local Permittees’ portion of the overall land acquisition, management, monitoring, adaptive management, and Plan administration costs. Section 8.5 describes the Local Funding Program. The Local Funding Program included a mix of funding sources to provide “an equitable distribution of the cost for local mitigation under the MSHCP.” The proposed funding sources included Local Development Mitigation Fees, density bonus fees, regional infrastructure project public contributions (including transportation infrastructure, regional utility projects, local public capital construction projects, and regional flood control projects), and landfill tipping fees. Key components of the overall MSHCP implementation and funding strategy are highlighted below:

- The Regional Conservation Authority would implement the MSHCP with funding from different sources.
- The permanent protection of 97,000 acres in Additional Reserve Lands by Year 25 of the Plan (2029) would be achieved through direct purchase of habitat lands by the RCA using local funding and through the HANS dedication process.<sup>15</sup>
- Local funding sources would fund the ongoing management and maintenance costs of the local portion of the Additional Reserve Lands acquired through local funding (97,000 acres by end of acquisition period).
- Local funding sources would fund monitoring activities on the pre-Plan local conservation and all the new Additional Reserve Lands (500,000 acres by end of acquisition period).
- The permanent protection of 56,000 acres in Additional Reserve Lands by Year 25 would be achieved using state/federal funding sources or contributions.
- State and federal funding sources would fund the management and maintenance costs of the State/federal portion of the required Additional Reserve Lands.
- Local Development Mitigation Fees (on private development) would fund the Local Permittee MSHCP implementation costs that were not funded by other local/regional funding sources or public contributions for public development project mitigation.
- The overall permit period was set at 75 years. Once habitat acquisition was completed by Year 25, remaining funds along with newly created revenue sources were to be used to fund

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<sup>15</sup> Section 6.1.1 of the MSHCP describes the HANS process. The Habitat Evaluation and Acquisition Negotiation Strategy (HANS) process applied to any property owner applying for a discretionary permit for land within a Criteria Area/Criteria Cell. Under the process, the County determined whether portions of the property are needed for conservation and then may send their evaluation to the RCA for Joint Project Review (JPR). During JPR, the project applicant negotiated the terms of the development and conservation of the project. The applicant also paid fees on the new development. This approach was refined when a new fee credit policy, adopted in 2016, provided for fee credits where appropriate lands are dedicated.

monitoring and management as well as to fund the establishment of an endowment to cover ongoing post-permit costs (beyond Year 75).

Importantly, the MSHCP funding chapter notes that frequent evaluations of the performance of the funding mechanisms and assessments of the funding plan will occur and that any necessary modifications to the funding mechanisms will be developed.

## **MSHCP Implementation Costs and Funding Sources**

The original estimated costs and proposed funding sources were documented in the MSHCP and are summarized in **Table 5**. These were developed based on research and analysis conducted as part of MSHCP development.

As shown, Plan implementation costs over the first 25 years of implementation were estimated at about \$950 million in 2004-dollar terms. Key assumptions driving the implementation cost estimates included:

- **Dedications.** Direct acquisition using local funding sources would be required to acquire 56,000 acres, with 41,000 acres (or 42 percent) of the required local habitat protection coming through HANS dedication.
- **Land Cost.** Average land value of \$13,100 per acre for Additional Reserve Lands purchased by the RCA.
- **Management and Monitoring:** Management and monitoring costs included three key components as follows: Reserve Management, Adaptive Management, and Biological Monitoring.<sup>16</sup>
- **Program Administration.** RCA program administration costs would average about \$1.2 million each year in 2004 dollars during the 25-year period where land acquisition was required.
- **Cost Distribution.** Overall, land acquisition costs were estimated at 77 percent of total implementation costs, with management and monitoring at 20 percent, and program administration at 3 percent (see **Figure 2**).

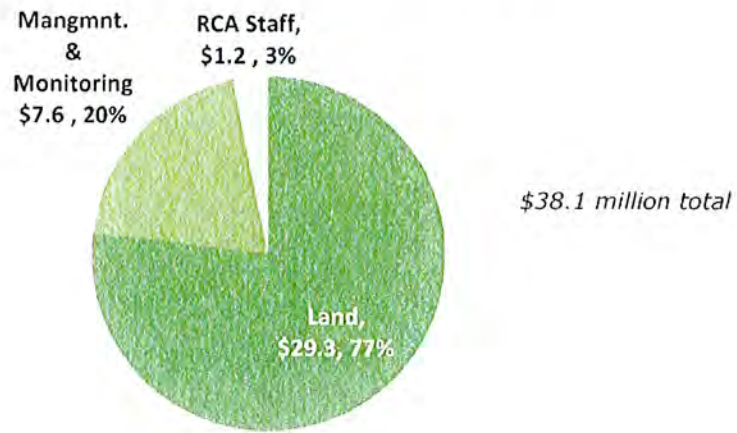
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<sup>16</sup> See Chapter 5 of the MSHCP for a description of these activities.

**Table 5 2004 Estimates: MSHCP Implementation Costs and Funding Sources**

Item	Total for 2004 - 2028 (Years 1 - 25)	Average Annual	% of Total Cost/ Funding Need
<b>Local Permittee Land Requirements</b>			
Preservation Requirement	97,000 acres	3,880 acres	na
HANS Dedication	41,000 acres	1,640 acres	na
Local Permittee Acquisition	56,000 acres	2,240 acres	na
<b>Local Permittee MSHCP Implementation Costs</b>			
Land (1)	\$733,600,000	\$29,344,000	76.91%
Management & Monitoring	\$190,200,000	\$7,608,000	19.94%
RCA Staff	\$30,000,000	\$1,200,000	3.15%
Other Costs	na	na	na
Endowment	not included	not included	na
<b>Total Costs</b>	<b>\$953,800,000</b>	<b>\$38,152,000</b>	<b>100.0%</b>
<b>Local Revenues</b>			
Private Development Mitigation Fees	\$539,600,000	\$21,584,000	50.1%
Density Bonus Fees	\$66,000,000	\$2,640,000	6.1%
Regional Transportation Infra. (2)	\$250,000,000	\$10,000,000	23.2%
Local Roads (Measure A)	\$121,000,000	\$4,840,000 (3)	11.2%
Tipping Fees (4)	\$100,000,000	\$4,000,000	9.3%
Miscellaneous Revenues (5)	\$0	\$0	0.0%
<b>Total Revenues</b>	<b>\$1,076,600,000</b>	<b>\$43,064,000</b>	<b>100%</b>
<p>(1) Average land value per acre assumed to be \$13,100 per acre.                      (2) Public contributions at specified % of new road construction.                      (3) \$121 million to be provided over 10 years, so \$12.1 million annually over that period.                      (4) Includes \$90 million from El Sobrante Landfill and \$10 million from other County landfills.                      (5) Other potential revenues, including public contributions from other public projects, tipping fees from Eagle Mountain Landfill, and potential new voter-approved regional funding were noted but not estimated.</p>			
Source: Chapter 8 of MSHCP; Economic & Planning Systems.			

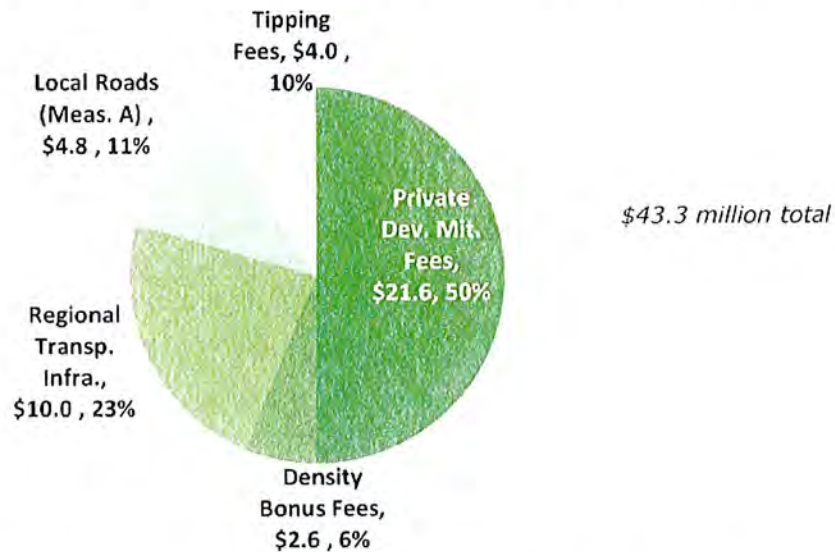
**Figure 2 MSHCP Estimated Annual Costs in Millions, 2004 Dollars**



As also shown in **Table 5**, MSHCP funding from local/regional sources was estimated to be about \$1.0 billion in 2004 dollars through Year 25, sufficient to cover the implementation costs over this period. Key assumptions driving the funding estimates included:

- **Measure A.** Measure A (local sales tax transportation funding measure) would provide \$121 million over 10 years in 2004-dollar terms.
- **Regional Transportation Funding.** Public contributions from regional transportation infrastructure projects would provide an average of \$10 million each year or \$250 million through Year 25.
- **Tipping Fees.** Landfill tipping fees would provide about \$100 million in revenue over 25 years, about \$4 million each year, primarily from the El Sobrante landfill.
- **Mitigation Fees.** Private development fees, including private development mitigation fees and density bonus fees, would generate over \$600 million over the first 25 years, about \$24 million annually.
- **Development Forecast and Participation.** The forecast of private development fees was based on a preliminary fee schedule and the forecast of 336,000 new residential units (13,440 units each year) and 371 acres each year of commercial and industrial development. All new development was assumed to pay the private development mitigation fee with a portion paying the density bonus fee.
- **Other Funding Options.** Potential additional funding might come through contributions from other local/regional public entities, other landfills, or new voter-approved funding initiatives.
- **Funding Distribution.** Overall, about 55 percent of the estimated funding was expected to be generated by private development fees, with 45 percent from other funding sources.

**Figure 3 MSHCP Estimated Annual Revenues in Millions, 2004 Dollars**



### Development Mitigation Fees and Calculation

The MSHCP notes that “new development affects the environment directly through construction activity and cumulatively through population bases that result from Development.” As a result, the cities and County are required to implement a Local Development Mitigation Fee that was expected to represent one of the primary sources of funding for the implementation of the MSHCP. The MSHCP indicates that the Local Development Mitigation Fee will be adopted under California Government Code Section 66000 et seq. (the “Mitigation Fee Act”) that “allows cities and counties to charge new development for the costs of mitigating the impacts of new development.”

The MSHCP identified preliminary estimates of Local Development Mitigation Fees and indicated that these mitigation fees were expected to generate the majority of funding for Local Permittee obligations. The MSHCP noted that, under the Mitigation Fee Act, “a nexus study is required to demonstrate that the proposed fee is proportionate to the impacts of new development.” The Mitigation Fee Act also includes a number of reviewing and reporting requirements. The MSHCP also notes that the fee will need to be “reevaluated and revised should it be found to insufficiently cover mitigation of new development.”

A nexus study entitled “Final Mitigation Fee Nexus Study Report for the Western Riverside County Multiple Species Habitat Conservation Plan” was completed on July 1, 2003 (2003/Original Nexus Study). This nexus study conducted a detailed analysis of the costs of implementing the Plan, identified the Local Permittee funding obligations, determined the portion to be funded through the Local Development Mitigation Fee, and made the necessary nexus findings under the Mitigation Fee Act. The MSHCP and 2003 Nexus Study both indicated that all new development in the Western Riverside County Plan Area affects covered species and habitat and so the Local Development Mitigation Fees would apply to all new development in participating jurisdictions in Western Riverside County.

**Mitigation Fee Schedule and Adjustments**

All local jurisdictions participating in the MSHCP and obtaining coverage for public and private take in their jurisdictions were required to adopt and implement this mitigation fee schedule through ordinance and resolution and then to pass through the fee funding (minus any additional administrative charges) to the RCA to fund MSHCP implementation. Indexed-increases based on the annual change in the Consumer Price Index for the Los Angeles-Anaheim-Riverside area were provided for in the ordinances to allow modest adjustments in mitigation fees to respond to inflationary cost increases. Due to the geographic revision implemented by the Bureau of Labor Statistics, going forward indexed-adjustments will be based on the annual change in the Consumer Price Index for the Riverside-San Bernardino-Ontario area.

**Table 6** shows the original 2004 Local Development Mitigation Fee schedule and current 2021 Fee schedule that reflects periodic inflationary fee adjustments using the indexing process.

**Table 6 2004 and 2021 MSHCP Fee Schedule**

Fee Category	2004 Fee per unit or per acre	2021 Fee per unit or per acre
Residential: Up to 8.0 dwelling units per acre (DUAC)	\$1,651	\$2,234
Residential: 8.0-14.0 DUAC	\$1,057	\$1,430
Residential: 14.0+ DUAC	\$859	\$1,161
Commercial (per acre)	\$5,620	\$7,606
Industrial (per acre)	\$5,620	\$7,606

### 3. HABITAT PROTECTION TO DATE AND FUTURE CONSERVATION SCENARIO

The RCA has achieved substantial levels of habitat protection to date using the funding sources established and the associated variable flows of incoming revenues. The level of habitat protection achieved, because of lower levels of funding and land dedication than expected, has however fallen behind the pace of protection forecast in the Original Nexus Study. This chapter summarizes the achieved protection to (1) establish both the scale of future acquisitions required to meet the overall Additional Reserve Land (ARL) goals, (2) consider the annual pace of habitat protection through acquisitions and dedications in absolute terms and relative to the original MSHCP forecasts, and (3) inform the development of the Conservation Scenario that forms the baseline (project description) for estimating future MSHCP implementation costs and associated funding requirements and updated mitigation fees.

#### Habitat Protection Accomplishments Through 2019

Between the start of the MSHCP program and the end of 2019, the most recent full calendar year, about 40 percent of the 153,000-acre ARL target has been achieved, totaling almost 62,000 acres in acquisitions, easements, or dedications (see **Table 7**).<sup>17</sup> As shown of the 97,000 acres in Local Permittee ARL obligation about 40,200 acres had been protected by the end of 2019. Of the 56,000 acres in State/Federal ARL obligation, about 21,600 acres have been protected to date.

**Table 7 Conservation Through End of 2019**

Party	Need	Total			Remaining Need
		Conserved 2000-2003	Conserved 2004-2019	Conserved 2000-2019	
Local	97,000	4,531	35,681	40,212	56,788
State + Fed	56,000	12,408	9,200	21,608	34,392
<b>Total</b>	<b>153,000</b>	<b>16,939</b>	<b>44,881</b>	<b>61,820</b>	<b>91,180</b>

Sources: Western Riverside County Regional Conservation Authority MSHCP Annual Reports; RCA information on 2019 purchases; Economic & Planning Systems, Inc.

#### Conservation Goals and Progress

The MSHCP anticipated that acquisition would take place for 25 years, through the end of 2029, with 97,000 acres conserved through local means and 56,000 acres conserved with State/federal funding. To achieve this goal, an average of 6,120 acres of conservation is required each year,

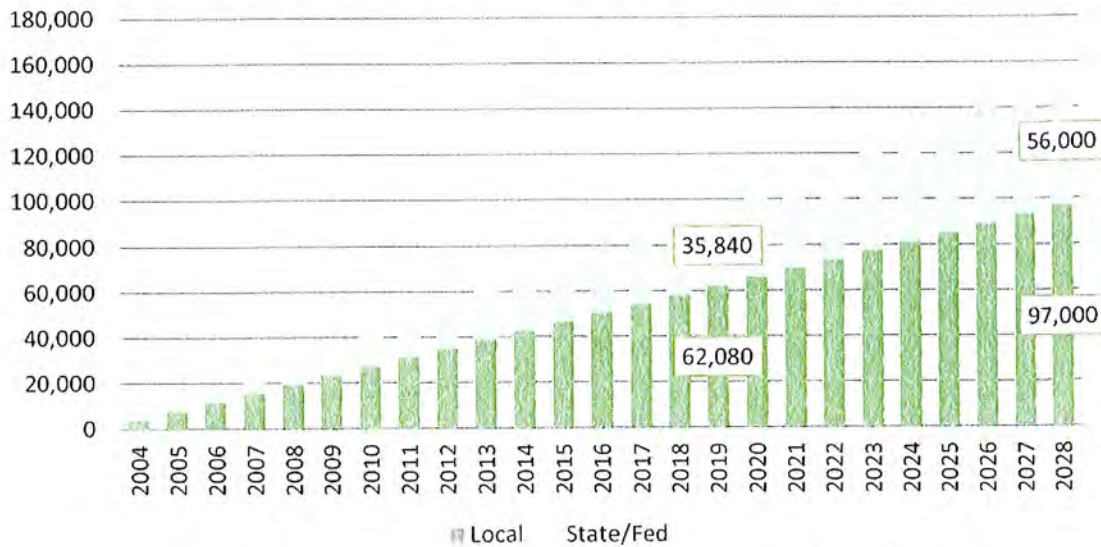
<sup>17</sup> Note that while the MSHCP was adopted in 2004, certain conservation which took place between 2000 and 2003 was counted toward the MSHCP reserve.

including an average of 3,880 annually from local funding sources/dedications and 2,240 annually from State and federal conservation.

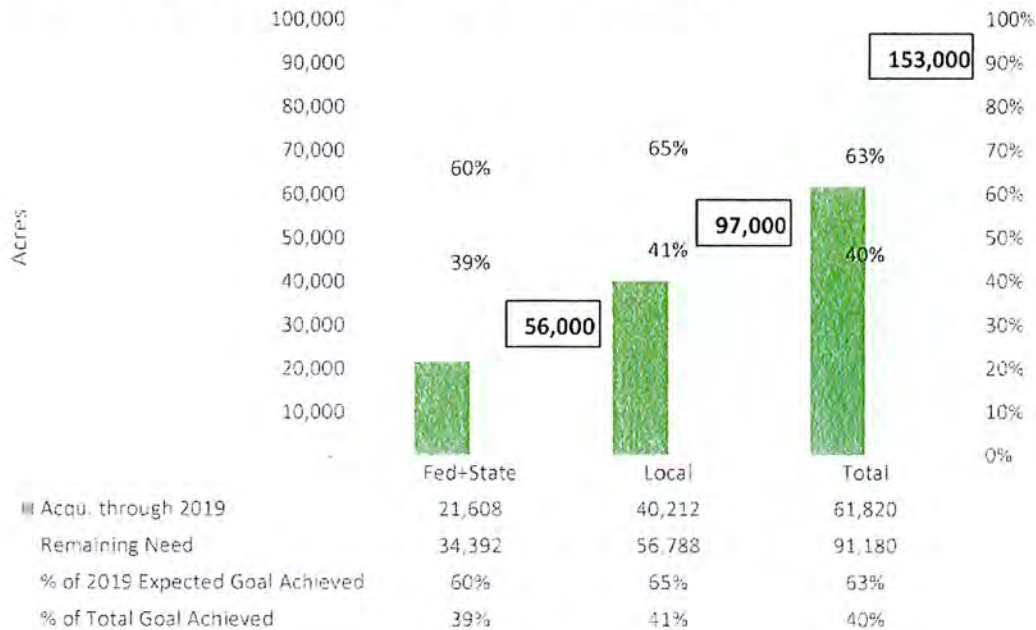
**Figure 4** illustrates how steady progress would result in achievement of the ARL goals by 2029. **Figure 5** shows actual progress toward the goals, through 2019. More than 21,000 acres have been conserved through State/federal means, and over 40,000 acres have been conserved through local actions. These totals sum to about 40 percent of the total ARL goal of 153,000 acres. As shown in **Figure 5**, with 16 years of the 25-year acquisition period completed, the ARL acquisitions have fallen behind the pace forecast in the Original Nexus Study. Protection through the end of 2019 represents 63 percent of the original forecast (65 percent for Local obligations and 60 percent for State/federal obligations). For the Local Permittee obligations, as discussed further below, the lower level of land dedication relative to the original forecasts account for much of the habitat protection gap that has emerged over the last 16 years.

**Figure 4 MSHCP Conservation Goals, 2019 and 2029 Goals Highlighted**

### MSHCP Goals, 2019 and 2028 Highlighted



**Figure 5 Progress Towards ARL Through End of 2019**



Sources: Western Riverside County Regional Conservation Authority; Economic & Planning Systems, Inc.

## Land Dedications

The MSHCP envisioned a conservation program where land and easements would be purchased by the RCA and land would be dedicated to the RCA through the development process.<sup>18</sup> In addition, the potential for no-cost and low-cost donations for tax benefit purposes was also created. The MSHCP did not assume donations or conservation easement acquisitions as part of its financial analysis (this is appropriate given the limited number of such transactions). The MSHCP did, however, anticipate that 41,000 acres would be conserved through dedications, 56,000 acres through purchases on behalf of local permittees, and 56,000 acres through purchases conducted by or funded by federal and State agencies/sources for a total of 153,000 acres.

For the local portion of the goal (97,000 acres), this translates into about 42 percent of the goal conserved via dedications associated with the development review process—called Habitat Evaluation and Acquisition Negotiation Strategy (HANS)—and the other 58 percent purchased by the RCA from willing sellers. The level of dedication is a key assumption for the MSHCP implementation cost estimate as each acre dedicated through HANS is one fewer acre which must be conserved through land acquisitions at market values.

The HANS process was established to apply to developments proposed within the Criteria Cells of the MSHCP Study Area. The Criteria Cells represent areas with high conservation values relative to the areas outside of the Criteria Cells. The HANS process was designed to indicate what conservation (dedication) may be needed from new development from a biological needs

<sup>18</sup> This process is known as the Habitat Evaluation and Acquisition Negotiation Strategy (HANS).

perspective. Subsequent to that technical analysis, applicants could then proceed to the Joint Project Review (JPR) process during which the parties negotiate an implementation plan for the project, consistent with the HANS findings. The applicants would also pay mitigation fees on the actual development. To date, a modest amount of land (less than 1,000 acres) has been conserved via the HANS/JPR method compared to the 26,000 acres that was forecast to have occurred by this point in the MSHCP implementation.

While very little land has been dedicated to the RCA through HANS/JPR, several projects went through the HANS/JPR process and have agreements in place for dedication/conservation of lands, but the start date (if any) for these projects is unknown (i.e., may be far in the future). These projects cover about 35,000 acres in the Criteria Cells and, under the JPR agreements, have set aside about 30 percent of that total or about 10,000 acres for conservation/dedication.

The adoption of Resolution No. 2016-003 in September 2016 revised the RCA's fee credit and waiver policy. This resolution indicated that MSHCP fee credit should be provided in exchange for land that contributes to reserve assembly. As a result, after the adoption of this resolution, new development is not be expected to pay mitigation fees and dedicate land in the manner originally envisioned in the MSHCP limiting the likelihood of the types of dedications envisioned in the Original Nexus Study.

## Future Conservation Scenario

This updated financial analysis, nexus study, and mitigation fees estimate require a base description of the additional habitat protection required. In subsequent chapters, cost estimates are developed in reference to, and in application to, this conservation scenario to develop the overall implementation costs and the associated funding required, both in aggregate and through time during the land acquisition period of the program. Four questions are of particular importance:

1. **Remaining Habitat Protection.** The amount of habitat protection required to meet the MSHCP requirements.
2. **Dedications.** The amount of land dedication assumed to occur through the HANS/JPR process over the habitat protection period and the associated amount of habitat that must be acquired.
3. **Time Frame.** The period over which habitat protection goals must be met.
4. **Land Characteristics.** The characteristics of the land to be protected to meet MSHCP requirements (e.g., goals by Area Plan, habitat cores and linkages etc., land use designations and parcel sizes).

The answers to question 1 are provided in the data above (see **Table 7**). The answer to question 4 is provided in the subsequent chapter on land costs, with illustrative answers coming from RCA data and GIS analysis. The answer to question 2 is addressed below and is based on information on accomplishments to date (described above), discussions with RCA staff, the current Fee Waiver and Credit Policy, and an assessment of realistic opportunities and expectations. Finally, question 3 raises the issue of whether an extension to the MSHCP land acquisition implementation period should be provided. As described below, three different

extension scenarios (5-, 10-, and 15-year extension scenarios) are evaluated, as well as the baseline, "No Extension Scenario," to indicate the outcomes under different scenarios.

### **Habitat Protection, Land Dedication, and Conservation Scenarios**

As shown in **Table 8**, there is a total of about 91,200 acres of land protection still required to complete the land protection obligations under the MSHCP and to bring the Additional Reserve Lands to 153,000 acres. Of this, the State/federal requirements is for about 34,400 acres, while the Local Permittee requirement is for about 56,800 acres.

The experience of the last 16 years indicates that the MSHCP was overly optimistic in terms of land dedications, assuming that 41,000 acres would be dedicated to the RCA. As noted above, about 10,000 acres of potential future land dedication is associated with a range of previously proposed projects. Based on historical information on actual, dedications agreements on proposed projects, current RCA policy, and consultations with RCA staff, minimal additional dedication is expected or assumed. This analysis, therefore, assumes that the prior agreement concerning dedications, summing to about 10,000 acres, will be secured over the next eight years and prior to the end of the current habitat protection period. Even if the implementation period were extended, no extra land dedication is forecast to occur.

As a result, and as shown in **Table 8**, a total of about 46,800 acres of Additional Reserve Land acquisition is required by Local Permittees for MSHCP implementation once the forecast of dedications is incorporated. As shown in **Table 8**, the required average annual pace of habitat protection varies considerably under the different acquisition period extension scenarios, as described below: <sup>19</sup>

- **Baseline/No Extension Scenario.** As currently structured, RCA is required to complete land acquisition by the end of Year 25 of Plan implementation in 2029. This provides nine (9) years to protect the 47,000 acres through direct land acquisition (distinct from the assumed dedications), an average annual acquisition pace of about 5,200 acres each year.
- **5-Year Extension.** With a 5-year extension to the acquisition period, the RCA would be required to complete land acquisitions by the end of Year 30 of Plan implementation in 2034. This provides fourteen (14) years to protect the 47,000 acres through direct land acquisition (distinct from the assumed dedications), an average annual acquisition pace of about 3,300 acres each year.
- **10-Year Extension.** With a 10-year extension to the acquisition period, the RCA would be required to complete land acquisitions by the end of Year 35 of Plan implementation in 2039. This provides nineteen (19) years to protect the 47,000 acres through direct land acquisition (distinct from the assumed dedications), an average annual acquisition pace of about 2,500 acres each year.

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<sup>19</sup> As a point of reference, the historical pace of Local Permittee-driven habitat protection has been somewhat above 2,000 acres each year with availability of funding being an important determinant of the pace of acquisition. The pace of State/federal-driven acquisition has averaged about 1,000 acres each year.



**Table 8 Required Acquisition Acres to Achieve ARL Goals**

Entity/Item	Through 2019	2020-End of Acquisition Period	Years Remaining	Annual Conservation Acres Required	Total Acres
<b>NO EXTENSION</b>					
State/Federal	21,608	34,392	9	3,821	56,000
<b>Local</b>					
HANS Dedication (1)	715	10,000	9	1,111	10,715
Net Local Acquisition	39,497	46,788	9	5,199	86,285
Total Local Conservation	40,212	56,788	9	6,310	97,000
<b>State/Federal + Local = ARL Goal</b>	<b>61,820</b>	<b>91,180</b>	<b>9</b>	<b>10,131</b>	<b>153,000</b>
<b>5 YEAR EXTENSION</b>					
State/Federal			14	2,457	56,000
<b>Local</b>					
HANS Dedication	<i>See above</i>		14	714	10,715
Net Local Acquisition			14	3,342	86,285
Total Local Conservation			14	4,056	97,000
<b>State/Federal + Local = ARL Goal</b>			<b>14</b>	<b>6,513</b>	<b>153,000</b>
<b>10 YEAR EXTENSION</b>					
State/Federal			19	1,810	56,000
<b>Local</b>					
HANS Dedication	<i>See above</i>		19	526	10,715
Net Local Acquisition			19	2,463	86,285
Total Local Conservation			19	2,989	97,000
<b>State/Federal + Local = ARL Goal</b>			<b>19</b>	<b>4,799</b>	<b>153,000</b>
<b>15 YEAR EXTENSION</b>					
State/Federal			24	1,433	56,000
<b>Local</b>					
HANS Dedication	<i>See above</i>		24	417	10,715
Net Local Acquisition			24	1,950	86,285
Total Local Conservation			24	2,366	97,000
<b>State/Federal + Local = ARL Goal</b>			<b>24</b>	<b>3,799</b>	<b>153,000</b>
<b>20 YEAR EXTENSION</b>					
State/Federal			29	1,186	56,000
<b>Local</b>					
HANS Dedication	<i>See above</i>		29	345	10,715
Net Local Acquisition			29	1,613	86,285
Total Local Conservation			29	1,958	97,000
<b>State/Federal + Local = ARL Goal</b>			<b>29</b>	<b>3,144</b>	<b>153,000</b>

1 About 10,000 acres of potential future land dedication is associated with a range of previously proposed projects. Based on historical information on actual dedications agreements on proposed projects, current RCA policy, and consultations with RCA staff, minimal additional dedication is expected or assumed beyond these agreements. This analysis therefore, assumes that the prior agreements concerning dedications will occur with future dedications summing to about 10,000 acres. The precise timing of these dedications is uncertain, but are assumed to occur over the next eight years. Average annual numbers in this table are shown distributed across the full remaining acquisition period of each extension scenario.

Shading indicates acreage to be acquired with fee revenue.

Sources: Western Riverside County Regional Conservation Authority; and Economic & Planning Systems, Inc.

## 4. FORECASTS OF DEVELOPMENT, DEDICATION, FEE PAYMENT

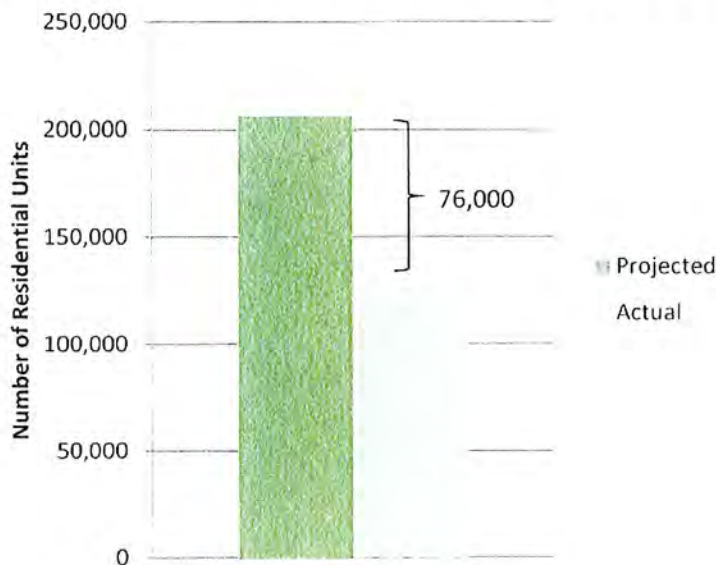
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Future development within Western Riverside County will both reduce land available for conservation while also serving as a primary funding mechanism for habitat acquisitions. This chapter identifies forecasts of future growth in Western Riverside County and develops an associated forecast of land development that is a key component of the fee calculation.

### Historic Development and HCP Fees

The MSHCP anticipated that 13,000 to 14,000 residential units and about 370 commercial and industrial acres would be developed on average annually. Specifically, between 2005 and 2019, 206,000 residential units were expected in the Plan Area. A review of new units in the Plan Area indicates about 130,000 units were developed over the period (see **Figure 6**), about 37 percent below the forecast.<sup>20</sup> While the substantial volatility in the real estate market over the period (including the housing boom, deep recession, and modest recovery) may explain some of this difference, the slower pace of development means that fee revenues have been similarly constrained relative to the original revenue projections.

**Figure 6 Residential Unit Development, Western Riverside County, 2005-2019**



Source: California Department of Finance; MSHCP Projections

<sup>20</sup> Actual units developed have been derived from the California Department of Finance (DOF), Demographics Unit information through January 1, 2019. Note that the DOF reports data by city and for the entire Riverside County unincorporated area. Western Riverside's portion of the total unincorporated area has been derived based on the area's historic share of unincorporated County, taking into account the incorporations of new cities that occurred in Western Riverside County since MSHCP Plan adoption (Eastvale, Jurupa Valley, Menifee, and Wildomar).

## Growth Projections

### SCAG Forecasts in Context

The Southern California Association of Governments (SCAG) is a Metropolitan Planning Organization (MPO)<sup>21</sup> representing six counties, 191 cities and more than 18 million residents. MPOs, such as SCAG are charged under California Senate Bill 375 with developing Sustainable Community Strategies (SCSs) as part of regional transportation plans. SCAG's SCS includes population, household, and job projections through 2040 by city and unincorporated area. SCAG consults with local governments within the region, including the Western Riverside Council of Governments (WRCOG) which represents Western Riverside County, to develop the projections. SCAG adopted the 2012-2040 Regional Transportation Plan/Sustainable Community Strategy (RTP/SCS) in 2016. The 2016 RTP/SCS forms the basis of the SCAG projections; EPS extrapolated an annual growth rate from the SCAG projections and, assuming consistent development trends through 2050, applied the rate in order to estimate development projections through 2050.

SCAG forecasts for the future, on an annualized basis, were compared with the MSHCP's original forecast along with historical information (when available) as described further below:

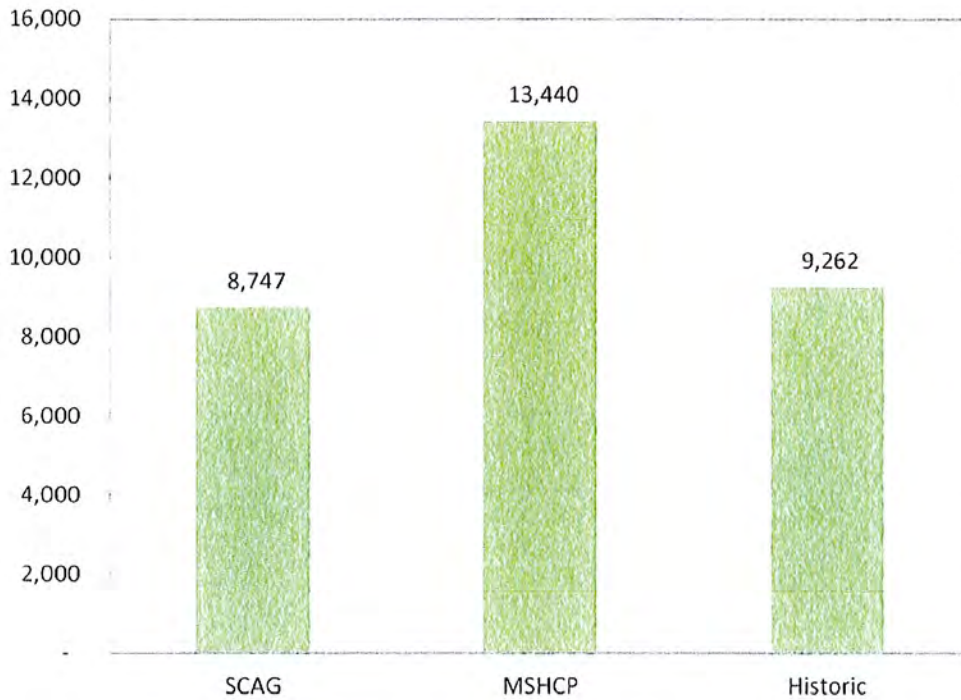
- **Residential Development Forecast.** **Figure 7** shows, for Western Riverside County, the annual residential unit count for SCAG projections through 2050, MSHCP projections through 2029, and residential units produced in Western Riverside County between 2005 and 2019. As shown, the SCAG projections suggest about 8,750 units each. This is similar to the average annual historic pace of growth between 2005 and 2019 of about 9,260 units, but well below the original MSHCP projections of about 13,400 units each year. Based on the similarity between the historical average and the SCAG forecast, the SCAG forecast is considered a reasonable basis for determining the future pace of residential development and associated residential land development (based on assumed densities of development).
- **Commercial Development Forecast.** The SCAG jobs forecast of about 15,000 jobs each year was converted into an annual gross amount of commercial/industrial development using the employment density and FAR assumptions used in the most recent Transportation Uniform Mitigation Fee (TUMF) update documents. As shown in **Figure 8**, this results in a forecast of about 690 acres of commercial/industrial land development each year (representing an overall average of about 21 jobs per acre of development), considerably above the original MSHCP projections of about 370 acres each year. The higher SCAG number, however, appears reasonable given recent and ongoing trends in Western Riverside County where substantial amounts of new logistics/distribution development have occurred covering substantial land areas and, as such, is considered reasonable as the basis of the future forecast of commercial/industrial land development.

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<sup>21</sup> Federal law requires that an urbanized area with a population of at least 50,000 be guided by a regional entity known as an MPO. California's Senate Bill 375 expands the role of the State's 18 MPOs to include regional plans that help the State reach its greenhouse gas reduction targets by encouraging compact development and new development near public transit.

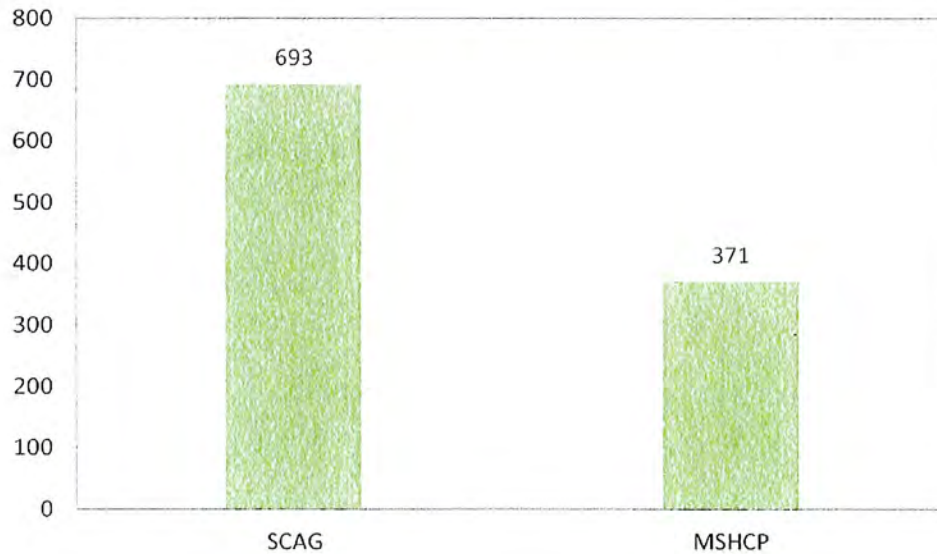
**Figure 7 New Housing Units per Year, SCAG and MSHCP Projections and Historic Production (2005-2019)**

SCAG (2012-2040) and MSHCP Projections (2004-2029) and Historic Production (2005-2019)



**Figure 8 Newly Developed Commercial Acres per Year**

SCAG (2012-2040) and MSHCP Projections



Note: SCAG job projections converted into acres by EPS

## Forecasts for Fee Calculation

For this fee program update, the SCAG projections are considered a reasonable basis for forecasting future land development. Because all new development is expected to pay the mitigation fee, all of the forecasted household and job growth is converted into a land development forecast that is, in turn, used to calculate the mitigation fees. **Table 9** shows SCAG's overall projections for households and employment in Western Riverside County between 2012 and 2050, and **Table 10** shows the implied average annual land development rates, and, in turn, the overall level of residential and commercial/industrial land development that would be expected to occur through the end of the land acquisition period for each of the extension scenarios.<sup>22</sup> As shown, all scenarios assume an overall average annual land development of 2,252 acres each year, including 693 acres in commercial/industrial land development and 1,558 acres in annual residential land development.<sup>23</sup>

- **Baseline/No Extension Scenario.** Under the no extension scenario, a total of 20,265 acres of land development is expected to occur during the remaining Plan implementation period of nine (9) years and would pay the mitigation fees.
- **5-Year Extension.** Under the 5-year extension to the acquisition period, a total of 31,523 acres of land development is expected to occur during the remaining Plan implementation period of 14 years and would pay the mitigation fees.
- **10-Year Extension.** Under the 10-year extension to the acquisition period, a total of 42,782 acres of land development is expected to occur during the remaining Plan Implementation period of 19 years and would pay the mitigation fees.
- **15-Year Extension.** Under the 15-year extension to the acquisition period, a total of 54,040 acres of land development is expected to occur during the remaining Plan implementation period of 24 years and would pay the mitigation fees.

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<sup>22</sup> Under the MSHCP, all new development is required to pay the mitigation fee and contribute to funding the implementation of the MSHCP except where specifically exempted in the Ordinance.

<sup>23</sup> The 1,558 acres of residential land development was derived based on the forecasted 8,747 residential units each year and assumptions concerning distribution by density category and an average density level. More specifically, consistent with the recent TUMF analysis assumptions, 70 percent of new residential units are assumed to be in the low density category (less than 8 units per acre) with an average of 4.5 units/acre, 20 percent are assumed to be the medium density category (8 to 16 units per acre) with an average of 10.8 units/acre, and 10 percent are assumed to be the high density category (over 16 units per acre) with an average of 24.4 units/acre. The unit per acre factors are consistent with those indicated in the Original Nexus Study. The overall implied average residential density is 5.6 units/gross acre.

