



## CITY OF CANYON LAKE

### City Hall

31516 Railroad Canyon Road

Canyon Lake, CA 92587

[www.canyonlakeca.gov](http://www.canyonlakeca.gov)

Mayor Jeremy Smith  
Council Member Kasey Castillo  
Council Member Jennifer Dain  
Council Member Mark Terry  
Council Member 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, December 14, 2022

Closed Session 5:00 P.M. – City Hall Administration Office – 31526 Railroad Canyon Road, Suite 5

Open Session 6:30 P.M. – City Hall Council Chamber – 31516 Railroad Canyon Road

### CLOSED SESSION – 5:00 P.M.

#### CLOSED SESSION CALLED TO ORDER

#### ROLL CALL

#### 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 complete a "Speaker Request Form" available on the back counter. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council has adopted a time limitation of three (3) minutes per person. If you are commenting on the agenda item, your comments will be heard at the time that particular item is scheduled on the agenda. Please note that if you are addressing the City Council on items NOT on the agenda, the Brown Act does not allow discussion of such items. Therefore, the City Council may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response.

Members of the public may submit comments electronically by sending an email to [PublicComment@canyonlakeca.gov](mailto:PublicComment@canyonlakeca.gov). Comments submitted electronically will be provided to the City Council and included in the official record but will not be read aloud during the meeting.

- A. 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
- B. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 1 case
- 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, et al. Riverside Superior Court Case No. CVRI2202608

OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION

FLAG SALUTE

ROLL CALL

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

CITY CLERK ITEMS

CERTIFICATES OF ELECTION AND OATH OF OFFICE

- Presentation of Certificates of Election
- Oath of Office to Recently Elected City Council Members

CITY COUNCIL REORGANIZATION

- Selection of Mayor
- Selection of Mayor Pro Tem
- Comments by Council Members

ROLL CALL

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizens of the Month
- Student of the Month

COMMUNITY REPORTS - LIMIT 3 MINUTES

- Elsinore Valley Municipal Water District Update
- Canyon Lake Property Owners Association Update
- Chamber of Commerce Update

PUBLIC SAFETY UPDATE

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

PUBLIC COMMENT

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## **CONSENT CALENDAR**

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

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2022-61 Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
  - November 9, 2022 – Regular City Council Meeting
- (4) Resolution – Adoption of Resolution No. 2022-62, Setting the 2023 Calendar Year Schedule for City Council Meetings and Various Other Important Dates

## **PULLED CONSENT CALENDAR ITEMS**

### **PUBLIC HEARING**

- (5) Updated Fees

Adoption of an Exemption from the California Environmental Quality Act (CEQA) finding the proposed Comprehensive Citywide User Fee and Rate Study Adjusting User Fees at the Recommended Rates set forth therein are Statutorily Exempt Pursuant to Section 15273 of CEQA Guidelines and Section 21 080(b)(8) of the Public Resources Code; and

Adoption of Resolution No. 2022-63, a Resolution of the City Council of the City of Canyon Lake, California, Establishing and Adopting Updated Development Processing Fees and Other City Rates, Charges, And User Fees for Various Governmental Services Along with an Annual CPI Escalator

### **BUSINESS ITEMS**

- (6) Resolution - Adoption of Resolution No. 2022-64, a Resolution of the City Council of the City of Canyon Lake, California, Acknowledging Receipt of a Report Made by the Fire Chief of the Canyon Lake Fire Department Regarding Compliance with the Annual Inspection of Certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- (7) Committee Assignments – 2023 Committee & Agency Assignments

### **CITY MANAGER COMMENTS**

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

## ANNOUNCEMENTS

The next regular meeting will be **Wednesday, January 11, 2023, 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:**

Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at [www.canyonlakeca.gov](http://www.canyonlakeca.gov) once the agenda has been publicly posted. Any written material relating to an item on this agenda submitted to the City Council after distribution of the agenda packet will be available for public inspection in the City Clerk's Office during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or participant at this meeting, you will need special assistance beyond what is normally provided, the City of Canyon Lake will attempt to accommodate you in every reasonable manner. Please contact Ana V. Sauseda, City Clerk, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

**December 14, 2022 City Council Meeting**

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

I, Ana V. Sauseda, CMC, City Clerk of the City of Canyon Lake, California, do hereby declare that the foregoing agenda was posted on December 9, 2022, at least seventy-two (72) hours prior to the meeting per Government Code 54954.2, and as required by Resolution 2019-42 of the Canyon Lake City Council.

Ana V. Sauseda, CMC  
City Clerk





## STAFF REPORT

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

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

**BY:** Terry Shea, Finance Director

**DATE:** December 14, 2022

**SUBJECT:** Adoption of Resolution No. 2022-61, Allowing Certain Claims and Demands as Set Forth in Exhibit A

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### **Recommendation**

That the City Council adopt Resolution No. 2022-61, allowing certain claims and demands as set forth in Exhibit A.

### **Background**

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of November 9, 2022.

### **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. 2022-61



# **ATTACHMENT 1**



**RESOLUTION NO. 2022-61**

**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 December 14, 2022; and

**WHEREAS**, Exhibit A was presented at the regular meeting of the City Council on December 14, 2022, at which all present, were given an opportunity to comment.

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

Demands are approved as shown on the Demand\Warrant Register of December 14th, in the amount of \$764,674.92 as follows:

Payroll Earnings (Gross)	\$ 124,137.98	(For Month of November)
Payroll Processing Fees	\$ 258.94	(For Month of November)
Payroll Taxes - Employer	2,621.47	(For Month of November)
On-line Retirement	26,786.92	(For Month of November)
PARS	9,336.62	(2nd Half of October & November)
On-line Health	14,816.52	(For Month of November)
Nationwide Deferred Comp.	3,221.78	(For Month of November)
Citizens Business Bank Interest	1,949.05	(For the Month of October)
General	\$ 581,545.64	
TOTAL	<u>\$ 764,674.92</u>	