**Table 9 Projected Growth in Western Riverside County, through 2050**

SCAG	Western Riverside MSHCP Plan Area	
	Households	Employment
2012	530,970	463,833
2040 Projection	775,882	869,792
2050 Projection (1)	863,350	1,014,777
New Households/Jobs Expected by 2050	332,380	550,944
Average Annual	8,747	14,499

(1) SCAG projections forecast growth through 2040. EPS assumes the annual growth rate from 2012 to 2040 remains constant through 2050 and applies the rate to an additional 10 years in order to project growth through 2050.

Sources: Southern California Association of Governments; Economic & Planning Systems, Inc.

**Table 10 Projected Developed Acres in Western Riverside County, by Extension Scenario**

SCAG	Western Riverside MSHCP Plan Area		
	Residential	Non Residential	Total
<b>No Extension</b>			
Proportionate Share 2020-2028 <sup>1</sup>	78,722 Households	130,487 Jobs	
<b>New Development to Acres<sup>2</sup></b>			
Acres of New Development Through 2028	14,026 Acres	6,239 Acres	20,265 Acres
Acres per Year	1,558 Acres	693 Acres	2,252 Acres
<b>5 Year Extension</b>			
Proportionate Share 2020-2034 <sup>1</sup>	122,456 Households	202,979 Jobs	
<b>New Development to Acres<sup>2</sup></b>			
Acres of New Development Through 2034	21,818 Acres	9,705 Acres	31,523 Acres
Acres per Year	1,558 Acres	693 Acres	2,252 Acres
<b>10 Year Extension</b>			
Proportionate Share 2020-2038 <sup>1</sup>	166,190 Households	275,472 Jobs	
<b>New Development to Acres<sup>2</sup></b>			
Acres of New Development Through 2038	29,611 Acres	13,171 Acres	42,782 Acres
Acres per Year	1,558 Acres	693 Acres	2,252 Acres
<b>15 Year Extension</b>			
Proportionate Share 2020-2043 <sup>1</sup>	209,924 Households	347,965 Jobs	
<b>New Development to Acres<sup>2</sup></b>			
Acres of New Development Through 2043	37,403 Acres	16,637 Acres	54,040 Acres
Acres per Year	1,558 Acres	693 Acres	2,252 Acres

(1) SCAG forecasts from the 2016 Report have been used for all cities in Western Riverside County. The projections for the entire unincorporated area in Riverside have been split into just the Western part of the County through a review of WRCOG's recent proportion of unincorporated growth, compared to the whole County.

(2) Conversion from household projections to residential acres of developed land is based on expected development mix and average residential density by land use type, with an average residential density of 5.6 DUAC. Similarly, conversion from job projections to nonresidential acres of developed land is based on distribution of jobs by workspace type and average employment density by land use type, with an average nonresidential density of 21 jobs per land acre. Residential density assumptions are based on data from the Census and California Department of Finance; Employment density assumptions are based on SCAG data.

Sources: California Department of Finance; US Census Bureau; Southern California Association of Governments; Economic & Planning Systems, Inc.

## 5. MSHCP IMPLEMENTATION COSTS

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This chapter describes the analysis and assumptions that underpin the estimation of the total remaining MSHCP implementation costs in 2019 dollars. Key cost factors evaluated include land costs, management and monitoring costs, administration and professional services costs, and endowment costs. Together these cost components form the total MSHCP implementation costs. Because the duration allowed for land acquisition and endowment establishment affect several of these cost items, distinct total implementation cost estimates are provided for all scenarios (i.e., Baseline/ No Extension and the three extension scenarios).

### Land Costs

Planning-level estimates of the per acre values associated with potential Additional Reserve Land (ARL) acquisitions are a critical input into the estimation of total land acquisition costs associated with Plan implementation. Land acquisition costs represented the majority of the original estimates of MSHCP implementation costs. This chapter provides planning-level estimates of per acre land conservation costs in 2019-dollar terms based on available information. In combination with assumptions concerning the characteristics of the Additional Reserve Lands to be acquired and potential levels of dedication, the per acre land value estimates drive the estimate of overall land acquisition costs.

Actual per acre habitat conservation costs may vary from the average planning-level estimates presented in this chapter for a number of reasons, including differences in the specific characteristics of the actual parcels acquired as well as fluctuations in economic, real estate, and land market conditions over time. Individual transactions will require appraisals to establish their value at the time of acquisition based on parcel characteristics and pertinent market conditions at the time of appraisal. Over time, per acre and overall cost estimates typically change for a number of reasons as discussed further in **Chapter 9**.

### MSHCP/Original Nexus Study

The initial adoption of the mitigation fees was based on a nexus study completed in July 2003 that included a land valuation analysis that was completed in December 2002. The land valuation analysis assumed the acquisition of vacant and unentitled lands in the Criteria Cells. The land value analysis provided planning-level estimates of per acre land values by grouped land use designation and by Area Plan. Planning-level land value estimates were based on sales comparables. The land value estimates indicated per acre land values that were primarily driven by differentiation in land use category. The land use designation categories represent groupings of the broad number of land use designations present in the Study Area. **Table 11** summarizes the per-acre land value ranges and resulting averages. Based on this analysis, an overall weighted average of \$13,100 per acre was applied in the MSHCP financial sections in the Original Nexus Study.

**Table 11 Per-Acre Land Value Estimates—2003 Dollars (2003 Nexus Study)**

Land Use Designation	Value Range	Resulting Average *
Open Space	\$2,500 to \$10,000 per acre	\$ 8,000 per acre
Rural/Agricultural	\$5,000 to \$25,000 per acre	\$11,000 per acre
Community Development	\$20,000 to \$80,000 per acre	\$45,000 per acre
<b>Overall (1)</b>	<b>\$2,500 to \$80,000 per acre</b>	<b>Varied (1)</b>

\* Per acre values rounded to the nearest 1,000.

(1) Reported overall average land value per acre depends on mix of land types. Number varies by documents, though \$13,100 per acre was overall value applied in the MSHCP financing sections.

Source: Original 2003 Nexus Study

### RCA Experience to Date

**Table 12** summarizes average RCA land acquisition costs to date. Including land purchased shortly before the MSHCP was adopted through the end of 2018, costs for Local Permittee land acquisitions summed to \$352.5 million in nominal dollar terms, an average of \$9,400 per acre. However, for the year 2018, about 2,100 acres were acquired at the higher average per acre cost of \$13,200 per acre.

**Table 12 Local Conservation Costs Through 2018**

Item	Pre-MSHCP through 2018	2018
<b>Total Acres Acquired (1)</b>	37,547	2,066
<b>Total Cost (millions)</b>	\$352.5	\$27.4
<b>Cost per Acre (Nominal \$s)</b>	\$9,400	\$13,200

(1) Includes all acres purchased; does not include acres conserved via easement.

Sources: Western Riverside County Regional Conservation Authority MSHCP Annual Report 2018; Economic & Planning Systems, Inc.

To date, the overall historical level of per acre land acquisition expenditures is well below the original 2004 per acre land value estimates. The cost of RCA acquisitions during this timeframe were kept relatively low by concentrating more on lower cost parcels (larger parcels in remote areas with limited development potential). In 2018, as in the future, the average cost per acre is expected to be higher than this historical average due to the characteristics of land still needing to be acquired.

### New Land Value Analysis and Conclusions

New 2019 per acre land value estimates were developed based on recent historical transactions as reported in the sales comparables sections of appraisals conducted for RCA acquisitions. This data set provided a substantial inventory of over 150 land sales between 2012 and 2017 that supported conclusions concerning per acre land values by key land value characteristic.



The average land value per acre for future RCA acquisitions is dependent on the different land values per acre as well as the expected distribution of future acquisitions. The actual land to be acquired is uncertain and is dependent on the availability of land through willing sellers. However, based on the conservation needs by Area Plan, the suitable land available for protection, as well as the specific linkages that must be created between the core reserve areas, RCA staff provided sufficient information for EPS to develop a general expression of parcels by characteristic to support the land value analysis. An illustration of the expected distribution of acres by land use designation and size range is provided in **Table 14**.

**Table 14 Illustrative Distribution of Land Acquisitions by Land Use and Size**

Land Use Designation	Conservation Scenario (Acres) (1)				Total
	Less than 5 Acres	5 - 19.99 Acres	20 - 79.99 Acres	80 + Acres	
Open Space	535	1,531	3,626	4,654	10,346
Rural	1,901	17,241	26,802	29,428	75,371
Community Development	<u>638</u>	<u>1,707</u>	<u>3,613</u>	<u>4,384</u>	<u>10,342</u>
<b>Total Purchases by Acreage</b>	<b>3,074</b>	<b>20,479</b>	<b>34,041</b>	<b>38,466</b>	<b>96,059</b>

1. Conservation scenario analysis was conducted in 2017 so overall acres acquired more than those required as of end of 2019.

Sources: RCA, Economic & Planning Systems, Inc.

Applying the per acre land values in **Table 13** to the illustrative land conservation distribution in **Table 14** provides an estimate of the aggregate land value, supporting the estimate of the average planning level land value per acre in 2017-dollar terms (see **Table 15**).

**Table 15 Aggregate Land Value of Remaining Areas (2017 dollars)**

Land Use Designation	Land Comparables by Acres				Total
	Less than 5 Acres	5 - 19.99 Acres	20 - 79.99 Acres	80 + Acres	
Open Space	\$6,292,633	\$7,795,633	\$14,319,467	\$8,682,942	\$37,090,674
Rural	\$63,411,345	\$199,183,566	\$223,437,526	\$162,777,034	\$648,809,470
Community Development	<u>\$113,198,910</u>	<u>\$129,817,405</u>	<u>\$261,456,200</u>	<u>\$106,682,740</u>	<u>\$611,155,254</u>
<b>Total Cost of Purchases</b>	<b>\$182,902,887</b>	<b>\$336,796,603</b>	<b>\$499,213,192</b>	<b>\$278,142,716</b>	<b>\$1,297,055,399</b>
<b>% of Total</b>	<b>14%</b>	<b>26%</b>	<b>38%</b>	<b>21%</b>	<b>100%</b>

1. This table is the average land value per acre multiplied by the Conservation Scenario. See **Table E-1** and **E-2**.

Sources: RCA, Economic & Planning Systems, Inc.

As shown in **Table 15**, the aggregate land value of the approximately 96,000 acres remaining to be protected as part of the MSHCP as of 2017 is estimated at about \$1.3 billion in 2017 dollars. This represents an average land value of about \$13,500 per acre. To convert this land value into 2019 dollars terms (similar to the rest of the analysis), EPS indexed the value to about \$14,300 per acre in 2019-dollar terms.<sup>25</sup>

## **Other Costs—Administration, Management, and Monitoring**

Program administration, reserve management, and reserve monitoring are required functions that require annual funding. The forecasts for each of these cost categories are described below.

### **Administration and Professional Service Costs**

The Western Riverside County Regional Conservation Authority is responsible for implementing the MSHCP. Since 2004, RCA staff members have directed the acquisition, management, and monitoring of the local portion of the Additional Reserve Land (ARL) required by the MSHCP, monitored State and federal Public/Quasi-Public lands and the State and federal portions of the ARL, and undertook all of the administrative tasks associated with maintaining the permit.

Costs categorized in this fee study under MSHCP administration include all RCA staff costs and other costs like building rents and average expenditures on non-acquisition related professional services that are not anticipated to vary as the size of the ARL increases. The forecast for the acquisition period assumes that these costs will remain at approximately \$4.2 million in constant 2019 dollars, increasing with inflation but not increasing as the size of the ARL grows (see **Table 16**). This includes salaries and benefits of about \$2.3 million annually and about \$1.5 million in professional services, supplies, and other costs.

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<sup>25</sup> Two years of inflation (2017 - 2019) based on by BLS CPI adjustment for Riverside-San Bernardino-Ontario Metro Area.



healthy MSHCP Conservation Area in perpetuity.” Unlike the RCA’s reserve management activities which are limited to local ARL acres, the RCA will ultimately be responsible for monitoring all 500,000 acres of the reserve lands mandated under the MSHCP. The acreage currently being monitored totals roughly 408,000 acres. For the purposes of this analysis, the \$1.1 million annual cost estimate based on FY 2018-19 actual spending was used to inform cost projections through the full acquisition period. Because current staff capacity is not adequate to accomplish necessary biological monitoring with existing land holdings, to address the additional land acquisitions, two new full time equivalent (FTE) positions are added to the current 2019 spending for reserve monitoring. The 2019 per acre reserve monitoring cost of \$2.67 was adjusted to \$3.01 (2019 dollars) to account for two new entry-level biologist FTEs. (see **Table 17**). This constant dollar per acre cost was assumed to apply throughout the period of implementation.

**Reserve Management and Biological Monitoring Costs**

**Table 17** summarizes estimated per acre costs for reserve management and monitoring in 2019 dollars. Applying these per acre costs (in 2019 dollars) to current acreage under management and monitoring projects results in annual costs of \$1.32 million and \$1.23 million, respectively. The annual reserve management and biological monitoring costs increase as new acquisitions occur.



the end of the land acquisition period as it is assumed that no more mitigation fees will be collected at that time.<sup>26</sup>

For the purposes of this analysis, we have assumed that habitat management and habitat monitoring costs continue in full, while administration costs are reduced by half following the end of the land acquisition period. All of these costs then continue in perpetuity. As a result and as shown in **Table 18**, the endowment is sized to cover the expected annual management and monitoring costs and 50 percent of the administration costs, totaling \$6.8 million (2019 dollars) once all lands have been acquired.

**Table 18 Annual Implementation Cost Estimate (2019\$)**

Cost Categories	Annual Cost by Last Year of Land Acquisition Period	Adjustment	Annual Post-Land Acquisition Cost
Ongoing Habitat Management	\$3,172,063	100%	\$3,172,063
Ongoing Habitat Monitoring	\$1,506,776	100%	\$1,506,776
Administration <sup>1</sup>	\$4,154,811	50%	\$2,077,406
<b>Total</b>	<b>\$8,833,650</b>		<b>\$6,756,244</b>

1. Administration includes salaries and benefits, accounting, auditing and reporting, contracts, etc.. Assumes less administration is needed following the land acquisition period; ongoing administrative needs include oversight, auditing and reporting, and board staffing.

Sources: Western Riverside County Regional Conservation Authority; and Economic & Planning Systems, Inc.

Consistent with many regional habitat conservation plans, the average annual net, real (allowing for inflation and institutional fees) interest rate is assumed to be three (3) percent.<sup>27</sup> Under all extension scenarios, the total required endowment funding is \$225.2 million. Because the longer extension periods provide more time for the accrual of interest revenues, the net endowment cost (that must be funded by mitigation fees) is different for each scenario. **Table 19** shows the consistent total endowment funding required by scenario as well as the different levels of aggregate endowment interest and associated net endowment funding requirement. For a detailed time-series accounting of endowment funding by extension scenario, see **Appendix II**.

<sup>26</sup> It is important to note that the RCA has collected a distinct set of endowment funds for situations where specific conservation activities are required over-and-above the core activities covered by this endowment calculation.

<sup>27</sup> This assumes that the implementing entity can use investment vehicles that may be not be typical for Riverside County.

**Table 19 Endowment Funding (2019\$), by Extension Scenario**

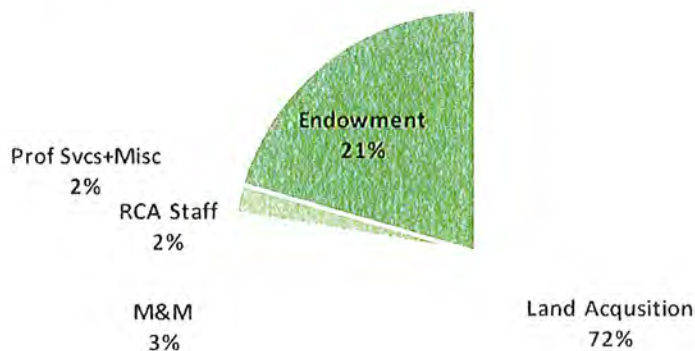
Item	No Extension	5-Year Extension	10-Year Extension	15-Year Extension
Total Endowment Funding Required	\$225,208,133	\$225,208,133	\$225,208,133	\$225,208,133
(Less) Endowment Interest	<u>(\$25,695,187)</u>	<u>(\$40,679,628)</u>	<u>(\$54,846,349)</u>	<u>(\$68,206,990)</u>
Net Endowment Funding Required	\$199,512,947	\$184,528,506	\$170,361,785	\$157,001,144

Sources: Western Riverside County Regional Conservation Authority; and Economic & Planning Systems, Inc.

### Total Implementation Costs

Implementation costs include land costs, administrative and professional services expenses, management and monitoring costs, and the required net endowment funding. The remaining MSHCP implementation costs, as described in detail in the preceding sections, are all estimated in 2019 constant dollar terms. Under the Baseline/ No Extension scenario, as shown in **Figure 9**, the \$702 million in estimated land acquisition costs make up 72 percent of the total implementation cost of \$974 million. Administrative costs total about 4 percent of total costs, management and monitoring sum to 3 percent of total implementation costs, and the endowment constitutes 21 percent of total costs.

**Figure 9 Comparison of Costs by Category**



Total implementation costs vary by extension scenario. Land acquisition costs are the same for all scenarios. Administrative, management and monitoring costs increase the longer the acquisition period is extended, but the endowment funding required decreases the longer the

acquisition period is extended. As shown in **Table 20**, total implementation costs range from \$890 million to \$967 million depending on the extension period. Although total costs over time increase with longer extension periods the per-year implementation costs decrease with longer extension periods, as shown in **Table 21**. For a detailed time-series of all implementation costs excepting the endowment, see **Appendix I**.

**Table 20 Total Implementation Costs (2019\$\*), by Extension Scenario**

Local Permittee MSHCP Implementation Costs	Total for 2020 - 2028 No Extension	Total for 2020 - 2033 5-Yr Extension	Total for 2020 - 2038 10-Yr Extension	Total for 2020 - 2043 15-Yr Extension
Land <sup>1</sup>	\$701,931,902	\$701,931,902	\$701,931,902	\$701,931,902
Management & Monitoring	\$33,582,193	\$51,646,790	\$69,711,387	\$87,775,983
RCA Staff <sup>2</sup>	\$20,596,453	\$32,038,927	\$43,481,401	\$54,923,875
Professional Services and Supplies <sup>2</sup>	\$13,194,561	\$20,524,873	\$27,855,185	\$35,185,497
Loan Repayment <sup>3</sup>	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Other Costs <sup>2,4</sup>	\$3,602,285	\$5,603,554	\$7,604,824	\$9,606,093
Net Endowment Funding Required	<u>\$199,512,947</u>	<u>\$184,528,506</u>	<u>\$170,361,785</u>	<u>\$157,001,144</u>
<b>Total Costs</b>	<b>\$974,420,341</b>	<b>\$998,274,552</b>	<b>\$1,022,946,483</b>	<b>\$1,048,424,494</b>

1. Land value estimates at \$14,288 per acre in 2019 dollar terms.

2. RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.

3. RCA has "Other Long Term Obligations" totaling \$5 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million starting in FY 2018.

4. Includes rents and all other miscellaneous expenses.

NOTE: In some cases numbers may not perfectly sum due to rounding.

Sources: Western Riverside County RCA; Economic & Planning Systems, Inc.

\* All costs are provided in constant 2019 dollar terms. Costs will change over time due to inflation and other factors. These changes will be addressed through the fee indexing/ updating process that will include automatic inflation-indexed fee changes annually based on the regional Consumer Price Index and periodic comprehensive updates to the Nexus Study.

**Table 21 Average Annual Implementation Costs (2019\$), by Extension Scenario**

Local Permittee MSHOP Implementation Costs	Average Annual			
	2020 - 2028 No Extension	2020 - 2033 5-Yr Extension	2020 - 2038 10-Yr Extension	2020 - 2043 15-Yr Extension
Land <sup>1</sup>	\$77,992,434	\$50,137,993	\$36,943,784	\$29,247,163
Management & Monitoring	\$3,731,355	\$3,689,056	\$3,669,020	\$3,657,333
RCA Staff <sup>2</sup>	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495
Professional Services and Supplies <sup>2</sup>	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062
Loan Repayment <sup>3</sup>	\$222,222	\$142,857	\$105,263	\$83,333
Other Costs <sup>2,4</sup>	\$400,254	\$400,254	\$400,254	\$400,254
Net Endowment Funding Required	<u>\$22,168,105</u>	<u>\$13,180,608</u>	<u>\$8,966,410</u>	<u>\$6,541,714</u>
<b>Total Costs</b>	<b>\$108,268,927</b>	<b>\$71,305,325</b>	<b>\$53,839,289</b>	<b>\$43,684,354</b>

1. Land value estimates at \$14,288 per acre in 2019 dollar terms.

2. RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.

3. RCA has "Other Long Term Obligations" totaling \$5 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million starting in FY 2018.

4. Includes rents and all other miscellaneous expenses.

NOTE: In some cases numbers may not perfectly sum due to rounding.

Sources: Western Riverside County RCA; Economic & Planning Systems, Inc.

## 6. RCA NON-FEE REVENUES

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### MSHCP Forecast of Non-Fee Revenues

The MSHCP forecast an array of revenue sources, in addition to fee revenue, supporting the conservation program. These sources were anticipated to total about 44 percent of the revenue for the program, including:

- **Transportation funding** – includes the Measure A sales tax which is authorized through 2039 and other transportation funding sources such as the Transportation Uniform Mitigation Fees (TUMF) charged on new development. Note that the MSHCP envisioned up to \$121 million of Measure A money to the HCP.
- **Other infrastructure projects** – funding from this source was not quantified in the MSHCP but reflected the expectation that local public construction projects such as schools, administrative facilities, libraries, jails, and other projects like flood control and utility projects would mitigate the construction through the payment of a per-acre fee.<sup>28</sup> Since MSHCP adoption, the standard contribution has been three to five percent of total project costs.
- **Landfill contributions** – Landfill tipping fees have been used in the County since the 1990 for conservation programs. Under county permitting of landfills, the County has committed to divert portions of tipping fees to MSHCP implementation.

**Table 22** and **Figure 10** summarizes the revenue forecasts under the MSHCP. Including the fee revenues, these sources totaled \$1.07 billion or an estimated average almost \$43 million per year for 25-years (in 2004 dollars). Excluding fee revenues, a total of \$18.84 million in annual revenues were forecast, including Measure A funding, \$10 million each year from other transportation projects, and \$4.0 million from land fill contributions.

As described further below, at this point, the average annual funding from non-fee revenues sources are well below the MSCHP forecast. Measure A, a voter-approved ½ cent sales tax measure did provide substantial funding as envisioned (though is now fully used/ allocated) and, collectively, the other non-fee funding sources are well beyond what was originally envisioned.

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<sup>28</sup> See Chapter 8.5.1 Funding Sources in the MSHCP.

**Table 22 2004 MSHCP Anticipated Funding Sources**

MSHCP Anticipated Funding Source	Estimate (millions)	% of Avg/Yr Total	(millions over 25 years)
<b>Fee Funded Sources:</b>			
Cities and County Development Mitigation Fees	\$539.6	50%	\$21,584,000
Density Bonus Fees	<u>\$66.0</u>	6%	<u>\$2,640,000</u>
Non-Fee Funded Sources	\$605.6		\$24,224,000.0
<b>Public Funding Sources</b>			
Local Roads (Measure A)	\$121.0	11%	\$4,840,000
Other Transportation	\$250.0	23%	\$10,000,000
Other infrastructure Projects	unknown	0%	\$0
El Sobrante Landfill	\$90.0	8%	\$3,600,000
County Landfills	\$10.0	1%	\$400,000
Eagle Mountain Landfill	unknown	0%	\$0
New Regional funding	<u>unknown</u>	0%	<u>\$0</u>
Non-Fee Funded Sources	\$471.0		\$18,840,000
<b>Total, Local Funds</b>	<b>\$1,076.6</b>	<b>100%</b>	<b>\$43,064,000</b>

**Figure 10 2004 MSHCP Anticipated Funding Sources**



### New Forecast of Non-Fee Revenues

Non-fee revenues to the RCA are projected to be \$6.85 million annually in 2019 dollars. This estimate was derived from a line by line review of the major revenue items for a 3-year period from FY 2016-17 to FY 2018-19, projections by collection entities (e.g., TUMF revenue), and recent dynamics likely to affect the revenue source (e.g., greater diversion of trash to recycling

will likely reduce tipping fees). The estimates have been inflated from a three-year average to 2019 dollars, as detailed in **Table 23**.

**Table 23 Annual Non-Fee Revenue Projection (2019\$s)**

Non-Fee Revenue Item	RCA FY16/17-18/19 3-Year Average of Actuals	CPI Adjusted to 2019\$
<b><u>Transportation Mitigation<sup>1</sup></u></b>		
TUMF Revenue-Developer Fees	\$950,000	\$979,637
<b>Subtotal</b>	<b>\$950,000</b>	<b>\$979,637</b>
<b><u>Tipping Fee</u></b>	<b>\$3,865,728</b>	<b>\$3,986,326</b>
<b><u>Public Project Mitigation</u></b>		
PSE Mitigation Fee <sup>2</sup>	NA	\$500,000
Other Gov MSHCP Infrastructure	\$284,570	\$293,448
Other Gov MSHCP Civic Projects	\$93,629	\$96,550
Flood Control District	<u>\$293,084</u>	<u>\$302,227</u>
<b>Subtotal</b>	<b>\$671,283</b>	<b>\$1,192,225</b>
<b><u>Other Revenue</u></b>		
Interest and Other Sources	\$467,073	\$481,644
Rents	\$80,531	\$83,043
Joint Project Review Fees	<u>\$124,762</u>	<u>\$128,654</u>
<b>Subtotal</b>	<b>\$672,365</b>	<b>\$693,341</b>
<b>Total Revenue</b>	<b>NA</b>	<b>\$6,851,529</b>

1. All Measure A funding was provided prior to 2020 and the associated obligations have been met.

2. Participating Special Entities fees. This does not include Developer Mitigation Fees. These fees vary widely year over year, \$500,000 is used as an annual average per the recommendation of RCA staff.

Sources: Western Riverside County Regional Conservation Authority; Economic & Planning Systems, Inc.

## 7. MITIGATION FEE CALCULATION

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The revised Local Development Mitigation Fee is based on a generally similar methodology to the Original Nexus Study that ensures the fee level is proportional to the development impact. This methodology looks at the remaining conservation requirements associated with Local Permittee obligations under the MSHCP and associated Incidental Take Permit and Implementing Agreement, determines the remaining Local Permittee implementation cost, subtracts out reasonable estimates of non-fee revenues and other contributions, to determine the overall fee-funding obligation. This obligation is then divided among the new development forecast to determine the required mitigation fee. In others words, the original 2003 and updated 2020 Local Development Mitigation Fee estimates are the outcome of the following formula (the 2003 and 2020 Nexus Studies differ in their process of allocating funding required between land uses):

**1. Implementation Costs**

*minus*

**2. Non-Fee Funding**

*equals*

**3. Outstanding Funding Required**

*divided by*

**4. Development Forecast**

*equals*

**5. Local Development Mitigation Fee Schedule**

**Table 24** summarizes the estimated Net Implementation Costs, Expected Acres of Development, and the associated per gross acre mitigation fee. As shown, the average mitigation fee per gross acre decreases with each extension as similar levels of net implementation costs are spread across more development. **Tables 25** through **28** provide the detailed calculations that determine the total net MSHCP implementation costs shown in **Table 24**. As noted in **Chapter 1**, for residential development, the per-gross-acre fee is translated into a per-unit fee schedule for administrative continuity.

**Table 24 MSHCP Implementation Costs and Per Acre Mitigation Fees**

Fee Per Acre	No Extension	5-Year Extension	10-Year Extension	15-Year Extension
<b>Net Cost</b>	<b>\$912,756,583</b>	<b>\$902,353,150</b>	<b>\$892,767,438</b>	<b>\$883,987,805</b>
<b>Acres of Development</b>				
Residential	14,026	21,818	29,611	37,403
Nonresidential	<u>6,239</u>	<u>9,705</u>	<u>13,171</u>	<u>16,637</u>
<b>Total</b>	<b>20,265</b>	<b>31,523</b>	<b>42,782</b>	<b>54,040</b>
<b>Mitigation Fee per Acre</b>	<b>\$45,041</b>	<b>\$28,625</b>	<b>\$20,868</b>	<b>\$16,358</b>

Sources: Southern California Association of Governments; Western Riverside County RCA; Economic & Planning Systems, Inc.

**Table 25 Recommended Fee Level—No Extension**

Item	Total for 2020 - 2029 (Years 17 - 26)	9 yrs	Average Annual	% of Total Costs Funding Need
<b>Local Permittee Land Requirements</b>				
Preservation Requirement	56,788 acres		6,310 acres	na
(less) HANS Dedication	<u>10,000</u> acres		<u>1,111</u> acres	na
Local Permittee Acquisition	46,788 acres		5,199 acres	na
<b>Local Permittee MSHCP Implementation Costs</b>				
Land (1)	\$701,931,902		\$77,992,434	72.0%
Management & Monitoring	\$33,582,193		\$3,731,355	3.4%
RCA Staff (2)	\$20,596,453		\$2,288,495	2.1%
Professional Services and Supplies (2)	\$13,194,561		\$1,466,062	1.4%
Loan Repayment (3)	\$2,000,000		\$222,222	0.2%
Other Costs (2) (4)	\$3,602,285		\$400,254	0.4%
Net Endowment Funding Required	\$199,512,947		\$22,168,105	20.5%
<b>Total Costs</b>	<b>\$974,420,341</b>		<b>\$108,268,927</b>	<b>100.0%</b>
<hr/>				
<b>Offsetting Revenues (5)</b> (exc. Private Development Mitigation)				
Public Project Mitigation (6)	\$10,730,025		\$1,192,225	1.4%
Transportation Mitigation (7)	\$8,816,731		\$979,637	1.1%
Tipping Fees	\$35,876,934		\$3,986,326	4.6%
Other Revenues (8)	<u>\$6,240,068</u>		<u>\$693,341</u>	<u>0.8%</u>
<b>Total Selected Revenues</b>	<b>\$61,663,758</b>		<b>\$6,851,529</b>	<b>8.0%</b>
<hr/>				
<b>Funding Required from Private Development Mitigation</b>				
Net Cost	\$912,756,583		\$101,417,398	93.7%
<hr/>				
<b>Mitigation Fee Estimates (per gross acre of development)</b>				
<b>Growth Projection:</b>				
<b>Development</b>	<b>2020 - 2028</b>		<b>Annual</b>	
Residential Units	79,000		8,778	
Residential Acres	14,026		1,558	
Non-Residential Acres	6,239		693	
<b>Total Acres</b>	<b>20,265</b>		<b>2,252</b>	
<b>Mitigation Fee</b>	<b>\$45,041 per acre</b>			
<hr/>				

(1) Land value estimates at \$14,288 per acre in 2019 dollar terms plus a 5% transaction cost.

(2) RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.

(3) RCA has "Other Long Term Obligations" totaling \$2 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million over the course of two years.

(4) Includes rents and all other miscellaneous expenses.

(5) RCA Revenues are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.

(6) Includes Flood Control District, PSE mitigation payments, and other government MSHCP infrastructure & civic project revenues.

(7) Includes TUMF fees.

(8) Includes interest and other sources, rents, and joint project review fees.

Sources: MSHCP, RCA, Economic & Planning Systems, Inc.

**Table 26 Recommended Fee Level—5-Year Extension**

Item	Total for 2020 - 2034 (Years 17 - 30)	14 yr.	Average Annual	% of Total Cost Funding Need
<b>Local Permittee Land Requirements</b>				
Preservation Requirement	56,788 acres		4,056 acres	na
(less) HANS Dedication	<u>10,000</u> acres		<u>714</u> acres	na
Local Permittee Acquisition	46,788 acres		3,342 acres	na
<b>Local Permittee MSHCP Implementation Costs</b>				
Land (1)	\$701,931,902		\$50,137,993	70.3%
Management & Monitoring	\$51,646,790		\$3,689,056	5.2%
RCA Staff (2)	\$32,038,927		\$2,288,495	3.2%
Professional Services and Supplies (2)	\$20,524,873		\$1,466,062	2.1%
Loan Repayment (3)	\$2,000,000		\$142,857	0.2%
Other Costs (2) (4)	\$5,603,554		\$400,254	0.6%
Net Endowment Funding Required	\$184,528,506		\$13,180,608	18.5%
<b>Total Costs</b>	<b>\$998,274,552</b>		<b>\$71,305,325</b>	<b>100.0%</b>
<b>Offsetting Revenues (5)</b> (exc. Private Development Mitigation)				
Public Project Mitigation (6)	\$16,691,150		\$1,192,225	2.1%
Transportation Mitigation (7)	\$13,714,915		\$979,637	1.7%
Tipping Fees	\$55,808,564		\$3,986,326	6.9%
Other Revenues (8)	<u>\$9,706,772</u>		<u>\$693,341</u>	<u>1.2%</u>
<b>Total Selected Revenues</b>	<b>\$95,921,402</b>		<b>\$6,851,529</b>	<b>11.8%</b>
<b>Funding Required from Private Development Mitigation</b>				
Net Cost	\$902,353,150		\$64,453,796	90.4%
<b>Mitigation Fee Estimates (per gross acre of development)</b>				
<b>Growth Projection:</b>				
<b>Development</b>	<b>2020 - 2033</b>		<b>Annual</b>	
Residential Units (4.2 DU/Acres)	122,456		8,747	
Residential Acres	21,818		1,558	
Non-Residential Acres	9,705		693	
<b>Total Acres</b>	<b>31,523</b>		<b>2,252</b>	
<b>Mitigation Fee</b>	<b>\$28,625 per acre</b>			

(1) Land value estimates at \$14,288 per acre in 2019 dollar terms plus a 5% transaction cost  
(2) RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
(3) RCA has "Other Long Term Obligations" totaling \$2 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million over the course of two years.  
(4) Includes rents and all other miscellaneous expenses  
(5) RCA Revenues are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
(6) Includes Flood Control District, PSE mitigation payments, and other government MSHCP infrastructure & civic project revenues.  
(7) Includes TUMF fees.  
(8) Includes interest and other sources, rents, and joint project review fees

Sources: MSHCP; RCA; Economic & Planning Systems, Inc.

**Table 27 Recommended Fee Level—10-Year Extension**

Item	Total for 2020 - 2038 (Years 17 - 35)	10 yrs	Average Annual	% of Total Cost/ Funding Need
<b>Local Permittee Land Requirements</b>				
Preservation Requirement	56,788 acres		2,989 acres	na
(less) HANS Dedication	<u>10,000</u> acres		<u>526</u> acres	na
Local Permittee Acquisition	46,788 acres		2,463 acres	na
<b>Local Permittee MSHCP Implementation Costs</b>				
Land (1)	\$701,931,902		\$36,943,784	68.6%
Management & Monitoring	\$69,711,387		\$3,669,020	6.8%
RCA Staff (2)	\$43,481,401		\$2,288,495	4.3%
Professional Services and Supplies (2)	\$27,855,185		\$1,466,062	2.7%
Loan Repayment (3)	\$2,000,000		\$105,263	0.2%
Other Costs (2) (4)	\$7,604,824		\$400,254	0.7%
Net Endowment Funding Required	\$170,361,785		\$8,966,410	16.7%
<b>Total Costs</b>	<b>\$1,022,946,483</b>		<b>\$53,839,289</b>	<b>100.0%</b>
<b>Offsetting Revenues (5)</b> (exc. Private Development Mitigation)				
Public Project Mitigation (6)	\$22,652,275		\$1,192,225	2.7%
Transportation Mitigation (7)	\$18,613,099		\$979,637	2.2%
Tipping Fees	\$75,740,195		\$3,986,326	8.9%
Other Revenues (8)	<u>\$13,173,476</u>		<u>\$693,341</u>	<u>1.5%</u>
<b>Total Selected Revenues</b>	<b>\$130,179,045</b>		<b>\$6,851,529</b>	<b>15.3%</b>
<b>Funding Required from Private Development Mitigation</b>				
Net Cost	\$892,767,438		\$46,987,760	87.3%
<b>Mitigation Fee Estimates (per gross acre of development)</b>				
<b>Growth Projection:</b>				
<b>Development</b>	<b>2020 - 2038</b>		<b>Annual</b>	
Residential Units (4.2 DU/Acres)	166,000		8,737	
Residential Acres	29,611		1,558	
Non-Residential Acres	13,171		693	
<b>Total Acres</b>	<b>42,782</b>		<b>2,252</b>	
<b>Mitigation Fee</b>	<b>\$20,868 per acre</b>			

- (1) Land value estimates at \$14,288 per acre in 2019 dollar terms plus a 5% transaction cost.  
 (2) RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
 (3) RCA has "Other Long Term Obligations" totaling \$2 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million over the course of two years.  
 (4) Includes rents and all other miscellaneous expenses.  
 (5) RCA Revenues are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
 (6) Includes Flood Control District, PSE mitigation payments, and other government MSHCP infrastructure & civic project revenues.  
 (7) Includes TUMF fees.  
 (8) Includes interest and other sources, rents, and joint project review fees.

Sources: MSHCP; RCA; Economic & Planning Systems, Inc.

**Table 28 Recommended Fee Level—15-Year Extension**

Item	Total for 2020 - 2044 (Years 17 - 40)	24 yrs	Average Annual	% of Total Cost/ Funding Needs
<b>Local Permittee Land Requirements</b>				
Preservation Requirement	56,788 acres		2,366 acres	na
(less) HANS Dedication	<u>10,000</u> acres		<u>417</u> acres	na
Local Permittee Acquisition	46,788 acres		1,950 acres	na
<b>Local Permittee MSHCP Implementation Costs</b>				
Land (1)	\$701,931,902		\$29,247,163	67.0%
Management & Monitoring	\$87,775,983		\$3,657,333	8.4%
RCA Staff (2)	\$54,923,875		\$2,288,495	5.2%
Professional Services and Supplies (2)	\$35,185,497		\$1,466,062	3.4%
Loan Repayment (3)	\$2,000,000		\$83,333	0.2%
Other Costs (2) (4)	\$9,606,093		\$400,254	0.9%
Net Endowment Funding Required	\$157,001,144		\$6,541,714	15.0%
<b>Total Costs</b>	<b>\$1,048,424,494</b>		<b>\$43,684,354</b>	<b>100.0%</b>
<b>Offsetting Revenues (5)</b> (exc. Private Development Mitigation)				
Public Project Mitigation (6)	\$28,613,400		\$1,192,225	3.2%
Transportation Mitigation (7)	\$23,511,283		\$979,637	2.6%
Tipping Fees	\$95,671,825		\$3,986,326	10.7%
Other Revenues (8)	<u>\$16,640,181</u>		<u>\$693,341</u>	<u>1.9%</u>
<b>Total Selected Revenues</b>	<b>\$164,436,689</b>		<b>\$6,851,529</b>	<b>18.4%</b>
<b>Funding Required from Private Development Mitigation</b>				
Net Cost	\$883,987,805		\$36,832,825	84.3%
<b>Mitigation Fee Estimates (per gross acre of development)</b>				
<b><u>Growth Projection:</u></b>				
<b>Development</b>	<b>2020 - 2043</b>		<b>Annual</b>	
Residential Units	210,000		8,750	
Residential Acres	37,403		1,558	
Non-Residential Acres	16,637		693	
<b>Total Acres</b>	<b>54,040</b>		<b>2,252</b>	
<b>Mitigation Fee</b>	<b>\$16,358 per acre</b>			

(1) Land value estimates at \$14,288 per acre in 2019 dollar terms plus a 5% transaction cost.  
 (2) RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
 (3) RCA has "Other Long Term Obligations" totaling \$2 million, which was a loan received from the County in FY 2012/13 and is now payable in increments of \$1 million over the course of two years.  
 (4) Includes rents and all other miscellaneous expenses.  
 (5) RCA Revenues are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
 (6) Includes Flood Control District, PSE mitigation payments, and other government MSHCP infrastructure & civic project revenues.  
 (7) Includes TUMF fees.  
 (8) Includes interest and other sources, rents, and joint project review fees.

Sources: MSHCP; RCA; Economic & Planning Systems, Inc.

## 8. MITIGATION FEE ACT (NEXUS) FINDINGS

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Mitigation fees are utilized in California to finance public facilities necessary to mitigate impacts stemming from new development. In 1987, the California Legislature adopted the Mitigation Fee Act to provide a framework for the application and administration of such fees. Current prevailing practice among the majority of approved and permitted regional multiple-species Habitat Conservation Plans is that any habitat mitigation fees are to be adopted by the relevant jurisdictions (cities and Counties) consistent with the Mitigation Fee Act.<sup>29</sup> As discussed further in **Chapter 9**, the adoption of fees under the Mitigation Fee Act includes a number of auditing and reporting requirements.

The Mitigation Fee Act, defined in California Government Code Sections 66000 to 66025, requires all public agencies to document five findings when establishing or increasing a fee as a condition for new development. These findings were made when the Western Riverside County MSHCP Local Development Mitigation Fees were first justified and established.<sup>30</sup>

This Chapter of the Western Riverside Habitat Conservation Plan Nexus Fee Study was prepared to describe how the proposed increase in the Local Development Mitigation Fee satisfies the five statutory findings required by the Mitigation Fee Act and is based on the appropriate nexus between new development and the imposition of a mitigation fee. The five statutory findings required for the establishment of a mitigation fee are summarized in the sections below and supported by the technical analysis in the prior chapters of this Study.

### **Purpose of Fee**

*Identify the purpose of the fee. (66001(a)(1))*

The purpose of the Local Development Mitigation Fee is to contribute to the funding required to implement the MSCHP and, as a result, help maintain the incidental take permits for new private and public development in Western Riverside County under the federal and State Endangered Species Acts. Maintaining the incidental take permit is necessary to allow for future development, and without the development community paying for the cost of the MSHCP, individual applicants will need to apply independently for development approval under federal and State law if the project impacts a threaten or endangered species. The federal Endangered Species Act specifically requires that the applicant for incidental take permit "ensure that adequate funding for the plan will be provided."<sup>31</sup> In addition, the Local Development Mitigation Fee helps provide the regional benefit of streamlined economic development in Western Riverside County as well as

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<sup>29</sup> In addition to the current Western Riverside County habitat mitigation fee, see also the Coachella Valley habitat mitigation fee, the San Joaquin County Multi-Species Habitat Conservation and Open Space Fee, and the East Contra Costa County HCP/NCCP mitigation fee.

<sup>30</sup> See the Final Mitigation Nexus Report for the Western Riverside County Multiple Species Habitat Conservation Plan, published July 1, 2003.

<sup>31</sup> See Section 1539(a)(2)Biii of the federal Endangered Species Act.

the provision of contiguous open spaces that will serve as a community amenity to residents, workers, and visitors.

## Use of Fee Revenues

*Identify the use to which the fee is to be put. If the use is financing public facilities, the facilities shall be identified. That identification may, but need not, be made by reference to a capital improvement plan as specific in Section 65403 or 66002, may be made in applicable general or specific plan requirements, or may be made in other public documents that identify the public facilities for which the fee is charged. (66001(a)(2)).*

The MSHCP is the public document that outlines the actions required as a whole and the particular set of actions required by the Local Permittees (and the Regional Conservation Agency as their agent) to obtain incidental take permits—associated with State and federal Endangered Species Act requirements—for new public and private development in Western Riverside County. Failure to meet the requirements of the MSHCP will result in an inability to obtain or maintain incidental take permits through the MSHCP, which would require future development to secure individual take authorization if the project impacts a threaten or endangered species.

Revenues from the Local Development Mitigation Fee will be used, in conjunction with other local and regional funding sources, to fund the conservation actions identified as the responsibility of Local Permittees in the MSHCP. The revenue from the Local Development Mitigation Fee will be used to help fund the appropriate habitat acquisition (land acquisition and associated transaction costs), maintenance and monitoring of habitat land (preserve management, monitoring, and adaptive management), and program management, administration, and oversight activities and costs.<sup>32</sup> **Chapter 3** of this report describes the Local Permittee conservation requirements, progress to date, and the remaining actions required under the MSHCP.

## Relationship

*Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. (66001(a)(3)).*

The implementation of the MSHCP, and the mitigation fee as a fundamental part of it, will benefit all new development by mitigating their collective impacts on covered species and associated habitat. All new public and private development in the Plan area will affect habitat and species either directly, indirectly, or as a cumulative effect. New infrastructure development, for example, in addition to its direct effects, will support new development on other parcels and other locations in the Plan Area. Similarly, new private development will require new infrastructure and also result in additional demand for new developments through linkages—for

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<sup>32</sup> Consistent with the interpretation applied to the majority of permitted and approved regional, multiple-species Habitat Conservation Plans in California and guidance from RCA Counsel, the Local Development Mitigation Fee is assumed to fund its proportionate share (as determined by the technical analysis and constrained by the statutory requirements) of applicable MSHCP implementation costs including, but also limited to, habitat acquisition costs (and associated transaction costs), the costs of managing and monitoring the habitat preserves in perpetuity, and the administrative and other costs of managing the overall program.

example, the need for new housing to accommodate new workers at commercial developments or the need for new retail developments to serve new residents at residential developments. In other words, all new development in Western Riverside County will benefit from the incidental take permits obtained through the MSHCP and via the use of the mitigation fee revenues.

In addition, the incidental take permits are necessary to permit any future development within the Plan Area, and in order to obtain or maintain such incidental take permits, the MSHCP must be fully funded. Because funding the MSHCP is required in order to allow for future development under the MSHCP, there is a direct relationship between the proposed use of the mitigation fee and development within the Plan Area.

## **Need**

*Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed. (66001(a)(4)).*

Without new development, no MSHCP would be necessary and no further habitat conservation would be required under the federal and State Endangered Species Acts. To allow for any future development under the Plan, the MSHCP must be fully funded. New development in the Plan Area, as noted above, will directly, indirectly, or cumulatively affect species and habitat in Western Riverside County. Because of this, development of the MSHCP was undertaken to provide a regional, streamlined approach to benefit future development of all types in Western Riverside County, including the development and improvements envisioned under the numerous General Plans and the Regional Transportation Improvement Program. The requirements of the MSHCP (habitat acquisition, management and monitoring, program administration) are a direct result of the regional approach to mitigation that is engendered by all new development in the Plan Area under the pertinent environmental regulations. Meeting the requirements of the MSHCP is necessary to obtain the necessary federal authorization to develop within the Plan Area.

## **Proportionality**

*Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed. (66001(b)).*

The MSHCP includes detailed conservation requirements based on the scientific evaluations that form the basis of the MSHCP. Based on these evaluations, conservation responsibilities were allocated between the Local Permittees and other agencies, such as the State and federal governments. The Local Development Mitigation Fee appropriately provides funding towards the fulfillment of the Local Permittee conservation requirements. Furthermore, the Local Permittee obligations are not fully funded through the Local Development Mitigation Fee revenues. Other local and regional funding sources, such as the Measure A sales tax and tipping fees, provide additional mitigation and/or offsetting revenues that reduce the overall cost allocation to the Local Development Mitigation Fee Program. In addition, consistent with the relationship between new development in Western Riverside County and the need for the public facilities (conservation program) described above, proportional attribution between new development is ensured

through the determination of a consistent per gross acre Local Development Mitigation Fee.<sup>33</sup> As a result, the Local Development Mitigation Fee level calculations are carefully determined to fund only the proportionate (or less than) conservation costs attributable to the new development on which the fee is imposed and to allocate the fee levels proportionally across all new development. It is this process of careful calculation based on the requirements of the MSHCP that is the subject of a substantial portion of this Nexus Study (see **Chapters 2** through **7**).

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<sup>33</sup> Determining habitat mitigation fees on a gross acre basis is the clearest way of ensuring proportionate cost allocations among new developments and is a common practice among adopted Habitat Conservation Plans. For purposes of implementation/administrative consistency, for residential uses, the per-gross-acre fee is translated into per unit fees for different density categories.

## 9. FEE IMPLEMENTATION

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The revised Local Development Mitigation Fee must be implemented consistent with the MSHCP (and associated Incidental Take Permit and Implementing Agreement) as well as the California Mitigation Fee Act. A detailed set of guidance is included in the Fee Implementation Handbook to support clarity and specificity in the implementation of the updated fee program by Local Permittees. The sections below summarize some of the key implementation and administration actions to be consistent with the requirements.

### **Adoption of Revised LDMF**

- Consistent with the MSHCP and associated documents, each Local Permittee (i.e., all participating jurisdictions) must adopt an updated LDMF ordinance and a fee resolution establishing the revised fee level as prescribed by the Mitigation Fee Act.
- Consistent with the Mitigation Fee Act, the revised ordinance and associated fee resolution will become effective after a public hearing and 60 days.
- RCA Legal Counsel will prepare a Fee Update Ordinance and Resolution to facilitate the consistent adoption of the updated LDMF by Local Permittees.

### **Securing Supplemental Funding**

The revised Local Development Mitigation Fee is set at the level that would cover the Local Permittee cost obligations once expected non-fee revenues are subtracted out. To the extent any discounts/exemptions are provided to new Western Riverside County development below the updated fee level, additional funding will be required to backfill the fee revenue losses. To the extent, these revenues do not make up for any fee discounts provided, other sources of funding will need to be sought by the RCA and the Local Permittees to fulfill their Plan obligations. At the same time, if new substantial funding sources become available to the RCA for Local Permittee obligations, the funding required through fees may decrease, in turn reducing the required fee levels through a new update.

### **Annual Review**

The Mitigation Fee Act (at Gov. C. §§ 66001(c), 66006(b)(1)) stipulates that each local agency that requires payment of a fee make specific information available to the public annually within 180 days of the last day of the fiscal year. In this case, the RCA can play this role on behalf of the Local Permittees. This information includes the following:

- A description of the type of fee in the account.
- The amount of the fee (the mitigation fee schedule).
- The beginning and ending balance of the fund.
- The amount of fees collected and interest earned.
- Identification of the improvements constructed.
- The total cost of the improvements constructed.
- The fees expended to construct the improvement.
- The percentage of total costs funded by the fee.

If sufficient fees have been collected to fund specific improvement cost, the agency must specify the approximate date for the cost of that improvement. Because of the dynamic nature of growth and MSHCP implementation costs and consistent with current practice, the RCA should continue to monitor progress towards MSHCP goals. The overall adequacy of the fee revenues and other available funding in meeting these goals should be reviewed annually.

## **Surplus Funds**

The Mitigation Fee Act also requires that if any portion of a fee remains unexpended or uncommitted in an account for 5 years or more after deposit of the fee, the RCA, acting for the Local Permittees, shall make findings once each year (1) to identify the purpose to which the fee is to be put, (2) to demonstrate a reasonable relationship between the fee and the purpose for which it was charged, (3) to identify all sources and amounts of funding anticipated to complete financing of incomplete improvements, and (4) to designate the approximate dates on which the funding identified in (3) is expected to be deposited into the appropriate fund (§66001(d)).

If adequate funding has been collected for specific investments, an approximate date must be specified as to when the cost of the investment will be incurred. If the findings show no need for the unspent funds, or if the conditions discussed above are not met, and the administrative costs of the refund do not exceed the refund itself, the local agency that has collected the funds must refund them (Gov. C §66001(e)(f)).

## **Annual and Periodic Updates**

Consistent with the current practice, the Fee Ordinance should allow an automatic annual adjustment to the fees based on the Riverside-San Bernardino-Ontario, CA Consumer Price Index (CPI) or a similar inflation factor. In addition, a more comprehensive update should be conducted required periodically. The Nexus Study and the technical information it contains should be reviewed periodically by the RCA (every five years is recommended) to identify any necessary refinements to the Local Development Mitigation Fees to ensure adequate funding to implement the MSHCP. Under certain circumstances, the RCA may wish to conduct a Nexus Study update sooner than after five years. For example, to the extent there are significant and unexpected changes in implementation costs, in the level of non-fee funding, and/ or the level of fee-paying private development over time, a more immediate fee update may be appropriate.

APPENDIX I:  
Detailed Time Series of Implementation Costs



**Responsibility**  
Management

State/ Fed State	282,000 <u>25,429</u> 307,429	282,000 29,251 <u>33,072</u> 315,072	282,000 36,893 <u>318,893</u>	282,000 40,715 <u>322,715</u>	282,000 44,536 <u>326,536</u>	282,000 48,357 <u>330,357</u>	282,000 52,179 <u>334,179</u>	282,000 56,000 <u>338,000</u>
Non-RCA Local RCA	65,000 46,522 111,522	65,000 59,141 124,141	65,000 55,451 130,451	65,000 71,761 136,761	65,000 78,071 143,071	65,000 84,380 149,380	65,000 90,690 155,690	65,000 97,000 162,000
	46,522 418,951	59,141 429,082	65,451 449,344	71,761 459,476	78,071 469,607	84,380 479,738	90,690 489,869	97,000 500,000
\$/Acre of acquisition costs	\$72,294,065 \$3,614,703 \$75,908,768 \$75,908,768 \$151,817,536	\$72,294,065 \$3,614,703 \$75,908,768 \$227,726,304	\$72,294,065 \$3,614,703 \$75,908,768 \$303,635,072	\$72,294,065 \$3,614,703 \$75,908,768 \$379,543,840	\$72,294,065 \$3,614,703 \$75,908,768 \$455,452,608	\$72,294,065 \$3,614,703 \$75,908,768 \$607,270,144	\$72,294,065 \$3,614,703 \$75,908,768 \$807,270,144	\$90,154,055 \$4,507,703 \$94,661,758 \$701,931,902
\$/Acre	\$1,521,340 \$1,521,340	\$1,934,021 \$5,183,042	\$2,140,361 \$7,323,403	\$2,346,702 \$9,670,105	\$2,553,042 \$12,223,147	\$2,759,382 \$14,982,530	\$2,965,723 \$17,948,252	\$3,172,063 \$21,120,315
\$/Acre	\$1,262,531 \$1,262,531	\$1,323,592 \$3,879,184	\$1,354,122 \$5,233,306	\$1,384,653 \$6,617,959	\$1,415,184 \$8,033,143	\$1,445,714 \$9,478,857	\$1,476,245 \$10,955,102	\$1,506,776 \$12,461,878
	\$22,168,105 \$22,168,105	\$22,168,105 \$66,504,316	\$22,168,105 \$88,672,421	\$22,168,105 \$110,840,526	\$22,168,105 \$133,008,631	\$22,168,105 \$155,176,736	\$22,168,105 \$177,344,842	\$22,168,105 \$199,512,947
	\$2,288,495 \$1,466,062 \$1,000,000 \$400,254 \$5,154,811 \$5,154,811	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$14,464,433	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$18,619,244	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$22,774,055	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$26,928,866	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$31,083,677	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$35,238,488	\$2,288,495 \$1,466,062 \$0 \$400,254 \$4,154,811 \$39,393,299
	\$106,015,555	\$106,252,426	\$105,489,297	\$105,963,039	\$106,199,910	\$106,436,781	\$106,673,652	\$125,663,513

Stability  
Management

State	282,000	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056
	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250
	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806
	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457
	5,263	5,263	5,263	5,263	5,263	5,263	5,263	5,263	5,263	5,263	5,263
	43,018	45,825	51,437	54,243	59,856	62,662	66,719	70,775	74,831	74,831	74,831
	24,065	26,521	31,434	33,891	36,347	38,804	41,261	43,717	46,174	48,630	48,630
	1,250	2,000	5,000	6,250	8,750	10,000	10,000	10,000	10,000	10,000	10,000
	68,333	74,846	87,871	94,384	100,897	107,410	113,923	120,436	126,949	133,461	133,461
	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000
	24,065	26,521	31,434	33,891	36,347	38,804	41,261	43,717	46,174	48,630	48,630
	306,065	308,521	313,434	315,891	318,347	320,804	323,261	325,717	328,174	330,630	330,630
RCA Local	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
	44,268	48,325	56,437	60,493	64,550	68,606	72,662	76,719	80,775	84,831	84,831
	109,268	113,325	121,437	125,493	129,550	133,606	137,662	141,719	145,775	149,831	149,831
	44,268	48,325	56,437	60,493	64,550	68,606	72,662	76,719	80,775	84,831	84,831
	415,333	421,846	434,871	441,384	447,897	454,410	460,923	467,436	473,949	480,461	480,461
Position costs	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188
	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809
	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997
	\$42,100,997	\$84,201,995	\$126,302,992	\$210,504,989	\$252,605,985	\$294,706,982	\$336,807,979	\$378,908,976	\$421,009,973	\$463,110,970	\$505,211,967
	\$1,447,647	\$1,580,295	\$1,712,942	\$1,845,589	\$1,978,237	\$2,110,884	\$2,243,532	\$2,376,179	\$2,508,826	\$2,641,474	\$2,774,121
	\$1,447,647	\$3,027,942	\$4,740,884	\$6,586,474	\$8,564,710	\$10,675,595	\$12,919,126	\$15,295,305	\$17,804,131	\$20,445,605	\$23,219,726
	\$1,251,627	\$1,271,254	\$1,290,880	\$1,310,507	\$1,330,134	\$1,349,761	\$1,369,388	\$1,389,015	\$1,408,641	\$1,428,268	\$1,447,895
	\$1,251,627	\$2,522,880	\$3,813,761	\$5,124,268	\$6,454,402	\$7,804,163	\$9,173,551	\$10,562,566	\$11,971,207	\$13,399,476	\$14,847,371
	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608
	\$13,180,608	\$26,361,215	\$39,541,823	\$52,722,430	\$65,903,038	\$79,083,645	\$92,264,253	\$105,444,860	\$118,625,468	\$131,806,076	\$144,986,683
	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495
	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062
	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254
	\$5,154,811	\$5,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811
	\$5,154,811	\$10,309,622	\$14,464,433	\$18,619,244	\$22,774,055	\$26,928,866	\$31,083,677	\$35,238,488	\$39,393,299	\$43,548,111	\$47,702,922

2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250	-1,250
1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739	1,739
1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810	1,810
3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549	3,549
43,690	45,429	47,167	48,906	50,645	52,384	54,123	55,862	57,601	59,340	61,079	62,818	64,557	66,296	68,035	69,774
23,418	27,038	28,848	30,659	32,469	34,279	36,089	37,899	39,709	41,519	43,329	45,139	46,949	48,760	50,570	52,380
2,500	3,750	5,000	6,250	7,500	8,750	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
86,619	76,217	81,016	85,815	90,614	95,413	100,212	105,011	109,809	114,608	119,407	124,206	129,005	133,804	138,603	143,402
32,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000
23,418	27,038	28,848	30,659	32,469	34,279	36,089	37,899	39,709	41,519	43,329	45,139	46,949	48,760	50,570	52,380
05,418	309,038	310,848	312,659	314,469	316,279	318,089	319,899	321,709	323,519	325,329	327,139	328,949	330,760	332,570	334,380
65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
43,201	46,190	52,167	55,156	58,145	61,134	64,123	67,112	70,100	73,089	76,078	79,067	82,056	85,045	88,034	91,023
08,201	114,179	117,167	120,156	123,145	126,134	129,123	132,112	135,100	138,089	141,078	144,067	147,056	150,045	153,034	156,023
43,201	46,190	52,167	55,156	58,145	61,134	64,123	67,112	70,100	73,089	76,078	79,067	82,056	85,045	88,034	91,023
13,619	418,418	428,016	432,815	437,614	442,413	447,212	452,011	456,809	461,608	466,407	471,206	476,005	480,804	485,603	490,402
44,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562	\$24,844,562
42,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228	\$1,242,228
86,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790	\$26,086,790
86,790	\$52,173,581	\$104,347,161	\$130,520,741	\$156,694,321	\$182,867,901	\$209,041,481	\$235,215,061	\$261,388,641	\$287,562,221	\$313,735,801	\$339,909,381	\$366,082,961	\$392,256,541	\$418,430,121	\$444,603,701
12,740	\$1,510,480	\$1,705,961	\$1,803,701	\$1,901,441	\$1,999,181	\$2,096,921	\$2,194,661	\$2,292,401	\$2,390,142	\$2,487,882	\$2,585,622	\$2,683,362	\$2,781,102	\$2,878,842	\$2,976,582
12,740	\$2,923,220	\$6,237,402	\$8,041,102	\$9,942,543	\$11,941,725	\$14,038,646	\$16,233,307	\$18,525,709	\$20,915,851	\$23,403,733	\$25,989,355	\$28,672,717	\$31,453,819	\$34,335,181	\$37,316,783
46,462	\$1,260,924	\$1,289,847	\$1,304,309	\$1,318,771	\$1,333,233	\$1,347,695	\$1,362,157	\$1,376,619	\$1,391,081	\$1,405,542	\$1,420,004	\$1,434,466	\$1,448,928	\$1,463,390	\$1,477,852
46,462	\$2,507,386	\$5,072,619	\$6,376,928	\$7,695,699	\$9,028,932	\$10,376,627	\$11,738,784	\$13,115,403	\$14,506,484	\$15,912,026	\$17,332,030	\$18,766,497	\$20,215,425	\$21,688,987	\$23,192,549
66,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410
66,410	\$17,932,619	\$35,865,639	\$54,832,049	\$73,798,458	\$92,764,868	\$111,731,278	\$130,697,687	\$149,664,097	\$168,630,507	\$187,596,917	\$206,563,326	\$225,529,736	\$244,496,146	\$263,462,556	\$282,428,966
88,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495
66,082	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062
00,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254
84,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811	\$4,154,811
84,811	\$10,309,622	\$18,619,244	\$22,774,055	\$26,928,866	\$31,083,677	\$35,238,488	\$39,393,299	\$43,548,111	\$47,702,922	\$51,857,733	\$56,012,544	\$60,167,355	\$64,322,166	\$68,476,977	\$72,631,788
47,213	\$42,979,415	\$42,203,819	\$42,316,021	\$42,428,223	\$42,540,425	\$42,652,627	\$42,764,829	\$42,877,031	\$42,989,233	\$43,101,435	\$43,213,637	\$43,325,839	\$43,438,041	\$43,550,243	\$43,662,445
47,213	\$85,846,628	\$170,142,065	\$212,458,086	\$254,886,309	\$297,426,735	\$340,079,362	\$382,731,989	\$425,384,616	\$468,037,243	\$510,689,870	\$553,342,497	\$596,000,124	\$638,652,751	\$681,305,378	\$724,000,005

Info. are captured in the year 17 number.  
2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
that loan repayment is completed.



APPENDIX II:  
Detailed Time Series of Endowment Funding



All Implementation Costs Over Time – No Extension

Rehabilitated Land/Conservation	17 2020	18 2021	19 2022	20 2023	21 2024	22 2025	23 2026	24 2027	25 2028
<b>ACRES</b>									
<b>Land Acquisition Costs</b>									
Land Acquisition (Annual)	6,310	6,310	6,310	6,310	6,310	6,310	6,310	6,310	6,310
Local	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	0
(less) HANS/JPR Dedications	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060	6,310
Total Local	6,881	6,881	6,881	6,881	6,881	6,881	6,881	6,881	10,131
State/ Fed									
Total	6,881	6,881	6,881	6,881	6,881	6,881	6,881	6,881	10,131
Land Acquisition (Cumulative)									
Local	45,272	50,332	55,391	60,451	65,511	70,571	75,630	80,690	87,000
State/ Fed	29,429	33,071	36,713	40,355	44,000	47,642	51,284	54,926	58,568
Local - HANS/JPR Dedications	1,250	2,500	3,750	5,000	6,250	7,500	8,750	10,000	10,000
Total	71,951	82,062	92,213	102,344	112,476	122,607	132,738	142,869	153,000
<b>Management and Monitoring Costs Reserve Summary</b>									
<b>Management</b>									
State/ Federal	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000
POP	25,429	25,251	25,072	24,893	24,714	24,535	24,356	24,177	24,000
ARL	307,429	311,251	315,072	318,893	322,714	326,535	330,356	334,177	338,000
Total	580,000	580,000	580,000	580,000	580,000	580,000	580,000	580,000	580,000
Local	45,322	55,141	64,960	74,779	84,598	94,417	104,236	114,055	123,874
ARL	111,522	117,522	123,522	129,522	135,522	141,522	147,522	153,522	159,522
Total	156,844	172,663	188,482	204,301	220,120	235,939	251,758	267,577	283,396
Total Acres under RCA Management	418,951	425,062	431,173	437,284	443,395	449,506	455,617	461,728	467,839
<b>Costs (all constant 2019 dollars)</b>									
<b>Land Acquisition Costs</b>									
Local, ARL, Annual	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065	\$72,294,065
Local, ARL, Annual	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703	\$3,614,703
Local, Land Acquisition Costs	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788	\$75,908,788
Total, Land Acquisition Costs	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556	\$151,817,556
Local, ARL, Cumulative	\$1,521,340	\$1,727,681	\$1,934,021	\$2,140,361	\$2,346,702	\$2,553,042	\$2,759,382	\$2,965,723	\$3,172,063
Management, Annual	\$1,521,340	\$2,249,021	\$2,976,702	\$3,704,382	\$4,432,062	\$5,159,742	\$5,887,423	\$6,615,103	\$7,342,783
Management, Cumulative	\$1,521,340	\$3,776,702	\$7,003,403	\$10,230,104	\$13,456,805	\$16,683,506	\$19,910,207	\$23,136,908	\$26,363,609
Monitoring, Annual	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531	\$1,262,531
Monitoring, Cumulative	\$1,262,531	\$2,525,062	\$3,787,593	\$5,050,124	\$6,312,655	\$7,575,186	\$8,837,717	\$10,100,248	\$11,362,779
Endowment Costs	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105
Net Endowment Funding, Annual	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210	\$44,336,210
Net Endowment Funding, Cumulative	\$44,336,210	\$88,672,420	\$133,008,630	\$177,344,840	\$221,681,050	\$266,017,260	\$310,353,470	\$354,689,680	\$399,025,890
<b>Administrative Costs</b>									
RCA Staff Costs	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495
Professional Services	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062
Loan Repayment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254
Total Annual	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811
Cumulative Costs	\$5,154,811	\$10,309,622	\$15,464,433	\$20,619,244	\$25,774,055	\$30,928,866	\$36,083,677	\$41,238,488	\$46,393,299
<b>TOTAL ALL COSTS</b>									
TOTAL, Annual	\$106,015,555	\$106,252,426	\$106,489,297	\$106,726,168	\$106,963,039	\$107,199,910	\$107,436,781	\$107,673,652	\$107,910,523
TOTAL, Cumulative	\$106,015,555	\$212,267,981	\$318,757,278	\$425,246,575	\$531,735,872	\$638,225,169	\$744,714,466	\$851,203,763	\$957,693,060

1. All local land acquired to date, including all HANS dedications to date, are captured in the year 17 number.  
 2. RCA Administrative Costs are based on a three year average of FY 2016-17 through FY 2018-19 actual costs, adjusted to 2019 dollars.  
 3. Annual administrative costs decrease in Year 19 due to assumption that loan repayment is completed.

## All Implementation Costs Over Time – 5 Year Extension

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
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Acres	End of:																						
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040		
<b>ACRES</b>																							
<b>Land Acquisition Costs</b>																							
Land Acquisition (Annual)	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	4,056	
Local	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
(less) HANS/PR Deductions	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806	2,806
<b>Total Local</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>	<b>4,056</b>
State/Fed	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457	2,457
<b>Total</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>	<b>6,513</b>
<b>Land Acquisition (Cumulative)</b>																							
Local	45,018	48,825	51,437	54,243	57,050	59,856	62,662	65,468	68,274	71,080	73,887	76,693	79,500	82,306	85,113	87,919	90,725	93,532	96,338	99,145	101,951	104,758	107,564
State/Fed	24,065	26,521	28,977	31,434	33,891	36,347	38,804	41,261	43,717	46,174	48,630	51,087	53,543	56,000	58,457	60,913	63,370	65,827	68,283	70,740	73,197	75,654	78,110
<b>Total</b>	<b>69,083</b>	<b>75,346</b>	<b>80,414</b>	<b>85,677</b>	<b>91,241</b>	<b>96,803</b>	<b>102,406</b>	<b>108,009</b>	<b>113,624</b>	<b>119,239</b>	<b>124,854</b>	<b>130,469</b>	<b>136,084</b>	<b>141,698</b>	<b>147,313</b>	<b>152,928</b>	<b>158,543</b>	<b>164,158</b>	<b>169,772</b>	<b>175,387</b>	<b>181,002</b>	<b>186,617</b>	<b>192,231</b>
<b>Management and Monitoring Costs</b>																							
Reserve Summary																							
State/Fed/Local	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000	282,000
RCA	28,578	33,851	39,124	44,397	49,670	54,943	60,216	65,489	70,762	76,035	81,308	86,581	91,854	97,127	102,400	107,673	112,946	118,219	123,492	128,765	134,038	139,311	144,584
<b>Total</b>	<b>310,578</b>	<b>315,851</b>	<b>321,124</b>	<b>326,397</b>	<b>331,670</b>	<b>336,943</b>	<b>342,216</b>	<b>347,489</b>	<b>352,762</b>	<b>358,035</b>	<b>363,308</b>	<b>368,581</b>	<b>373,854</b>	<b>379,127</b>	<b>384,400</b>	<b>389,673</b>	<b>394,946</b>	<b>400,219</b>	<b>405,492</b>	<b>410,765</b>	<b>416,038</b>	<b>421,311</b>	<b>426,584</b>
RCA	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Local	44,288	48,329	52,370	56,411	60,452	64,493	68,534	72,575	76,616	80,657	84,698	88,739	92,780	96,821	100,862	104,903	108,944	112,985	117,026	121,067	125,108	129,149	133,190
<b>Total</b>	<b>109,288</b>	<b>113,325</b>	<b>117,361</b>	<b>121,397</b>	<b>125,433</b>	<b>129,469</b>	<b>133,505</b>	<b>137,541</b>	<b>141,577</b>	<b>145,613</b>	<b>149,649</b>	<b>153,685</b>	<b>157,721</b>	<b>161,757</b>	<b>165,793</b>	<b>169,829</b>	<b>173,865</b>	<b>177,901</b>	<b>181,937</b>	<b>185,973</b>	<b>190,009</b>	<b>194,045</b>	<b>198,081</b>
Total Acres under RCA Management	44,288	48,329	52,370	56,411	60,452	64,493	68,534	72,575	76,616	80,657	84,698	88,739	92,780	96,821	100,862	104,903	108,944	112,985	117,026	121,067	125,108	129,149	133,190
Total Acres under RCA Monitoring	415,333	421,946	428,559	435,172	441,785	448,398	455,011	461,624	468,237	474,850	481,463	488,076	494,689	501,302	507,915	514,528	521,141	527,754	534,367	540,980	547,593	554,206	560,819

COSTS (all constant 2019 dollars)	End of:																						
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040		
<b>Land Acquisition Costs</b>																							
Local, AR, Annual	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	\$40,096,188	
Land Transaction Costs	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	\$2,004,809	
Total Land Acquisition Costs	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	\$42,100,997	
Local, AR, Cumulative	\$84,201,995	\$126,302,992	\$168,403,989	\$210,504,986	\$252,605,983	\$294,706,980	\$336,807,977	\$378,908,974	\$421,009,971	\$463,110,968	\$505,211,965	\$547,312,962	\$589,413,959	\$631,514,956	\$673,615,953	\$715,716,950	\$757,817,947	\$799,918,944	\$842,019,941	\$884,120,938	\$926,221,935	\$968,322,932	\$1,010,423,929
<b>Management and Monitoring Costs</b>																							
Management, Annual	\$1,447,847	\$1,580,295	\$1,712,742	\$1,845,189	\$1,977,637	\$2,110,084	\$2,242,532	\$2,374,979	\$2,507,427	\$2,639,874	\$2,772,321	\$2,904,768	\$3,037,216	\$3,169,663	\$3,302,110	\$3,434,557	\$3,567,005	\$3,699,452	\$3,831,899	\$3,964,346	\$4,096,793	\$4,229,240	\$4,361,687
Monitoring, Annual	\$1,447,847	\$3,027,942	\$4,740,884	\$6,453,826	\$8,166,768	\$9,879,710	\$11,592,652	\$13,305,594	\$15,018,536	\$16,731,478	\$18,444,420	\$20,157,362	\$21,870,304	\$23,583,246	\$25,296,188	\$27,009,130	\$28,722,072	\$30,435,014	\$32,147,956	\$33,860,898	\$35,573,840	\$37,286,782	\$39,000,000
<b>Total</b>	<b>\$2,895,694</b>	<b>\$4,608,237</b>	<b>\$6,453,626</b>	<b>\$8,300,015</b>	<b>\$10,146,404</b>	<b>\$11,992,792</b>	<b>\$13,839,181</b>	<b>\$15,685,570</b>	<b>\$17,531,959</b>	<b>\$19,378,348</b>	<b>\$21,224,737</b>	<b>\$23,071,126</b>	<b>\$24,917,515</b>	<b>\$26,763,904</b>	<b>\$28,610,293</b>	<b>\$30,456,682</b>	<b>\$32,303,071</b>	<b>\$34,149,460</b>	<b>\$35,995,849</b>	<b>\$37,842,238</b>	<b>\$39,688,627</b>	<b>\$41,535,016</b>	<b>\$43,381,405</b>
<b>Endowment Costs</b>																							
Net Endowment Funding, Annual	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	
Total Endowment Funding, Cumulative	\$131,806,080	\$263,612,168	\$395,418,256	\$527,224,344	\$659,030,432	\$790,836,520	\$922,642,608	\$1,054,448,696	\$1,186,254,784	\$1,318,060,872	\$1,449,866,960	\$1,581,673,048	\$1,713,479,136	\$1,845,285,224	\$1,977,091,312	\$2,108,897,400	\$2,240,703,488	\$2,372,509,576	\$2,504,315,664	\$2,636,121,752	\$2,767,927,840	\$2,899,733,928	\$3,031,540,016
<b>Administrative Costs, 2</b>																							
RCA Staff Costs	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	\$2,288,495	
Professional Services	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	\$1,466,062	
Land Right-of-Way	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	
Other	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	\$400,254	
Total Administrative Costs	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	\$5,154,811	
<b>Total ALL COSTS</b>	<b>\$63,135,660</b>	<b>\$63,287,964</b>	<b>\$63,440,268</b>	<b>\$63,592,572</b>	<b>\$63,744,876</b>	<b>\$63,897,180</b>	<b>\$64,049,484</b>	<b>\$64,201,788</b>	<b>\$64,354,092</b>	<b>\$64,506,396</b>	<b>\$64,658,700</b>	<b>\$64,811,004</b>	<b>\$64,963,308</b>	<b>\$65,115,612</b>	<b>\$65,267,916</b>	<b>\$65,420,220</b>	<b>\$65,572,524</b>	<b>\$65,724,828</b>	<b>\$65,877,132</b>	<b>\$66,029,436</b>	<b>\$66,181,740</b>	<b>\$66,334,044</b>	<b>\$66,486,348</b>
<b>TOTAL Annual</b>	<b>\$63,135,660</b>	<b>\$63,287,964</b>	<b>\$63,440,268</b>	<b>\$63,592,572</b>																			

### All Implementation Costs Over Time - 10 Year Extension

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>ACRES</b>														
<b>Land Acquisition (Annual)</b>														
Local	0	0	0	0	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Land Acquisition (Cumulative)</b>														
Local	0	0	0	0	0	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Management and Monitoring Costs</b>														
<b>Receive Summary Financial Responsibility</b>														
State/Federal	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000	422,000
ARL	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418	27,418
Total	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418	449,418
<b>COSTS (all constant 2019 dollars)</b>														
<b>Land Acquisition Costs</b>														
Local ARL Annual	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962	\$24,844,962
<b>Management and Monitoring Costs</b>														
Local ARL Annual	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743	\$1,415,743
<b>TOTAL ALL COSTS</b>														
Local ARL Annual	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705
State	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705	\$26,260,705

1. All local land purchased to date. Including all state's subscriptions to date, are included in the year 17 number.  
 2. Risk Administration Costs are based on a 10 year average of FY 2016 through FY 2020 historical data, included in 2018 costs.  
 3. Annual administrative costs decrease over year 10 due to administrative cost reduction over time.

**All Implementation Costs Over Time - 15 Year Extension**

ACRES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL
<b>Land Acquisition (Annual)</b>	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	33,000
<b>Professional Services</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Construction</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Other</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>TOTAL</b>	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	82,500
<b>Operating Costs</b>	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	33,000
<b>Administrative</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Maintenance</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>TOTAL</b>	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	49,500
<b>TOTAL ALL COSTS</b>	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	132,000

ACRES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL
<b>Land Acquisition (Annual)</b>	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	33,000
<b>Professional Services</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Construction</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Other</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>TOTAL</b>	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	82,500
<b>Operating Costs</b>	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	33,000
<b>Administrative</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>Maintenance</b>	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	16,500
<b>TOTAL</b>	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	49,500
<b>TOTAL ALL COSTS</b>	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	8,800	132,000

1. This table does not include the costs of the 15-year extension. For more information, please refer to the 15-year extension cost estimate. 2. This table does not include the costs of the 15-year extension. For more information, please refer to the 15-year extension cost estimate. 3. This table does not include the costs of the 15-year extension. For more information, please refer to the 15-year extension cost estimate.

**APPENDIX II:**  
Detailed Time Series of Endowment Funding



**Annual Cost Estimate for Management and Monitoring, Constant 2019\$**

Cost Categories	Annual Cost by Last Year of Land Acquisition Period	Adjustment	Annual Post-Land Acquisition Cost
Ongoing Habitat Management	\$3,172,063	100%	\$3,172,063
Ongoing Habitat Monitoring	\$1,506,776	100%	\$1,506,776
Administration <sup>1</sup>	\$4,154,811	50%	\$2,077,406
<b>Total</b>	<b>\$8,833,650</b>		<b>\$6,756,244</b>

1. Administration includes salaries and benefits, accounting, auditing and reporting, contracts, etc. Assumes less administration is needed following the land acquisition period, ongoing administrative needs include oversight, auditing and reporting, and board staffing

Sources: Western Riverside County Regional Conservation Authority, and Economic & Planning Systems, Inc.

**Endowment Funding – No Extension Scenario**

Item	1	2	3	4	5	6	7	8	9	Post-Permit
New Impact Acres (avg annual)	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252
Average Per Acre Endowment Fee	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845	\$9,845
Annual Endowment Funding	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105	\$22,168,105
Endowment Balance	\$22,168,105	\$44,336,210	\$67,169,359	\$90,687,502	\$114,911,189	\$139,861,586	\$165,560,498	\$192,030,373	\$219,294,346	
Annual Interest	\$0	\$665,043	\$1,350,038	\$2,055,582	\$2,782,293	\$3,530,804	\$4,301,772	\$5,095,868	\$5,913,787	
Cumulative Interest Earnings	\$0	\$665,043	\$2,015,081	\$4,070,663	\$6,852,955	\$10,383,760	\$14,685,531	\$19,781,399	\$25,695,187	
Total Endowment	\$22,168,105	\$45,001,254	\$68,519,396	\$92,743,063	\$117,693,481	\$143,392,391	\$169,862,268	\$197,126,241	\$225,208,133	
Average Annual Post Permit Interest										\$6,756,244

(1) Endowment fee set to ensure that, at the end of the permit term, the total endowment (including endowment fee revenues and interest) are sufficient to provide annual interest/revenues equal to the post-permit annual cost. The real interest rate is assumed to be 3 percent annually.

Assumptions
20,265 impact acres developed 9 year plan 3% interest rate (real, net)
\$6,756,244 annual post-permit cost estimate
\$9,845 Endowment Funding Per Acre of Conservation

**Endowment Funding – 5 Year Extension Scenario**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	Post-Permit
New Impact Acres (avg. annual)	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252
Average Per Acre Endowment Fee	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854	\$5,854
Annual Endowment Funding	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608	\$13,180,608
Endowment Balance	\$13,180,608	\$26,361,215	\$39,542,822	\$52,724,429	\$65,906,036	\$79,087,643	\$92,269,250	\$105,450,857	\$118,632,464	\$131,814,071	\$144,995,678	\$158,177,285	\$171,358,892	\$184,540,499	\$197,722,106
Annual Interest	\$0	\$395,418	\$790,836	\$1,186,254	\$1,581,672	\$1,977,090	\$2,372,508	\$2,767,926	\$3,163,344	\$3,558,762	\$3,954,180	\$4,349,598	\$4,745,016	\$5,140,434	\$5,535,852
Cumulative Interest Earnings	\$0	\$395,418	\$1,186,254	\$2,372,508	\$3,558,762	\$4,745,016	\$5,931,270	\$7,117,524	\$8,303,778	\$9,489,032	\$10,675,286	\$11,861,540	\$13,047,794	\$14,234,048	\$15,420,302
Total Endowment	\$13,180,608	\$26,756,633	\$40,739,540	\$55,142,746	\$69,545,952	\$83,949,158	\$98,352,364	\$112,755,570	\$127,158,776	\$141,561,982	\$155,965,188	\$170,368,394	\$184,771,600	\$199,174,806	\$213,578,012
Average Annual Post-Permit Interest															\$6,756,244

(1) Endowment fee set to ensure that, at the end of the permit term, the total endowment (including endowment fee, revenues and interest) are sufficient to provide annual interest revenues equal to the post-permit annual cost. The real interest rate is assumed to be 3 percent annually.