**PASSED, APPROVED AND ADOPTED** this 14th day of December, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

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



Exhibit A



## Claims and Demands



**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28488	11/8/2022	Dorado Creative, Inc.	Video Production-2022 State of the City Video Address	7,500.00	10	GENERAL
Total 28488	11/8/2022			7,500.00		
28489	11/8/2022	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 7-15-22	1,284.88	10	GENERAL
Total 28489	11/8/2022			1,284.88		
28490	11/8/2022	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 9-15-22	1,284.88	10	GENERAL
Total 28490	11/8/2022			1,284.88		
28491	11/8/2022	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 9-16-22	3,203.16	10	GENERAL
Total 28491	11/8/2022			3,203.16		
28492	11/8/2022	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 9-30-22	1,284.88	10	GENERAL
Total 28492	11/8/2022			1,284.88		
28493	11/8/2022	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 9-30-22	3,203.16	10	GENERAL
Total 28493	11/8/2022			3,203.16		
28494	11/8/2022	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 6-24-22	2,809.70	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28494	11/8/2022			2,809.70		
28495	11/8/2022	Pitney Bowes Global Financial Services, LLC	Pitney Bowes Lease 6/19/22-9/18/22	147.94	10	GENERAL
Total 28495	11/8/2022			147.94		
28496	11/8/2022	Charter Communications	Digital Converter 10/22/22-11/21/22	5.55	10	GENERAL
Total 28496	11/8/2022			5.55		
28497	11/8/2022	Toshiba Financial Services	Toshiba Copier Lease November 2022	839.32	10	GENERAL
Total 28497	11/8/2022			839.32		
28498	11/8/2022	U. S. Bank	See Credit Card Review	4,198.22	10	GENERAL
Total 28498	11/8/2022			4,198.22		
28499	11/9/2022	AB Fence Company	Repairs to Wrought Iron Panel	1,650.00	20	GAS TAX
Total 28499	11/9/2022			1,650.00		
28500	11/9/2022	Abila	Accounting Software 11/1/22-11/30/22	190.46	10	GENERAL
28500	11/9/2022	Abila	Accounting Software 6/1/22-6/30/22	190.45	10	GENERAL
Total 28500	11/9/2022			380.91		
28501	11/9/2022	Air Exchange, Inc.	Fire Station 1 Plymovent	37,610.74	27	MISC GRANT
Total 28501	11/9/2022			37,610.74		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28502	11/9/2022	Amazon Capital Services	Office Supplies for Fire Station	96.40	10	GENERAL
Total 28502	11/9/2022			96.40		
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 1/18/22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 2-2-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 4-11-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 5-13-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 6-12-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 7-3-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 7-31-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw 8-27-22	61.22	10	GENERAL
28503	11/9/2022	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draw March 22	306.10	10	GENERAL
Total 28503	11/9/2022			795.86		
28504	11/9/2022	AMP GLOBAL LLC	Rent December 2022-31526 Railroad Canyon Rd.	2,834.00	10	GENERAL
Total 28504	11/9/2022			2,834.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28505	11/9/2022	AMP GLOBAL LLC	Rent December 2022-31526 Railroad Canyon Rd. Ste. 4	430.00	10	GENERAL
Total 28505	11/9/2022			430.00		
28506	11/9/2022	Bankcard Center	See Credit Card Review	1,096.76	10	GENERAL
Total 28506	11/9/2022			1,096.76		
28507	11/9/2022	Bankcard Center	See Credit Card Review 0058	977.33	10	GENERAL
Total 28507	11/9/2022			977.33		
28508	11/9/2022	Bankcard Center	See Credit Card Review	109.95	10	GENERAL
Total 28508	11/9/2022			109.95		
28509	11/9/2022	Bankcard Center	See Credit Card Review 0776	35.21	10	GENERAL
Total 28509	11/9/2022			35.21		
28510	11/9/2022	Bankcard Center	See Credit Card Review	7,730.74	10	GENERAL
Total 28510	11/9/2022			7,730.74		
28511	11/9/2022	Bill Blankenship	Economic Development Consulting October 2022	3,330.00	10	GENERAL
Total 28511	11/9/2022			3,330.00		
28512	11/9/2022	Champion Trophy	Gold Alum Name Plates	19.40	10	GENERAL
Total 28512	11/9/2022			19.40		
28513	11/9/2022	Cole Huber LLP	Attorney Services -Code Enforcement	159.95	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28513	11/9/2022	Cole Huber LLP	Attorney Services August 2022	9,375.00	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services July 2022	6,490.50	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services September 2022	8,015.00	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services-28730 Vacation Dr-Eminent Domain	1,245.50	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services-Beck Vs City of Canyon Lake (UUT)	6.85	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services-Code Enforcement August 2022	916.06	10	GENERAL
28513	11/9/2022	Cole Huber LLP	Attorney Services-Code Enforcement July 22	420.00	10	GENERAL
Total 28513	11/9/2022			26,628.86		
28514	11/9/2022	Control Pump	Landscape for Booster Station October 2022	375.00	20	GAS TAX
Total 28514	11/9/2022			375.00		
28515	11/9/2022	Jennifer Dain	Auto Allowance November 2022-Dain	100.00	10	GENERAL
Total 28515	11/9/2022			100.00		
28516	11/9/2022	Delgado Janitorial Services	Janitorial Services October 2022	1,124.50	10	GENERAL
28516	11/9/2022	Delgado Janitorial Services	Janitorial Services October 2022	56.00	60	ENTERPR... FUND
Total 28516	11/9/2022			1,180.50		
28517	11/9/2022	ECS Imaging, Inc.	ECS Annual Renewal	6,500.00	10	GENERAL
Total 28517	11/9/2022			6,500.00		
28518	11/9/2022	Embroidery & More	City Logo Jacket	103.86	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28518	11/9/2022			103.86		
28519	11/9/2022	GOLDING PUBLICATIONS	2022 State of the City Program	63.06	10	GENERAL
Total 28519	11/9/2022			63.06		
28520	11/9/2022	NANCY GREENHALGH	Retiree Health Insurance for November 2022	138.95	10	GENERAL
Total 28520	11/9/2022			138.95		
28521	11/9/2022	Jeremy Smith	Auto Allowance November 2022-Smith	100.00	10	GENERAL
Total 28521	11/9/2022			100.00		
28522	11/9/2022	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 10-14-22	1,284.88	10	GENERAL
Total 28522	11/9/2022			1,284.88		
28523	11/9/2022	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 10-14-22	3,203.16	10	GENERAL
Total 28523	11/9/2022			3,203.16		
28524	11/9/2022	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 10-28-22	3,203.16	10	GENERAL
Total 28524	11/9/2022			3,203.16		
28525	11/9/2022	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 10-31-22	1,284.88	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28525	11/9/2022			1,284.88		
28526	11/9/2022	Jon's Flags & Poles Inc.	2 Flags October 2022	294.17	10	GENERAL
Total 28526	11/9/2022			294.17		
28527	11/9/2022	Kasey Castillo	Auto Allowance November 2022-Castillo	100.00	10	GENERAL
Total 28527	11/9/2022			100.00		
28528	11/9/2022	Kris Hansen	Reimbursement for Cannabis Deposit	3,090.00	10	GENERAL
Total 28528	11/9/2022			3,090.00		
28529	11/9/2022	Matt Green	Class Training and Mileage Reimbursement	434.05	10	GENERAL
Total 28529	11/9/2022			434.05		
28530	11/9/2022	The Pin Center	Veteran Day Event Pins	822.00	10	GENERAL
Total 28530	11/9/2022			822.00		
28531	11/9/2022	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for September 2022	6,583.20	10	GENERAL
Total 28531	11/9/2022			6,583.20		
28532	11/9/2022	Rich Moline	Reimbursement for Cannabis Deposit	3,090.00	10	GENERAL
Total 28532	11/9/2022			3,090.00		
28533	11/9/2022	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 7/28/22-8/24/22	144,624.66	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28533	11/9/2022			144,624.66		
28534	11/9/2022	Special District Risk Management Authority	Dental and Vision Insurance December 2022	1,088.77	10	GENERAL
Total 28534	11/9/2022			1,088.77		
28535	11/9/2022	Dale Welty	Auto Allowance November 2022-Welty	100.00	10	GENERAL
Total 28535	11/9/2022			100.00		
28536	11/9/2022	Willdan	Water Quality through 9-30-22	2,102.00	10	GENERAL
Total 28536	11/9/2022			2,102.00		
28537	11/14/2022	Applicant Background Information	Background Check Fees	16.95	10	GENERAL
Total 28537	11/14/2022			16.95		
28538	11/14/2022	All State Propane	Propane for Fire Station	389.46	10	GENERAL
Total 28538	11/14/2022			389.46		
28539	11/14/2022	Allstar Fire Equipment, Inc.	Helmet Leather Sheild-FD	161.23	10	GENERAL
Total 28539	11/14/2022			161.23		
28540	11/14/2022	Andrew Ladeau	Reserve Stipend for October 2022	150.00	10	GENERAL
Total 28540	11/14/2022			150.00		
28541	11/14/2022	Apex Electric	Maintenance for Canyon Lake Veterans Park	723.57	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28541	11/14/2022			723.57		
28542	11/14/2022	Bankcard Center	Sec Credit Card Review 0025	1,990.40	10	GENERAL
Total 28542	11/14/2022			1,990.40		
28543	11/14/2022	Brennan Calley	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28543	11/14/2022			100.00		
28544	11/14/2022	Ralph and Kathleen R Castaneda Revocable Trus	Housing Element 2021-2029	14,340.00	10	GENERAL
Total 28544	11/14/2022			14,340.00		
28545	11/14/2022	Champion Trophy	2 Perpetual Plagues	215.50	10	GENERAL
Total 28545	11/14/2022			215.50		
28546	11/14/2022	Occupational Health Centers of California	Medical Exam - Rivello	291.50	10	GENERAL
28546	11/14/2022	Occupational Health Centers of California	Medical Exam- Smith	400.00	10	GENERAL
Total 28546	11/14/2022			691.50		
28547	11/14/2022	Cory Willis	Educational Reimbursement for Company Office 2 B	300.00	10	GENERAL
28547	11/14/2022	Cory Willis	Reimbursement for Fuel for BBQ	16.00	10	GENERAL
Total 28547	11/14/2022			316.00		
28548	11/14/2022	Cotter Construction Inc.	Maintenance to Door-Fire Station	2,500.00	10	GENERAL