ASSUMPTIONS	
31,523	impact acres developed
14	year plan
3%	interest rate (real, net)
\$6,756,244	annual post-permit cost estimate
\$5,854	Endowment Funding Per Acre of Conservation

**Endowment Funding – 10 Year Extension Scenario**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	Total	
New Impact Acres (avg annual)	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252
Average Per Acre Endowment Fee	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982	\$3,982
Annual Endowment Funding	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410	\$8,966,410
Endowment Balance	\$6,966,410	\$17,932,819	\$27,899,228	\$36,865,637	\$45,832,046	\$54,798,455	\$63,764,864	\$72,731,273	\$81,697,682	\$90,664,091	\$99,630,500	\$108,596,909	\$117,563,318	\$126,529,727	\$135,496,136	\$144,462,545	\$153,428,954	\$162,395,363	\$171,361,772	\$180,328,181	\$189,294,590	\$198,260,999
Annual Interest	\$0	\$208,962	\$417,924	\$626,886	\$835,848	\$1,044,810	\$1,253,772	\$1,462,734	\$1,671,696	\$1,880,658	\$2,089,620	\$2,298,582	\$2,507,544	\$2,716,506	\$2,925,468	\$3,134,430	\$3,343,392	\$3,552,354	\$3,761,316	\$3,970,278	\$4,179,240	\$4,388,202
Cumulative Interest Earnings	\$0	\$208,962	\$417,924	\$626,886	\$835,848	\$1,044,810	\$1,253,772	\$1,462,734	\$1,671,696	\$1,880,658	\$2,089,620	\$2,298,582	\$2,507,544	\$2,716,506	\$2,925,468	\$3,134,430	\$3,343,392	\$3,552,354	\$3,761,316	\$3,970,278	\$4,179,240	\$4,388,202
Total Endowment	\$6,966,410	\$18,201,812	\$28,371,152	\$38,540,492	\$48,709,832	\$58,879,172	\$69,048,512	\$79,217,852	\$89,387,192	\$99,556,532	\$109,725,872	\$119,895,212	\$130,064,552	\$140,233,892	\$150,403,232	\$160,572,572	\$170,741,912	\$180,911,252	\$191,080,592	\$201,249,932	\$211,419,272	\$221,588,612
Average Annual Per Acre Interest																						\$6,756,244

(1) Endowment fee set to ensure that, at the end of the period term, the total endowment (including endowment fee revenues and interest) are sufficient to provide annual interest revenues equal to the peak permit annual load. The real interest rate is assumed to be 3 percent annually.

Accountable	42,162
Impact acres reserved	28,162
Per Acre Fee	39,162
Annual Fee (Total Fee)	\$6,756,244
Annual Endowment Funding	\$3,982
Per Acre at Construction	

**Endowment Funding - 15 Year Extension Scenario**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
New Impact Acres (avg. annual)	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252
Average Per Acre Endowment Fee	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905
Annual Endowment Funding	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714
Endowment Balance	\$6,541,714	\$13,083,429	\$19,625,144	\$26,166,859	\$32,708,574	\$39,250,289	\$45,792,004	\$52,333,719	\$58,875,434	\$65,417,149	\$71,958,864	\$78,500,579	\$85,042,294	\$91,584,009	\$98,125,724
Annual Interest	\$0	\$196,251	\$392,502	\$588,753	\$785,004	\$981,255	\$1,177,506	\$1,373,757	\$1,570,008	\$1,766,259	\$1,962,510	\$2,158,761	\$2,355,012	\$2,551,263	\$2,747,514
Cumulative Interest Earnings	\$0	\$196,251	\$594,642	\$1,201,235	\$2,022,278	\$3,064,204	\$4,333,638	\$5,837,407	\$7,582,541	\$9,576,280	\$11,826,083	\$14,339,631	\$17,124,837	\$20,189,851	\$23,543,067
Total Endowment	\$6,541,714	\$13,279,680	\$20,219,785	\$27,368,093	\$34,730,850	\$42,314,450	\$50,125,639	\$58,171,122	\$66,457,970	\$74,993,424	\$83,784,941	\$92,840,203	\$102,167,123	\$111,773,852	\$121,668,781
Average Annual Post Permit Interest															

	16	17	18	19	20	21	22	23	24	Post-Permit
2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252
\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905	\$2,905
\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714	\$6,541,714
\$128,210,496	\$138,402,273	\$148,899,805	\$159,712,262	\$170,849,092	\$182,320,028	\$194,135,092	\$206,304,607	\$218,839,209	\$231,748,999	\$245,034,977
\$3,650,063	\$3,955,817	\$4,270,743	\$4,595,116	\$4,929,221	\$5,273,349	\$5,627,801	\$5,992,887	\$6,368,925	\$6,756,244	\$7,155,133
\$27,193,130	\$31,148,947	\$35,419,689	\$40,014,806	\$44,944,027	\$50,217,377	\$55,845,178	\$61,838,065	\$68,206,990	\$74,968,065	\$82,034,299
\$131,860,559	\$142,358,090	\$153,170,547	\$164,307,378	\$175,778,314	\$187,593,377	\$199,762,893	\$212,297,494	\$225,208,133	\$238,504,427	\$252,196,560
										\$6,756,244

(1) Endowment fee set to ensure that, at the end of the permit term, the total endowment (including encumbrance fee revenues and interest) are sufficient to provide annual interest revenues equal to the post-permit annual cost. The real interest rate is assumed to be 3 percent annually.

Assumptions  
 54,040 impact acres developed  
 24 year plan  
 3% interest rate (real net)  
 \$6,756,244 annual post-permit cost estimate  
 \$2,905 Endowment Funding Per Acre of Conservation



**ATTACHMENT 2**



**ORDINANCE NO. 207**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE TO UPDATE THE LOCAL DEVELOPMENT MITIGATION FEE FOR FUNDING THE PRESERVATION OF NATURAL ECOSYSTEMS IN ACCORDANCE WITH THE WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN**

**WHEREAS**, the City Council of the City of Canyon Lake (“City”) finds that the ecosystems of the City and western Riverside County, and the vegetation communities and sensitive species they support are fragile, irreplaceable resources that are vital to the general welfare of all residents;

**WHEREAS**, these vegetation communities and natural areas contain habitat value which contributes to the City’s and the region’s environmental resources;

**WHEREAS**, special protections for these vegetation communities and natural areas are being established to prevent future endangerment of the plant and animal species that are dependent upon them;

**WHEREAS**, adoption and implementation of this Ordinance will help to enable the City to achieve the conservation goals set forth in the Western Riverside County Multiple Species Habitat Conservation Plan (“MSHCP”), adopted by the City Council on March 3, 2004 to implement the associated Implementing Agreement executed by the City Council on March 3, 2004, and to preserve the ability of affected property owners to make reasonable use of their land consistent with the requirements of the National Environmental Policy Act (“NEPA”), the California Environmental Quality Act (“CEQA”), the Federal Endangered Species Act (“FESA”), the California Endangered Species Act (“CESA”), the California Natural Community Conservation Planning Act (“NCCP Act”), and other applicable laws;

**WHEREAS**, the purpose and intent of this Ordinance is to update its Local Development Mitigation Fee to assist in the maintenance of biological diversity and the natural ecosystem processes that support this diversity; the protection of vegetation communities and natural areas within the City and western Riverside County which are known to support threatened, endangered, or key sensitive populations of plant and wildlife species; the maintenance of economic development within the City by providing a streamlined regulatory process from which development can proceed in an orderly process; and the protection of the existing character of the City and the region through the implementation of a system of reserves which will provide for permanent open space, community edges, and habitat conservation for species covered by the MSHCP;

**WHEREAS**, the findings set forth herein are based on the MSHCP and the 2020 Nexus Study, and the estimated implementation costs of the MSHCP as set forth in the 2020 Nexus Study, a copy of which is on file in the City Clerk’s office;

**WHEREAS**, The Western Riverside County Regional Conservation Authority (“RCA”) has prepared an updated nexus study entitled “WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN NEXUS FEE STUDY UPDATE” (2020 Nexus Study”) pursuant to California Government code sections 66000 et seq. for the purpose of updating the Local Development Mitigation Fee (“LDMF”). On December 7, 2020, the RCA Board of Directors reviewed the 2020 Nexus Study and directed RCA Permittees to adopt this updated MSHCP fee ordinance.

**WHEREAS**, pursuant to Article 11, Section 7 of the California Constitution, the City is authorized to enact measures that protect the health, safety, and welfare of its citizens;

**WHEREAS**, pursuant to Government Code sections 66000 et seq., the City is empowered to impose fees and other exactions to provide necessary funding and public facilities required to mitigate the negative effect of new development projects;

**WHEREAS**, on March 3, 2004 the City Council took action on the MSHCP and the associated Implementing Agreement and adopted the original LDMF, and made appropriate findings pursuant to CEQA;

**WHEREAS**, the levying of LDMF has been reviewed by the City Council and staff in accordance with the California Environmental Quality Act (“CEQA”) and the State CEQA Guidelines and it has been determined that the adoption of this ordinance is exempt from CEQA pursuant to Section 21080(b)(8) of the California Public Resources Code and Sections 15273 and 15378(b)(4) of the State CEQA Guidelines; and

**WHEREAS**, pursuant to Government Code sections 66016, 66017, and 66018, the City has: (a) made available to the public, at least ten (10) days prior to its public hearing, data indicating the estimated cost required to provide the facilities and infrastructure for which these development fees are levied and the revenue sources anticipated to provide those facilities and infrastructure; (b) mailed notice at least fourteen (14) days prior to this meeting to all interested parties that have requested notice of new or increased development fees; and (c) held a duly noticed, regularly scheduled public hearing at which oral and written testimony was received regarding the proposed fees.

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

**SECTION 1.** Findings. The City Council finds and determines as follows:

**A.** The preservation of vegetation communities and natural areas within the City and western Riverside County which support species covered by the MSHCP is necessary to protect and promote the health, safety, and welfare of all the citizens of the City by reducing the adverse direct, indirect, and cumulative effects of urbanization and development and providing for permanent conservation of habitat for species covered by the MSHCP.

**B.** It is necessary to update certain development impact fees to ensure that all new development within the City pays its fair share of the costs of acquiring and preserving vegetation communities and natural areas within the City and the region which are known to support plant and wildlife species covered by the MSHCP.

**C.** A proper funding source to pay the costs associated with mitigating the direct, indirect, and cumulative impacts of development to the natural ecosystems within the City and the region, as identified in the MSHCP, is a development impact fee for residential, commercial, and industrial development. The amount of the fee is determined by the nature and extent of the impacts from the development to the identified natural ecosystems and or the relative cost of mitigating such impacts.

**D.** The MSHCP and the 2020 Nexus Study, a copy of which is on file in the City Clerk's office, provides a basis for the imposition of development impact fees on new construction.

**E.** The use of the development impact fees to mitigate the impacts to the City's and the region's natural ecosystems is reasonably related to the type and extent of impacts caused by development within the City.

**F.** The costs of funding the proper mitigation of natural ecosystems and biological resources impacted by development within the City and the region are apportioned relative to the type and extent of impacts caused by the development.

**G.** The facts and evidence provided to the City establish that there is a reasonable relationship between the need for preserving the natural ecosystems in the City and the region, as defined in the MSHCP, and the direct, indirect, and cumulative impacts to such natural ecosystems and biological resources created by the types of development on which the fee will be imposed, and that there is a reasonable relationship between the fee's use and the types of development for which the fee is charged. This reasonable relationship is described in more detail in the MSHCP and the 2020 Nexus Study.

**H.** The cost estimates for mitigating the impact of development on the City's and the region's natural ecosystem and biological resources, as set forth in the MSHCP, are reasonable and will not exceed the reasonably estimated total of these costs.

**I.** The fee set forth herein does not reflect the entire cost of the lands which need to be acquired in order to implement the MSHCP and mitigate the impact caused by new development. Additional revenues will be required from other sources. The City Council finds that the benefit to each development project is greater than the amount of the fee to be paid by the project.

**J.** The fees collected pursuant to this Ordinance shall be used to finance the acquisition and perpetual conservation of the natural ecosystems and certain improvements necessary to implement the goals and objectives of the MSHCP.

**SECTION 2.** Administrative Responsibility. The RCA is hereby reaffirmed as the Administrator of this Ordinance. The RCA is hereby authorized to receive all fees generated from the Local Development Mitigation Fee within the City, and to invest, account for, and expend such fees in accordance with the provisions of the MSHCP, MSHCP Implementing Ordinance, this Ordinance, and the MSHCP Mitigation Fee Implementation Manual. The detailed administrative procedures concerning the implementation of this Ordinance shall be contained in the MSHCP Mitigation Fee Implementation Manual adopted December 7, 2020 and as may be amended from time to time. The RCA Board of Directors may adopt a policy that will allow the City to authorize the RCA to calculate the fees due and collect those amounts directly from property owners. If such a policy is adopted, it will be included in the MSHCP Mitigation Fee Implementation Manual.

**SECTION 3.** Definitions. As used in this Ordinance, the following terms shall have the following meanings:

“Accessory Dwelling Unit” means an accessory dwelling unit as defined by California Government Code section 65852.2(j)(1), or as defined in any successor statute.

“City” means the City of Canyon Lake, California.

“City Council” means the City Council of the City of Canyon Lake, California.

“Credit” means a credit allowed pursuant to Section 10 of this Ordinance, which may be applied against the development impact fee paid.

“Development” means a human-created change to improved or unimproved real estate, including buildings or other structures, mining, dredging, filing, grading, paving, excavating, and drilling.

“Development Project” or “Project” means any project undertaken for the purpose of development pursuant to the issuance of a building permit by the City pursuant to all applicable ordinances, regulations, and rules of the City and state law.

“Junior Accessory Dwelling Unit” means a junior accessory dwelling unit as defined by California Government Code section 65852.22(h)(1), or as defined in any successor statute.

“Local Development Mitigation Fee” or “Fee” means the development impact fee imposed pursuant to the provisions of this Ordinance.

“Multiple Species Habitat Conservation Plan” or “MSHCP” means the Western Riverside County Multiple Species Habitat Conservation Plan, adopted by the City Council on March 3, 2004.

“MSHCP Conservation Area” has the same meaning and intent as such term is defined and utilized in the MSHCP.

“Ordinance” means this Ordinance No. 207 of the City of Canyon Lake, California.

“Project Area” means the area, measured in acres, within the Development Project including, without limitation, any areas to be developed as a condition of the Development Project. Except as otherwise provided herein, the Project Area is the area upon which the project will be assessed the Local Development Mitigation Fee. See the MSHCP Mitigation Fee Implementation Manual for additional guidance for calculating the Project Area.

“Revenue” or “Revenues” means any funds received by the City pursuant to the provisions of this Ordinance for the purpose of defraying all or a portion of the cost of acquiring and preserving vegetation communities and natural areas within the City and the region which are known to support threatened, endangered, or key sensitive populations of plant and wildlife species.

“Western Riverside County Regional Conservation Authority” or “RCA” means the governing body established pursuant to the MSHCP that is delegated the authority to oversee and implement the provisions of the MSHCP.

Any capitalized term not otherwise defined herein shall carry the same meaning and definition as that term is used and defined in the MSHCP.

#### **SECTION 4.** Local Development Mitigation and Local Infrastructure Fee.

**A. Adoption of Local Development Mitigation Fee Schedule.** The City Council shall adopt an applicable Local Development Mitigation Fee schedule provided by the RCA through a separate resolution, which may be amended from time to time.

**B. Public Projects.** The City is required to mitigate the impacts of Public Projects pursuant to the MSHCP and the MSHCP Implementing Agreement. The definition of Public Project and the method for mitigating Public Projects will be set forth in the MSHCP Mitigation Fee Implementation Manual.

**C. Periodic Fee Adjustment.** The Local Development Mitigation Fee schedule set forth in the fee resolution referenced above may be periodically reviewed and the amounts adjusted as set forth in the MSHCP Mitigation Fee Implementation Manual.

**D. Automatic Annual Fee Adjustment.** In addition to the Periodic Fee Adjustment mentioned above, the RCA shall provide the City with an automatic annual fee adjustment for the Local Development Mitigation Fee established by this Ordinance as set forth in the MSHCP Mitigation Fee Implementation Manual.

#### **SECTION 5.** Imposition of The Local Development Mitigation Fee.

**A.** The Local Development Mitigation Fee will be paid no later than at the issuance of a building permit. Notwithstanding any other provision of the City’s Municipal Code, no building

permit shall be issued for any Development Project unless the Local Development Mitigation Fee applicable to such Development Project has been paid. The amount of the Fee shall be calculated in accordance with the MSHCP Mitigation Fee Implementation Manual.

**B.** In lieu of the payment of the Local Development Mitigation Fee as provided above, the Fee for a Development may be paid through a Community Facilities District, provided that such arrangement is approved by the RCA in writing.

**SECTION 6.** Payment of Local Development Mitigation Fee.

**A.** The Local Development Mitigation Fee shall be paid in full in accordance with applicable law.

**B.** The Local Development Mitigation Fee required to be paid under this Ordinance shall be the fee in effect at the time the fee is paid for which the Local Development Mitigation Fee is assessed; provided, however, that Housing Development Projects as defined by California Government Code section 65589.5(h)(2) may be entitled to pay the fee in effect at the time of the preliminary application was submitted.

**C.** Notwithstanding anything in the City’s Municipal Code, or any other written documentation to the contrary, the Local Development Mitigation Fee shall be paid whether or not the Development Project is subject to conditions of approval by the City imposing the requirement to pay the fee.

**D.** If all or part of the Development Project is sold prior to payment of the Local Development Mitigation Fee, the Project shall continue to be subject to the requirement to pay the fee as provided herein.

**E.** The fee title owner(s) of the Property is responsible for the payment of the Local Development Mitigation Fee.

**SECTION 7.** Refunds.

Under certain circumstances, such as double payment, expiration of a building permit, or fee miscalculation due to clerical error, an applicant may be entitled to a refund. Refunds will be reimbursed by the end of the fiscal year on a first come, first served basis, depending upon the net revenue stream. Refunds will only be considered reimbursable if requested within 3 years of the original LDMF payment. In all cases, the applicant must promptly submit a refund request with proof of LDMF payment to the RCA if RCA collected the LDMF, or if collected by a local jurisdiction, the refund request shall be submitted to that local jurisdiction, which will subsequently forward the request to RCA for verification, review, and possible action.

1. Expiration of Building Permits - If a building permit should expire, is revoked, or is voluntarily surrendered and is, therefore voided and no construction or improvement of land has commenced, then the applicant may be entitled to a refund of the LDMF collected which was paid

as a condition of approval, less administration costs. Any refund must be requested within three (3) years of the original payment. The applicant shall pay the current LDMF in effect at the time in full if s/he reapplies for the permit.

2. Double Payments – on occasion due to a clerical error, a developer has paid all or a portion of the required LDMF for project twice. In such cases, a refund of the double payment may be required.

3. Balance Due – when LDMF is incorrectly calculated due to City clerical error, it is the City’s responsibility to remit the balance due to RCA. The error must be discovered within three (3) years of the original payment for the City to be held accountable. The amount due can be remitted through alternate methods agreed to by the RCA Executive Committee. If first approved through RCA staff in writing, the calculation is not subject to additional review.

**SECTION 8.** Accounting and Disbursement of Collected Local Development Mitigation Fees.

A. All fees paid pursuant to this Ordinance shall be deposited, invested, accounted for, and expended in accordance with Section 66006 of the Government Code and all other applicable provisions of law.

B. Subject to the provisions of this section, all fees collected pursuant to this Ordinance shall be remitted to the Western Riverside County Regional Conservation Authority at least quarterly.

C. In the resolution mentioned in Section 4.A, the City may also add an additional cost to the Local Development Mitigation Fee schedule to cover the costs of collecting the fees from project proponents. Any amounts collected by the City shall not reduce the amount collected and remitted to the RCA under this Ordinance.

**SECTION 9.** Exemptions. The following types of construction shall be exempt from the provisions of this Ordinance:

A. Reconstruction or improvements that were damaged or destroyed by fire or other natural causes, provided that the reconstruction or improvements do not result in additional usable square footage.

B. Rehabilitation or remodeling to an existing Development Project, provided that the rehabilitation or remodeling does not result in additional usable square footage.

C. Accessory Dwelling Units, but only to the extent such fee is exempted under state law.

D. Junior Accessory Dwelling Units, but only to the extent such fee is exempted under state law.

E. Existing structures where the use is changed from an existing permitted use to a different permitted use, provided that no additional improvements are constructed and does not result in additional usable square footage.

F. Certain Agricultural Operations as allowed by the MSHCP, as amended.

G. Vesting Tentative Tract Maps entered into pursuant to Government Code section 66452 et seq. (also, Government Code section 66498.1 et seq.) and Development Projects which are the subject of a development agreement entered into pursuant to Government Code section 65864 et seq., prior to the effective date of Ordinance No. 68 wherein the imposition of new fees are expressly prohibited, provided that if the term of such a vesting map or development agreement is extended by amendment or by any other manner after the effective date of Ordinance No. 86 the MSHCP Fee shall be imposed.

Except as exempted above, all projects are required to make a mitigation payment/contribution and where no mitigation payment process is specified, the project will pay the updated per acre mitigation fee.

**SECTION 10.** Fee Credits. Any Local Development Mitigation Fee credit that may be applicable to a Development Project shall be determined by the City and approved by the RCA. All Fee Credits shall comply with the resolutions, ordinances, Implementing Agreement, and policies of the Western Riverside County Regional Conservation Authority including, without limitation, the MSHCP Mitigation Fee Implementation Manual.

**SECTION 11.** Severability. This Ordinance and the various parts, sections, and clauses thereof, are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall be affected thereby. If any part, sentence, paragraph, section, or clause of this Ordinance, or its application to any person entity is adjudged unconstitutional or invalid, such unconstitutionality or invalidity shall affect only such part, sentence, paragraph, section, or clause of this Ordinance, or person or entity; and shall not affect or impair any of the remaining provision, parts, sentences, paragraphs, sections, or clauses of this Ordinance, or its application to other persons or entities. The City Council hereby declares that this Ordinance would have been adopted had such unconstitutional or invalid part, sentence, paragraph, section, or clause of this Ordinance not been included herein; or had such person or entity been expressly exempted from the application of this Ordinance.

**SECTION 12.** CEQA Findings. The City Council hereby finds that in accordance with CEQA and the CEQA Guidelines the adoption of this Ordinance is exempt from CEQA pursuant to Section 21080(b)(8) of the California Public Resources Code and Sections 15273 and 15378(b)(4) of the State CEQA Guidelines.

**SECTION 13.** Ordinance Superseded. This Ordinance supersedes the provisions of Ordinance No. 86 provided this Ordinance is not declared invalid or unenforceable by a court of competent jurisdiction. If, for whatever reason, this Ordinance is declared invalid or unenforceable by a court of competent jurisdiction, Ordinance No. 86 and all other related ordinances and policies shall remain in full force and effect.

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**SECTION 14.** Effective Date. The Mayor shall sign this Ordinance and the City Clerk shall attest thereto and shall within fifteen (15) days of its adoption cause it, or a summary of it, to be published in the Friday Flyer, a newspaper published and circulated in the City of Canyon Lake, and thereupon and thereafter this Ordinance shall take effect and be in force according to law. Pursuant to Section 13.2(A) of the MSHCP Implementing Agreement, the City Clerk shall send a copy of this Ordinance to RCA within 30 days of the date of adoption.

**PASSED, APPROVED, AND ADOPTED**, this \_\_\_\_ day of \_\_\_\_ 2021.

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Kasey Castillo, Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk



## **ATTACHMENT 3**



**RESOLUTION NO. 2021-24**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ESTABLISHING THE WESTERN RIVERSIDE COUNTY MULTIPLE SPECIES HABITAT CONSERVATION PLAN LOCAL DEVELOPMENT MITIGATION FEE APPLICABLE TO ALL DEVELOPMENTS IN THE PLAN AREA**

**WHEREAS**, the City of Canyon Lake is a member agency of the Western Riverside County Regional Conservation Authority (“RCA”), a joint powers agency comprised of the County of Riverside and the 18 cities located in western Riverside County; and

**WHEREAS**, the member agencies of RCA recognized that a habitat conservation plan is necessary to provide special protections for vegetation communities and natural areas containing habitat values to prevent future endangerment of the plant and animal species impacted by new development in western Riverside County; and

**WHEREAS**, in order to address these issues, the member agencies formulated a plan called the Western Riverside County Multiple Species Habitat Conservation Plan (the “MSHCP”) whereby a mitigation fee would be assessed on new development and would be used to fund the implementation of the MSHCP; and

**WHEREAS**, in furtherance of the MSHCP, the City is approving and adopting the updated “Western Riverside County Multiple Species Habitat Conservation Plan Nexus Fee Study”, dated October 2020 (the “2020 Nexus Study”) attached hereto and incorporated herein by this reference as Exhibit “A;” and

**WHEREAS**, based on the 2020 Nexus Study, the City approved the Introduction and First Reading of Ordinance No. 207 on May 5, 2021 (the “2021 Local Development Mitigation Fee Ordinance”) pursuant to California Government Code sections 66000 *et seq.* authorizing the City to impose the Local Development Mitigation Fee upon new development and will consider its adoption at the regularly scheduled City Council Meeting scheduled for June 2, 2021 ; and

**WHEREAS**, section 4.A. of the 2021 Local Development Mitigation Fee Ordinance authorizes the City to adopt an applicable Local Development Mitigation Fee schedule by resolution; and

**WHEREAS**, the fees collected pursuant to this Resolution shall be used to finance the public facilities described or identified in the 2020 Nexus Study; and

**WHEREAS**, the levying of Local Development Mitigation Fee has been reviewed by the City Council and staff in accordance with the California Environmental Quality Act (“CEQA”) and the State CEQA Guidelines and it has been determined that the adoption of this resolution is exempt from CEQA pursuant to Section 21080(b)(8) of the California Public Resources Code and Sections 15273 and 15378(b)(4) of the State CEQA Guidelines.

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

**SECTION 1. Findings.** The City Council finds and determines as follows:

A. The preservation of vegetation communities and natural areas within western Riverside County which support species covered by the MSHCP is necessary to protect and promote the health, safety, and welfare of all the residents of the City by reducing the adverse direct, indirect, and cumulative effects of urbanization and development and providing for permanent conservation of habitat for species covered by the MSHCP.

B. It is necessary to establish a mitigation fee to ensure that all new development within the City pays its fair share of the costs of acquiring and preserving vegetation communities and natural areas within the City and the region which are known to support plant and wildlife species covered by the MSHCP.

C. A proper funding source to pay the costs associated with mitigating the direct, indirect and cumulative impacts of development to the natural ecosystems within the City and the region, as identified in the MSHCP, is a development impact fee for residential, commercial, and industrial development. The amount of the fee is determined by the nature and extent of the impacts from the development to the identified natural ecosystems and or the relative cost of mitigating such impacts.

D. The MSHCP and the 2020 Nexus Study, a copy of which is on file in the City Clerk's office, provides a basis for the imposition of development impact fees on new construction.

E. The use of the development impact fees to mitigate the impacts to the City's and the region's natural ecosystems is reasonably related to the type and extent of impacts caused by development within the City.

F. The costs of funding the proper mitigation of natural ecosystems and biological resources impacted by development within the City and the region are apportioned relative to the type and extent of impacts caused by the development.

G. The facts and evidence provided to the City establish that there is a reasonable relationship between the need for preserving the natural ecosystems in the City and the region, as defined in the MSHCP, and the direct, indirect and cumulative impacts to such natural ecosystems and biological resources created by the types of development on which the fee will be imposed, and that there is a reasonable relationship between the fee's use and the types of development for which the fee is charged. This reasonable relationship is described in more detail in the MSHCP and the 2020 Nexus Study.

H. The cost estimates for mitigating the impact of development on the City's and the region's natural ecosystem and biological resources, as set forth in the MSHCP, are reasonable and will not exceed the reasonably estimated total of these costs.

I. The fee set forth herein does not reflect the entire cost of the lands which need to be acquired in order to implement the MSHCP and mitigate the impact caused by new development. Additional revenues will be required from other sources. The City Council finds that the benefit to each development project is greater than the amount of the fee to be paid by the project.

J. The fees collected pursuant to this Resolution shall be used to finance the acquisition and perpetual conservation of the natural ecosystems and certain improvements necessary to implement the goals and objectives of the MSHCP.

**SECTION 2. Local Development Mitigation Fee.** There is hereby adopted the Local Development Mitigation Fee schedule as set forth below:

MSHCP Local Development Mitigation Fee Schedule	
Effective July 1, 2021 through December 31, 2021	
Fee Category	Fee
Residential density less than 8.0 dwelling units per acre (fee per dwelling unit)	\$2,935
Residential density between 8.0 and 14.0 dwelling units per acre (fee per dwelling unit)	\$1,473
Residential density greater than 14.0 dwelling units per acre (fee per dwelling unit)	\$670
Non-Residential/Commercial (fee per acre)	\$11,982
Industrial (fee per acre)	\$11,982

MSHCP Local Development Mitigation Fee Schedule	
Effective January 1, 2022	
Fee Category	Fee
Residential density less than 8.0 dwelling units per acre (fee per dwelling unit)	\$3,635
Residential density between 8.0 and 14.0 dwelling units per acre (fee per dwelling unit)	\$1,515
Residential density greater than 14.0 dwelling units per acre (fee per dwelling unit)	\$670
Non-Residential/Commercial (fee per acre)	\$16,358
Industrial (fee per acre)	\$16,358

**SECTION 3. Periodic Fee Adjustment.** The Local Development Mitigation Fee schedule set forth above may be periodically reviewed and the amounts adjusted as set forth in the MSHCP Mitigation Fee Implementation Manual adopted pursuant to the Local Development Mitigation Fee Ordinance.

**SECTION 4. Automatic Annual Fee Adjustment.** In addition to the Periodic Fee Adjustment mentioned above, the RCA shall provide the City with an automatic annual fee adjustment for the Local Development Mitigation Fee established by this Resolution as set forth in the MSHCP Mitigation Fee Implementation Manual adopted pursuant to the Local Development Mitigation Fee Ordinance.

**SECTION 5. Adoption of 2020 Nexus Study.** The City Council hereby adopts the 2020 Nexus Study and its findings.

**SECTION 6. CEQA Findings.** The City Council hereby finds that in accordance with CEQA and the State CEQA Guidelines the adoption of this Resolution is exempt from CEQA pursuant to Section 21080(b)(8) of the California Public Resources Code and Sections 15273 and 15378(b)(4) of the State CEQA Guidelines.

**SECTION 7. SEVERABILITY.** This Resolution and the various parts, sections, and clauses thereof, are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid, the remainder of this Resolution shall not be affected thereby. If any part, sentence, paragraph, section, or clause of this Resolution, or its application to any person entity is adjudged unconstitutional or invalid, such unconstitutionality or invalidity shall affect only such part, sentence, paragraph, section, or clause of this Resolution, or person or entity; and shall not affect or impair any of the remaining provision, parts, sentences, paragraphs, sections, or clauses of this Resolution, or its application to other persons or entities. The City Council hereby declares that this Resolution would have been adopted had such unconstitutional or invalid part, sentence, paragraph, section, or clause of this Resolution not been included herein; or had such person or entity been expressly exempted from the application of this Resolution.

If the fees collected for the conservation of the land, including the monitoring and management thereof, are later adjudged by a final unappealable judgment of a court of competent jurisdiction to be unconstitutional or invalid, the prior Local Development Mitigation Fee adopted under the prior 2003 Local Development Mitigation Fee Nexus Study and the corresponding Ordinance No.86, shall each be revived and shall continue for the life of the MSHCP.

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**SECTION 8.** Effective Date. This Resolution shall become effective on July 1, 2021.

**PASSED, APPROVED, AND ADOPTED** on this 5th day of May, 2021.

\_\_\_\_\_  
Kasey Castillo, Mayor

ATTEST:

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



**ATTACHMENT 4**





## **NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN THAT** the Canyon Lake City Council will conduct a public hearing at its regularly scheduled meeting on May 5, 2021, at 6:30 p.m. or as soon thereafter as it may be heard. The meeting will take place in the City Council Chamber at City Hall, located at 31516 Railroad Canyon Road, Canyon Lake, CA 92587.

**AT THE PUBLIC HEARING, THE CITY COUNCIL WILL CONSIDER** an ordinance amending Chapter 3.39, Local Development Mitigation Fee Program in Accordance with the Western Riverside County Multiple Species Habitat Conservation Plan, to update the local mitigation fee for funding the preservation of natural ecosystems in accordance with the Western Riverside County Multi Species Habitat Conversation Plan and incorporate the findings of the 2020 Nexus Study. The City Council will also consider the adoption of a resolution establishing a revised Local Development Mitigation Fee pursuant to Chapter 3.39.

Environmental Determination: In accordance with the California Environmental Quality Act ("CEQA"), the City Council will make findings that the proposed ordinance and resolution are exempt from the requirements of CEQA pursuant to Section 21080 (b)(8) of the Public Resources Code and Sections 15273 and 15378(b)(4) of the State CEQA Guidelines and that there is no possibility that the ordinance and resolution would have a significant impact on the environment.

Anyone wishing to protest this action must file a written response or may appear personally at the public hearing. Prior to the hearing, written comments in favor or against should be sent to the Canyon Lake City Hall, City Clerk's Office at 31516 Railroad Canyon Road, Canyon Lake, CA 92587. If you challenge any project or fee in court, you may be held to raising only those issues you or someone else raised at the public hearing or in written correspondence to the City Clerk at or prior to the public hearing as described in this notice.

The proposed environmental finding may be viewed at City Hall, 31516 Railroad Canyon Road, Canyon Lake, CA 92587 during its normal business hours from 8:00 a.m. until 5:00 p.m., Monday through Thursday.

For additional information contact Ana V. Sauseda, City Clerk, at 951-244-8547.

/s/

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

**Published 4/16/2021, 4/23/2021**



Presentation to be provided at the meeting.





## STAFF REPORT

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

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

**BY:** Jim Morrissey, City Planner

**DATE:** May 5, 2021

**SUBJECT:** Presentation of Evaluation Methods and Conceptual Design Plan for the Towne Center Specific Plan

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### Recommendation

That the Council provide comments and recommendations on preliminary design concept.

### Background

The City of Canyon Lake has received State grant funding (SB 2), supplemented by City funds, to prepare a Specific Plan for the Towne Center. The Specific Plan integrates residential and commercial development to meet State identified housing needs and provide increased commercial opportunities.

### Discussion

Albert A. Webb Associates is the lead consultant on the project and is supported by WHA. WHA has been utilizing their architectural expertise to prepare conceptual designs that have been presented to City Staff. The outgrowth of those discussions and evaluation methods will be presented to City Council by WHA Staff for review and comment.

### Fiscal Impact

Preparation of Specific Plan documentation has been budgeted for this fiscal year. State funding will be provided over several years.

### Attachments

1. PowerPoint presentation will be provided at City Council Meeting



# ATTACHMENT 1



Presentation to be provided at the meeting.





## STAFF REPORT

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

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

**BY:** Jim Morrissey, City Planner

**DATE:** May 5, 2021

**SUBJECT:** Agreement between the City of Canyon Lake and Dudek for the Update to the Safety Element of the General Plan

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### Recommendation

That the City Council direct the City Manager to obtain an executed agreement with Dudek using the City's standard professional services contract for a sum not to exceed \$60,845, to update the Safety Element of the General Plan, as required by State law.

### Background

Cities and Counties are required to prepare and maintain their General Plans. The General Plan is required to contain the following seven basic elements:

- Land Use Element
- Circulation Element
- Open Space Element
- Conservation Element
- Housing Element
- Noise Element
- Safety Element

Additional elements are required in some cases based upon a jurisdiction's location, demographics or can be prepared to respond to important local needs. The City of Canyon Lake has recently updated its Housing Element and is in the process of undertaking an additional amendment as part of 6<sup>th</sup> Cycle update for jurisdictions in the SCAG region.

Jurisdictions are required to update their Safety Elements upon updating their Housing Elements, as noted in Government Code Section, 65302(g)(3), which states, in part:

“Upon the next revision of the housing element on or after January 1, 2014, the safety element shall be reviewed and updated as necessary to address the risk of fire for land

classified as state responsibility areas, as defined in Section 4102 of the Public Resources Code, and land classified as very high fire hazard severity zones, as defined in Section 51177.”

The Safety Element is intended to reduce the potential short and long-term risk of death, injuries, property damage, and economic and social dislocation resulting from:

- ✓ Fires
- ✓ Floods
- ✓ Droughts
- ✓ Earthquakes
- ✓ Landslides
- ✓ Climate change
- ✓ Other hazards

**Discussion**

Due to the City’s recent update to the Housing Element Staff advertised and obtained proposals from three consulting firms to update our Safety Element, which was last updated in 2012. The companies and their cost estimates are listed below.

Company Name	Safety Element Cost	Environmental Cost	Total Costs	Scope of Services	Comments
Atlas Planning Solutions	\$23,440.00	Total: \$20,800.00/ \$16,700.00 (47%/41% of total costs)	\$44,240.00/ \$40,140.00	Update Element and complete Initial Study	The lower price indicates an Addendum to the original environmental document.
EPC	\$45,000.00	\$5,000.00 (10% of total costs)	\$50,000.00	Update Element and complete Initial Study	
Dudek	\$46,540.00	\$14,305.00 (24% of total costs)	\$60,845.00	Update Element and complete Initial Study	

The City of Canyon Lake has a unique combination of concerns that span fire safety, flooding, and seismic safety. Staff has recommended Dudek for a variety of reasons, including their long established and well-known experience in Riverside County and their broad breath of expertise in different fields, including fire safety, geologic/seismic, and environmental analysis. Staff also believes their level of effort on preparing the document compared to the environmental work was more proportional than the other estimates.

**Fiscal Impact**

\$50,000 was budgeted for in FY 2020/21. An additional \$10,845 will need to be provided for in the budget for FY 2021/22.

**Attachments**

1. Dudek work budget
2. Scope of Work

# ATTACHMENT 1



**City of Canyon Lake**  
**P2201197 (General Safety Element Update & Environm)**  
 DUDEK FEE ESTIMATE  
 Updated 4/21/2021

P2201197 (General Safety Element Update Environm)



Task	Task Description	Dudek Labor Hours and Rates										TOTAL HOURS	DUDEK COSTS	OTHER DIRECT COSTS	TOTAL FEE	
		Project Director/Environmental	Specialist II	Specialist III	Specialist III	Analyst III	Senior Specialist IV	Specialist V	Specialist II	Project Director/Environmental	Graphic Designer IV					Technical Editor II
<b>Task 1</b>	<b>Project Administration</b>	Asha Blasier	Rose Newberry	Jason Neuman	James Lin	Wendy Worthey	Perry Russell	Lisa Maier	Michael Huff	Raoul Ranoa	Corinne Price	38	\$6,570.00		\$6,570.00	
	<b>Task 2</b>															
2.1	Review Existing Safety Elements	4	8	4	16						4	36	\$4,900.00		\$4,900.00	
2.2	Vulnerability Assessments	8	28		32						4	72	\$9,740.00		\$9,740.00	
2.3	Capability Assessments	4	16		37						12	69	\$8,560.00		\$8,560.00	
2.4	Safety Element	8	16	8	32	8	8		2	12		94	\$14,450.00		\$14,450.00	
	<b>Subtotal Task 2</b>	24	68	12	117	8	8		2	12	20	271	\$37,650.00		\$37,650.00	
<b>Task 3</b>	<b>Environmental Documentation</b>															
3.1	Admin Negative Declaration	4				2		20	2	8		36	\$6,110.00		\$6,110.00	
3.2	Public Review Negative Declaration	12				2		12				26	\$5,140.00		\$5,140.00	
3.3	Final Negative Declaration and NOD	3						16				19	\$3,055.00		\$3,055.00	
	<b>Subtotal Task 3</b>	19				4		48	2	8		81	\$14,305.00		\$14,305.00	
<b>Task 5</b>	<b>Approvals and Public Hearings</b>															
	<b>Total Hours</b>	53	108	16	117	12	8	48	4	20	20	406	\$2,320.00		\$2,320.00	
	<b>Total</b>	\$12,985.00	\$15,660.00	\$2,560.00	\$11,700.00	\$2,760.00	\$1,440.00	\$6,960.00	\$980.00	\$3,200.00	\$2,600.00	\$60,845.00	\$0.00	\$60,845.00		
	<i>Percent of Hours (Base)</i>	13%	27%	4%	29%	3%	2%	12%	1%	5%	5%					
<b>Optional Services</b>																
<b>Task 4</b>	<b>Public Outreach</b>															
4.1	Focused Stakeholder Engagement	8	14									22	\$3,990.00		\$3,990.00	
4.2	Community Outreach Meetings	8	24	2								34	\$5,760.00		\$5,760.00	
	<b>Subtotal Task 4</b>	16	38	2								56	\$9,750.00		\$9,750.00	
	<b>Total Optional + Base Hours and Fee</b>	69	146	18	117	12	8	48	4	20	20	462	\$70,595.00	\$0.00	\$70,595.00	
	<i>Percent of Hours (Optional + Base)</i>	15%	32%	4%	25%	3%	2%	10%	1%	4%	4%					



## **ATTACHMENT 2**



# Scope of Services

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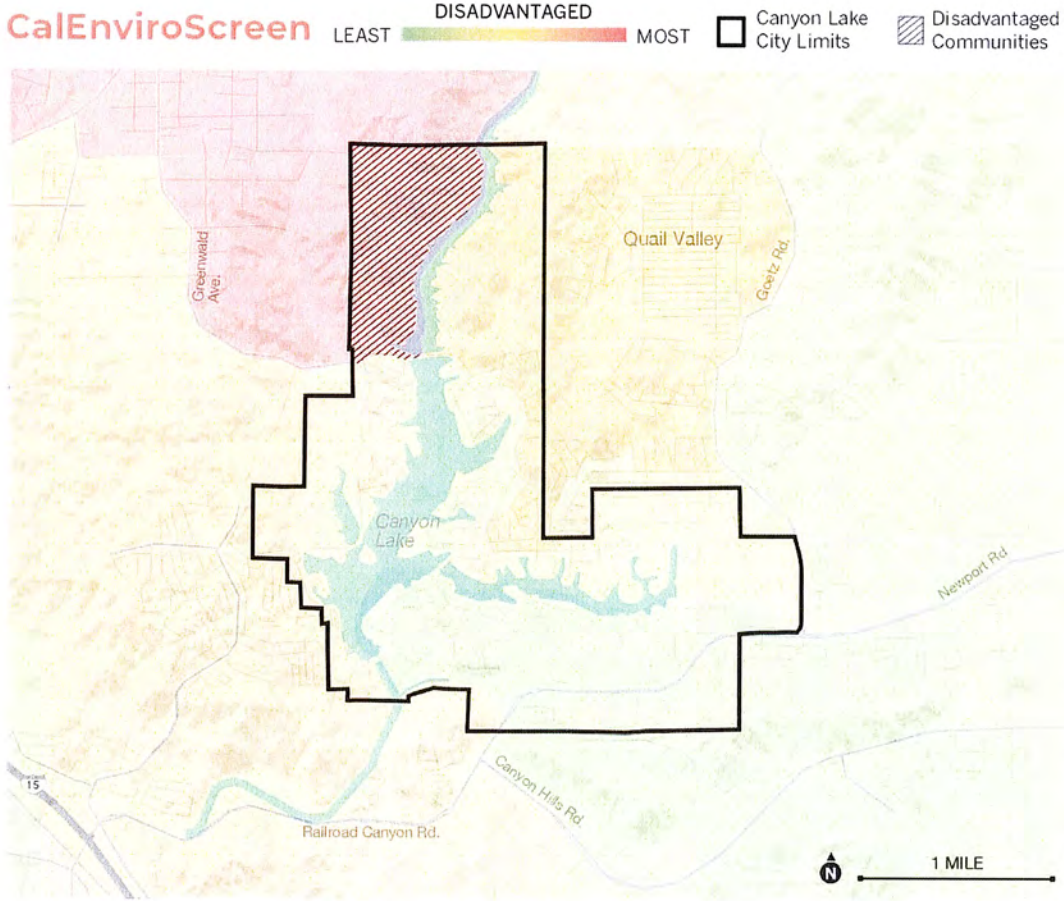
## Project Understanding and Approach

Our knowledge of the City stems from our long history working in Riverside County; our team's past experience working as a member of the planning staff for the adjacent City of Lake Elsinore; and the experiences from our team's family members who reside in the City. Our approach to this project incorporates our understanding of this unique, gated, lakefront City.

We recognize that a result of Senate Bill (SB) 379, the City must update its Safety Element to include climate adaptation and resilience consistent with the Adaptation Planning Guide. Additionally, SB 1035 added requirements to regularly review and update flood, fire hazards, and climate adaptation portions of the safety elements upon housing element updates every 8 years; and SB 1241 added new wildfire mitigation and risk reduction requirements for safety elements for jurisdictions in State Responsibility Areas (SRAs) and Very High Fire Hazard Severity Zones (VHFHSZs). Dudek will build on the City's existing Safety Element adopted in 2012, as well as the County of Riverside's Safety Element adopted in 2019 to address the requirements of State law and Section 65302(g) of the California Government Code. Dudek will identify where new data and climate change forecasts exist. Using this data, as well as information from the California Communities Environmental Health Screening Tool (CalEnviroScreen), Dudek will identify key vulnerabilities in the City where hazards pose the greatest risk and populations face the most difficulty preparing for, responding to, and recovering from hazard events. Dudek will develop policy that addresses the specific needs identified in the Safety Element through data review and public outreach. Dudek will also focus on policy that has clear co-benefits and implements other community values and goals.

Through our research, we have discovered that the City includes an area identified as disadvantaged communities (or DACs) because the census tract ranks in the top 25 percent most disadvantaged in the state pursuant to CalEnviroScreen (**Figure 1**). Typically, a City would need to meet the requirements of SB 1000 and per Government Code Sections 65302 et seq. by preparing an Environmental Justice Element. However, we recognize that this area contains very few residences that may not be considered DACs. Accordingly, we assume the City would coordinate with the Office of Planning and Research to clarify that preparation of an Environmental Justice Element is not warranted in this unique instance.

Figure 1 CalEnviroScreen 3.0 Snapshot



# Scope of Work

## Task 1 Project Administration

Dudek will prepare for and attend a kickoff meeting with City staff to review the scope of work and to discuss the schedule, process, work products, and availability of background data and reports. Dudek will prepare a critical path schedule, a Sharefile for information sharing and document delivery, an online GIS database through Urban Footprint, and a list of data needs. Dudek assumes the City will provide the data needs required for this planning process, including necessary GIS data.

After the kickoff meeting, Dudek will participate in up to four (4) one-hour calls with City staff. This task also includes up to two (2) one-hour calls with CALFIRE for coordination in the planning process.

### Task 1 Deliverables

- Kickoff meeting agenda
- List of data needs
- Up to four (4) conference calls with City staff
- Up to two (2) one-hour conference calls with CALFIRE.

## Task 2: Prepare Safety Element

In accordance with SB 379, Dudek will review relevant climate related hazards including extreme heat, flooding, and wildfire and update relevant background information in accordance with the most recent requirements of the Office of Planning and Research Guidelines and requirements. To ensure that the Safety Element is easy to use by the City and all stakeholders and to create a coordinated resilience effort, Dudek will summarize each hazard in accordance with the California Adaptation Planning Guide 2.0 to prioritize safety issues in the community (as discussed in Task 2.3). This approach recognizes the interconnected nature of hazards and applies state-of-the-art resiliency planning for hazards across the landscape.

### Task 2.1 Review of Existing Safety Elements

Dudek will review the existing Safety Elements for both the County of Riverside and the City, legislative updates, and guidance documents. Dudek will create a “regulatory crosswalk” (i.e., an organized approach for identifying regulatory requirements) that includes the key legal requirements of SB 379, SB 1035, as well as the recommendations included in the California Adaptation Planning Guide 2.0, 2017 Governor’s Office of Planning and Research (OPR) GP Guidelines, the OPR Fire Hazard Planning GP Technical Advice Series Document, the 2012 Local Hazard Mitigation Plan, and 2018 State of California Multi-Hazard Mitigation Plan. This review will identify each section of the Safety Element that requires updating, including policy changes and updated data for maps and/or tables. These changes will be listed in the crosswalk and include the page number and recommended updates. Additionally, this review will include a performance review of the Safety Element to reflect on how well it was implemented, which identified projects were completed, and any other lessons learned. During this task, Dudek will also contact OPR to discuss the location of disadvantaged communities within the City boundaries. Dudek assumes that OPR will agree that preparation of an Environmental Justice Element is not warranted in this case.

**Task 2.1 Deliverables:**

- In-person or phone interviews with key personnel on current implementation of the Safety Element
- Regulatory Crosswalk of Safety Element and relevant legislation and guidance
- Review memorandum of the existing Safety Element

**Task 2.2 Vulnerability Assessment**

Dudek will perform a risk assessment in accordance with the guidance outlined in the California Adaptation Planning Guide 2.0 requirements. First, Dudek will map the spatial extent of the following hazards:

**Historic Hazards Influenced by Climate Change**

- Flooding
- Wildfires

**Emerging Climate-Related Hazards**

- Extreme heat

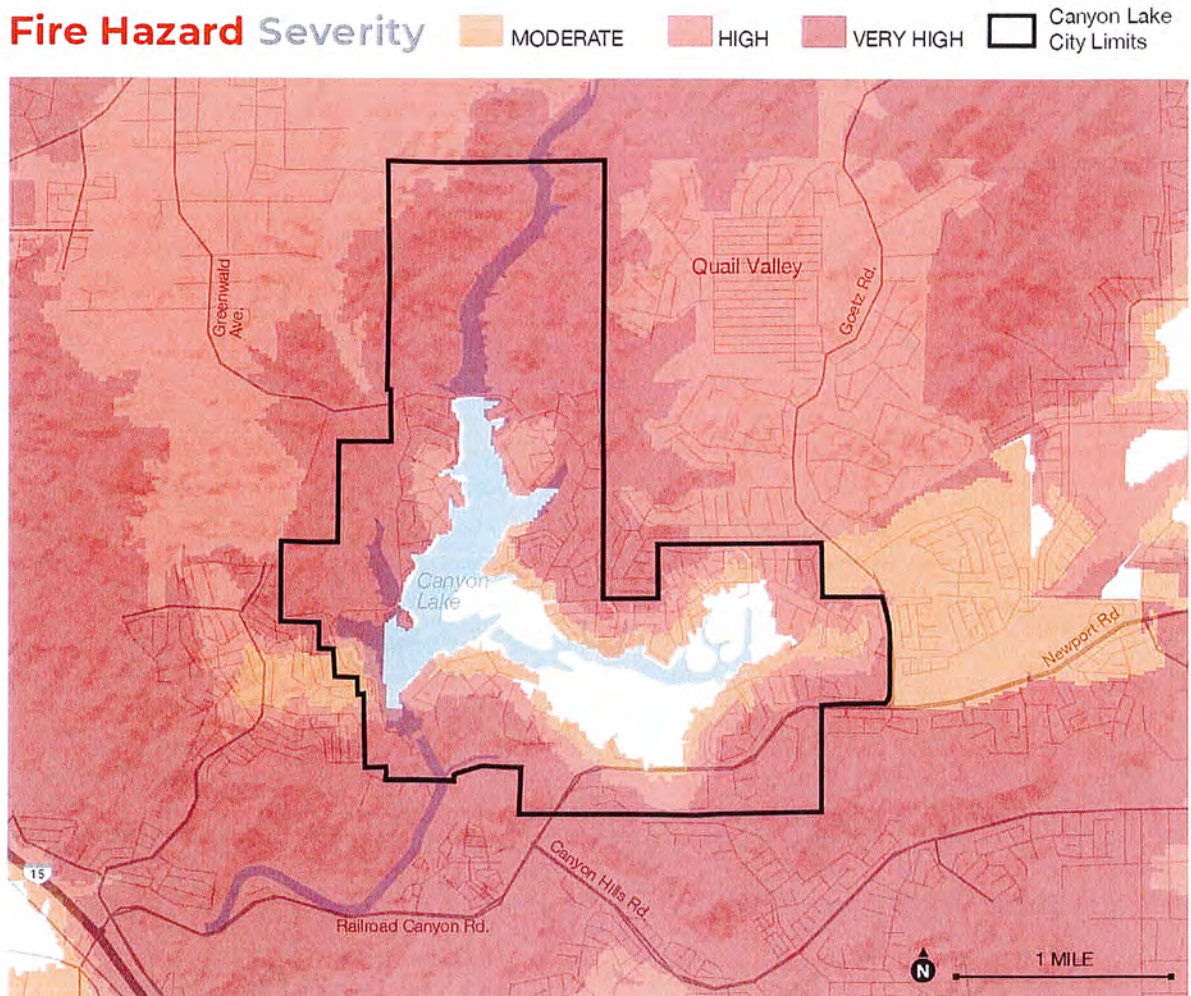
For each hazard, Dudek will assess each impact on four key elements: magnitude, timing, spatial extent, and level of certainty.. This section will include graphics of the hazard in map or chart form as appropriate for the hazard (see **Figure 2**). Dudek will collect and maintain all hazard-related GIS data in Urban Footprint, which the City will have access to through the duration of the project. Once the project is complete, Dudek GIS staff will work with the City to transfer the data to City servers.

In coordination with the first-responder stakeholders, Dudek will identify assist the City in identifying important critical assets needed to respond and recover from hazard events. The City will provide addresses or GIS data for each critical asset, and Dudek will assess if it is located in a hazard zone and work with stakeholders to understand existing or necessary improvements to reduce risk. Additionally, Dudek will work with the appropriate stakeholders to identify policies and site improvements that make each facility less vulnerable to the hazards that most threaten it.

**Task 2.2 Deliverables:**

- Vulnerability Assessment
- Maps of each applicable hazard in hard copy and electronic form
- GIS database of all spatial data collected by Dudek
- Interviews and coordination with first-responder stakeholders

Figure 3 – Example Fire Exposure Map

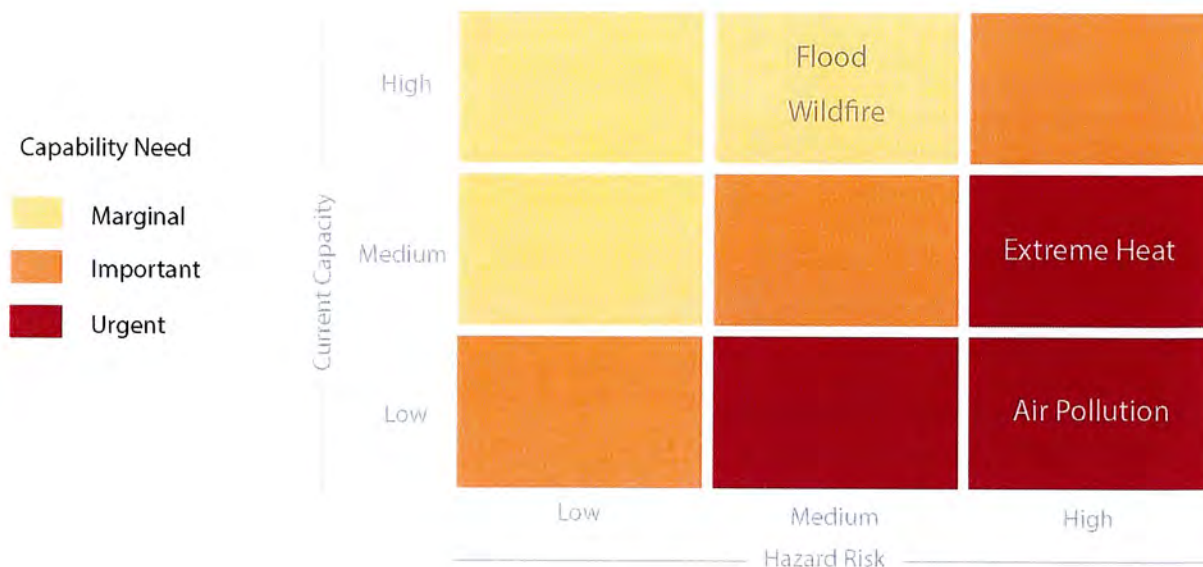


### Task 2.3 Capability Assessment

In accordance with the California Adaptation Planning Guide 2.0, Dudek will assess the current capacity of the communities and local services to highlight policies and characteristics that can be built upon. In accordance with SB 1035, Dudek will review current local policy (including the existing GP, Riverside County GP and Local Hazard Mitigation Plan) and compare it to the OPR Fire Hazard Planning GP Technical Advice Series Document. Dudek will also review evacuation routes, including minimum road widths and clearances around structures, as well as peak load water supply requirements for wildfire. The hazard risk assessment will present a matrix that cross references the hazard risk. **Figure 4** outlines an example of the capability matrix that will be used to score and quickly communicate the City's current level of capability.

This assessment will be used to identify policy to build upon in the Safety Element, as well as inform the public and decision makers about the City's greatest vulnerabilities.

Figure 4 - Example Capability Matrix



**Task 2.3 Deliverables:**

- Capability Assessment
- Draft policy recommendations

**Task 2.4 Safety Element**

For this task, Dudek assumes the City will provide a word document of the previous Safety Element. Dudek will prepare a focused red-line Safety Element Update to address the requirements of SB 379 and OPR fire hazard planning guidelines. Dudek will build on the previous tasks and prepare goals based on the findings of the vulnerability and capability assessments, as well as drawing from the 2019 Riverside County Safety Element, where applicable. From these goals, Dudek will create measurable objectives that can be linked to data that the City already collects or that is being included in the data being generated. From these objectives, Dudek will create policies that can be seamlessly integrated into City policy, focusing on modification to existing policies and new policies that minimize risk.

**Task 2.4 Deliverables**

- One (1) unformatted Word document draft with graphics (Internal Review)
- Two (2) formatted drafts in InDesign (Public Review and Public Hearing Drafts)
- One (1) final Safety Element
- All background and base data, including any GIS maps and digital data files

## Task 3 – Environmental Documentation

Dudek assumes that a negative declaration will be the appropriate document to satisfy CEQA requirements because we do not anticipate that the Safety Element Updates would not result in significant adverse impacts to the physical environment. The revisions to the elements will build on the existing elements and previous analysis prepared for the General Plan. Although not anticipated, in the event that the findings of the Initial Study conclude that the policies, programs, implementation measures, or other component of the Safety Element could result in significant adverse impacts to the physical environment, Dudek will discuss with the City and provide a scope of services to complete a Mitigated Negative Declaration (MND) or Environmental Impact Report (EIR).

### Project Description

Dudek will develop a project description that summarizes the key components of the Safety Element Update, with particular focus on the identified goals, policies, implementation measures, and programs within the elements. Dudek assumes that the Safety Element Update will not result in any specific physical development projects.

### Background Document Review

Dudek's CEQA planners will review the City's General Plan to document existing environmental conditions within the City, and will review policies from other General Plan elements that may be relevant to the implementation of the Safety Element Update.

### Preparation of the Administrative Draft IS/ND

Dudek will utilize Appendix G of the CEQA Guidelines as well as City guidance to ensure that necessary information and analysis is included in the IS/ND. Each section will provide a description of the relevant physical conditions and regulatory requirements and assess the project's impacts. All resources utilized in the preparation of the IS/ND and a list of preparers will be cited in respective sections of the document. Dudek will compare the environmental baseline conditions with the anticipated implementation of the Safety Element to identify any potential physical environmental impacts associated with the Safety Element. It is assumed no potentially impacts as a result of the project will be identified. We will submit the administrative draft IS/ND to City staff for review and make any final changes and revisions to the administrative draft IS/ND as requested by City staff.

### Task 3.1 Deliverables:

- Electronic Microsoft Word copy of administrative draft IS/MND to City staff

### Assumptions:

- Dudek assumes no physical development projects will be included in the Safety Element Update.
- Dudek assumes no potential significant impacts as a result of the project will be identified.
- Dudek assumes no technical reports will be required.
- Dudek will respond to one round of consolidated comments from the City on the administrative draft IS/ND.

- AB 52 government-to-government consultation will be handled by the City. Dudek will provide a template AB 52 notification letter to interested Native American tribes.

### Task 3.1 Public Review Draft Final ND Distribution

It is our expectation that the revised administrative draft IS/ND submittal will address all prior comments and, thus, will serve as the version for final City approval prior to public review. The subsequent submittal to City staff will include the draft IS/ND.

Dudek will also prepare the Notice of Intent to Adopt an ND, Notice of Completion, and project summary for submittal to the State Clearinghouse (SCH). Dudek assumes the City will post the NOI with the County Clerk and provide a date stamped copy for the City's administrative record as proof of posting. Dudek will mail a hard copy of the NOI to all contacts included in the distribution list. Dudek assumes the City will prepare the distribution list for the IS/ND. The distribution list would include all appropriate state and local agencies, Native American tribes, service providers, and interested parties. Dudek will handle production and distribution of the draft IS/ND for 30-day public review period. Dudek recommends that the IS/ND be posted on the City's website for interested parties to access during the public review period.

#### Task 3.2 Deliverables:

- Electronic PDF copy each of the NOI and public review draft IS/ND to and City staff
- Three hard copies of NOI and public review draft IS/ND to City staff
- A total of up to 30 hard copies of the NOI to contacts on the distribution list
- A total of 15 CDs containing the NOC, summary form, NOI, public review draft IS/ND to the SCH
- One hard copy of the NOC form for the SCH

#### Assumptions:

- Attendance will not be necessary at a public meeting for the draft IS/ND.
- The revised administrative draft IS/ND submittal will satisfactorily address all prior City comments.
- No hard copies of the draft ND will be submitted to SCH.
- The City will post a notice in the local newspaper, if desired.

### Task 3.3 Final Negative Mediation and Final ND Distribution

The following sections will make up the final ND, which will be attached to the draft IS/ND. Dudek assumes one electronic round of review/comments/revisions between the City and Dudek, with consolidated comments provided to Dudek in Microsoft Word format. Dudek recommends the final ND be made available on the City's website.

#### Responses to Comments

After the public circulation period closes, Dudek will review comments received on the draft document and consult with the City regarding any substantive comments. If warranted, Dudek will prepare written responses to

substantive comments and/or a memo discussing the public comments. Although responses to comments on a draft IS/ND are not required (other than requirements relative to state agencies), this approach is intended to assist the decision makers by providing them a full understanding of the public's concerns, if any, during approval of the Safety Element, and IS/ND. The budget for this task assumes that Dudek would respond to no more than 15 individual comments (one comment letter may contain multiple individual comments) received during the public review period for the IS/ND.

#### Revisions to the Draft IS/ND

If applicable, a discussion of any revisions made to the draft IS/ND, based on comments received during the public review period, will be included in the final ND.

#### Notice of Determination

Dudek will prepare the Notice of Determination (NOD) and the City will file the NOD with the County Clerk and SCH within 5 days of approval of the ND. The City will be responsible to providing a check for review fees required by the California Department of Fish and Wildlife. This fee is required at the time the NOD is filed.

#### Task 3.3 Deliverables:

- Electronic Microsoft Word copy of final ND
- Three hard copies of final ND
- Three CDs containing the final ND and draft IS/ND
- One electronic copy each of the NOD to the City

#### Assumptions:

- Dudek will respond to one round of comments from the City for the final ND.

## Task 4: (Optional) - Public Outreach

Dudek understands the importance of public outreach for both the City and its residents. While not explicitly included in the RFP for this project, Dudek values this optional task as an important part of the planning process. Early stakeholder engagement leads to improved outcomes and broader support for the project, and continued outreach for the entirety of the planning process creates a community that is vested in the final product. Dudek will work with City staff to ensure that public engagement is productive, and the knowledge gained from the outreach is incorporated into the Safety Element.

#### Task 4.1: Formatted Stakeholder Engagement

Dudek will work with City staff to identify a list of stakeholders. These may include members of the police and fire departments, Canyon Lake Property Owners Association, Canyon Lake Chamber of Commerce, and local agencies such as Lake Elsinore San Jacinto Watersheds Authority (LESJWA), Northwest Mosquito and Vector Control District and Regional Conservation Authority. Dudek will lead a stakeholder kickoff meeting where Dudek staff introduces the plan and requests preliminary information. Up to six (6) one-hour virtual interviews will follow.

### Task 4E – Community Outreach Meetings

Given the current uncertainty due to the COVID-19 health crisis, public meetings are anticipated to occur online. Dudek will hold the following two (2) online public workshops.

#### Online Public Workshop One – Project Introduction and Community Visioning

In the first community online public meeting, Dudek will work with the City to introduce the planning project to the public, define project parameters, and solicit opinions and comments from the community. Specifically, Dudek will explain the key legal outcomes of the Safety Element Update and how it will be used by the City to ensure that the City remains a great place to live. Community visioning will focus on general community goals that can be implemented in the Safety Element.

Dudek will collect data through the use of polls in the online public meeting. Dudek will also have time at the end of online public meeting for free-flowing discussion where people can ask questions or make recommendations. People who are not comfortable talking can use the chat feature to add questions or comments. The online public meeting will also include links to the online platforms, survey, and an email to submit comments.

#### Online Public Workshop Two – Plan Review

The second community online public meeting will be similar to a public workshop and will occur after the public-review draft is published. Dudek staffers will present an overview of the plan and key findings for those participants who may not have reviewed the plan. Dudek will highlight where the plan is located and how to submit written comments and will answer specific questions.

#### Task 4 Deliverables

- Focused Stakeholder engagement meetings
- Two (2) public online workshops

### Task 5 – Public Hearing

Dudek will assist in presenting the Safety Element to the City Council for public hearing and approval/adoption. Dudek will prepare a brief power point presentation for the hearing. It is anticipated that one (1) public hearing for Council will be required.

#### Task 5 Deliverables:

- Attendance at one (1) public hearing
- PowerPoint presentation



## STAFF REPORT

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

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

**BY:** Mike A. Borja, Administrative Services Manager

**DATE:** May 5, 2021

**SUBJECT:** Award of Construction Contract for Railroad Canyon Road Striping and Signage Improvements Project for a Sum Not to Exceed \$126,900

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### Recommendation

That the City Council adopt the plans and specifications for the Railroad Canyon Road Striping and Signage Improvements Project and award the contract to Cat Tracking, Inc., for a sum not to exceed \$126,900.

### Background

On April 19, 2021, three bids were submitted and revealed via Active Bidder for the Railroad Canyon Road Striping and Signage Improvements Project. Bids ranged from \$105,750 to \$120,000. The lowest bid of \$105,750 was submitted by Cat Tracking, Inc.

This project will revise existing striping along Railroad Canyon Road, both east and westbound, and include green bike pavement legends throughout the extent of the roadway within city limits. The striping improvements will also assist in helping the right turn pockets stand out at Skylink Drive and Big Tee Drive. In addition, the project will also improve the visibility of the center median striping and signage for all of Railroad Canyon Road.

The project is funded by the State's SB-1 Road Maintenance and Rehabilitation Act (California Gas Tax which was approved by the Governor on April 28, 2017). For FY19/20, the City received \$195,545 from the State's SB-1 Road Maintenance and Rehabilitation Act and it is anticipated that the City will receive an additional \$213,138 for FY 20/21.

Staff recommends that the City Council adopt the plans and specifications, award the project to Cat Tracking, Inc., and authorize a construction contingency of 20%.

### **Fiscal Impact**

Project is funded under the City's Gas Tax Fund 20 - Acct# 8000. The City's SB-1 Road Maintenance and Rehabilitation Act identifies adequate funds to complete the project, including contingency costs.

### **Attachments**

1. PW Service Agreement 2021-01 with Cat Tracking Inc.
2. SB-1 Road Repair and Accountability Act Resolution No. 2020-10
3. Project Plans
4. Bid Results

# ATTACHMENT 1



**CITY OF CANYON LAKE**  
**PUBLIC WORKS AGREEMENT NO. 2021-01**

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**RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT**

**This Contract and Agreement** is made and effective this \_\_\_\_ day of \_\_\_\_\_ 2021, by and between the City of Canyon Lake, a California general law City ("CITY"), located at 31516 Railroad Canyon Road, Canyon Lake, CA 92587, and CAT TRACKING, INC. ("CONTRACTOR").

**WITNESSETH:**

**WHEREAS**, CITY desires to hire a company to provide column repair services pursuant to CITY specifications and duly developed, prepared and implemented a bid for such work; and

**WHEREAS**, CONTRACTOR submitted the lowest responsive and responsible bid for such services indicating that it has the requisite personnel and experience, and is capable of providing the deliverables for as the CITY as set out in the PROPOSAL FOR RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT;

**NOW, THEREFORE**, it is mutually understood and agreed by CITY and CONTRACTOR as follows:

**ARTICLE 1.**  
**COMPLETE AGREEMENT**

A. The complete Agreement shall consist of the following component parts: This Agreement, and Amendments, if any; the Notice Inviting Bids; the Bid Terms and Conditions and Instructions to Bidders; the signed Bid Proposal, the Subcontractor List if a portion of the work is to be performed by a subcontractor, the non-collusion Affidavit, the accepted CONTRACTOR's bid, dated APRIL 19, 2021, including all attached documents; the required bond(s) fully executed, if any; each of the component parts of the bid documents; and the addenda, if any. Agreement between CITY and CONTRACTOR and the said other documents are as fully a part of this Agreement as if hereto attached or herein repeated.

This instrument and the other documents mentioned above in this Article 1 constitute the complete and exclusive statement of the term(s) and condition(s) of the Agreement between CITY and CONTRACTOR and it supersedes all prior representations, understandings, and communications. The invalidity in whole or in part of any term or condition of this Agreement shall not affect the validity of other term(s) or condition(s).

B. In the event of any discrepancy between or among the portions of the Agreement Documents, the following shall take precedence: (a) Change Orders/ Amendments/ Modifications; (b) this Agreement; (c) the accepted CONTRACTOR's proposal; (d) Addenda, if any; and (e) the solicitation, if any.

C. CITY's failure to insist in any one or more instances upon CONTRACTOR's performance of any term(s) or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of CITY's right to such performance or to future performance of such term(s) or condition(s) and CONTRACTOR's obligation in respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall not be binding upon CITY except when specifically authorized by signed written amendment to this Agreement issued in accordance with the provisions of this Agreement.

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**RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT**

**ARTICLE 2.**  
**SCOPE OF WORK**

A. CONTRACTOR shall provide all labor, materials, equipment, and services required to perform the Statement of Work attached hereto as the RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT and incorporated herein by this reference.

Furthermore, CONTRACTOR shall perform the Statement of Work in accordance with the Bid Sheet attached hereto as RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT and incorporated herein by this reference.

B. All services and equipment shall be provided at the times and places designated by the CITY.

**ARTICLE 3.**  
**TERM**

This contract shall commence on May 24, 2021 and end on or before the 25<sup>th</sup> working day after receiving the Notice to Proceed. City has the option of extending the contract after this date, based on the performance of the Contractor. All work shall commence immediately upon receiving a written Notice to Proceed from the CITY.

Accordingly, City and Contractor agree that liquidated damages in the amount of one thousand dollars (\$1,000) for each calendar day the Project remains incomplete beyond the Completion Date is a reasonable sum to assess as liquidated damages due to City by reason of the failure of Contractor to complete the Project. City may deduct the amount of liquidated damages from any payment due or that may become due to Contractor under this Contract. Progress payment made after the Completion Date shall not constitute a waiver of liquidated damages.

**ARTICLE 4.**  
**MAXIMUM OBLIGATION**

Notwithstanding any provisions of this Agreement to the contrary, CITY and CONTRACTOR mutually agree that CITY's maximum cumulative payment obligation hereunder (including, but not limited to obligation for CONTRACTOR's costs and profit), shall be ONE HUNDRED AND FIVE THOUSAND SEVEN HUNDRED FIFTY dollars (\$105,750) for the Scope of Work which shall include all amounts payable to CONTRACTOR for its labor, subcontracts, leases, materials, equipment, the deliverables, and costs arising from CONTRACTOR's performance of this Agreement. CONTRACTOR exceeds the maximum cumulative amount at its own risk and expense.

**ARTICLE 5.**  
**PAYMENT**

A. For CONTRACTOR's full and complete performance of its obligations under this Agreement, and subject to the maximum cumulative payment obligation provisions set forth in Article 4 below, CITY shall pay CONTRACTOR for work satisfactorily completed in accordance with the terms of the contract.

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B. **Monthly Payment** CITY shall make payments based on invoices received for services satisfactorily performed.

This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3, Chapter 1 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to CONTRACTOR of improper payment requests, and provides for the payment of interest on progress payment requests that are not timely made in accordance with that Article. This agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

A deduction of five percent (5%) shall be made from the estimated value of the work done and fifty percent (50%) of the value of the materials so estimated to have been furnished and delivered and unused, and from the remainder there shall be further deducted any amounts due the City from the Contractor for supplies or materials furnished or services rendered and any other amounts that may be due the City under the terms of the contract. From the balance thus determined shall be deducted the amount of all previous payments and the remainder shall constitute the progress estimate for that month.

Public Contract Code Section 22300 permits the substitution of securities for any monies withheld by a public agency to ensure performance under a contract, at the request and expense of the CONTRACTOR.

**ARTICLE 6.**  
**PREVAILING WAGES**

Wage rates for this Project shall be in accordance with the "General Wage Determination Made By the Director of Industrial Relations Pursuant To California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.1", for Riverside County. Wage rates shall conform to those posted at the CITY offices and the Project site.

The following Labor Code sections are hereby referenced and made a part of this Agreement:

- |                           |  |
|---------------------------|--|
| 1. Section 1773.8         | Travel and Subsistence Pay                               |
| 2. Section 1774           | Prevailing Wage Requirement                              |
| 3. Section 1775           | Penalty for Failure to Comply with Prevailing Wage Rates |
| 4. Section 1776           | Payroll Records  |
| 5. Section 1777.4         | Apprenticeship Requirements                              |
| 6. Section 1777.5         | Apprenticeship Requirements                              |
| 7. Sections 1810 and 1811 | Working Hour Restrictions                                |
| 8. Section 1813           | Penalty for Failure to Pay Overtime                      |
| 9. Section 1815           | Overtime Rate Requirement                                |



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City of Canyon Lake  
31516 Railroad Canyon Road  
Canyon Lake, CA 92587

To CONTRACTOR: Cat Tracking, Inc.  
17 Commercial Avenue  
Riverside, CA 92507

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**ARTICLE 10.**  
**INDEPENDENT CONTRACTOR**

CONTRACTOR's relationship to CITY in the performance of this Agreement is that of an independent contractor. CONTRACTOR's personnel performing services under this Agreement shall at all times be under CONTRACTOR's exclusive direction and control and shall be considered exclusively to be employees of CONTRACTOR and not employees of CITY. CONTRACTOR shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation and similar matters.

**ARTICLE 11.**  
**INSURANCE**

The bidder shall not commence work under this contract until it has secured all insurance and bonds required nor shall it allow any subcontractor to commence work on this contract until all similar insurance and bonds required of the subcontractor have been obtained. All insurance issued in compliance with this section shall be issued in the form, and be an insurer or insurers, satisfactory to and first approved by the CITY in writing.

Without limiting Contractor's indemnification of CITY, and prior to commencement of Work, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below, and in a form satisfactory to CITY.

**General liability insurance.** Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability, and a \$2,000,000 completed operations aggregate.

**Automobile liability insurance.** Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

**Umbrella or excess liability insurance.** Contractor shall obtain and maintain an umbrella or excess liability insurance policy with limits of not less than \$4,000,000 that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer's liability. Such policy or policies shall include the following terms and conditions:

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- A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies; and
- Policies shall "follow form" to the underlying primary policies.
- Insured under primary policies shall also be insureds under the umbrella or excess policies.

**Workers' compensation insurance.** Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for Contractor's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor's employees,

Contractor shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY and their officers, officials, agents, employees and authorized volunteers.

**Other provisions or requirements:**

**Proof of insurance.** Contractor shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by CITY prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

**Duration of coverage.** Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Contractor, their agents, representatives, employees or subcontractors. Contractor must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. CITY and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

**CITY's rights of enforcement.** In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by Contractor or CITY will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, CITY may cancel this Agreement.

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**Acceptable insurers.** All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the CITY's risk manager.

**Waiver of subrogation.** All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against CITY and shall require similar written express waivers and insurance clauses from each of its sub-consultants.

**Enforcement of contract provisions (non estoppel).** Contractor acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform Contractor of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

**Requirements not limiting.** Requirements of specific coverage features, or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

**Notice of cancellation.** Contractor agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

**Additional insured status.** General liability policies shall provide or be endorsed to provide that CITY and their officers, officials, employees, agents and authorized volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

**CITY's right to revise requirements.** The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor a ninety (90)-day advance written notice of such change. If such change results in substantial additional cost to the Contractor, the CITY and Contractor may renegotiate Contractor's compensation.

**Self-insured retentions.** Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

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**Timely notice of claims.** Contractor shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

**Additional insurance.** Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

Contractor agrees to provide immediate notice to CITY of any claim or loss against contractor that includes CITY as a defendant. CITY assumes no obligation or liability by such notice but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY. In the event of any loss that is not insured due to the failure of to comply with these requirements, Contractor agrees to be personally responsible for any and all losses, claims, suits, damages, defense obligations and liability of any kind attributed to the CITY, or the CITY's employees as a result of such failure.

Contractor agrees not to attempt to avoid its defense and indemnity obligations to CITY and its employees, agents, officials and servants by using as a defense contractor's statutory immunity under workers' compensation and similar statutes.

Contractor agrees to have its coverage endorsed so that all coverage limits required pursuant to this requirement are available separately for each and every location at which contractor conducts operations of any type on behalf of CITY. Contractor warrants that these limits will not be reduced or exhausted except for losses attributable to those specific locations and not by losses attributable to any other operations of contractor.

Contractor agrees to ensure that coverage provided to meet these requirements is applicable separately to each insured and that there will be no cross-liability exclusions that preclude coverage for suits between contractor and CITY or between CITY and any party associated with CITY or its employees.

For purposes of insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards, performance of this Agreement.

Contractor agrees that upon request, all agreements with subcontractors or others with whom contractor contracts with on behalf of CITY will be submitted to CITY for review. Contractor acknowledges that such contracts or Agreements may require modification if the insurance requirements do not reflect the requirements herein. Failure of CITY to request copies of such agreement will not impose any liability on CITY, or its employees.

If contractor is a Limited Liability Company, general liability coverage must be amended so that the Limited Liability Company and its Managers, Affiliates, employees, agents and other persons necessary or incidental to its operation are insured

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**ARTICLE 12.**  
**CHANGES**

By written notice or order, CITY may, from time to time, order work suspension or make changes in the general scope of this Agreement, including, but not limited to, the services furnished to CITY by CONTRACTOR as described in the Scope of Work. If any such work suspension or change causes an increase or decrease in the price of this Agreement or in the time required for its performance, CONTRACTOR shall promptly notify CITY thereof and assert its claim for adjustment within ten (10) days after the change or work suspension is ordered, and an equitable adjustment shall be negotiated. However, nothing in this clause shall excuse CONTRACTOR from proceeding immediately with the agreement as changed.

**ARTICLE 13.**  
**CONTRACTOR CLAIMS OF \$375,000 OR LESS**

Claims by the CONTRACTOR relating to the Project for (a) a time extension; (b) money or damages arising from work done by, or on behalf of, the CONTRACTOR on the Project for which payment is not expressly provided for or to which the CONTRACTOR is not otherwise entitled; or (c) an amount that is disputed by the CITY, with a value of Three Hundred Seventy Five Thousand Dollars and 00/100 (\$375,000.00) or less, are subject to the claims procedures set forth in California Public Contract Code Sections 20104, et seq., except as otherwise provided in this Contract and California Public Contract Code Sections 20104 through 20104.6, incorporated by reference. Notwithstanding, statutory Govt. Code Claims procedures apply to any dispute that remains unresolved or to amounts in excess of this limit.

Effective January 1, 2017, the provisions of Public Contract Code Section 9204 govern claims by the CONTRACTOR to the CITY. The provisions of Section 9204 are attached as **Exhibit A** and included by reference.

**ARTICLE 14.**  
**TERMINATION**

**A. Termination Prior to Expiration of Term** CITY reserves the right to terminate this Agreement at any time, with or without cause, upon ninety (90) days' written notice to CONTRACTOR. Upon receipt of any notice of termination, pursuant to this Section, CONTRACTOR shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. CONTRACTOR shall be entitled to compensation for all services rendered prior to receipt of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer.

**B. Termination for Default of CONTRACTOR** If termination is due to the failure of CONTRACTOR to fulfill its obligations under this Agreement, CITY may take over work and prosecute the same to completion by contract or otherwise, and CONTRACTOR shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation stipulated for the purpose of setoff or partial payment of the amounts owed to the CITY.

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**ARTICLE 15.**  
**INDEMNITY, DEFENSE AND HOLD HARMLESS AGREEMENT**

In addition to any other indemnification provisions of the Contract Documents, and specifically indemnifications for hazardous materials, Contractor shall indemnify, defend with legal counsel approved by CITY, and hold harmless CITY and its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Contractor's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the CITY. Should conflict of interest principles preclude a single legal counsel from representing both CITY and Contractor, or should CITY otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse the CITY its costs of defense, including without limitation reasonable legal counsels fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the Contractor's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

Contractor obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of CITY under any provision of this agreement, Contractor shall not be required to indemnify and hold harmless CITY for liability attributable to the active negligence of CITY, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where CITY is shown to have been actively negligent and where CITY active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of CITY.

The obligations of Contractor under this or any other provision of this agreement will not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to CITY, its employees and officials.

Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor, sub-tier contractor or any other person or entity involved by, for, with or on behalf of contractor in the performance or subject matter of this agreement. In the event contractor fails to obtain such indemnity obligations from others as required here, contractor agrees to be fully responsible according to the terms of this section.

Failure of CITY to monitor compliance with these requirements imposes no additional obligations on CITY and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend CITY as set forth herein is binding on the successors, assigns, or heirs of Contractor and shall survive the termination of this agreement or this section.