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28548	11/14/2022			2,500.00		
28549	11/14/2022	CTAI Pacific Greenscape	Landscape Manitenance for Fire Station October 2022	250.00	10	GENERAL
28549	11/14/2022	CTAI Pacific Greenscape	Landscape Maint Fee for Medians & Parkways October 2022	4,775.00	20	GAS TAX
Total 28549	11/14/2022			5,025.00		
28550	11/14/2022	L.N. Curtis and Sons	Turnout Boots for Reserve FF	225.33	10	GENERAL
Total 28550	11/14/2022			225.33		
28551	11/14/2022	Dreamseats LLC	TM Printed Logo Top End Table	753.15	27	MISC GRANT
Total 28551	11/14/2022			753.15		
28552	11/14/2022	THE GAS COMPANY	Rental Building Gas 9/29/22-10/28/22	16.79	60	ENTERPR... FUND
Total 28552	11/14/2022			16.79		
28553	11/14/2022	GOLDING PUBLICATIONS	State of the City Poster 2022	74.35	10	GENERAL
28553	11/14/2022	GOLDING PUBLICATIONS	State of the City Program 2022	63.06	10	GENERAL
Total 28553	11/14/2022			137.41		
28554	11/14/2022	William Gorham	Reimbursement for MMASC Annual Conference Hotel & Milcage	627.40	10	GENERAL
Total 28554	11/14/2022			627.40		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28555	11/14/2022	Jake Stouffer	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28555	11/14/2022			100.00		
28556	11/14/2022	Marlon Johnson	Reimbursement for CACEO Training Mileage	190.00	10	GENERAL
Total 28556	11/14/2022			190.00		
28557	11/14/2022	Jonathan Sasse	Reserve Stipend for October	100.00	10	GENERAL
Total 28557	11/14/2022			100.00		
28558	11/14/2022	Knox Company	Knox Key Switch for Treasure Island	159.48	10	GENERAL
Total 28558	11/14/2022			159.48		
28559	11/14/2022	Pieter Koopman	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28559	11/14/2022			100.00		
28560	11/14/2022	Matt Luksch	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28560	11/14/2022			100.00		
28561	11/14/2022	Mark Terry	Auto Allowance November 2022	100.00	10	GENERAL
Total 28561	11/14/2022			100.00		
28562	11/14/2022	Morgan Suit	Reserve Sitpend for Ocotber 2022	150.00	10	GENERAL
Total 28562	11/14/2022			150.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28563	11/14/2022	Thomas Mosqueda	Reserve Stipend for October 2022	150.00	10	GENERAL
Total 28563	11/14/2022			150.00		
28564	11/14/2022	Tim O'Marra	Reimbursement for BBQ for Fire Station	850.00	29	FIRE DEPARTM...
Total 28564	11/14/2022			850.00		
28565	11/14/2022	OTIS ELEVATOR COMPANY	Increase Fee	125.00	10	GENERAL
Total 28565	11/14/2022			125.00		
28566	11/14/2022	PV Maintenance Inc.	Street & Facility Maintenance for 10/1/22-10/31/22	561.34	10	GENERAL
Total 28566	11/14/2022			561.34		
28567	11/14/2022	PZL, Inc.	Planning Services for October 2022	4,440.00	10	GENERAL
Total 28567	11/14/2022			4,440.00		
28568	11/14/2022	County Executive Office	Sheltering Costs for 1st Quarter July-Sept 2022	18,228.00	10	GENERAL
28568	11/14/2022	County Executive Office	Sheltering Costs for 2nd Quarter Oct-Dec 2022	18,228.00	10	GENERAL
Total 28568	11/14/2022			36,456.00		
28569	11/14/2022	COUNTY OF RIVERSIDE-TLMA	SLF - September 2022 Costs	1,690.25	20	GAS TAX
Total 28569	11/14/2022			1,690.25		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28570	11/14/2022	Round Up Jr. Mart	City & Fire Vehicle Fuel (1/1/22-4/31/22)	3,153.14	10	GENERAL
28570	11/14/2022	Round Up Jr. Mart	City & Fire Vehicle Fuel (5/1/22-5/31/22)	1,093.93	10	GENERAL
Total 28570	11/14/2022			4,247.07		
28571	11/14/2022	Ryan Ramos	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28571	11/14/2022			100.00		
28572	11/14/2022	James Sanchez	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28572	11/14/2022			100.00		
28573	11/14/2022	Sean Rivello	Reserve Stipend for October 2022	50.00	10	GENERAL
Total 28573	11/14/2022			50.00		
28574	11/14/2022	Showboss Productions	2022 Veteran's Day Flyover	4,500.00	10	GENERAL
Total 28574	11/14/2022			4,500.00		
28575	11/14/2022	Nathan Smith	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28575	11/14/2022			100.00		
28576	11/14/2022	SUN BADGE	Fire Station Badges	359.30	10	GENERAL
Total 28576	11/14/2022			359.30		
28577	11/14/2022	TommyTees	Fire Department T-Shirts	700.00	29	FIRE DEPARTM...

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28577	11/14/2022			700.00		
28578	11/14/2022	Toshiba America Business Solutions	Admin B/W & Color Copies 9/26/22-10/25/22	242.50	10	GENERAL
28578	11/14/2022	Toshiba America Business Solutions	Fire Dept B/W & Color Copies 9/25/22-10/14/22	91.49	10	GENERAL
Total 28578	11/14/2022			333.99		
28579	11/14/2022	Zach Michel	Reserve Stipend for October 2022	100.00	10	GENERAL
Total 28579	11/14/2022			100.00		
28580	11/22/2022	Amazon Capital Services	Fire Station Cleaning Supplies	19.87	10	GENERAL
28580	11/22/2022	Amazon Capital Services	Fire Station Kitchen Supplies	108.80	10	GENERAL
28580	11/22/2022	Amazon Capital Services	Fire Station Office Supplies	104.24	10	GENERAL
Total 28580	11/22/2022			232.91		
28581	11/22/2022	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services October 2022	3,500.00	10	GENERAL
Total 28581	11/22/2022			3,500.00		
28582	11/22/2022	BIO-TOX LABORATORIES	Blood Analysis 9/1/2022	51.55	10	GENERAL
Total 28582	11/22/2022			51.55		
28583	11/22/2022	Christopher Bratt	Reimbursement for State Paramedic License & REMCA Certificat	300.00	10	GENERAL
Total 28583	11/22/2022			300.00		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28584	11/22/2022	C.L.CHAMBER OF COMMERCE	Federal ARPA Grant Program	6,000.00	27	MISC GRANT
Total 28584	11/22/2022			6,000.00		
28585	11/22/2022	Corelogic Information Solutions, INC.	Database for Services October 2022	156.48	10	GENERAL
Total 28585	11/22/2022			156.48		
28586	11/22/2022	CR&R	Rental Building Service 11/1/22-11/30/22	185.33	60	ENTERPR... FUND
Total 28586	11/22/2022			185.33		
28587	11/22/2022	CTAI Pacific Greenscape	Landscape Damaged RRCR-Plant Replacement	700.00	20	GAS TAX
Total 28587	11/22/2022			700.00		
28588	11/22/2022	DATA TICKET	Code Enforcement Citation Processing October 2022	191.25	10	GENERAL
28588	11/22/2022	DATA TICKET	Monthly EMS Response Fee October 2022	239.00	10	GENERAL
Total 28588	11/22/2022			430.25		
28589	11/22/2022	DCS Testing & Equipment Inc.	Fire Station Fire Hose Testing	2,414.00	10	GENERAL
Total 28589	11/22/2022			2,414.00		
28590	11/22/2022	Delgado Janitorial Services	Janitorial Services plus Carpet Cleaning for November 2022	1,499.50	10	GENERAL
28590	11/22/2022	Delgado Janitorial Services	Janitorial Services plus Carpet Cleaning for November 2022	56.00	60	ENTERPR... FUND