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**ARTICLE 16.**  
**ASSIGNMENT AND SUBCONTRACTING**

Neither this Agreement nor any interest herein nor claim hereunder may be assigned by CONTRACTOR either voluntarily or by operation of law, nor may all or any part of this Agreement be subcontracted by CONTRACTOR, without the prior written consent of CITY. Consent by CITY shall not be deemed to relieve CONTRACTOR of its obligations to comply fully with all terms and conditions of this Agreement.

**ARTICLE 17.**  
**RECORD AUDIT**

Under California Government Code, Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars (\$10,000), any records or documents of both the CITY and the CONTRACTOR shall be subject to examination, audit, and/or copying at any time during regular business hours by the Auditor General for a period of three (3) years after final payment, upon oral or written request of the CITY.

**ARTICLE 18.**  
**CONTRACTOR'S FAILURE TO PROCURE COMPLETION OF PROJECT**

In the event CONTRACTOR fails to furnish tools, equipment, or labor in the necessary quantity or quality, or fails to prosecute the work or any part thereof contemplated by this Agreement in a diligent and workmanlike manner, and if the CONTRACTOR for a period of three (3) calendar days after receipt of written demand from CITY or its designated representative to do so, fails to furnish tools, equipment, or labor in the necessary quantity or quality, and to prosecute its work and all parts thereof in a diligent and workmanlike manner, or after commencing to do so within said three (3) calendar days, fails to continue to do so; then the CITY may exclude the CONTRACTOR from the premises, or any portion thereof, and take possession of said premises or any portion thereof, together with all material and equipment thereon, and may complete the work contemplated by this Agreement or any portion of said work, either by furnishing the tools, equipment, labor or material necessary, or by letting the unfinished portion of said work, or the portion taken over by the CITY to another contractor or by a combination of such methods. In any event, the procuring of the completion of said work, or the portion thereof taken over by the CITY, shall be a charge against the CONTRACTOR, and may be deducted from any money due or becoming due to CONTRACTOR from the CITY, or the CONTRACTOR shall pay the CITY the amount of said charge, or the portion thereof unsatisfied. The sureties provided for under this Agreement shall become liable for payment should CONTRACTOR fail to pay in full any said cost incurred by the CITY.

**ARTICLE 19.**  
**SUBSURFACE HAZARDOUS MATERIALS**

A. In the event trenches or other excavations extend deeper than four (4) feet below the surface, the CONTRACTOR shall promptly, and before the following conditions are disturbed, notify the CITY in writing of any:

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1. Material that the CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II or Class III disposal site in accordance with the provisions of existing law.
2. Subsurface or latent physical conditions at the site differing from those indicated.
3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in the Work or the character provided for in the CONTRACT.

B. Upon receipt of said notification the CITY will investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the CONTRACTOR's cost of or the time required for performance of any part of the work, the CITY will issue a change order under the procedures described in the General Conditions.

C. In the event that a dispute arises between the CITY and the CONTRACTOR whether the conditions materially differ or involve hazardous waste or cause a decrease or increase in the CONTRACTOR's cost of or time required for performance of any part of the work, the CONTRACTOR shall not be excused from any scheduled completion date provided for by the Agreement but shall proceed with all work to be performed under the Agreement. The CONTRACTOR shall retain any and all rights provided either by Agreement or by law that pertain to the resolution of disputes and protests between the contracting parties.

**ARTICLE 20.**

**PROVISIONS REQUIRED BY LAW**

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction. No waiver of any term or condition of this Agreement shall be a continuing waiver thereof.

**ARTICLE 21.**

**LEGAL PROVISIONS**

A. **Governing Law.** The laws of the State of California shall govern this agreement.

B. **Compliance with applicable laws.** CONTRACTOR and any subcontractor shall comply with all applicable local, state, and federal laws and regulations applicable to the performance of the work hereunder.

C. **Attorneys' Fees.** If either party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

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D. **Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in Riverside County.

E. **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be duly executed on the respective dates set forth opposite their signatures.

**CITY OF CANYON LAKE**

**CONTRACTOR**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
By: **CHRIS MANN, City Manager**

\_\_\_\_\_  
By: **CAT TRACKING, INC., Contractor**

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**EXHIBIT A**

**Public Contract Code Section 9204:**

- (a) The Legislature finds and declares that it is in the best interests of the state and its citizens to ensure that all construction business performed on a public works project in the state that is complete and not in dispute is paid in full and in a timely manner.
- (b) Notwithstanding any other law, including, but not limited to, Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2, Chapter 10 (commencing with Section 19100) of Part 2, and Article 1.5 (commencing with Section 20104) of Chapter 1 of Part 3, this section shall apply to any claim by a contractor in connection with a public works project.
- (c) For purposes of this section:
  - (1) "Claim" means a separate demand by a contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following:
    - (A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by a public entity under a contract for a public works project.
    - (B) Payment by the public entity of money or damages arising from work done by, or on behalf of, the contractor pursuant to the contract for a public works project and payment for which is not otherwise expressly provided or to which the claimant is not otherwise entitled.
    - (C) Payment of an amount that is disputed by the public entity.
  - (2) "Contractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who has entered into a direct contract with a public entity for a public works project.
  - (3) (A) "Public entity" means, without limitation, except as provided in subparagraph (B), a state agency, department, office, division, bureau, board, or commission, the California State University, the University of California, a city, including a charter city, county, including a charter county, city and county, including a charter city and county, CITY, special CITY, public authority, political subdivision, public corporation, or nonprofit transit corporation wholly owned by a public agency and formed to carry out the purposes of the public agency.
  - (B) "Public entity" shall not include the following:
    - (i) The Department of Water Resources as to any project under the jurisdiction of that department.
    - (ii) The Department of Transportation as to any project under the jurisdiction of that department.
    - (iii) The Department of Parks and Recreation as to any project under the jurisdiction of that department.

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**RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT**

- (iv) The Department of Corrections and Rehabilitation with respect to any project under its jurisdiction pursuant to Chapter 11 (commencing with Section 7000) of Title 7 of Part 3 of the Penal Code.
- (v) The Military Department as to any project under the jurisdiction of that department.
- (vi) The Department of General Services as to all other projects.
- (vii) The High-Speed Rail Authority.
- (4) "Public works project" means the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.
- (5) "Subcontractor" means any type of contractor within the meaning of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code who either is in direct contract with a contractor or is a lower tier subcontractor.
- (d) (1) (A) Upon receipt of a claim pursuant to this section, the public entity to which the claim applies shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, a public entity and a contractor may, by mutual agreement, extend the time period provided in this subdivision.
- (B) The claimant shall furnish reasonable documentation to support the claim.
- (C) If the public entity needs approval from its governing body to provide the claimant a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the public entity shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the claimant a written statement identifying the disputed portion and the undisputed portion.
- (D) Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, paragraph (3) shall apply.
- (2) (A) If the claimant disputes the public entity's written response, or if the public entity fails to respond to a claim issued pursuant to this section within the time prescribed, the claimant may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute.
- (B) Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim

**CITY OF CANYON LAKE**  
**PUBLIC WORKS AGREEMENT NO. 2021-01**

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**RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT**

shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the claimant sharing the associated costs equally. The public entity and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

- (C) For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.
  - (D) Unless otherwise agreed to by the public entity and the contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Section 20104.4 to mediate after litigation has been commenced.
  - (E) This section does not preclude a public entity from requiring arbitration of disputes under private arbitration or the Public Works Contract Arbitration Program, if mediation under this section does not resolve the parties' dispute.
- (3) Failure by the public entity to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the claimant.
- (4) Amounts not paid in a timely manner as required by this section shall bear interest at 7 percent per annum.
- (5) If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against a public entity because privity of contract does not exist, the contractor may present to the public entity a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to the public entity shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the contractor shall notify the subcontractor in writing as to whether the contractor presented the claim to the public entity and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

**CITY OF CANYON LAKE**  
**PUBLIC WORKS AGREEMENT NO. 2021-01**

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**RAILROAD CANYON ROAD STRIPING AND SIGNAGE IMPROVEMENTS PROJECT**

- (e) The text of this section or a summary of it shall be set forth in the plans or specifications for any public works project that may give rise to a claim under this section.
- (f) A waiver of the rights granted by this section is void and contrary to public policy, provided, however, that (1) upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable; and (2) a public entity may prescribe reasonable change order, claim, and dispute resolution procedures and requirements in addition to the provisions of this section, so long as the contractual provisions do not conflict with or otherwise impair the timeframes and procedures set forth in this section.
- (g) This section applies to contracts entered into on or after January 1, 2017.
- (h) Nothing in this section shall impose liability upon a public entity that makes loans or grants available through a competitive application process, for the failure of an awardee to meet its contractual obligations.
- (i) This section shall remain in effect only until January 1, 2022, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2022, deletes or extends that date.

## **ATTACHMENT 2**



**RESOLUTION NO. 2020-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City, will receive an estimated \$213,138 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

**WHEREAS**, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City evaluated the health and safety of infrastructure related items to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities' priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City maintain and rehabilitate Railroad Canyon Road and infrastructure throughout the City this year and in future years; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in a "at-risk" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "Good" condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

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

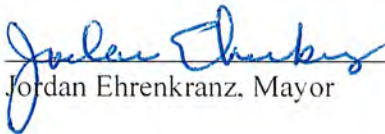
1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues:

Project Name	Project Description	Project Location	Estimated Project Schedule		Estimated Useful Life (# of yr)	
			Start (mm/yyyy)	Completion (mm/yyyy)	Min	Max
Pedestrian Crosswalk Enhancements	Enhance signalized pedestrian crosswalks (countdown feature, voice feedback push buttons, etc.)	Railroad Canyon Road (all traffic signals between Sorrel Lane and Skylink Drive)	03/2021	05/2021	15	20
Striping Improvements	Re-fresh existing striping as well as centerline striping and reflectivity for median noses.	Railroad Canyon Road (between western and eastern City Limits)	05/2021	06/2021	5	10


3. The following previously proposed and adopted projects may also utilize Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

Project Name	Project Description	Project Location	Estimated Project Schedule		Estimated Useful Life (# of yr)	
			Start (mm/yyyy)	Completion (mm/yyyy)	Min	Max
Sound Wall Repairs	Repair Various areas of the Railroad Canyon Rd sound wall	Railroad Canyon Road (between Sorrel Lane and Towne Center Drive South)	11/2020	02/2021	10	15

**PASSED, APPROVED, AND ADOPTED** on this 1st day of April, 2020.

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

ATTEST:

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

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

I, Ana V. Sauseda, City Clerk of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of the Resolution No. 2020-10 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on April 1, 2020, by the following vote:

AYES: Councilmember Bonner, Mayor Pro Tem Castillo, Councilmember Greene,  
Councilmember Smith, Mayor Ehrenkranz

NOES:

ABSTAIN:

ABSENT:



Ana V. Sauseda, City Clerk

**ATTACHMENT 3**



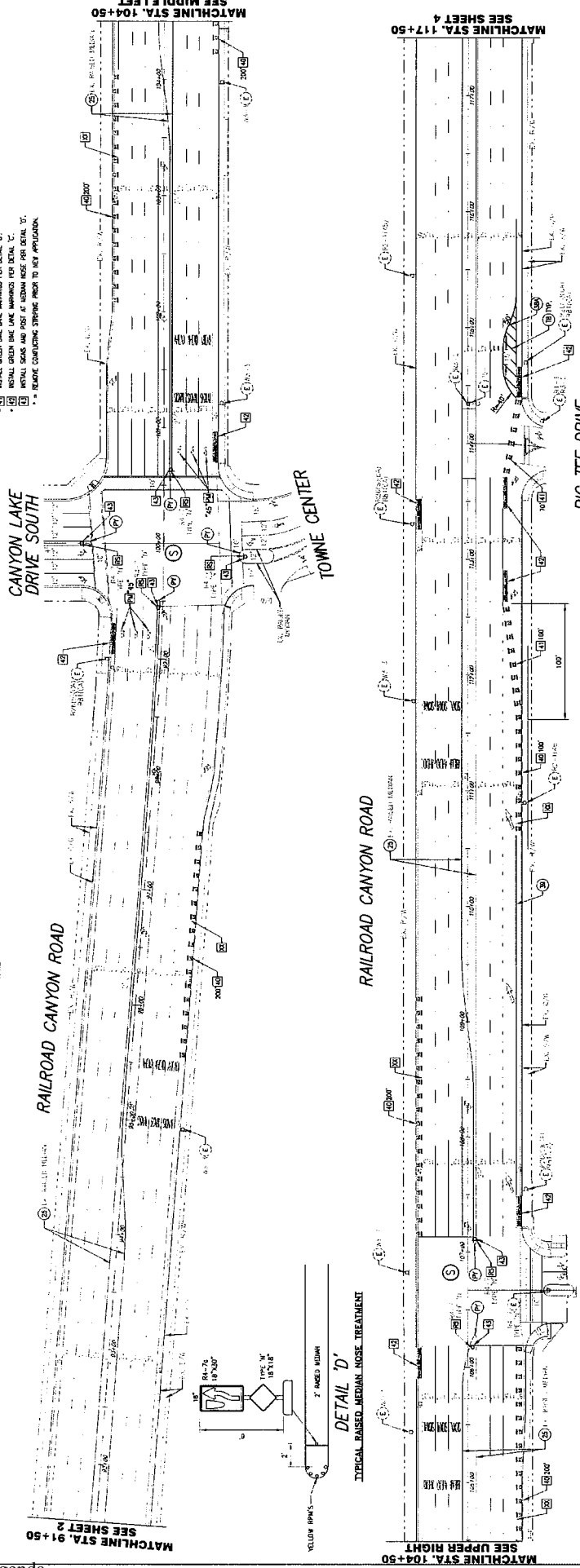
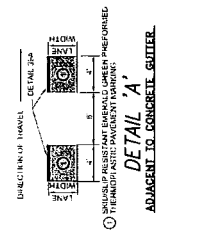
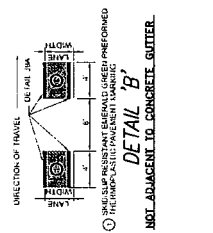
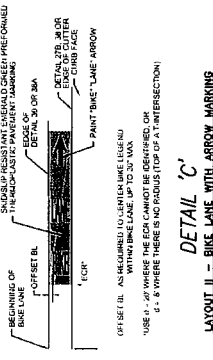
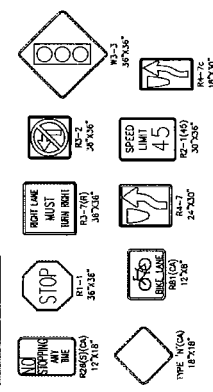




**SIGNING AND STRIPING CONSTRUCTION NOTES:**

- 1. DOING SIGN TO REMAIN.
- 2. INSTALL TEMPORARY PAVEMENT MARKING AS SHOWN FOR UN-PAVED SHOULDER.
- 3. REMOVE EXISTING SIGN AND POST.
- 4. REMOVE EXISTING STRIPING OR MARKINGS BY HOT SANDBLASTING PROCESS.
- 5. REPAINT MEDIAN NOSE YELLOW. INSTALL YELLOW PIPS ON TOP OF MEDIAN NOSE PER DETAIL 'D'.
- 6. INSTALL TEMPORARY 'W' WHITE DIRECTION STRIPES 8" WIDE. CHESTNUT STRIPES 8" AND 10" O.C. SPACING.
- 7. INSTALL 'P' YELLOW LEFT SIDE STRIPES ADJACENT TO MEDIAN OR CORNERS YELLOW PIPES IN CUTTER ADJACENT TO MEDIAN. TEMPORARILY IN AIDS WHERE THERE IS TO CUTTER ADJACENT TO MEDIAN PER STD. PLANS JOB BOOK 25.
- 8. INSTALL TEMPORARY 'F' WHITE LANE STRIPES PER CHAINING STD. PLAN ADD - DETAIL 3B.
- 9. INSTALL TEMPORARY 'F' WHITE CHANGING LANE LINE STRIPES PER CHAINING STD. PLAN ADD - DETAIL 3A.
- 10. INSTALL TEMPORARY 'F' WHITE BIKE LANE INTERSECTION STRIPES PER CHAINING STD. PLAN ADD - DETAIL 3A.
- 11. INSTALL TEMPORARY 'F' WHITE BIKE LANE MARKINGS PER DETAIL 'X'.
- 12. INSTALL GREEN BIKE LANE MARKINGS PER DETAIL 'C'.
- 13. INSTALL GREEN BIKE LANE MARKINGS PER DETAIL 'C'.
- 14. INSTALL SIGNS AND POST AS MEDIAN NOSE PER DETAIL 'D'.
- 15. REPAINT CONCRETE STRIPING PRIOR TO NEW APPLICATION.

**SIGN LEGEND:**



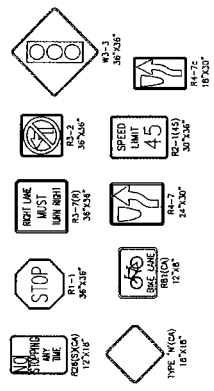
**GENERAL SIGNING AND STRIPING NOTES:**

SEE SHEET 1 FOR SIGNING AND STRIPING GENERAL NOTES.

<p>Some calls below. Call before you dig.</p>		<p>DATE: 01/29/2021</p> <p>DRAWN: J. JONES</p> <p>CHECKED: J. JONES</p> <p>CITY: PHOENIX</p>	<p>APPROVED BY: 01/29/2021</p> <p>DESIGNED BY: 01/29/2021</p> <p>IN CHARGE BY: 01/29/2021</p> <p>DATE: 02/24/2021</p>	<p>SCALE: 1" = 40'</p>	<p>PROJECT NO. 3</p> <p>SHEET NO. 5 OF 5</p>
<p>811</p>		<p>TJV ENGINEERING, INC.</p> <p>Transportation Planning Consultants</p> <p>1000 N. CENTRAL AVENUE, SUITE 200</p> <p>PHOENIX, AZ 85004</p> <p>PH: 602.944.8888</p> <p>WWW.TJVENGINEERING.COM</p>	<p>CITY OF PHOENIX</p> <p>STREET LIGHTING</p>	<p>CITY OF CANYON LAKE</p> <p>SIGNING AND STRIPING PLAN</p> <p>RAILROAD CANYON ROAD</p> <p>FROM STA. 91+50 TO STA. 117+50</p> <p>DATE: 02/24/2021</p> <p>PROJECT: CLC-20-001</p>	<p>CITY OF CANYON LAKE</p> <p>SIGNING AND STRIPING PLAN</p> <p>RAILROAD CANYON ROAD</p> <p>FROM STA. 91+50 TO STA. 117+50</p> <p>DATE: 02/24/2021</p> <p>PROJECT: CLC-20-001</p>

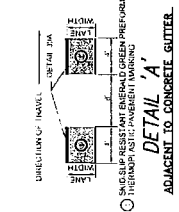
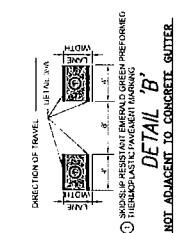
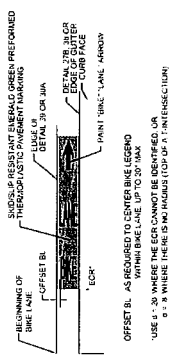
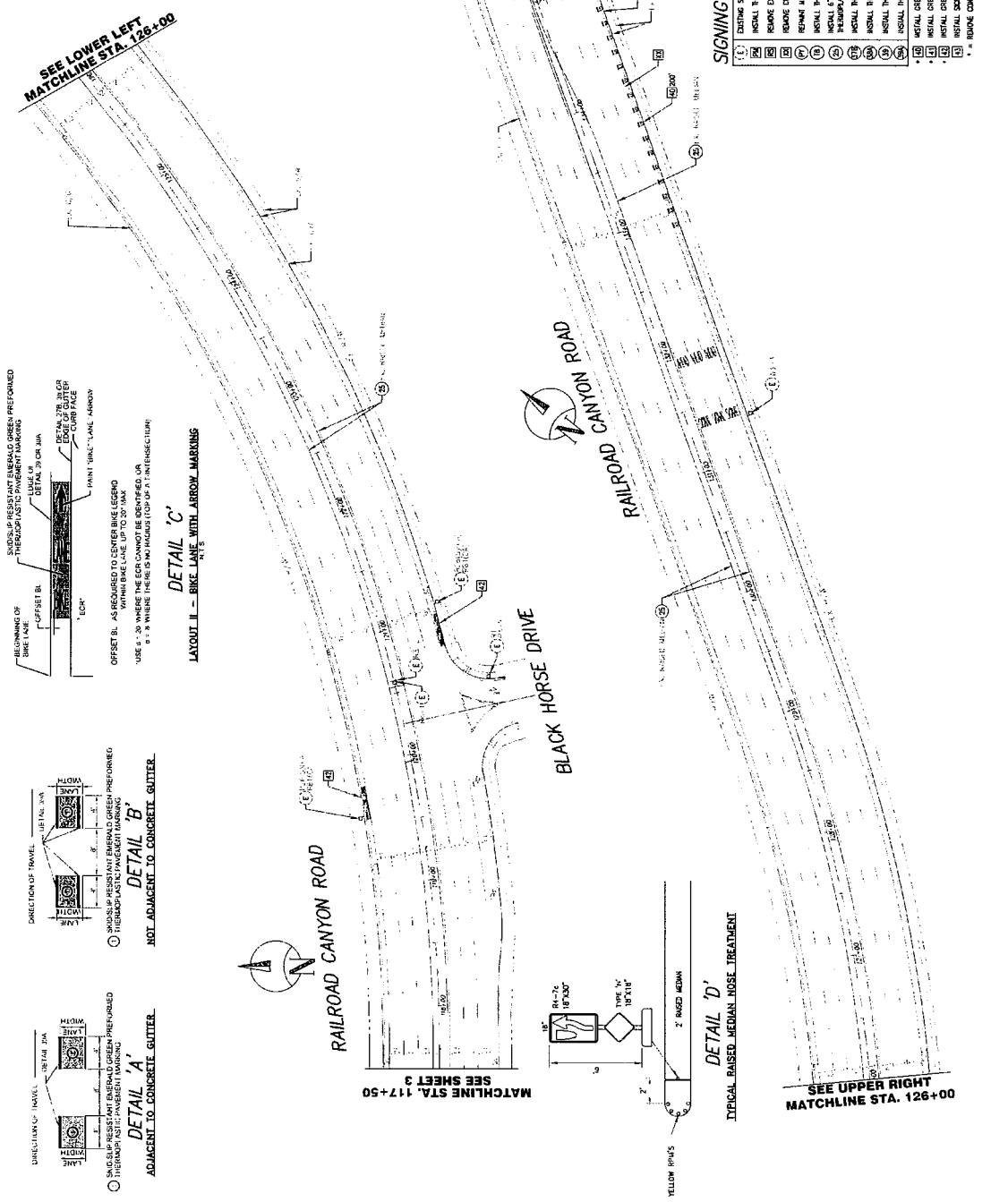
**GENERAL SIGNING AND STRIPING NOTES:**  
SEE SHEET 1 FOR SIGNING AND STRIPING GENERAL NOTES.

**SIGN LEGEND:**



SEE LOWER LEFT MATCHLINE STA. 128+00

MATCHLINE STA. 138+00 SEE SHEET 5

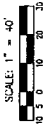


MATCHLINE STA. 117+50 SEE SHEET 3

SEE UPPER RIGHT MATCHLINE STA. 129+00

**SIGNING AND STRIPING CONSTRUCTION NOTES:**

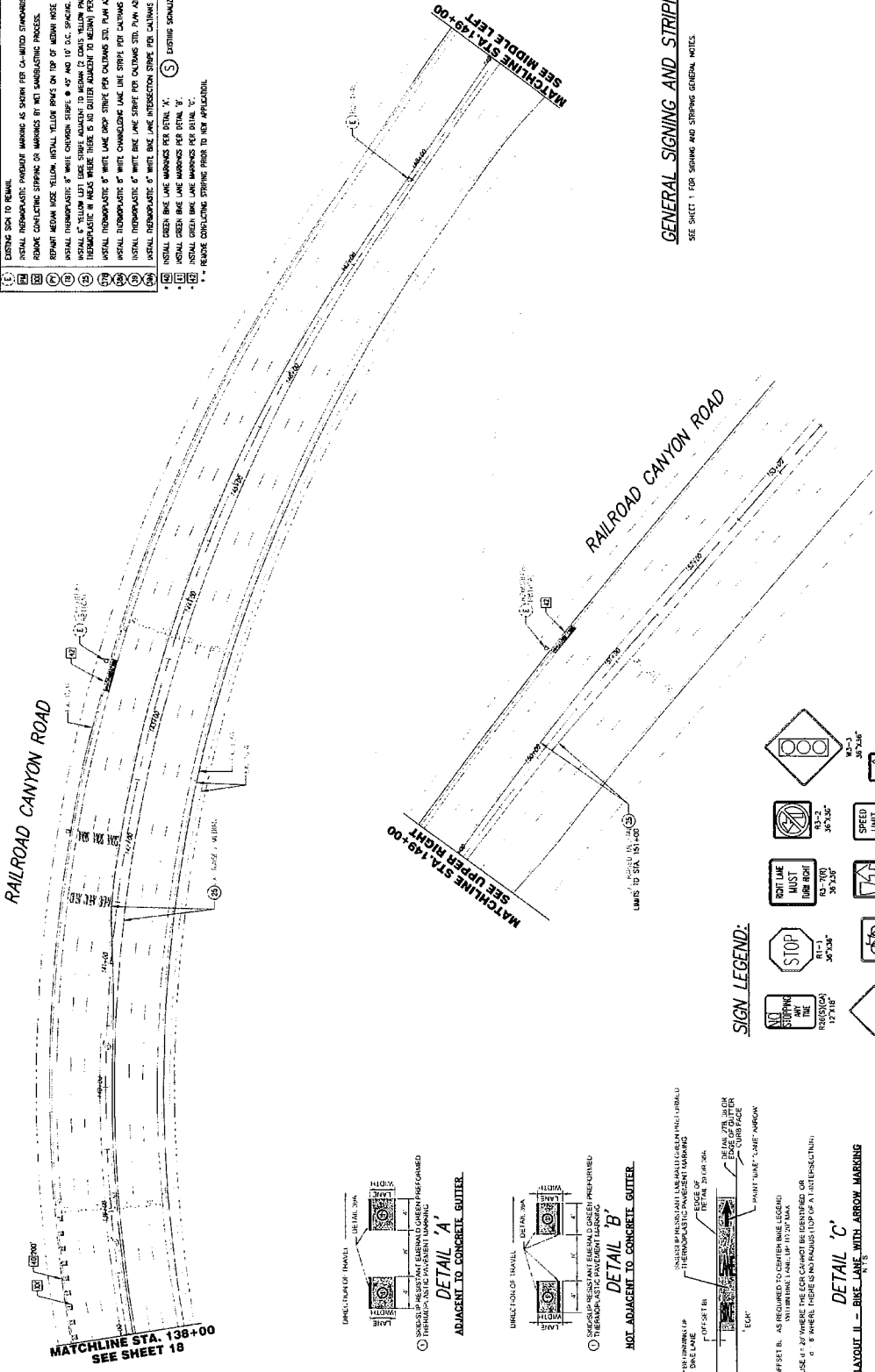
- 1. EXISTING SIGN TO REMAIN.
- 2. INSTALL THERMOPLASTIC PAVEMENT MARKING AS SHOWN PER CH-NEED SIGNAGES.
- 3. REMOVE EXISTING SIGN AND POST.
- 4. REMOVE EXISTING STRIPING OR MARKINGS BY HOT SANDBLASTING PROCESS.
- 5. REPAIR MEDIAN NOSE YELLOW PAINT ON TOP OF MEDIAN NOSE PER DETAIL 'V'.
- 6. INSTALL THERMOPLASTIC OF WHITE CHALK STRIPES @ 45' AND 10' O.C. SPACING.
- 7. INSTALL THERMOPLASTIC OF WHITE CHALK STRIPES ADJACENT TO MEDIAN TO CHALK YELLOW PAINT IN GUTTER ADJACENT TO MEDIAN.
- 8. THERMOPLASTIC IN AREAS WHERE THERE IS NO GUTTER ADJACENT TO MEDIAN PER STD. PLANS AND DETAIL 'Z'.
- 9. INSTALL THERMOPLASTIC OF WHITE LANE DROP STRIPES PER CALTRANS STD. PLAN ADO - DETAIL '3A'.
- 10. INSTALL THERMOPLASTIC OF WHITE CHALKING LANE LINE STRIPES PER CALTRANS STD. PLAN ADO - DETAIL '3A'.
- 11. INSTALL THERMOPLASTIC OF WHITE BIKE LANE STRIPES PER CALTRANS STD. PLAN ADO - DETAIL '3A'.
- 12. INSTALL THERMOPLASTIC OF WHITE BIKE LANE INTERSECTION STRIPES PER CALTRANS STD. PLAN ADO - DETAIL '3A'.
- 13. INSTALL GREEN BIKE LANE MARKINGS PER DETAIL 'X'.
- 14. INSTALL GREEN BIKE LANE MARKINGS PER DETAIL 'Y'.
- 15. INSTALL GREEN BIKE LANE MARKINGS PER DETAIL 'Z'.
- 16. INSTALL SIGN AND POST AS MEDIAN NOSE PER DETAIL 'V'.
- 17. REMOVE CONFLICTING STRIPING PRIOR TO NEW APPLICATION.



		CITY OF CANYON LAKE <b>SIGNING AND STRIPING PLAN</b> RAILROAD CANYON ROAD FROM STA. 117+50 TO STA. 138+00		SHEET NO. <b>4</b> OF 5 SHEETS
		TJW ENGINEERING, INC. Transportation Planning Consultants 11000 S. Bascom Avenue, Suite 200 San Jose, CA 95128 Phone: (408) 261-1111 www.tjw-engineering.com		DATE PLOTTED: 02/24/2021 PLOTTED BY: JLM PLOTTED AT: 11:00 AM PLOTTED IN: CITY
		DATE: 02/24/2021 TIME: 11:00 AM CITY:		DRAWN BY: JLM CHECKED BY: JLM DESIGNED BY: JLM IN CHARGE: JLM
		811 Make sure it's below. Call before you dig.		PROJECT NO.: CLC-20-001 CIVIL FILE NO.:

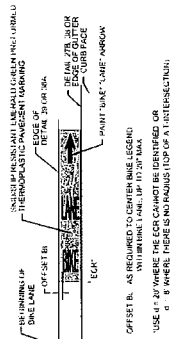
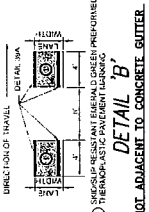
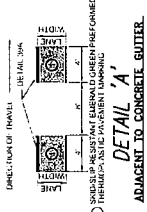
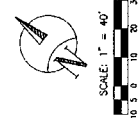
**SIGNING AND STRIPING CONSTRUCTION NOTES:**

- 1. EXISTING SPA TO REMAIN
- 2. INSTALL RETROREFLECTIVE PAVEMENT MARKINGS AS SHOWN PER CALIFORNIA STANDARDS
- 3. REMOVE CONFLICTING STRIPING OR MARKINGS BY HOT SAMBLASTING PROCESS
- 4. REPAINT MEDIAN BOLD YELLOW. INSTALL YELLOW BORDERS ON TOP OF MEDIAN ROSE PER DETAIL 'D'
- 5. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 6. RETROREFLECTIVE IN AREAS WHERE THERE IS NO CUTTER ADJACENT TO MEDIAN PER STD. PLAN ADD. - DETAIL 'Z'
- 7. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 8. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 9. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 10. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 11. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 12. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 13. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 14. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 15. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 16. INSTALL INTERSECTION STOP SIGN PER DETAIL 'E' AND TO THE SIDE
- 17. REMOVE CONFLICTING STRIPING PRIOR TO NEW APPLICATION



**GENERAL SIGNING AND STRIPING NOTES:**

SEE SHEET 1 FOR SIGNING AND STRIPING GENERAL NOTES.



**SIGN LEGEND:**

- NO STOPPING OR PARKING 17'x18"
- STOP 36"x36"
- RIGHT LANE MUST DRIVE RIGHT 36"x36"
- ONE WAY 36"x36"
- SPEED LIMIT 45 36"x36"
- BIKE LANE 12'x6"
- TRUCKS AND TRAILERS 18'x18"
- W-2 36"x36"
- W-3 36"x36"

<p><b>TJW ENGINEERING, INC.</b>                  Transportation Planning Consultants                  14000 Wilshire Blvd, Suite 200                  Culver City, CA 90230                  www.tjw-engineering.com</p>		<p>DATE: 02/24/2021                  TIME: 2:22:04 PM                  USER: JOHN</p>	
<p><b>CITY OF CANYON LAKE</b>  <b>SIGNING AND STRIPING PLAN</b>                  RAILROAD CANYON ROAD                  FROM STA. 138+00 TO STA. 149+00</p>		<p>PROJECT NUMBER: CLC-20-001                  SHEET NO. 5 OF 5 SHEETS                  DRAWN BY: J.W.</p>	



## **ATTACHMENT 4**



**Railroad Canyon Road Striping and Signage Improvements  
Project**

Bid Opening: April 19, 2021 2:00PM

<b>Bidder Name</b>		<b>Bid Amount</b>
Cat Tracking, Inc.	\$	105,750.00
Superior Pavement Markings, Inc.	\$	106,841.00
Sterndahl Enterprises, Inc.	\$	120,000.00





## STAFF REPORT

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

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

**BY:** Mike A. Borja, Administrative Services Manager

**DATE:** May 5, 2021

**SUBJECT:** Adoption of Resolution 2021-25 Approving Fiscal Year 2021-2022 Project List for Senate Bill 1 (SB 1) Road Maintenance and Rehabilitation Act Funding

---

### Recommendation

That the City Council adopt Resolution No. 2021-25 approving the Fiscal Year 2021-2022 project list for Senate Bill 1 (Road Repair and Accountability Act of 2017) Road Maintenance and Rehabilitation Account (RMRA) funding.

### Background

On April 28, 2017, the Governor signed Senate Bill 1 (SB 1), Road Repair and Accountability Act of 2017, to address transportation funding shortfalls statewide. SB 1 established a Road Maintenance and Rehabilitation Account (RMRA) in the State Transportation Fund. For Fiscal Year 2021-2022, the City of Canyon Lake is projected to receive \$220,562 in RMRA funding.

Prior to receiving an apportionment of RMRA funds from the California State Controller in a fiscal year, the City must submit to the Commission an adopted project list proposed to utilize RMRA funds. Per Streets and Highways Code Section 2034(a)(1), all projects proposed to receive RMRA funding must be adopted by resolution by the City Council each fiscal year.

Staff recommends that the funding be applied towards the Sound Wall Repairs, Pedestrian Crosswalk Enhancements, Striping Improvements, and the Lighting Improvement projects along Railroad Canyon Road, which are included in the proposed budget for Fiscal Year 2021-2022. Staff will submit to the California Transportation Commission the proposed projects and adopted resolutions once approved.

### Fiscal Impact

The City of Canyon Lake is estimated to receive \$220,562 from the RMRA funding for fiscal year 2021-2022.

**Attachments**

1. Resolution No. 2021-25
2. SB-1 Local Streets and Roads – Projected Revenues

# ATTACHMENT 1



**RESOLUTION NO. 2021-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City, will receive an estimated \$220,562 in RMRA funding in Fiscal Year 2021-22 from SB 1; and

**WHEREAS**, this is the fifth year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City has undergone a robust public process to ensure public input into our community's transportation priorities / project list; and

**WHEREAS**, the City evaluated the health and safety of infrastructure related items to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities' priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City maintain and rehabilitate Railroad Canyon Road and infrastructure throughout the City this year and in future years; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in a "at-risk" condition and this revenue will help us increase the

overall quality of our road system and over the next decade will bring our streets and roads into a “Good” condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

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

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2021-22 Road Maintenance and Rehabilitation Account revenues:

Project Name	Project Description	Project Location	Estimated Project Schedule		Estimated Useful Life (# of yr)	
			Start (mm/yyyy)	Completion (mm/yyyy)	Min	Max
Railroad Canyon Road Lighting Improvements	Improve lighting along the Railroad Canyon Road corridor within City Limits	Railroad Canyon Road (between western and eastern City Limits)	01/2022	05/2022	15	20

3. The following previously proposed and adopted projects may also utilize Fiscal Year 2021-22 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

Project Name	Project Description	Project Location	Estimated Project Schedule		Estimated Useful Life (# of yr)	
			Start (mm/yyyy)	Completion (mm/yyyy)	Min	Max
Striping Improvements	Re-fresh existing striping as well as centerline striping and reflectivity for median noses.	Railroad Canyon Road (between western and eastern City Limits)	05/2021	07/2021	5	10
Sound Wall Repairs	Repair Various areas of the Railroad Canyon Rd sound wall	Railroad Canyon Road (between Sorrel Lane and Towne Center Drive South)	04/2022	08/2022	10	15

Pedestrian Crosswalk Enhancements	Enhance signalized pedestrian crosswalks (countdown feature, voice feedback push buttons, etc.)	Railroad Canyon Road (all traffic signals between Sorrel Lane and Skylink Drive)	04/2022	08/2022	15	20
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**PASSED, APPROVED, AND ADOPTED** on this 5<sup>th</sup> day of May, 2021.

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Kasey Castillo, Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk



## **ATTACHMENT 2**



### Local Streets and Roads - Projected FY2021-22 Revenues

Based on State Dept of Finance statewide revenue projections January 2021  
 Estimated January 2021

	Highway Users Tax Acct (HUTA) <sup>(1)</sup> Streets & Highways Code			TOTAL HUTA	Road Mntrc Rehab Acct	TOTAL
	Sec2103 (6)	Sec2105 (5)	Sec2106 (3)			
<b>REAGER COUNTY</b>						
AUBURN	127,138	82,843	57,760	376,166	281,287	657,453
COLFAX	18,313	11,933	12,428	56,859	40,516	99,375
LINCOLN	426,475	277,893	353,640	1,246,459	943,559	2,190,018
LOOMIS	60,839	39,643	30,143	183,074	134,604	317,678
ROCKLIN	611,739	398,612	259,626	1,784,742	1,353,450	3,138,192
ROSEVILLE	1,233,593	803,815	518,665	3,588,990	2,729,279	6,318,269
<b>PLUMAS COUNTY</b>						
PORTOLA	18,587	12,111	8,745	128,962	169,405	210,527
<b>RIVERSIDE COUNTY</b>						
BANNING	274,240	176,696	112,760	227,404	606,745	1,405,646
BEAUMONT	427,570	278,606	173,122	354,548	600	1,239,846
BLYTHE	183,895	119,827	77,194	152,489	500	535,406
CALIMESA	80,910	52,721	36,652	67,092	2,000	239,374
CANYON LAKE	99,691	64,959	44,045	82,665	3,000	294,360
CATHEDRAL CITY	485,043	316,056	195,748	402,206	7,500	1,406,553
COACHELLA	409,460	266,806	165,993	339,531	6,000	1,187,791
CORONA	1,484,989	967,625	589,997	1,231,377	10,000	4,283,388
DESERT HOT SPRINGS	268,401	168,375	106,925	214,270	6,000	753,571
EASTVALE	583,727	380,359	234,596	484,036	7,500	1,690,218
HEMET	748,709	487,862	299,645	620,842	7,500	2,164,458
INDIAN WELLS	48,101	31,343	23,736	39,866	2,000	145,065
INDIO	789,804	514,640	315,723	654,919	7,500	2,282,586
JURUPA VALLEY	939,203	611,989	374,537	778,803	10,000	2,714,533
LAKE ELSINORE	566,086	362,348	223,715	461,115	7,500	1,610,764
LA QUIJITA	371,890	242,325	151,202	308,377	6,000	1,079,794
MENIFEE	825,546	537,930	329,794	684,557	7,500	2,385,326
MORENO VALLEY	1,840,076	1,199,002	729,185	1,525,822	10,000	5,304,085
MURRIETA	1,043,505	679,953	415,598	865,292	10,000	3,014,348
MURCO	239,072	155,780	98,916	198,242	6,000	698,011
PALM DESERT	473,718	308,677	191,289	392,815	7,500	1,373,999
PALM SPRINGS	430,503	280,518	174,277	356,980	6,000	1,248,277
PERRIS	679,955	443,062	272,477	563,830	7,500	1,966,824
RANCHO MIRAGE	163,330	106,427	69,098	135,436	4,000	478,291
RIVERSIDE	2,888,414	1,888,619	1,145,822	2,403,413	10,000	8,346,268
SAN JACINTO	431,784	281,352	174,781	358,042	6,000	1,251,959
TEMECULA	1,005,528	655,207	400,647	833,801	10,000	2,905,183
WILDOMAR	318,604	207,804	130,225	284,191	6,000	926,624
<b>SACRAMENTO COUNTY</b>						
CITRUS HEIGHTS	778,223	507,094	340,267	645,315	7,500	2,278,399
ELK GROVE	1,537,321	1,001,725	667,489	1,274,772	10,000	4,491,307
FOLSOM	705,255	459,547	308,813	584,809	7,500	2,065,924
GALT	234,001	152,476	105,670	194,038	6,000	692,186
ISLETON	7,694	5,014	8,117	6,380	1,000	28,205
RANCHO CORDOVA	657,870	428,671	288,387	545,517	7,500	1,927,944
SACRAMENTO	4,489,144	2,925,147	1,939,925	3,722,473	20,000	13,096,689





## STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Chris Mann, City Manager *CM*  
**BY:** Terry Shea, Finance Director  
**DATE:** May 5, 2021  
**SUBJECT:** Presentation and Discussion of the Draft FY2021-22 Budget

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### Recommendation

That the City Council review and discuss the City's Draft Fiscal Year 2021-22 Budget.