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28590	11/22/2022			1,555.50		
28591	11/22/2022	STATE OF CA DEPT. OF JUSTICE	Blood Analysis September 2022	70.00	10	GENERAL
Total 28591	11/22/2022			70.00		
28592	11/22/2022	L.C.C - Riverside Division	Annual Conference for City Manager and Council 9/7/2022	200.00	10	GENERAL
Total 28592	11/22/2022			200.00		
28593	11/22/2022	Nate Volk	Video Broadcasting Meeting 11/9/2022	350.00	10	GENERAL
Total 28593	11/22/2022			350.00		
28594	11/22/2022	NortonLifeLock Inc.	LifeLock Defender with Tri-Bureau Monitoring	2,565.00	10	GENERAL
Total 28594	11/22/2022			2,565.00		
28595	11/22/2022	PARS	Monthly Administrative Fcc Ending 9/30/2022	400.00	10	GENERAL
Total 28595	11/22/2022			400.00		
28596	11/22/2022	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for October 2022	8,838.40	10	GENERAL
Total 28596	11/22/2022			8,838.40		
28597	11/22/2022	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 8/25/22-9/11/22	142,015.94	10	GENERAL
Total 28597	11/22/2022			142,015.94		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28598	11/22/2022	Shawna Sarnowski	Council and City Staff Photos	700.00	10	GENERAL
Total 28598	11/22/2022			700.00		
28599	11/22/2022	Shuster Advisory Group	Quarter 3 Advisory Fee 7/1/2022-9/30/2022	750.00	10	GENERAL
Total 28599	11/22/2022			750.00		
28600	11/22/2022	Southern California News Group	Ad for Ordinance No. 227 Adoption Notice (5210070)	177.74	10	GENERAL
28600	11/22/2022	Southern California News Group	Ad for Ordinance No. 228 Adoption Notice (5210070)	196.44	10	GENERAL
Total 28600	11/22/2022			374.18		
28601	11/22/2022	Syntech Group	Microsoft Subscriptions & Programs 10/1/2022-10/31/2022	1,359.00	10	GENERAL
28601	11/22/2022	Syntech Group	Microsoft Subscriptions & Programs 11/1/2022-11/30/2022	1,359.00	10	GENERAL
28601	11/22/2022	Syntech Group	Monthly IT Services 11/1/2022-11/30/2022	2,000.00	10	GENERAL
Total 28601	11/22/2022			4,718.00		
28602	11/22/2022	Charter Communications	Fire Station Internet Service 11/10/2022-12/9/2022	294.41	10	GENERAL
Total 28602	11/22/2022			294.41		
28603	11/22/2022	Toshiba Financial Services	Fire Station Toshiba Copier Lease December 2022	15.88	10	GENERAL
28603	11/22/2022	Toshiba Financial Services	Toshiba Copier Lease December 2022	759.32	10	GENERAL
Total 28603	11/22/2022			775.20		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28604	11/22/2022	U. S. Bank	See Credit Card Review	3,083.38	10	GENERAL
Total 28604	11/22/2022			3,083.38		
28605	11/22/2022	Willdan	Water Quality Services thru 10-28-2022	10,754.25	10	GENERAL
Total 28605	11/22/2022			10,754.25		
28606	11/22/2022	Willdan Financial Services	Citywide User Fee & Rate Study 8/17/2022-9/30/2022	9,560.00	20	GAS TAX
Total 28606	11/22/2022			9,560.00		
EFT632		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 9/8/22 to 10/6/22	185.00	20	GAS TAX
Total EFT632				185.00		
EFT633		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 9/14/22 to 10/13/22	1,061.74	10	GENERAL
Total EFT633				1,061.74		
EFT634		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/14/22 to 10/13/22	188.22	20	GAS TAX
Total EFT634				188.22		
EFT635		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 9/14/22 to 10/13/22	805.78	10	GENERAL
Total EFT635				805.78		
EFT636		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 8/9/21 to 10/27/22	2,240.80	20	GAS TAX
Total EFT636				2,240.80		

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT637		SOUTHERN CALIFORNIA EDISON	Electricity for Admin 9/20/22 to 10/19/22	156.95	10	GENERAL
Total EFT637				156.95		
EFT638		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/21/22 tp 10/20/22	75.82	20	GAS TAX
Total EFT638				75.82		
EFT639		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 9/20/22 to 10/19/22	11.27	20	GAS TAX
Total EFT639				11.27		
EFT640		Sparkletts	Drinking Water for Admin & City Hall November 2022	78.43	10	GENERAL
Total EFT640				78.43		
EFT641		ELSINORE VALLEY MUNI WATER DIS	Water for Rental-31520 Railroad Cyn Rd 9/25/22 to 10/26/22	69.13	60	ENTERPR... FUND
Total EFT641				69.13		
EFT642		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 9/25/22 to 10/26/22	100.57	10	GENERAL
Total EFT642				100.57		
EFT643		ELSINORE VALLEY MUNI WATER DIS	Water for Rental-31542 Railroad Cyn Rd 9/25/22 to 10/26/22	100.77	60	ENTERPR... FUND
Total EFT643				100.77		
EFT644		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 9/27/22 to 10/28/22	1,156.42	20	GAS TAX

**City of Canyon Lake**  
 Check/Voucher Register - Council Report - Expenditures  
 From 11/1/2022 Through 11/30/2022

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT644				1,156.42		
EFT645		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 9/27/22 to 10/28/22	504.26	10	GENERAL
Total EFT645				504.26		
EFT646		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 10/7/22 to 11/7/22	239.43	20	GAS TAX
Total EFT646				239.43		
Report Total				581,545.64		

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

Vendor ID	Invoice Description	Cash Required
Dorado	Video Production-2022 State of the City Video Address	7,500.00
John Hancock	EE & ER Contributions for Semi-Monthly Check Date 7-15-22	1,284.88
	EE & ER Contributions for Semi-Monthly Check Date 9-15-22	1,284.88
	EE & ER Contributions for Semi-Monthly Check Date 9-30-22	1,284.88
	EE & ER Contributions for Bi-Weekly Check Date 9-16-22	3,203.16
	EE & ER Contributions for Bi-Weekly Check Date 9-30-22	3,203.16
	EE & ER Contributions for Bi-Weekly Check Date 6-24-22	2,809.70
Pitney Bowes	Pitney Bowes Lease 6/19/22-9/18/22	147.94
Time Warner	Digital Converter 10/22/22-11/21/22	5.55
Toshiba	Toshiba Copier Lease November 2022	839.32
US Bank	See Credit Card Review	4,198.22
Report Total		25,761.69

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

Vendor ID	Invoice Description	Cash Required
AB Fence	Repairs to Wrought Iron Panel	1,650.00
ABILA	Accounting Software 6/1/22-6/30/22	190.45
	Accounting Software 11/1/22-11/30/22	190.46
Air Exchange, Inc	Fire Station 1 Plymovent	37,610.74
Amazon	Office Supplies for Fire Station	21.53
	Office Supplies for Fire Station	74.87
AMERICAN FORENSIC	Sheriff's Blood Draw 1/18/22	61.22
	Sheriff's Blood Draw 2-2-22	61.22
	Sheriff's Blood Draw March 22	306.10
	Sheriff's Blood Draw 4-11-22	61.22
	Sheriff's Blood Draw 5-13-22	61.22
	Sheriff's Blood Draw 7-3-22	61.22
	Sheriff's Blood Draw 6-12-22	61.22
	Sheriff's Blood Draw 7-31-22	61.22
	Sheriff's Blood Draw 8-27-22	61.22
AMP	Rent December 2022-31526 Railroad Canyon Rd.	2,834.00
	Rent December 2022-31526 Railroad Canyon Rd. Ste. 4	430.00
Bankcard	See Credit Card Review	7,730.74
	See Credit Card Review	109.95
	See Credit Card Review	1,096.76
	See Credit Card Review 0776	35.21
	See Credit Card Review 0058	977.33
Bill Blankenship	Economic Development Consulting October 2022	3,330.00
Champion Trophy	Gold Alum Name Plates	19.40
Cole Huber	Attorney Services September 2022	8,015.00
	Attorney Services -Code Enforcement	159.95
	Attorney Services-Beck Vs City of Canyon Lake (UUT)	6.85
	Attorney Services-28730 Vacation Dr-Eminent Domain	1,245.50
	Attorney Services July 2022	6,490.50
	Attorney Services-Code Enforcement July 22	420.00
	Attorney Services August 2022	9,375.00
	Attorney Services-Code Enforcement August 2022	916.06
Control Pump	Landscape for Booster Station October 2022	375.00
Dain	Auto Allowance November 2022-Dain	100.00
Delgado	Janitorial Services October 2022	1,124.50
	Janitorial Services October 2022	56.00
ECS	ECS Annual Renewal	6,500.00
Embroidery	City Logo Jacket	103.86
GOLDING	2022 State of the City Program	63.06
GREENHALGH	Retiree Health Insurance for November 2022	138.95
Jeremy Smith	Auto Allowance November 2022-Smith	100.00

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12/14/2022 City Council Agenda

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

Vendor ID	Invoice Description	Cash Required
John Hancock	EE & ER Contributions for Semi-Monthly Check Date 10-14-22	1,284.88
	EE & ER Contributions for Semi-Monthly Check Date 10-31-22	1,284.88
	EE & ER Contributions for Bi-Weekly Check Date 10-14-22	3,203.16
	EE & ER Contributions for Bi-Weekly Check Date 10-28-22	3,203.16
Jon's	2 Flags October 2022	294.17
Kasey Castillo	Auto Allowance November 2022-Castillo	100.00
Kris Hansen	Reimbursement for Cannabis Deposit	3,090.00
Matt Green	Class Training and Mileage Reimbursement	434.05
Pin	Veteran Day Event Pins	822.00
RAMS	Accounting Services for September 2022	6,583.20
Rich Moline	Reimbursement for Cannabis Deposit	3,090.00
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 7/28/22-8/24/22	144,624.66
SDRMA	Dental and Vision Insurance December 2022	1,088.77
Welty	Auto Allowance November 2022-Welty	100.00
Willdan	Water Quality through 9-30-22	2,102.00
Report Total		263,592.46

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

Vendor ID	Invoice Description	Cash Required
ABI	Background Check Fees	16.95
All State Propane	Propane for Fire Station	389.46
Allstar Fire	Helmet Leather Sheild-FD	161.23
Andrew Ladeau	Reserve Stipend for October 2022	150.00
Apex Electric	Maintenance for Canyon Lake Veterans Park	723.57
Bankcard	See Credit Card Review 0025	1,990.40
Calley	Reserve Stipend for October 2022	100.00
Castaneda Rev Trust	Housing Element 2021-2029	14,340.00
Champion Trophy	2 Perpetual Plagues	215.50
Concentra	Medical Exam- Smith	400.00
	Medical Exam - Rivello	291.50
Cory Willis	Educational Reimbursement for Company Office 2 B	300.00
	Reimbursment for Fuel for BBQ	16.00
Cotter Construction Inc.	Maintenance to Door-Fire Station	2,500.00
CTAI	Landscape Manitenance for Fire Station October 2022	250.00
	Landscape Maint Fee for Medians & Parkways October 2022	4,775.00
Curtis	Turnout Boots for Reserve FF	225.33
DREAM	TM Printed Logo Top End Table	753.15
GAS CO	Rental Building Gas 9/29/22-10/28/22	16.79
GOLDING	State of the City Poster 2022	74.35
	State of the City Program 2022	63.06
Gorham	Reimbursement for MMASC Annual Conference Hotel & Mileage	627.40
Jake Stouffer	Reserve Stipend for October 2022	100.00
Johnson, Marlon	Reimbursement for CACEO Training Mileage	190.00
Jonathan Sasse	Reserve Stipend for October	100.00
Knox	Knox Key Switch for Treasure Island	159.48
Koopman	Reserve Stipend for October 2022	100.00
Luksch	Reserve Stipend for October 2022	100.00
Mark Terry	Auto Allowance November 2022	100.00
Morgan Suit	Reserve Sitpend for Ocotber 2022	150.00
Mosqueda	Reserve Stipend for October 2022	150.00
O'Marra	Reimbursement for BBQ for Fire Station	850.00
OTIS	Increase Fee	125.00
PVM	Street & Facility Maintenance for 10/1/22-10/31/22	561.34
PZL, Inc.	Planning Services for October 2022	4,440.00
riv Co Exec	Sheltering Costs for 2nd Quarter Oct-Dec 2022	18,228.00
	Sheltering Costs for 1st Quarter July-Sept 2022	18,228.00
Riv Co TLMA	SLF - September 2022 Costs	1,690.25
Round Up	City & Fire Vehicle Fuel (1/1/22-4/31/22)	3,153.14
	City & Fire Vehicle Fuel (5/1/22-5/31/22)	1,093.93
Ryan Ramos	Reserve Stipend for October 2022	100.00

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12/14/2022 City Council Agenda

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

Vendor ID	Invoice Description	Cash Required
SanchezJ	Reserve Stipend for October 2022	100.00
Sean Rivello	Reserve Stipend for October 2022	50.00
Showboss	2022 Veteran's Day Flyover	4,500.00
Smith, N	Reserve Stipend for October 2022	100.00
SUN BADGE	Fire Station Badges	359.30
TommyTees	Fire Department T-Shirts	700.00
Toshiba Business Solutions, USA	Admin B/W & Color Copies 9/26/22-10/25/22	242.50
	Fire Dept B/W & Color Copies 9/25/22-10/14/22	91.49
Zach Michel	Reserve Stipend for October 2022	100.00
Report Total		84,242.12