### Background

The attached Draft Budget for Fiscal Year 2021-22 is presented to the City Council for review. A final draft will be presented for adoption at the June 2, 2021 City Council meeting.

This Draft Budget indicates General Fund revenues are estimated to be \$6,878,700 for Fiscal Year 2021-22 (up from a budgeted \$6,770,918 in FY 2020-21 and an actual \$5,495,175 in FY 2019-2020). Estimated General Fund expenditures are \$7,395,816. The budget reflects a planned General Fund deficit of \$517,116 for Fiscal Year 2021-22.

For Fiscal Year 2021-22 the City is starting its own Fire Department, with operations expected to begin January 1, 2022. This Draft Budget includes six months of Fire Department operations provided by Contract from Riverside County and six months of operations under the Canyon Lake Fire Department. Included in the Fiscal Year 2021-22 projected expenditures are Fire Department startup costs of \$735,470. Without these startup costs, there would be a projected General Fund surplus of approximately \$219,000. Once these one-time startup costs are complete, the Canyon Lake Fire Department's ongoing annual budget in future years is estimated to be approximately \$1.7 million, which represents a significant savings over projected costs to contract with the County for fire service.

### Fiscal Impact

None, for discussion only.

### Attachments

1. Draft Fiscal Year 2021-22 Budget



# ATTACHMENT 1



**City of Canyon Lake  
Revenue Summary by Fund  
Fiscal Year 2021-22**

<b>Fund Type &amp; Name</b>	<b>Actual Revenue 2018-19</b>	<b>Actual Revenue 2019-20</b>	<b>Budgeted Revenue 2020-21</b>	<b>Proposed Revenue 2021-22</b>
<b>GENERAL FUND</b>				
General Fund	\$ 5,351,030	\$ 5,495,175	\$ 6,770,918	\$ 6,878,700
<b>SPECIAL REVENUE FUNDS</b>				
Gas Tax	442,942	467,903	505,300	518,922
Measure A	210,282	208,997	170,000	203,000
AQMD Trust	15,513	15,254	13,800	13,800
Law Enforcement Grants	148,747	155,948	155,000	160,000
Miscellaneous Grants	-	-	-	-
<b>TOTAL SPECIAL REVENUE</b>	<b>\$ 817,484</b>	<b>\$ 848,102</b>	<b>\$ 844,100</b>	<b>\$ 895,722</b>
<b>ENTERPRISE FUND</b>				
Rental Fund	\$ -	\$ 19,656	\$ 172,000	\$ 113,800
<b>CAPITAL IMPROVEMENT FUND</b>				
Capital Projects	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 6,168,514</b>	<b>\$ 6,362,933</b>	<b>\$ 7,787,018</b>	<b>\$ 7,888,222</b>

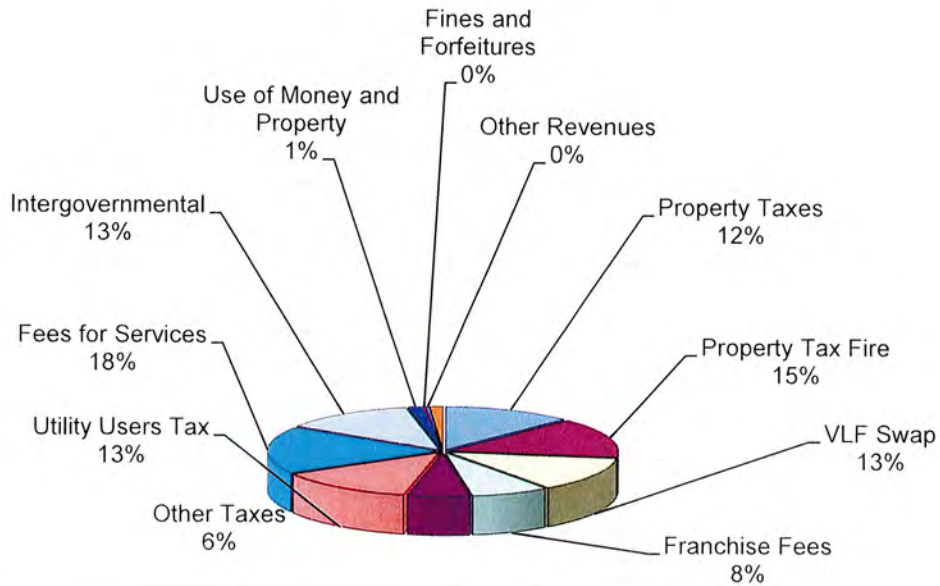
**City of Canyon Lake  
Revenue Sources by Type  
Fiscal Year 2021-22**

<b>Fund Type &amp; Name</b>	<b>Actual Revenue 2018-19</b>	<b>Actual Revenue 2019-20</b>	<b>Budgeted Revenue 2020-21</b>	<b>Proposed Revenue 2021-22</b>
<b>GENERAL FUND</b>				
Property Taxes	\$ 857,115	\$ 886,362	\$ 955,900	\$ 983,700
Property Taxes Fire	1,071,155	1,106,007	1,121,200	1,175,000
VLF Swap	917,654	958,272	996,600	1,016,000
Sales Tax	483,359	326,534	300,000	300,000
Utility Users Tax	986,356	945,807	1,000,000	1,050,000
Franchise Fees	340,253	357,732	572,700	591,800
Other Taxes	146,192	157,613	170,400	172,000
Fees for Services	384,157	547,809	1,356,500	1,385,500
Intergovernmental	14,770	18,559	199,618	130,000
Use of Money and Property	122,340	117,174	54,000	25,000
Fines and Forfeitures	11,669	24,514	15,000	21,300
Other Revenues	16,010	48,792	29,000	28,400
<b>Total General Fund</b>	<b>\$ 5,351,030</b>	<b>\$ 5,495,175</b>	<b>\$ 6,770,918</b>	<b>\$ 6,878,700</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Gas Tax</b>				
Intergovernmental Revenue	\$ 433,481	\$ 458,525	\$ 501,300	\$ 514,922
Use of Money and Property	9,461	9,378	4,000	4,000
<b>Measure A</b>				
Intergovernmental Revenue	204,962	203,882	168,000	201,000
Use of Money and Property	5,320	5,115	2,000	2,000
<b>AQMD Trust</b>				
Intergovernmental Revenue	14,291	14,158	13,000	13,000
Use of Money and Property	1,222	1,096	800	800
<b>Law Enforcement Grants</b>				
Intergovernmental Revenue	148,747	155,948	155,000	160,000
Use of Money and Property	-	-	-	-
<b>Miscellaneous Grants Fund</b>				
Intergovernmental Revenue	-	-	-	-
<b>Total Special Revenue</b>	<b>\$ 817,484</b>	<b>\$ 848,102</b>	<b>\$ 844,100</b>	<b>\$ 895,722</b>

**City of Canyon Lake  
Revenue Sources by Type  
Fiscal Year 2021-22**

<b>Fund Type &amp; Name</b>	<b>Actual Revenue 2018-19</b>	<b>Actual Revenue 2019-20</b>	<b>Budgeted Revenue 2020-21</b>	<b>Proposed Revenue 2021-22</b>
<b>ENTERPRISE FUND</b>				
<b>Rental Fund</b>				
Use of Money and Property	\$ -	\$ 19,656	\$ 70,800	\$ 70,800
Loan from General Fund	-	-	-	43,000
<b>Total Enterprise</b>	<b>\$ -</b>	<b>\$ 19,656</b>	<b>\$ 70,800</b>	<b>\$ 113,800</b>
<b>CAPITAL IMPROVEMENT FUND</b>				
<b>Capital Projects</b>				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -
Other Revenues	-	-	-	-
Transfers In	-	-	-	-
<b>Total Capital Projects</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 6,168,514</b>	<b>\$ 6,362,933</b>	<b>\$ 7,685,818</b>	<b>\$ 7,888,222</b>

**Revenue Summary by Type**



City of Canyon Lake Fiscal Year 2021-22					
General Fund Revenue Detail					
Code	Description	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
	<b>Taxes</b>				
4020	Base Property Tax (S)	\$ 780,565	\$ 812,294	\$ 868,000	\$ 894,000
4030	Base Property Tax (U)	34,966	35,262	38,000	40,000
4032	Property Tax Fire	1,071,155	1,106,007	1,121,200	1,175,000
4040	Homeowner-S Exemption Reimb	8,635	8,295	8,900	8,900
4050	Real Property Transfer Tax	86,433	105,481	116,400	120,000
4060	Property Tax-Py (S)	16,537	21,207	22,000	22,000
4070	Property Tax -Py (U)	1,913	1,598	2,000	2,000
4080	Property Tax 2345/Cur/Sup	8,281	6,779	11,800	11,800
4090	Property Tax 2345/Py/Sup	6,218	927	5,200	5,000
4705	Property Tax Vlf Swap	917,654	958,272	996,600	1,016,000
4100	Sales & Use Tax	483,359	326,534	300,000	300,000
4130	Utility Users Tax	986,356	945,807	1,000,000	1,050,000
4150	Franchise Fee - Cable Tv	135,177	139,234	136,000	144,000
4160	Transient Lodging Tax	59,759	52,132	54,000	52,000
4170	Edison Franchise Fee	111,117	114,074	117,000	126,000
4180	Refuse Disposal Franchise Fee	92,348	102,763	318,000	320,000
4190	So. Cal Gas Franchise Fee	1,611	1,661	1,700	1,800
	Subtotal Taxes	\$ 4,802,084	\$ 4,738,327	\$ 5,116,800	\$ 5,288,500
	<b>Licenses, Permits &amp; Fees</b>				
4200	Construction/Bldg Permit Fee	\$ 256,472	\$ 330,478	\$ 310,000	\$ 360,000
4201	CBSC Green Fees	635	601	600	800
4202	SMIP Fees	1,554	1,307	1,500	1,500
4220	Site Plan Review	25,019	24,522	20,000	20,000
4225	Credit Card Convenience Fee	1,664	545	-	-
4231	Grading Fees	1,091	5,634	2,000	8,000
4250	Encroachment Fees	3,000	4,635	4,200	4,200
4786	Cable Access Fee	27,084	27,904	27,200	29,000
4450	Foreclosure Fees	2,313	2,172	2,000	2,000
4400	Business License Fee	65,325	128,162	100,000	110,000
4405	EMS Subscription Program	-	-	750,000	750,000
4410	Residential Rental Registration	-	-	100,000	60,000
4415	Fire Life Safety Inspection Program	-	-	25,000	25,000
4794	Rental Inspection Fees	-	21,485	14,000	15,000
	Subtotal Licenses, Permits & Fees	\$ 384,157	\$ 547,809	\$ 1,356,500	\$ 1,385,500
	<b>Use of Money &amp; Property</b>				
4690	Library Lease Income	\$ 45,678	\$ 46,683	\$ 24,000	\$ -
4792	Sale of Assets	-	15,000	-	-
4900	Interest Income	76,662	55,491	30,000	25,000
	Subtotal Use of Money & Property	\$ 122,340	\$ 117,174	\$ 54,000	\$ 25,000
	<b>Intergovernmental</b>				
4700	Motor Vehicle License Fee	\$ 5,289	\$ 8,932	\$ 5,800	\$ 7,000
4590	Grant Revenues (Emergency)	6,360	-	7,000	7,000
4596	AVA Funds	-	-	8,000	8,000
4585	Grant Revenues CDBG	-	-	43,000	23,000
4593	Grant Revenues LEAP SB 2	3,121	9,627	-	85,000
4598	Cares Act Revenue	-	-	135,818	-
	Subtotal Intergovernmental	\$ 14,770	\$ 18,559	\$ 199,618	\$ 130,000
	<b>Fines &amp; Forfeitures</b>				
4600	Court, Vehicle & Parking Fees	\$ 11,669	\$ 24,514	\$ 15,000	\$ 21,300
	<b>Other Income</b>				
4790	Miscellaneous	13,852	\$ 31,342	\$ 17,000	\$ 20,000
4791	Insurance Reimbursements	1,739	9,695	-	-
4793	Veterans Donations	419	5,755	5,000	5,000
4796	Military Banner Program	-	2,000	7,000	3,400
		\$ 16,010	\$ 48,792	\$ 29,000	\$ 28,400
	<b>TOTAL REVENUE</b>	<b>\$ 5,351,030</b>	<b>\$ 5,495,175</b>	<b>\$ 6,770,918</b>	<b>\$ 6,878,700</b>

Fiscal Year 2021-22				
General Fund Expenditure Detail				
Department	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>City Council</b>				
Personnel	\$ 21,663	\$ 22,025	\$ 21,748	\$ 20,748
Operations & Maintenance	60,758	55,452	116,125	129,125
<b>City Attorney</b>				
Operations & Maintenance	91,210	70,703	77,700	88,000
<b>City Manager</b>				
Personnel	309,794	319,339	412,887	458,563
Operations & Maintenance	124,588	225,656	197,650	287,060
Capital Outlay	1,035	47,525	2,500	-
<b>City Clerk</b>				
Personnel	101,290	136,686	144,473	150,010
Operations & Maintenance	46,789	43,323	103,580	65,770
<b>Finance</b>				
Personnel	3,755	3,793	86,431	94,603
Operations & Maintenance	116,814	122,500	75,980	132,463
<b>Planning</b>				
Operations & Maintenance	84,740	69,040	190,000	284,000
<b>Building &amp; Safety</b>				
Operations & Maintenance	288,701	353,725	320,100	344,600
<b>Law Enforcement</b>				
Operations & Maintenance	1,642,749	1,687,289	1,722,660	1,857,220
Capital Outlay	-	-	-	6,000
<b>Fire (Riverside County)</b>				
Personnel	-	-	-	-
Operations & Maintenance	1,696,336	2,104,282	2,240,114	1,041,110
Capital Outlay	7,195	-	10,000	-
<b>City Fire Department</b>				
Personnel	-	-	-	663,140
Operations & Maintenance	-	-	-	294,490
Capital Outlay	-	-	-	735,470
<b>Emergency Preparedness</b>				
Operations & Maintenance	10,987	9,522	26,000	49,000
<b>Animal Control</b>				
Operations & Maintenance	143,820	148,791	163,530	141,070
<b>Public Works</b>				
Operations & Maintenance	13,387	8,350	12,000	10,000
<b>NPDES</b>				
Personnel	6,392	-	-	-
Operations & Maintenance	64,597	67,500	84,300	83,000
<b>Code Enforcement</b>				
Personnel	168,022	271,121	278,162	275,344
Operations & Maintenance	24,322	36,576	33,800	43,900
Capital Outlay	1,592	-	-	1,000
<b>Building &amp; Facilities Maintenance</b>				
Operations & Maintenance	81,091	106,654	133,450	103,530
Capital Outlay	1,452	3,150	68,800	36,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,113,079</b>	<b>\$ 5,913,002</b>	<b>\$ 6,521,990</b>	<b>\$ 7,395,816</b>

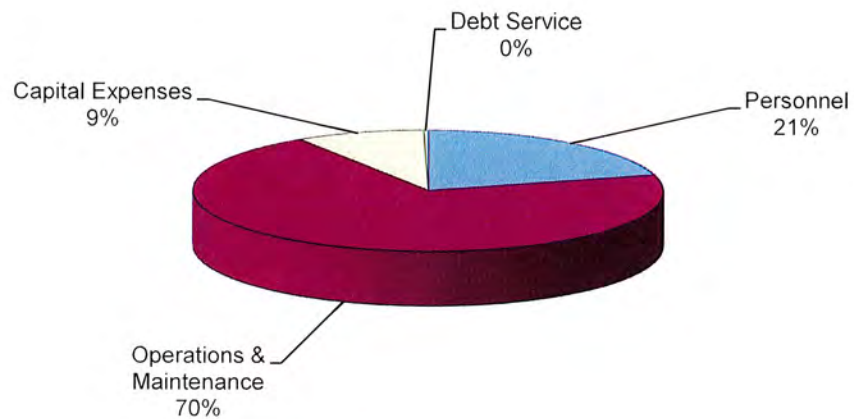
**City of Canyon Lake  
Expenditure Summary by Fund  
Fiscal Year 2021-22**

<b>Fund Type &amp; Name</b>	<b>Actual 2018-19</b>	<b>Actual 2019-20</b>	<b>Budget 2020-21</b>	<b>Proposed 2021-22</b>
<b>GENERAL FUND</b>				
General Fund	\$ 5,113,079	\$ 5,913,002	\$ 6,521,990	\$ 7,395,816
<b>SPECIAL REVENUE FUNDS</b>				
Gas Tax	\$ 201,485	\$ 322,248	\$ 377,000	\$ 167,700
Measure A	147,000	46,473	150,000	200,000
AQMD Trust	-	-	-	-
Law Enforcement Grants	129,000	140,000	250,000	180,000
Miscellaneous Grants	-	5,855	-	-
<b>TOTAL SPECIAL REVENUE</b>	<b>\$ 477,485</b>	<b>\$ 514,576</b>	<b>\$ 777,000</b>	<b>\$ 547,700</b>
<b>ENTERPRISE FUND</b>				
Rental	\$ -	\$ 15,064	\$ 148,215	\$ 109,015
<b>CAPITAL IMPROVEMENT FUND</b>				
Capital Projects	\$ 46,580	\$ 5,029	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 5,637,144</b>	<b>\$ 6,447,671</b>	<b>\$ 7,447,205</b>	<b>\$ 8,052,531</b>

**City of Canyon Lake  
Expenditure Summary by Category  
Fiscal Year 2021-22**

<u>CATEGORY/TYPE</u>	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Budget 2020-21</u>	<u>Proposed 2021-22</u>
Personnel	\$ 610,916	\$ 752,964	\$ 943,701	\$ 1,662,408
Operations & Maintenance	4,848,389	5,420,719	5,938,004	5,654,073
Capital Expenses	112,474	224,222	545,500	709,350
Debt Service	167,000	49,766	20,000	26,700
Transfers Out	-	-	-	-
<b>TOTAL</b>	<b>\$ 5,738,779</b>	<b>\$ 6,447,671</b>	<b>\$ 7,447,205</b>	<b>\$ 8,052,531</b>

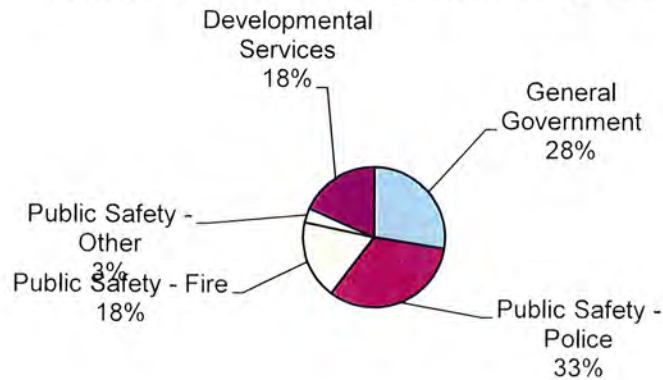
**Expenditures by Category Fiscal Year 2021-22**



**City of Canyon Lake  
General Fund Budget Expenditure Summary  
Fiscal Year 2021-22**

Department/Division	Personnel	O & M	Capital	Total
<b>GENERAL GOVERNMENT</b>				
100 City Council	\$ 20,748	\$ 129,125	\$ -	\$ 149,873
200 City Attorney	-	88,000	-	88,000
310 City Manager	458,563	287,060	-	745,623
320 City Clerk	150,010	65,770	-	215,780
330 Finance	94,603	132,463	-	227,066
550 P W Building & Fac Maint	-	103,530	36,600	140,130
<b>SUBTOTAL</b>	<b>\$ 723,924</b>	<b>\$ 805,948</b>	<b>\$ 36,600</b>	<b>\$ 1,566,472</b>
<b>DEVELOPMENT SERVICES</b>				
350 Planning	\$ -	\$ 284,000	\$ -	\$ 284,000
360 Building and Safety	-	344,600	-	344,600
510 Public Works Administration	-	10,000	-	10,000
515 NPDES	-	83,000	-	83,000
520 Code Enforcement	275,344	43,900	1,000	320,244
<b>SUBTOTAL</b>	<b>\$ 275,344</b>	<b>\$ 765,500</b>	<b>\$ 1,000</b>	<b>\$ 1,041,844</b>
<b>PUBLIC SAFETY</b>				
410 Law Enforcement	\$ -	\$ 1,857,220	\$ 6,000	\$ 1,863,220
420 Fire & Medical Aid (County)	-	1,041,110	-	1,041,110
421 City Fire Department	663,140	607,210	422,750	1,693,100
425 Emergency Preparedness	-	49,000	-	49,000
430 Animal Control	-	141,070	-	141,070
<b>SUBTOTAL</b>	<b>\$ 663,140</b>	<b>\$ 3,695,610</b>	<b>\$ 428,750</b>	<b>\$ 4,787,500</b>
<b>TOTAL</b>	<b>\$ 1,662,408</b>	<b>\$ 5,267,058</b>	<b>\$ 466,350</b>	<b>\$ 7,395,816</b>

**General Fund Budget Expenditures by Function**



**City of Canyon Lake  
Fund Balance Summary  
Fiscal Year 2021-22**

<u>Fund Type &amp; Name</u>	<u>Estimated Available Balance 06/30/21</u>	<u>+</u>	<u>Estimated Revenues 2021-22</u>	<u>=</u>	<u>Funds Available 2021-22</u>	<u>-</u>	<u>Budgeted Appropriations 2021-22</u>	<u>=</u>	<u>Estimated Available Balance 06/30/22</u>
<b>GENERAL FUND</b>									
General Fund	\$ 4,240,000		\$ 6,878,700	*	\$ 11,118,700		\$ 7,395,816	*	\$ 3,722,884
<b>SPECIAL REVENUE FUNDS</b>									
Gas Tax	\$ 1,166,000		\$ 518,922		\$ 1,684,922		\$ 167,700		\$ 1,517,222
Measure A	670,000		203,000		873,000		200,000		673,000
AQMD Trust	25,000		13,800		38,800		-		38,800
Law Enforcement Grants	22,000		160,000		182,000		180,000		2,000
Miscellaneous grants	15,800		-		15,800		-		15,800
<b>TOTAL SPECIAL REVENUE</b>	<b>\$ 1,898,800</b>		<b>\$ 895,722</b>		<b>\$ 2,794,522</b>		<b>\$ 547,700</b>		<b>\$ 2,246,822</b>
<b>ENTERPRISE FUND</b>									
Rental	\$ -		\$ 113,800		\$ 113,800		\$ 86,415		\$ 27,385
<b>CAPITAL IMPROVEMENT FUND</b>									
Capital Projects	\$ 338,600		\$ -		\$ 338,600		\$ -		\$ 338,600
<b>TOTAL</b>	<b>\$ 6,477,400</b>	<b>+</b>	<b>\$ 7,888,222</b>	<b>=</b>	<b>\$ 14,365,622</b>	<b>-</b>	<b>\$ 8,029,931</b>	<b>=</b>	<b>\$ 6,335,691</b>

\* The proposed General Fund Budget anticipates a budgeted deficit of \$ (517,116) Included in the FY2021-22 Budget are Fire Department Start Up Costs and Capital Equipment of \$312,720 and \$422,750 respectively, for a total of \$735,470.

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**City Council - 100**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6010 Salaries and Wages	\$ 18,857	\$ 17,700	\$ 18,000	\$ 18,000
6080 Benefits	2,806	4,325	3,748	2,748
<b>Personnel Total:</b>	<b>\$ 21,663</b>	<b>\$ 22,025</b>	<b>\$ 21,748</b>	<b>\$ 20,748</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6220 Departmental Expense	\$ 6,596	\$ 8,444	\$ 8,300	\$ 8,300
6225 Council Meeting Expense	-	-	10,000	10,000
6510 Conference/Meeting/Travel Exp	11,818	3,787	16,500	16,500
6520 Membership/Dues/Publications	17,338	11,406	12,500	12,500
6610 Professional/Specialized Services	13,000	-	-	-
6830 Promotion and Advertising	12,006	31,815	68,825	81,825
<b>O &amp; M Total:</b>	<b>\$ 60,758</b>	<b>\$ 55,452</b>	<b>\$ 116,125</b>	<b>\$ 129,125</b>
<b>CAPITAL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ 21,663	\$ 22,025	\$ 21,748	\$ 20,748
Operations & Maintenance	60,758	55,452	116,125	129,125
Capital	-	-	-	-
	<b>\$ 82,421</b>	<b>\$ 77,477</b>	<b>\$ 137,873</b>	<b>\$ 149,873</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>General Government</b>		<b>City Council - 100</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6010	<b>Salaries and Wages</b>	\$ 18,000	\$ 18,000
	City Council Members (5)		
6080	<b>Benefits</b>	3,748	2,748
	Medicare/Workers Comp		
	<b>Personnel Total:</b>	\$ 21,748	\$ 20,748
6220	<b>Departmental Expense</b>	\$ 8,300	\$ 8,300
6225	<b>Council Meeting Expense</b>	\$ 10,000	10,000
	Meeting taping	\$ 7,500	
	Closed session meals	\$ 1,500	
	Presentation materials	\$ 1,000	
6510	<b>Conference/Meeting/Travel Exp</b>	16,500	16,500
	League of CA Cities Conference	\$ 8,000	
	League Division Meetings	\$ 1,500	
	League New Mayor & Council Acad	\$ 4,000	
	SCAG Regional Conference	\$ 2,000	
	Miscellaneous Meetings	\$ 600	
	Chamber Meetings	\$ 400	
6520	<b>Membership/Dues/Publications</b>	12,500	12,500
	League of CA Cities	\$ 6,000	
	Riverside Division	\$ 100	
	SCAG	\$ 1,220	
	WRCOG	\$ 1,500	
	WRCOG Solid Waste	\$ 2,500	
	LAFCO	\$ 800	
	2-1-1 Riverside County	\$ 380	
6830	<b>Promotion and Advertising</b>	68,825	81,825
	Chamber of Commerce	\$ 2,825	
	City Golf Championship	\$ 1,000	
	Veterans Day Celebration	\$ 10,000	
	Veterans Bricks	\$ 500	
	Diplomatic Outreach	\$ 2,000	
	Winter Wonderland	\$ 30,000	
	Advertisement/Promotion	\$ 1,000	
	City Attire	\$ 500	
	State of the City	\$ 20,000	
	Trauma Intervention Program	\$ 1,500	
	Student of the Month	\$ 1,500	
	Video Production	\$ 7,500	
	Social Media Training	\$ 2,500	
	Fiesta Days Sponsorship	\$ 1,000	
	<b>O &amp; M Total:</b>	\$ 116,125	\$ 129,125

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
Function - Department

**City Attorney - 200**  
Division - Code

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6610 Professional/Specialized Services	\$ 91,210	\$ 70,703	\$ 77,700	\$ 88,000
<b>O &amp; M Total:</b>	<b>\$ 91,210</b>	<b>\$ 70,703</b>	<b>\$ 77,700</b>	<b>\$ 88,000</b>
<b>CAPITAL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	91,210	70,703	77,700	88,000
Capital	-	-	-	-
	<b>\$ 91,210</b>	<b>\$ 70,703</b>	<b>\$ 77,700</b>	<b>\$ 88,000</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<u>General Government</u>		<u>City Attorney - 200</u>	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
	None	\$ -	\$ -
	<b>Personnel Total:</b>	<b>\$ -</b>	<b>\$ -</b>
6610	<b>Professional/Specialized Services</b> Attorney services	\$ 77,700	\$ 88,000
	<b>O &amp; M Total:</b>	<b>\$ 77,700</b>	<b>\$ 88,000</b>
	None	\$ -	\$ -
	<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**City Manager - 310**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6010 Salaries and Wages	\$ 264,968	\$ 260,134	\$ 318,840	\$ 355,627
6080 Benefits	44,826	59,205	94,047	102,936
<b>Personnel Total:</b>	<b>\$ 309,794</b>	<b>\$ 319,339</b>	<b>\$ 412,887</b>	<b>\$ 458,563</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6210 Office Expense and Supplies	\$ 22,240	\$ 38,152	\$ 22,000	\$ 25,000
6220 Departmental Expense	135	460	300	7,800
6310 Communications	1,758	1,170	2,500	2,500
6440 Mileage Reimbursement	-	-	500	500
6510 Conference/Meeting/Travel Exp	8,628	12,548	13,300	11,900
6520 Membership/Dues/Publications	-	1,726	2,100	3,500
6610 Professional/Specialized Services	56,998	132,189	109,750	137,750
6710 Training and Education	-	-	-	2,000
6965 Credit Card Fees	1,527	556	-	-
Contingency	-	-	-	25,000
6840 Liability Property Ins & Deductible	33,302	38,855	47,200	71,110
<b>O &amp; M Total:</b>	<b>\$ 124,588</b>	<b>\$ 225,656</b>	<b>\$ 197,650</b>	<b>\$ 287,060</b>
<b>CAPITAL COSTS</b>				
8010 Computer Upgrade	\$ 1,035	\$ 16,872	\$ 2,500	\$ -
8003 Replacement Boat	-	30,653	-	-
<b>Capital Total:</b>	<b>\$ 1,035</b>	<b>\$ 47,525</b>	<b>\$ 2,500</b>	<b>\$ -</b>
<b>DIVISION SUMMARY</b>				
Personnel	\$ 309,794	\$ 319,339	\$ 412,887	\$ 458,563
Operations & Maintenance	124,588	225,656	197,650	287,060
Capital	1,035	47,525	2,500	-
	<b>\$ 435,417</b>	<b>\$ 592,520</b>	<b>\$ 613,037</b>	<b>\$ 745,623</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>General Government</b>		<b>City Manager - 310</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6010	<b>Salaries and Wages</b>	\$ 318,840	\$ 355,627
	City Manager	\$ 192,325	
	Administrative Services Manager	\$ 108,332	
	Management Analyst	\$ 54,970	
6080	<b>Benefits</b>	94,047	102,936
	Medical/Dental/PERS/WC/Medicare		
	<b>Personnel Total:</b>	<b>\$ 412,887</b>	<b>\$ 458,563</b>
6210	<b>Office Expense and Supplies</b>	\$ 22,000	\$ 25,000
	General office supplies		
6220	<b>Departmental Expense</b>	300	7,800
6310	<b>Communications</b>	2,500	2,500
6440	<b>Mileage Reimbursement</b>	500	500
6510	<b>Conference/Meeting/Travel Exp</b>	13,300	11,900
	League of CA Cities Conference	\$ 2,800	
	League Division Meetings/Other mtgs	\$ 500	
	ICMA Conference	\$ 3,500	
	League Division City Manager Conf	\$ 1,500	
	SCAG Regional Conference	\$ 600	
	CCMF Conference	\$ 500	
	MMASC Conference	\$ 1,000	
	WRCOG General Assembly	\$ 500	
	Miscellaneous	\$ 1,000	
6520	<b>Membership/Dues/Publications</b>	2,100	3,500
	ICMA/CCMF/MMASC/League	\$ 3,500	
6610	<b>Professional/Specialized Services</b>	109,750	137,750
	Support services IT	\$ 28,000	
	WRCOG Fellow	\$ 10,000	
	Economic Development Consultant	\$ 30,000	
	Internship Program	\$ 1,500	
	IworQ	\$ 10,500	
	Annual Website/Domain	\$ 4,750	
	Fire Consultant Contract	\$ 53,000	
6710	<b>Training and Education</b>	-	2,000
6830	<b>Promotion and Advertising</b>	-	-
6840	<b>Liability Property Ins &amp; Deductible</b>	47,200	71,110
	General Liability Premium	\$ 59,400	
	Property Premium	\$ 5,800	
	Cyber	\$ 1,510	
	ADWRP	\$ 120	
	Crime Bond	\$ 880	
	ERMA	\$ 3,400	
	<b>Contingency</b>		<b>25,000</b>
	<b>O &amp; M Total:</b>	<b>\$ 197,650</b>	<b>\$ 287,060</b>
8010	<b>Computer Upgrade</b>	\$ 2,500	\$ -
	<b>Capital Total:</b>	<b>\$ 2,500</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<u>General Government</u>		<u>City Clerk - 320</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>					
6010	Salaries and Wages	\$ 85,160	\$ 120,731	\$ 116,913	\$ 123,474
6080	Benefits	16,130	15,955	27,560	26,536
	<b>Personnel Total:</b>	<u>\$ 101,290</u>	<u>\$ 136,686</u>	<u>\$ 144,473</u>	<u>\$ 150,010</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6210	Office Expense and Supplies	\$ -	\$ -	\$ 14,600	\$ 16,600
6220	Departmental Expense	5,091	32,061	16,400	20,500
6240	Printing	4,101	3,994	5,000	5,000
6510	Conference/Meeting/Travel Exp	-	1,311	1,800	1,800
6511	Military Banner Expense	-	2,067	9,000	9,000
6520	Membership/Dues/Publications	1,002	589	1,480	1,570
6610	Professional/Specialized Services	33,265	1,797	54,300	8,300
6710	Training and Education	3,330	1,504	1,000	3,000
	<b>O &amp; M Total:</b>	<u>\$ 46,789</u>	<u>\$ 43,323</u>	<u>\$ 103,580</u>	<u>\$ 65,770</u>
<b>CAPITAL COSTS</b>					
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	<b>Capital Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ 101,290	\$ 136,686	\$ 144,473	\$ 150,010
	Operations & Maintenance	46,789	43,323	103,580	65,770
	Capital	-	-	-	-
		<u>\$ 148,079</u>	<u>\$ 180,009</u>	<u>\$ 248,053</u>	<u>\$ 215,780</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>General Government</b>		<b>City Clerk - 320</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6010	<b>Salaries and Wages</b>	\$ 116,913	\$ 123,474
	City Clerk \$ 85,890		
	Senior Office Specialist PT \$ 16,992		
	Office Specialist Part-time \$ 20,592		
6080	<b>Benefits</b>	27,560	26,536
	Medical/Dental/PERS/WC/Medicare		
<b>Personnel Total:</b>		\$ 144,473	\$ 150,010
6210	<b>Office Expense and Supplies</b>	14,600	\$ 16,600
	Copier Lease \$ 9,600		
	Monthly copy costs \$ 7,000		
6220	<b>Departmental Expense</b>	16,400	20,500
	Annual Destruction of Records \$ 1,000		
	Mailing \$ 5,000		
	Digitizing files \$ 5,000		
	Miscellaneous \$ 5,000		
	Data Ticket \$ 2,000		
	Tuition Reimbursement \$ 2,500		
6240	<b>Printing</b>	5,000	5,000
6440	<b>Mileage Reimbursement</b>	-	-
6510	<b>Conference/Meeting/Travel Exp</b>	1,800	1,800
	Miscellaneous meetings \$ 1,800		
6511	<b>Military Banner Expense</b>	9,000	9,000
6520	<b>Membership/Dues/Publications</b>	1,480	1,570
	Notary \$ 250		
	IIMC \$ 200		
	Publications \$ 600		
	CCAC \$ 130		
	Miscellaneous \$ 300		
	MMASC \$ 90		
6610	<b>Professional/Specialized Services</b>	54,300	8,300
	Election Consultant \$ 1,500		
	ECS Imaging Annual Renewal \$ 6,500		
	Gladwell Government Services \$ 300		
6710	<b>Training and Education</b>	1,000	3,000
<b>O &amp; M Total:</b>		\$ 103,580	\$ 65,770
8010	<b>Computer Replacement</b>	\$ -	\$ -
<b>Capital Total:</b>		\$ -	\$ -

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**Finance - 330**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6010 Salaries and Wages	\$ -	\$ -	\$ 62,500	\$ 69,966
6080 Benefits	3,755	3,793	23,931	24,637
<b>Personnel Total:</b>	<b>\$ 3,755</b>	<b>\$ 3,793</b>	<b>\$ 86,431</b>	<b>\$ 94,603</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6210 Office Expense and Supplies	\$ 9,035	\$ 15,921	\$ 1,500	\$ 1,000
6220 Departmental Expense	2,135	1,890	-	38,773
6520 Membership/Dues/Publications	-	-	-	210
6530 Software	1,433	769	2,280	2,280
6610 Professional/Specialized Services	94,711	94,170	61,200	77,200
6612 Annual Audit Expense	9,500	9,750	10,000	12,000
6710 Training and Education	-	-	1,000	1,000
<b>O &amp; M Total:</b>	<b>\$ 116,814</b>	<b>\$ 122,500</b>	<b>\$ 75,980</b>	<b>\$ 132,463</b>
<b>CAPITAL COSTS</b>				
8010 Computer Upgrade	\$ -	\$ -	\$ -	\$ -
<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ 3,755	\$ 3,793	\$ 86,431	\$ 94,603
Operations & Maintenance	116,814	122,500	75,980	132,463
Capital	-	-	-	-
	<b>\$ 120,569</b>	<b>\$ 126,293</b>	<b>\$ 162,411</b>	<b>\$ 227,066</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>General Government</b>		<b>Finance - 330</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6010	<b>Salaries and Wages</b>	\$ 62,500	\$ 69,966
	Accountant/Human Resource Specialist		\$ 69,966
6080	<b>Benefits</b>	23,931	24,637
	Retiree Medical		\$ 4,100
	Benefits		\$ 20,537
<b>Personnel Total:</b>		\$ 86,431	\$ 94,603
6210	<b>Office Expense and Supplies</b>	\$ 1,500	\$ 1,000
	Checks and Miscellaneous items		
6220	<b>Departmental Expense</b>	-	38,773
	PERS Unfunded Liability		\$ 36,273
	Tuition Reimbursement		\$ 2,500
6440	<b>Mileage Reimbursement</b>	-	-
6520	<b>Membership/Dues/Publications</b>	-	210
	MMASC		\$ 90
	CSMFO		\$ 120
6530	<b>Software</b>	2,280	2,280
	Abila MIP Licensing Online		\$ 2,280
6610	<b>Professional/Specialized Services</b>	61,200	77,200
	Contract Accounting Firm		\$ 60,000
	HDL Sales Tax Consultant		\$ 5,200
	HDL ARP Consultant		\$ 5,000
	GASB 75 Actuarial		\$ 2,000
	Software support plan		\$ 600
	Payroll service		\$ 4,400
	Govinvest		\$ -
6612	<b>Annual Audit Expense</b>	10,000	12,000
6710	<b>Training and Education</b>	1,000	1,000
		\$ 1,000	
<b>O &amp; M Total:</b>		\$ 75,980	\$ 132,463
8010	<b>Computer Upgrade</b>	\$ -	\$ -
<b>Capital Total:</b>		\$ -	\$ -