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

Vendor ID	Invoice Description	Cash Required
Amazon	Fire Station Office Supplies	104.24
	Fire Station Kitchen Supplies	108.80
	Fire Station Cleaning Supplies	19.87
ANIMAL FRIENDS	Animal Control Services October 2022	3,500.00
BIO-TOX	Blood Analysis 9/1/2022	51.55
Bratt	Reimbursement for State Parademic License & REMCA Certificat	300.00
CL CHAMBER	Federal ARPA Grant Program	6,000.00
Corelogic	Database for Services October 2022	156.48
CR&R	Rental Building Service 11/1/22-11/30/22	185.33
CTAI	Landscape Damaged RRCR-Plant Replacement	700.00
DATA TICKET	Monthly EMS Response Fee October 2022	239.00
	Code Enforcement Citation Processing October 2022	191.25
DCS Testing	Fire Station Fire Hose Testing	2,414.00
Delgado	Janitorial Services plus Carpet Cleaning for November 2022	1,499.50
	Janitorial Services plus Carpet Cleaning for November 2022	56.00
DOJ	Blood Analysis September 2022	70.00
LCC Riverside	Annual Conference for City Manager and Council 9/7/2022	200.00
Nate Volk	Video Broadcasting Meeting 11/9/2022	350.00
NortonLifeLock	LifeLock Defender with Tri-Bureau Monitoring	2,565.00
PARS	Monthly Administrative Fee Ending 9/30/2022	400.00
RAMS	Accounting Services for October 2022	8,838.40
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 8/25/22-9/11/22	142,015.94
Sarnowski	Council and City Staff Photos	700.00
Shuster	Quarter 3 Advisory Fee 7/1/2022-9/30/2022	750.00
Southern California	Ad for Ordinance No. 228 Adoption Notice (5210070)	196.44
	Ad for Ordinance No. 227 Adoption Notice (5210070)	177.74
Syntech	Monthly IT Services 11/1/2022-11/30/2022	2,000.00
	Microsoft Subscriptions & Programs 10/1/2022-10/31/2022	1,359.00
	Microsoft Subscriptions & Programs 11/1/2022-11/30/2022	1,359.00
Time Warner	Fire Station Internet Service 11/10/2022-12/9/2022	294.41
Toshiba	Fire Station Toshiba Copier Lease December 2022	15.88
	Toshiba Copier Lease December 2022	759.32
US Bank	See Credit Card Review	3,083.38
Willdan	Water Quality Services thru 10-28-2022	10,754.25
Willdan FS	Citywide User Fee & Rate Study 8/17/2022-9/30/2022	9,560.00

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

Vendor ID	Invoice Description	Cash Required
Report Total		200,974.78

City of Canyon Lake (CBIZ20408)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Recap & Funding**  
 Semi-Monthly Regular 11/30/2022

Pay Date: 11/30/2022

**Payroll Overview**

Payroll	Semi-Monthly Regular 11/30/2022		
Pay Date	11/30/2022		
# Employees		20	
# Paid Employees		20	
# Regular	20		
# Pay Periods		1	

**Employee Payments**

	#	EE's	\$ Amount
Checks Paid By CBIZ HCM	1	1	292.35 <sup>D</sup>
Direct Deposits Debited	23	19	41,775.51 <sup>D</sup>
<b>Total</b>			<b>42,067.86</b>
(D) CBIZ HCM Admin Debit			<b>-42,067.86</b>
Your Remaining Bank Account Liability			<b>0.00</b>
Vouchers Printed	1		
Vouchers Suppressed	0		

**Taxes**

	EIN	EE's	\$ Amount
FIT/EE	33-0449143	16	6,718.29 <sup>D</sup>
Additional Medi/EE	33-0449143	1	84.68 <sup>D</sup>
MEDI/ER	33-0449143	20	833.79 <sup>D</sup>
MEDI/EE	33-0449143	20	833.79 <sup>D</sup>
SIT:CA/EE	499-0481-6	15	2,552.98 <sup>D</sup>
SUTA_SC:CA/ER	499-0481-6	5	1.50 <sup>D</sup>
SDI:CA/EE	499-0481-6	19	529.03 <sup>D</sup>
SUTA:CA/ER (4.00%)	499-0481-6	5	60.00 <sup>D</sup>
<b>Total</b>			<b>11,614.06</b>
(D) CBIZ HCM Admin Debit			<b>-11,614.06</b>
Your Remaining Tax Liability			<b>0.00</b>

**Vendor Liabilities**

	EE's	\$ Amount
AZ Child Support	1	120.50 <sup>D</sup>
<b>Total</b>		<b>120.50</b>
(D) CBIZ HCM Admin Debit		<b>-120.50</b>
Your Remaining Vendor Liability		<b>0.00</b>

**Billing**

Invoice Total	<b>83.47</b>
CBIZ HCM Admin Debit	<b>-83.47</b>
Amount Due	<b>0.00</b>

**Total**

Total	<b>53,885.89</b>
CBIZ HCM Admin Debit	<b>-53,885.89</b>
Total of Your Responsibility	<b>0.00</b>

**Recap**

CBIZ HCM Admin Debi	Date	Bank Account #	\$ Amount
Billing	11/29/2022	xxxxx5402	83.47
Vendor Payment	11/30/2022	xxxxx5402	120.50
Tax Payment	11/29/2022	xxxxx5402	11,614.06
Empl. Checks SPA	11/29/2022	xxxxx5402	292.35
Empl. Dir. Dep. SPA	11/28/2022	xxxxx5402	41,775.51
<b>Total Debits</b>			<b>53,885.89</b>

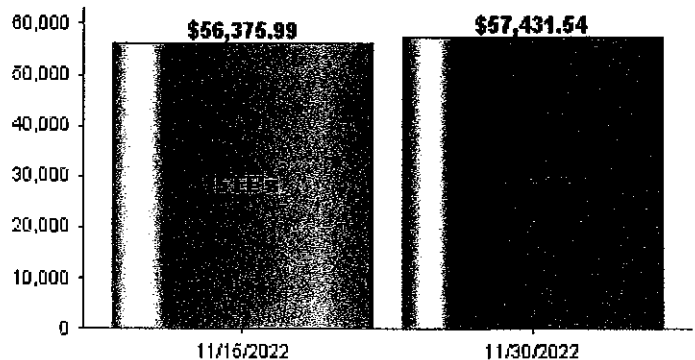
**Cash Requirements: xxxxx5402**

	\$ Amount
Billing	83.47
Vendor Payment	120.50
Tax Payment	11,614.06
Empl. Checks SPA	292.35
Empl. Dir. Dep. SPA	41,775.51
<b>Total</b>	<b>53,885.89</b>