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<u>Development Services</u>		<u>Planning - 350</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6220	Departmental Expense	\$ -	\$ -	\$ 5,000	\$ -
6616	Regular Planning Services	68,681	51,711	50,000	<b>50,000</b>
6619	General Plan Services	16,059	17,329	135,000	<b>234,000</b>
	<b>O &amp; M Total:</b>	<u>\$ 84,740</u>	<u>\$ 69,040</u>	<u>\$ 190,000</u>	<u>\$ 284,000</u>
<b>CAPITAL COSTS</b>					
	None	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	84,740	69,040	190,000	<b>284,000</b>
	Capital	-	-	-	-
		<u>\$ 84,740</u>	<u>\$ 69,040</u>	<u>\$ 190,000</u>	<u>\$ 284,000</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Development Services</b>		<b>Planning - 350</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
6010	<b>Salaries and Wages</b>		
	Planning Tech	\$ -	\$ -
6080	<b>Benefits</b>		
	Medicare, SUI, WC	-	-
<b>Personnel Total:</b>		<b>\$ -</b>	<b>\$ -</b>
6220	<b>Departmental Expense</b>	\$ 5,000	\$ -
6616	<b>Regular Planning Services</b>	50,000	50,000
	Contract City Planner	\$ 50,000	
6619	<b>General Plan Services</b>	135,000	234,000
	Housing Element	\$ 35,000	
	Specific Plan	\$ 95,000	
	Safety Plan	\$ 14,000	
	Professional Fees	\$ 90,000	
<b>O &amp; M Total:</b>		<b>\$ 190,000</b>	<b>\$ 284,000</b>
 <b>None</b>			
<b>Capital Total:</b>		<b>\$ -</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<u>Development Services</u>		<u>Building &amp; Safety - 360</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>					
6015	Special Enforcement Salary	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6220	Departmental Expenses	\$ 3,983	\$ 1,847	\$ 2,600	\$ 2,600
6610	Professional/Specialized Services	284,718	351,878	317,500	342,000
	<b>O &amp; M Total:</b>	<u>\$ 288,701</u>	<u>\$ 353,725</u>	<u>\$ 320,100</u>	<u>\$ 344,600</u>
<b>CAPITAL COSTS</b>					
	None	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	288,701	353,725	320,100	344,600
	Capital	-	-	-	-
		<u>\$ 288,701</u>	<u>\$ 353,725</u>	<u>\$ 320,100</u>	<u>\$ 344,600</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<u>Development Services</u>		<u>Building &amp; Safety - 360</u>	
<u>Function - Department</u>		<u>Division - Code</u>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
6015	<b>Special Enforcement Salary</b>	\$ -	\$ -
6080	<b>Benefits</b>	-	-
	Medical/Dental/PERS/WC/Medicare \$ -		
<b>Personnel Total:</b>		<b>\$ -</b>	<b>\$ -</b>
6220	<b>Departmental Expense</b>	\$ 2,600	\$ 2,600
6610	<b>Professional/Specialized Services</b>	317,500	342,000
	Consulting Services \$ 342,000		
<b>O &amp; M Total:</b>		<b>\$ 320,100</b>	<b>344,600</b>
	<b>None</b>	\$ -	\$ -
<b>Capital Total:</b>		<b>\$ -</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<u>Public Safety - Police</u>		<u>Law Enforcement - 410</u>		
<u>Function - Department</u>		<u>Division - Code</u>		
Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6220 Departmental Expense	\$ -	\$ -	\$ -	\$ -
6335 Facility Rate	54,998	53,098	53,200	27,550
6410 Vehicle & Equip Maint/Support	1,789	1,596	2,900	2,860
6610 Professional/Specialized Services	1,562,056	1,604,823	1,635,860	1,800,110
6845 Booking Fees	5,809	6,666	11,000	7,000
6850 Cal ID	10,891	11,018	11,300	11,300
6861 County RMS System	7,206	10,088	8,400	8,400
<b>O &amp; M Total:</b>	<b>\$ 1,642,749</b>	<b>\$ 1,687,289</b>	<b>\$ 1,722,660</b>	<b>\$ 1,857,220</b>
<b>CAPITAL COSTS</b>				
8000 APLR Cameras	\$ -	\$ -	\$ -	\$ 6,000
<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	1,642,749	1,687,289	1,722,660	1,857,220
Capital	-	-	-	6,000
	<u>\$ 1,642,749</u>	<u>\$ 1,687,289</u>	<u>\$ 1,722,660</u>	<u>\$ 1,863,220</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Police</b>		<b>Law Enforcement - 410</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
	<b>None</b>	\$ -	\$ -
	<b>Personnel Total:</b>	\$ -	\$ -
6220	<b>Departmental Expense</b>	\$ -	\$ -
6335	<b>Facility Rate</b>	53,200	27,550
6410	<b>Vehicle &amp; Equip Maint/Support</b>	2,900	2,860
6510	<b>Conference/Meeting/Travel Exp</b>	-	-
6610	<b>Professional/Specialized Services</b>	1,635,860	1,800,110
	Police Services (total)      \$    1,958,520		
6620	Extra Duty                              \$    21,590		
	Less CalCOPS Fund offset      \$    (180,000) #		
6845	<b>Booking Fees</b>	11,000	7,000
6846	Blood/Alcohol Analysis      \$    7,000		
6850	<b>Cal ID</b>	11,300	11,300
6861	<b>County RMS System</b>	8,400	8,400
	<b>O &amp; M Total:</b>	\$ 1,722,660	\$ 1,857,220
8003	<b>ALPR Cameras</b>	\$ -	\$ 6,000
8001	<b>New Vehicles</b>		
	<b>Capital Total:</b>	\$ -	\$ 6,000

# = Amount of Law Enforcement costs charged to the Police Grants Fund.

**City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22**

<b>Public Safety - Fire</b>		<b>Fire &amp; Medical - 420</b>			
<b>Function - Department</b>		<b>Division - Code</b>			
<u>Object Acct #</u>		<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Budget 2020-21</u>	<u>Proposed 2021-22</u>
<b>PERSONNEL COSTS</b>					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6220	Departmental Expense	\$ 1,687	\$ 7,960	\$ 6,000	\$ 6,000
6320	Utilities	12,352	16,117	15,700	8,700
6520	Membership/Dues/Publications	-	-	2,000	2,000
6610	Professional/Specialized Services	1,678,487	2,077,705	2,213,414	1,022,910
6720	Landscape Maint/Repair	3,810	2,500	3,000	1,500
	<b>O &amp; M Total:</b>	<u>\$ 1,696,336</u>	<u>\$ 2,104,282</u>	<u>\$ 2,240,114</u>	<u>\$ 1,041,110</u>
<b>CAPITAL COSTS</b>					
8000	Equipment	\$ -	\$ -	\$ -	\$ -
8018	Station Upgrades	7,195	-	10,000	-
	<b>Capital Total:</b>	<u>\$ 7,195</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	1,696,336	2,104,282	2,240,114	1,041,110
	Capital	7,195	-	10,000	-
		<u>\$ 1,703,531</u>	<u>\$ 2,104,282</u>	<u>\$ 2,250,114</u>	<u>\$ 1,041,110</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Fire</b>		<b>Fire &amp; Medical - 420</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
6010	<b>Salaries and Wages</b>	\$ -	\$ -
6080	<b>Benefits</b>	-	-
<b>Personnel Total:</b>		<b>\$ -</b>	<b>\$ -</b>
6220	<b>Departmental Expense</b>	\$ 6,000	\$ 6,000
6320	<b>Utilities</b>	15,700	8,700
	Electric	\$ 3,500	
	Water	\$ 2,400	
	DirecTv	\$ 800	
	Internet	\$ 800	
	Propane	\$ 1,200	
6520	<b>Membership/Dues/Publications</b>	2,000	2,000
	NFPA Fire Code Inspection	\$ 2,000	
6610	<b>Professional/Specialized Services</b>	2,213,414	1,022,910
	Cal Fire Contract	\$ 1,022,910	
6720	<b>Landscape Maint/Repair</b>	3,000	1,500
<b>O &amp; M Total:</b>		<b>\$ 2,240,114</b>	<b>\$ 1,041,110</b>
<b>Capital - Fencing</b>		\$ -	\$ -
<b>Station Upgrades</b>		10,000	-
<b>Capital Total:</b>		<b>\$ 10,000</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Public Safety - Fire**  
**Function - Department**

**City Fire Department - 421**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6010 Salaries and Wages	\$ -	\$ -	\$ -	\$ 485,800
6080 Benefits	-	-	-	177,340
<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 663,140</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6210 Office Expens & Supplies	\$ -	\$ -	\$ -	\$ 3,500
6220 Departmental Expense	-	-	-	22,740
6245 Fuels & Lubricants	-	-	-	7,500
6310 Communications	-	-	-	57,000
6320 Utilities	-	-	-	12,000
6330 Rents & Leases	-	-	-	126,500
6410 Fleet & Equipment Maintenance	-	-	-	25,000
6520 Membership/Dues/Publications	-	-	-	3,650
6530 Software	-	-	-	10,200
6610 Professional/Specialized Services	-	-	-	-
6710 Training & Education	-	-	-	12,400
6720 Landscape Maint/Repair	-	-	-	1,500
6840 Liability Property Ins & Deductible	-	-	-	12,500
<b>O &amp; M Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 294,490</u>
<b>STARTUP COSTS</b>				
Startup Costs	\$ -	\$ -	\$ -	\$ 312,720
Startup Capital Outlay Costs	-	-	-	422,750
<b>Capital Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 735,470</u>
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ 663,140
Operations & Maintenance	-	-	-	294,490
Capital	-	-	-	735,470
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,693,100</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Fire</b>		<b>City Fire Department - 421</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6010	<b>Salaries and Wages (See detail schedule)</b>	\$ -	\$ 485,800
6080	<b>Benefits</b>	-	177,340
	<b>Personnel Total:</b>	\$ -	\$ 663,140
6210	<b>Office Expense &amp; Supplies</b>	\$ -	\$ 3,500
6220	<b>Departmental Expense</b>	-	22,740
6245	<b>Fuels &amp; Lubricants</b>	-	7,500
6310	<b>Communications</b>	-	57,000
	Dispatch Riverside County	\$ 57,000	
6320	<b>Utilities</b>	-	12,000
6330	<b>Rents &amp; Leases</b>	-	126,500
	Type I Engine Lease	\$ 84,200	
	Type VI Engine Lease	\$ 41,100	
	Photocopier	\$ 1,200	
6410	<b>Fleet &amp; Equipment Maintenance</b>	-	25,000
6520	<b>Membership/Dues/Publications</b>	-	3,650
6530	<b>Software</b>	-	10,200
	Policy Application	\$ 6,500	
	Training Module	\$ 2,600	
	Microsoft Office	\$ 1,100	
6610	<b>Professional/Specialized Services</b>		-
	Cal Fire Contract		
6710	<b>Training &amp; Education</b>	-	\$ 12,400
	Medical Director	\$ 2,400	
	EMS Coordinator	\$ 6,000	
	Conference	\$ 1,500	
	Other	\$ 2,500	
6720	<b>Landscape Maint/Repair</b>	-	1,500
6840	<b>Liability Property Ins &amp; Deductible</b>	-	12,500
	Liability	\$ 5,000	
	Property	\$ 7,500	
	<b>O &amp; M Total:</b>	\$ -	\$ 294,490
	<b>Startup Costs</b>	\$ -	\$ 312,720
	<b>Startup Capital Outlay Costs</b>	-	422,750
	<b>Capital Total:</b>	\$ -	\$ 735,470

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Fire</b>	<b>City Fire Department - 421</b>		
<b>Function - Department</b>	<b>Division - Code</b>		
<b>Description and Justification</b>	<b>Proposed 2021-22</b>		
<b>Fire Department Startup Costs</b>			
	<b>No.</b>	<b>Per Unit</b>	<b>Total</b>
Full-time Firefighter Structural Turnouts (Lion)	11	\$ 3,719	\$ 40,200
Reserve Firefighters Structural Turnouts (Lion)	15	3,282	49,250
Full-time Firefighter Wildland PPE	11	797	8,770
Reserve Firefighters Wildland PPE	15	732	10,980
Full-time Firefighter Station Uniforms	11	4,236	27,960
Reserve Firefighter Station Uniforms	15	614	6,760
Portable Radios	13	1,800	23,400
MDC Mount for Type I	1	2,000	2,000
MDC Mount for Type VI	1	1,900	1,900
Conversions for Durangos (Radio, siren, lights)	2	25,000	50,000
Mobile Data Computers	4	2,000	8,000
Radio Pagers	5	700	3,500
Orientation Academy	13		51,000
Training Instructors/Props/Materials	1		10,000
IT Setup at Fire Station	1		8,000
Initial Backgrounds and medicals	11	1,000	11,000
<b>Total Startup Costs</b>			<b>\$ 312,720</b>
<b>Capital Items</b>			
	<b>No.</b>	<b>Per Unit</b>	<b>Total</b>
SCBA Compressor	1	\$ 43,000	\$ 43,000
Sets of equipment for Type I Engine	1	130,000	130,000
Sets of equipment for Type VI Engine	1	35,000	35,000
Sets of office furniture	1	15,000	15,000
Telephones (8 phone connections)	1	4,000	4,000
Computers	5	1,750	8,750
Scott SCBA's	4	6,800	27,200
EMS Supplies Start up costs	1	25,000	25,000
Fire Station Improvements	1	75,000	75,000
Fire engine equipment mounting	2	7,500	15,000
Fire Station Move in items	1	5,000	5,000
Promotional Items	1	5,000	5,000
lpads (EMS)	3	1,100	3,300
Cell phones	3	500	1,500
Zoll Paramedic Monitor	1	30,000	30,000
<b>Total Capital Items</b>			<b>\$ 422,750</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<b>Public Safety - Emergency Preparedness</b>		<b>Emergency Preparedness - 425</b>			
<b>Function - Department</b>		<b>Division - Code</b>			
Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>					
None		\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6215	EOC Equipment/Supplies	\$ 1,392	\$ 2,022	\$ 7,100	7,100
6220	Departmental Expense	8,236	7,500	10,000	33,000
6310	Communications	1,359	-	1,400	1,400
6710	Training	-	-	7,500	7,500
	<b>O &amp; M Total:</b>	<b>\$ 10,987</b>	<b>\$ 9,522</b>	<b>\$ 26,000</b>	<b>\$ 49,000</b>
<b>CAPITAL COSTS</b>					
None		\$ -	\$ -	\$ -	\$ -
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	10,987	9,522	26,000	49,000
	Capital	-	-	-	-
		<b>\$ 10,987</b>	<b>\$ 9,522</b>	<b>\$ 26,000</b>	<b>\$ 49,000</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Emergency Preparedness</b>		<b>Emergency Preparedness - 425</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
	<b>None</b>	\$ -	\$ -
	<b>Personnel Total:</b>	\$ -	\$ -
6215	<b>Emergency Management</b>	\$ 7,100	\$ 7,100
	Matching Grant Expense      \$ 7,100		
6220	<b>Departmental Expense</b>		
	Code Red Services      \$ 7,500	10,000	33,000
	Supplies      \$ 500		
	EMD Contract (County)      \$ 25,000		
6310	<b>Communications (Emergency Management EOC)</b>	1,400	1,400
	Satellite Phones      \$ 1,400		
6710	<b>Training</b>	7,500	7,500
	<b>O &amp; M Total:</b>	\$ 26,000	\$ 49,000
	<b>None</b>	\$ -	\$ -
	<b>Capital Total:</b>	\$ -	\$ -

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Public Safety - Animal Control**  
**Function - Department**

**Animal Control - 430**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6610 Professional/Specialized Services	\$ 103,863	\$ 107,380	\$ 121,270	\$ 108,600
6900 Debt Service	39,957	41,411	42,260	32,470
<b>O &amp; M Total:</b>	<b>\$ 143,820</b>	<b>\$ 148,791</b>	<b>\$ 163,530</b>	<b>\$ 141,070</b>
<b>CAPITAL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>DIVISION SUMMARY</b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	143,820	148,791	163,530	141,070
Capital	-	-	-	-
	<b>\$ 143,820</b>	<b>\$ 148,791</b>	<b>\$ 163,530</b>	<b>\$ 141,070</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Public Safety - Animal Control</b>		<b>Animal Control - 430</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
	None	\$ -	\$ -
<b>Personnel Total:</b>		\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>			
6610	<b>Professional/Specialized Services</b>	\$ 121,270	\$ 108,600
	Animal Control	\$ 42,000	
	County Sheltering Services	\$ 66,600	
6900	<b>Interest Expense</b>	42,260	32,470
	Debt Service	\$ 29,780	
	Audit/Fiscal Agent/Admin	\$ 2,690	
<b>O &amp; M Total:</b>		\$ 163,530	\$ 141,070
	None	\$ -	\$ -
<b>Capital Total:</b>		\$ -	\$ -

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

<u>Development Services</u>		<u>Public Works Administration - 510</u>			
Function - Department		Division - Code			
Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
6220	Departmental Expenses	\$ -	\$ -	\$ -	\$ -
6610	Professional/Specialized Services	13,387	8,350	12,000	10,000
	<b>O &amp; M Total:</b>	<u>\$ 13,387</u>	<u>\$ 8,350</u>	<u>\$ 12,000</u>	<u>\$ 10,000</u>
<b>CAPITAL COSTS</b>					
	None	\$ -	\$ -	\$ -	\$ -
<b><u>DIVISION SUMMARY</u></b>					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	13,387	8,350	12,000	10,000
	Capital	-	-	-	-
		<u>\$ 13,387</u>	<u>\$ 8,350</u>	<u>\$ 12,000</u>	<u>\$ 10,000</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Development Services</b>		<b>Public Works Administration - 510</b>			
<b>Function - Department</b>		<b>Division - Code</b>			
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22		
6015	<b>Salaries and Wages</b>	\$ -	\$ -		
6080	<b>Benefits</b>	-	-		
<b>Personnel Total:</b>		<b>\$ -</b>	<b>\$ -</b>		
6220	<b>Departmental Expense</b>	\$ -	\$ -		
	Miscellaneous	\$ -			
6610	<b>Professional/Specialized Services</b>		12,000	10,000	
	PV Maintenance	4,000			
	Tri-Lake	\$ 6,000			
<b>O &amp; M Total:</b>		<b>\$ 12,000</b>	<b>\$ 10,000</b>		
	<b>None</b>	\$ -	\$ -		
<b>Capital Total:</b>		<b>\$ -</b>	<b>\$ -</b>		

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Development Services**  
**Function - Department**

**NPDES - 515**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6015 Salaries and Wages	\$ 5,990	\$ -	\$ -	\$ -
6080 Benefits	402	-	-	-
<b>Personnel Total:</b>	<b>\$ 6,392</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6220 Departmental Expense	\$ -	\$ -	\$ -	\$ -
6520 Membership/Dues/Publications	57,319	62,492	68,300	<b>67,000</b>
6610 Professional/Specialized Services	7,278	5,008	16,000	<b>16,000</b>
<b>O &amp; M Total:</b>	<b>\$ 64,597</b>	<b>\$ 67,500</b>	<b>\$ 84,300</b>	<b>\$ 83,000</b>
<b>CAPITAL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>DIVISION SUMMARY</b>				
Personnel	\$ 6,392	\$ -	\$ -	\$ -
Operations & Maintenance	64,597	67,500	84,300	<b>83,000</b>
Capital	-	-	-	-
	<b>\$ 70,989</b>	<b>\$ 67,500</b>	<b>\$ 84,300</b>	<b>\$ 83,000</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Development Services</b>		<b>NPDES - 515</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
6015	<b>Salaries and Wages</b>	\$ -	\$ -
	Code Compliance Officer	\$ -	
	Senior Office Specialist/Code Compliance Tech	\$ -	
6080	<b>Benefits</b>	-	-
	Medicare, SUI, WC		
<b>Personnel Total:</b>		<b>\$ -</b>	<b>\$ -</b>
6320	<b>Utilities</b>	\$ -	\$ -
	TMDL Water Test	\$ -	
6520	<b>Membership/Dues/Publications</b>	68,300	67,000
	NPDES MS4 Permit Fee	\$ 9,500	
	LE/CL TMDL	\$ 36,500	
	MS4 Agreement	\$ -	
	San Jacinto River Watershed Council	\$ 1,000	
	LESJWA	\$ 20,000	
6610	<b>Professional/Specialized Services</b>	16,000	16,000
	Consultant for NPDES Interwest	\$ 16,000	
<b>O &amp; M Total:</b>		<b>\$ 84,300</b>	<b>\$ 83,000</b>
	<b>None</b>	\$ -	\$ -
<b>Capital Total:</b>		<b>\$ -</b>	<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Development Services**  
**Function - Department**

**Code Enforcement - 520**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
6015 Salaries and Wages	\$ 146,328	\$ 222,103	\$ 204,134	\$ 209,045
6080 Benefits	21,694	49,018	74,028	66,299
<b>Personnel Total:</b>	<b>\$ 168,022</b>	<b>\$ 271,121</b>	<b>\$ 278,162</b>	<b>\$ 275,344</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6220 Department Expense	\$ 9,571	\$ 19,719	\$ 12,600	\$ 17,700
6310 Communications	2,809	2,493	2,400	3,600
6415 Boat Maintenance	5,328	6,326	11,000	11,000
6425 Fuels and Lubricants	3,025	4,331	3,000	5,000
6520 Membership/Dues/Publications	1,783	1,925	2,300	1,600
6710 Training and Education	1,806	1,782	2,500	2,500
<b>O &amp; M Total:</b>	<b>\$ 24,322</b>	<b>\$ 36,576</b>	<b>\$ 33,800</b>	<b>\$ 43,900</b>
<b>CAPITAL COSTS</b>				
8010 Computer Equipment	\$ 1,592	\$ -	\$ -	\$ -
8001 Vehicles	-	-	-	1,000
<b>Capital Total:</b>	<b>\$ 1,592</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ 168,022	\$ 271,121	\$ 278,162	\$ 275,344
Operations & Maintenance	24,322	36,576	33,800	43,900
Capital	1,592	-	-	1,000
	<b>\$ 193,936</b>	<b>\$ 307,697</b>	<b>\$ 311,962</b>	<b>\$ 320,244</b>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<b>Development Services</b>		<b>Code Enforcement - 520</b>	
<b>Function - Department</b>		<b>Division - Code</b>	
Object		Budget	Proposed
Acct #	Description and Justification	2020-21	2021-22
6015	<b>Salaries and Wages</b>	\$ 204,134	\$ 209,045
	Code Enforcement Officer	\$ 28,973	
	Code Enforcement Officer	\$ 57,324	
	Senior Code Enforcement Officer	\$ 69,753	
	Code Enforcement Officer	\$ 52,996	
6080	<b>Benefits</b>	74,028	66,299
	Medicare, SUI, WC		
<b>Personnel Total:</b>		<b>\$ 278,162</b>	<b>\$ 275,344</b>
6220	<b>Departmental Expense</b>	\$ 12,600	\$ 17,700
	Miscellaneous	\$ 2,000	
	Data Ticket/Revenue Experts	\$ 3,000	
	Tuition Reimbursement	\$ 7,500	
	Printing	\$ 800	
	Belts and Equipment	\$ 1,500	
	Uniforms	\$ 900	
	BLM Cleanup	\$ 2,000	
6310	<b>Communications</b>	2,400	3,600
6415	<b>Vehicle Maintenance</b>	11,000	11,000
6425	<b>Fuels and Lubricants</b>	3,000	5,000
6520	<b>Membership/Dues/Publications</b>	2,300	1,600
	Corelogic/Real Quest	\$ 1,600	
6610	<b>Professional/Specialized Services</b>	-	2,500
	Corelogic/Real Quest	\$ 2,500	
6710	<b>Training and Education</b>	2,500	2,500
<b>O &amp; M Total:</b>		<b>\$ 33,800</b>	<b>\$ 43,900</b>
8010	<b>Computer Equipment</b>	\$ -	\$ -
8001	<b>Vehicles</b>	-	1,000
<b>Capital Total:</b>		<b>\$ -</b>	<b>\$ 1,000</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**Building and Facilities Maint - 550**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6310 Communications	\$ 2,264	\$ 2,545	\$ 2,500	\$ 2,500
6320 Utilities	34,411	31,711	31,020	31,020
6330 Rentals & Leases	26,013	44,711	48,710	35,260
6520 Membership/Dues/Publications			7,000	7,000
6610 Professional/Specialized Services	18,403	27,687	44,220	27,750
<b>O &amp; M Total:</b>	<u>\$ 81,091</u>	<u>\$ 106,654</u>	<u>\$ 133,450</u>	<u>\$ 103,530</u>
<b>CAPITAL COSTS</b>				
8000 Furniture & Equipment	\$ 1,452	\$ 2,202	\$ 43,000	\$ 36,600
8007 Office Furniture	-	738	25,800	-
8014 Building Improvements	-	210	-	-
<b>Capital Total:</b>	<u>\$ 1,452</u>	<u>\$ 3,150</u>	<u>\$ 68,800</u>	<u>\$ 36,600</u>
<b><u>DIVISION SUMMARY</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	81,091	106,654	133,450	103,530
Capital	1,452	3,150	68,800	36,600
	<u>\$ 82,543</u>	<u>\$ 109,804</u>	<u>\$ 202,250</u>	<u>\$ 140,130</u>

City of Canyon Lake  
Budget Detail  
Fiscal Year 2021-22

<u>General Government</u>		<u>Building and Facilities Maint - 550</u>	
<u>Function - Department</u>		<u>Division - Code</u>	
Acct #	Description and Justification	Budget 2020-21	Proposed 2021-22
	<b>None</b>	\$ -	\$ -
	<b>Personnel Total:</b>	\$ -	\$ -
6310	<b>Communications</b>	\$ 2,500	\$ 2,500
	High Speed Services	\$ 2,500	
6320	<b>Utilities</b>	31,020	31,020
	Electric	\$ 15,300	
	Gas	\$ 1,860	
	Water	\$ 1,500	
	Ring Central	\$ 7,600	
	Frontier	\$ 4,760	
6330	<b>Rentals and Leases</b>		
	Library	\$ -	48,710
	City Hall - Administration	\$ 32,760	35,260
	Annual Charges	\$ 2,500	
6520	<b>Membership/Dues/Publications</b>	7,000	7,000
	Merchants Association	\$ 7,000	
6610	<b>Professional/Specialized Services</b>	44,220	27,750
	Pest Control	\$ 1,500	
	Security	\$ 2,000	
	HVAC Maintenance	\$ 2,500	
	Janitorial	\$ 12,500	
	Fire Extinguisher service	\$ 250	
	Roof Maintenance	\$ 1,400	
	Sprinkler Service	\$ 450	
	Elevator service	\$ 5,000	
	Window cleaning	\$ 950	
	Plumbing	\$ 1,200	
	<b>O &amp; M Total:</b>	\$ 133,450	\$ 103,530
8007	<b>Furniture &amp; Equipment</b>	\$ -	\$ 25,800
8014	<b>ADA Project</b>	-	43,000
	<b>Capital Total:</b>	\$ -	\$ 68,800
		\$ 13,500	23,100
		\$ 36,600	

**City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22**

**Public Works - Streets  
Function - Department**

**Gas Tax - Fund 20  
Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PROGRAM REVENUES</b>				
4840 Gas Tax 2103	\$ 36,808	\$ 77,814	\$ 100,000	\$ 102,160
4850 Gas Tax 2105	60,452	57,566	64,800	66,200
4860 Gas Tax 2106	42,721	39,316	43,000	43,930
4870 Gas Tax 2107	76,025	72,687	77,400	79,070
4875 Gas Tax 2107.5	3,000	3,000	3,000	3,000
4876 Road Maintenance Rehab	202,050	195,455	213,100	220,562
5021 Traffic Relief Revenue	12,425	12,687	-	-
4900 Interest Income	9,461	9,378	4,000	4,000
<b>Program Revenue Total</b>	<b>\$ 442,942</b>	<b>\$ 467,903</b>	<b>\$ 505,300</b>	<b>\$ 518,922</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6610 Professional and Specialized Services	\$ 46,699	\$ 11,902	\$ 20,000	\$ 22,000
6320 Utilities	5,183	1,817	2,400	3,200
6720 Landscape Maintenance	104,473	75,988	72,000	72,000
6721 Street Maintenance	10,471	19,359	25,000	25,000
6722 Signal and Sign Maintenance	18,748	41,048	30,000	30,000
6724 Street Tree Trimming	-	-	5,000	5,000
6723 Reclaimed Water (RRCR)	15,911	9,471	9,600	10,500
<b>O &amp; M Total:</b>	<b>\$ 201,485</b>	<b>\$ 159,585</b>	<b>\$ 164,000</b>	<b>\$ 167,700</b>
<b>CAPITAL COSTS</b>				
8000 Pedestrian Crosswalk Enhancement	\$ -	\$ -	\$ 63,000	-
8000 RRCR Sound Wall Repairs	-	-	100,000	-
8000 Striping Improvements	-	-	50,000	-
8000 Capital Outlay	-	162,663	-	-
<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ 162,663</b>	<b>\$ 213,000</b>	<b>\$ -</b>
<b><u>DIVISION SUMMARY</u></b>				
<b>Total Revenue</b>	<b>\$ 442,942</b>	<b>\$ 467,903</b>	<b>\$ 505,300</b>	<b>\$ 518,922</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>201,485</b>	<b>159,585</b>	<b>164,000</b>	<b>167,700</b>
<b>Capital</b>	<b>-</b>	<b>162,663</b>	<b>213,000</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 201,485</b>	<b>\$ 322,248</b>	<b>\$ 377,000</b>	<b>\$ 167,700</b>
<b>Surplus/Shortfall</b>	<b>\$ 241,457</b>	<b>\$ 145,655</b>	<b>\$ 128,300</b>	<b>\$ 351,222</b>
<b>Estimated Available Reserves</b>				<b>\$ 1,166,000</b>

**City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22**

**Public Works - Streets  
Function - Department**

**Measure A - Fund 21  
Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PROGRAM REVENUES</b>				
4550 Measure A Fees	\$ 204,962	\$ 203,882	\$ 168,000	\$ 201,000
4790 Miscellaneous Income	-	-		
4900 Interest Income	5,320	5,115	2,000	2,000
<b>Program Revenue Total</b>	<b>\$ 210,282</b>	<b>\$ 208,997</b>	<b>\$ 170,000</b>	<b>\$ 203,000</b>
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6955 Interest Expense	\$ 587	\$ 28	\$ -	\$ -
6960 Principal Expense (RCTC advance)	146,413	46,445	-	-
Principal Expense (County Loan)	-	-	-	-
<b>O &amp; M Total:</b>	<b>\$ 147,000</b>	<b>\$ 46,473</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL COSTS</b>				
8100 Catch Basin Improvements	\$ -	\$ -	\$ 50,000	\$ -
8100 Lighting Improvements			\$ -	100,000
8100 Blockwall Improvements	-	-	100,000	100,000
<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>
<b><u>DIVISION SUMMARY</u></b>				
<b>Total Revenue</b>	<b>\$ 210,282</b>	<b>\$ 208,997</b>	<b>\$ 170,000</b>	<b>\$ 203,000</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>147,000</b>	<b>46,473</b>	<b>-</b>	<b>-</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>200,000</b>
<b>Total Expenditures</b>	<b>\$ 147,000</b>	<b>\$ 46,473</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>
<b>Surplus/Shortfall</b>	<b>\$ 63,282</b>	<b>\$ 162,524</b>	<b>\$ 20,000</b>	<b>\$ 3,000</b>
<b>Estimated Available Reserves</b>				<b>\$ 670,000</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**AQMD - Fund 25**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PROGRAM REVENUES</b>				
4580 SCAQMD Fees	\$ 14,291	\$ 14,158	\$ 13,000	\$ 13,000
4900 Interest Income	1,222	1,096	800	800
<b>Program Revenue Total</b>	<b>\$ 15,513</b>	<b>\$ 15,254</b>	<b>\$ 13,800</b>	<b>\$ 13,800</b>
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Public Works</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>O &amp; M Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL COSTS</b>				
8000 Capital Outlay	\$ -	\$ -	\$ -	\$ -
Vehicle	-	-	-	-
<b>Capital Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DIVISION SUMMARY</b>				
<b>Total Revenue</b>	<b>\$ 15,513</b>	<b>\$ 15,254</b>	<b>\$ 13,800</b>	<b>\$ 13,800</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Surplus/Shortfall</b>	<b>\$ 15,513</b>	<b>\$ 15,254</b>	<b>\$ 13,800</b>	<b>\$ 13,800</b>
<b>Estimated Available Reserves</b>				<b>\$ 25,000</b>

**City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22**

**Public Safety - Police  
Function - Department**

**Law Enforcement Grants - Fund 26  
Division - Code**

Object Acct #		Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
	<b>PROGRAM REVENUES</b>				
4575	CAL COPS Revenue	\$ 148,747	\$ 155,948	\$ 155,000	\$ 160,000
4900	Interest Income	-	-	-	-
	<b>Program Revenue Total</b>	<u>\$ 148,747</u>	<u>\$ 155,948</u>	<u>\$ 155,000</u>	<u>\$ 160,000</u>
<b>414</b>	<b>PERSONNEL COSTS</b>				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	<b>Personnel Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>414</b>	<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
6610	Professional/Specialized Services	\$ 129,000	\$ 140,000	\$ 250,000	\$ 180,000
	<b>O &amp; M Total:</b>	<u>\$ 129,000</u>	<u>\$ 140,000</u>	<u>\$ 250,000</u>	<u>\$ 180,000</u>
	<b>CAPITAL COSTS</b>				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	<b>Capital Total:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	<b><u>DIVISION SUMMARY</u></b>				
	<b>Total Revenue</b>	<u>\$ 148,747</u>	<u>\$ 155,948</u>	<u>\$ 155,000</u>	<u>\$ 160,000</u>
	<b>Personnel</b>	\$ -	\$ -	\$ -	\$ -
	<b>Operations &amp; Maintenance</b>	129,000	140,000	250,000	180,000
	<b>Capital</b>	-	-	-	-
	<b>Total Expenditures</b>	<u>\$ 129,000</u>	<u>\$ 140,000</u>	<u>\$ 250,000</u>	<u>\$ 180,000</u>
	<b>Surplus/Shortfall</b>	\$ 19,747	\$ 15,948	\$ (95,000)	\$ (20,000)
	<b>Estimated Available Reserves</b>				<u>\$ 22,000</u>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**General Government**  
**Function - Department**

**Miscellaneous Grants - Fund 27**  
**Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PROGRAM REVENUES</b>				
4585 CDBG Grant	\$ -	\$ -	\$ -	
4590 Grant Revenue	-	-	-	-
4900 Interest Income	-	-	-	-
<b>Program Revenue Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
None	-	-	-	-
<b>O &amp; M Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL COSTS</b>				
100 8000 Capital Outlay	\$ -	\$ 5,855	\$ -	\$ -
<b>Total:</b>	<b>\$ -</b>	<b>\$ 5,855</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>DIVISION SUMMARY</u></b>				
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	-	-	-	-
Capital	-	5,855	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 5,855</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Surplus/Shortfall</b>	<b>\$ -</b>	<b>\$ (5,855)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Estimated Available Reserves</b>				<b>\$ 15,800</b>

**City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22**

**Capital Projects  
Function - Department**

**Capital Projects - Fund 40  
Division - Code**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>PROGRAM REVENUES</b>				
4590 Grant Revenues	\$ -	\$ -	\$ -	\$ -
5901 Transfer from Gas Tax Fund	-	-	-	-
<b>Program Revenue Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL COSTS</b>				
8318 Vehicle Calming Signs	\$ -	\$ -	\$ -	\$ -
8102 City Hall Expansion	46,580	5,029	-	-
<b>Capital Costs Total:</b>	<b>\$ 46,580</b>	<b>\$ 5,029</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>DIVISION SUMMARY</u></b>				
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital</b>	<b>46,580</b>	<b>5,029</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 46,580</b>	<b>\$ 5,029</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Surplus/Shortfall</b>	<b>\$ (46,580)</b>	<b>\$ (5,029)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Estimated Available Reserves</b>				<b>\$ 338,600</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Enterprise Fund - Rental  
Function - Department**

**Rental - Fund 60  
Dept - Code 560**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>REVENUES</b>				
4698 Rental Income	\$ -	\$ 19,656	\$ 70,800	\$ 70,800
5901 Loan from General Fund	-	-	101,200	
4585 CDBG Grant	-	-	-	43,000
<b>Revenue Total</b>	<b>\$ -</b>	<b>\$ 19,656</b>	<b>\$ 172,000</b>	<b>\$ 113,800</b>
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATING EXPENDITURES</b>				
6210 Office Expense & Supplies	\$ -	\$ 8,998	\$ 500	\$ 500
6320 Utilities	-	1,118	10,900	10,900
6325 Repairs & Maintenance	-	1,655	5,000	6,400
6326 Assessments	-	-	10,000	10,000
6327 Insurance	-	-	615	615
6610 Professional & Socialized Services	-	-	-	-
6900 Interest Expense	-	3,293	20,000	15,000
6910 Principal Expense	-	-	-	-
8501 Transfer Out	-	-	-	-
<b>Expenditure Total:</b>	<b>\$ -</b>	<b>\$ 15,064</b>	<b>\$ 47,015</b>	<b>\$ 43,415</b>
<b>CAPITAL COSTS</b>				
8014 ADA Project	\$ -	\$ -	\$ 101,200	\$ 43,000
<b>DIVISION SUMMARY</b>				
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 19,656</b>	<b>\$ 172,000</b>	<b>\$ 113,800</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>-</b>	<b>15,064</b>	<b>47,015</b>	<b>43,415</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>101,200</b>	<b>43,000</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 15,064</b>	<b>\$ 148,215</b>	<b>\$ 86,415</b>
<b>Surplus/Shortfall</b>	<b>\$ -</b>	<b>\$ 4,592</b>	<b>\$ 23,785</b>	<b>\$ 27,385</b>
<b>Estimated Available Reserves</b>				<b>\$ -</b>

City of Canyon Lake  
Budget Summary  
Fiscal Year 2021-22

**Enterprise Fund - Rental  
Function - Department**

**Rental - Fund 60  
Dept - Code 570**

Object Acct #	Actual 2018-19	Actual 2019-20	Budget 2020-21	Proposed 2021-22
<b>REVENUES</b>				
4698 Rental Income	\$ -	\$ -	\$ -	\$ 24,900
5901 Loan from General Fund	-	-	-	
<b>Revenue Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,900</b>
<b>PERSONNEL COSTS</b>				
None	\$ -	\$ -	\$ -	\$ -
<b>OPERATING EXPENDITURES</b>				
6210 Office Expense & Supplies	\$ -	\$ -	\$ -	\$ -
6320 Utilities	-	-	-	5,000
6325 Repairs & Maintenance	-	-	-	3,900
6326 Assessments	-	-	-	-
6327 Insurance	-	-	-	-
6610 Professional/Specialized Services	-	-	-	2,000
6900 Interest Expense	-	-	-	11,700
6910 Principal Expense	-	-	-	-
8501 Transfer Out	-	-	-	-
<b>Expenditure Total:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,600</b>
<b>CAPITAL COSTS</b>				
Building Improvements	\$ -	\$ -	\$ -	\$ -
<b><u>DIVISION SUMMARY</u></b>				
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 24,900</b>
<b>Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operations &amp; Maintenance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,600</b>
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,600</b>
<b>Surplus/Shortfall</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,300</b>
<b>Estimated Available Reserves</b>				<b>\$ -</b>



## STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Chris Mann, City Manager *CM*  
**BY:** Ana V. Sauseda, City Clerk  
**DATE:** May 5, 2021  
**SUBJECT:** Discussion of City Sponsored Events for 2021

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### Recommendation

That the City Council discuss the possibility of hosting City sponsored events in 2021 and direct the City Manager to proceed with making the necessary arrangements to secure the dates for those events.

### Background

On September 2, 2020, the City Council made the difficult decision to cancel the State of the City/30<sup>th</sup> Anniversary Gala and Winter Wonderland events due to the ongoing COVID-19 pandemic. When the item to cancel the City Sponsored Events was brought to the Council, it was stated in the staff report that it was staff's intention and hope to be able to proceed with the events in 2021.

In light of Governor Newsom's recent announcement to re-open the State as of June 15, 2021, staff is recommending that the City proceed with hosting its annual events. The schedule of events is as follows:

- Veterans Day Celebration – Thursday, November 11, 2021
- 2<sup>nd</sup> Annual Winter Wonderland Event – Saturday, December 4, 2021
- State of the City – TBD

Staff believes that it's possible to hold successful events while still following the guidelines of the Riverside County Health Department and the Center for Disease Control (CDC).

In addition to the events listed above, staff would like to add a new event for 2021 per the request of Mayor Castillo. In line with this year's "Park Hopper Event" being hosted by the Canyon Lake Property Owners Association (POA), the Mayor would like to host a small event in honor of Memorial Day. The event is scheduled to take place on Saturday, May 29, 2021 from 9-11 a.m. at the Veterans Memorial Park located in the Canyon Lake Towne Center. The event will serve as a kickoff to the POA's weekend-long event. Residents will

be encouraged to visit the Memorial Park where the City will host a small ceremony honoring our fallen heroes. The event will feature Mayor Castillo placing a wreath at the memorial while a bugle player performs TAPS. Complimentary coffee and donuts will be served at the event and a military vehicle will be onsite for photo opportunities. In addition, the City EZ UP will be there with staff present to promote the City's Military Banner Program and to accept sign-ups for veterans who wish to be recognized at the Veterans Day Celebration.

Staff recommends that the City Council approve a budget of \$2,000 for the Memorial Day Event. The City Council initially adopted a budget of \$20,000 for the State of the City/30<sup>th</sup> Anniversary Gala & \$30,000 for the Winter Wonderland for FY 2020/21. On September 2, 2020, the funds for those canceled events were redirected to make improvements at the Veterans Memorial Park. Those improvements were to include upgraded electrical, a larger artificial tree, and an expanded area for the Veteran Brick Program. After a thorough assessment of the Memorial Park and the required upgrades, staff has determined that the full \$50,000 will not be required to complete those projects and recommends using \$2,000 of that budget to fund the Memorial Day Event.

While the budget for FY 2021/22 is not expected to be adopted until June 2, 2021, it is crucial for staff to start making the necessary arrangements to secure vendors for the dates listed above. As funds will not be available until July 1, 2021, staff can begin to secure the dates by signing contracts with the vendors with the approval and direction from the City Council. Staff will ensure that any contracts signed for services to be rendered at these events will include language allowing us to cancel and or postpone the services needed based on the ongoing COVID-19 pandemic.

### **Fiscal Impact**

Staff will be proposing a budget of \$30,000 for the 2<sup>nd</sup> Annual Winter Wonderland, \$20,000 for the State of the City/30<sup>th</sup> Anniversary Gala, and \$10,000 for the Veterans Day in the budget for FY 2021/22. The proposed amounts are unchanged from the approved budget for FY 2020/21 with the exception of the Veterans Day budget which will reflect an increase of \$4,000.

Presentation to be provided at the meeting.