**General Ledger Summary**

	Debit/Exp.	Credit/Liab.
Earning	57,431.54	
ER Deduction	4,282.53	
ER Tax (Offset)	895.29	
Vendor Payment	120.50	
Invoice	83.47	
Invoice Service	83.47	
Invoice Service		83.47
Invoice		83.47
Vendor Payment (Offset)		120.50
Check		292.35
ER Tax		895.29
ER Deduction (Offset)		4,282.53
Deduction		4,644.91
Tax		10,718.77
Direct Deposit		41,775.51
	<b>62,896.80</b>	<b>62,896.80</b>

**Comparison To Last Pay Period - Gross Wages**



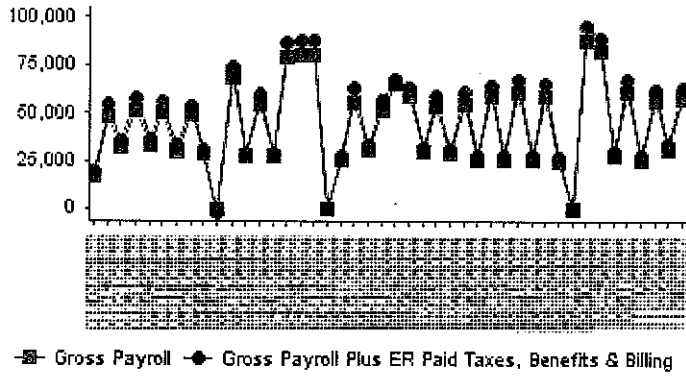
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 Sorted By: None  
 Filtered By: None

CentrallyHR  
 Phone: 540-345-6600  
 City of Canyon Lake



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 Generated By: Sandra Danko  
 Page 1 of 2

**Rolling 12 Month Payroll View**



City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Semi-Monthly Regular 11/30/2022  
 Payroll Status: Open

Miguel Borja Default - #102														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	-	-	472.54	-	10,395.88	PTXCLA	364.58	7,437.44	537.50	10,975.76	FIT	13,368.54	685.17	150.00
REG	-	-	-	160.00	9,307.77						MEDI	1,691.35	82.37	4,087.67
REG	19.00	63.26	1,201.94	85.50	5,168.41						SIT:CA	4,784.38	248.59	84,780.33
REG	-	-	4,006.39	816.63	80,154.17						SDI:CA	1,283.10	62.49	4,237.67
Sick	-	-	-	160.50	9,976.17									
REG	-	-	-	09.50	600.97									
Vac	-	-	-	19.00	1,041.77									
<b>Totals:</b>	<b>19.00</b>		<b>5,680.87</b>	<b>1251.13</b>	<b>116,645.14</b>								<b>1,078.62</b>	<b>21,127.37</b>

Kasey Castillo Default - #110														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	-	-	300.00	-	2,100.00			No Deductions			FIT	-	-	292.35
SAL	-	-	-	-	1,200.00						MEDI	4.35	47.85	3,215.85
<b>Totals:</b>	<b>-</b>		<b>300.00</b>	<b>-</b>	<b>3,300.00</b>									

Jennifer Dain Default - #121														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	-	-	300.00	-	2,100.00			No Deductions			FIT	3.02	21.14	289.33
SAL	-	-	-	-	1,200.00						MEDI	4.35	47.85	3,194.71
<b>Totals:</b>	<b>-</b>		<b>300.00</b>	<b>-</b>	<b>3,300.00</b>									

Dawn Ecclefield Default - #104														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
Comp	-	-	-	09.50	275.60	457B	50.00	1,100.00	50.00	898.13	FIT	203.88	4,087.79	2,020.19
HOL	19.00	32.41	615.79	85.50	2,674.19	HLTH	150.65	2,320.79	-	-	MEDI	38.72	795.92	41,871.00
OT	-	-	-	09.00	429.89	PTXPEP	187.05	3,772.14	207.00	4,209.12	SIT:CA	91.20	1,762.37	
REG	66.50	32.41	2,155.27	1563.25	47,843.84	<b>Totals:</b>	<b>387.70</b>	<b>7,192.93</b>	<b>257.00</b>	<b>5,107.25</b>	<b>SDI:CA</b>	<b>29.37</b>	<b>603.80</b>	
Sick	-	-	-	65.75	1,994.13									
Vac	-	-	-	104.50	3,096.16									
<b>Totals:</b>	<b>85.50</b>		<b>2,771.06</b>	<b>1837.50</b>	<b>56,313.81</b>								<b>363.17</b>	<b>7,249.88</b>



Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
BGL	35.00	24.81	868.35	844.00	19,326.84	4578	65.13	1,488.13	-	-	-	660.25	4708	745.93
Sick	-	-	-	24.00	514.80	AFL Post	-	136.50	-	-	MEDI	287.70	-	-
<b>Totals:</b>	<b>35.00</b>		<b>868.35</b>	<b>868.00</b>	<b>19,841.64</b>	<b>Totals:</b>	<b>65.13</b>	<b>1,624.63</b>			-	<b>206.19</b>		
<b>Totals:</b> 57.29 1,372.40														

Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	19.00	46.87	890.53	47.50	2,226.34	4578	200.00	600.00	-	-	-	791.16	Chase (0467)	3,050.71
SAL	-	-	2,522.95	164.66	26,862.59	HLTH	117.81	706.86	-	-	MEDI	437.37	-	-
Sick	09.50	46.87	445.27	15.25	714.77	PTXPEP	260.47	2,083.76	288.25	2,306.00	-	510.54	-	-
FLOAT	-	-	-	09.50	445.27	<b>Totals:</b>	<b>578.28</b>	<b>3,390.62</b>	<b>288.25</b>	<b>2,306.00</b>	<b>SDI:CA</b>	<b>331.79</b>		
Vac	-	-	-	13.25	621.03									
<b>Totals:</b>	<b>28.50</b>		<b>3,858.75</b>	<b>250.16</b>	<b>30,870.00</b>							<b>2,070.86</b>		

Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	19.00	47.43	901.17	85.50	3,929.56	HLTH	73.49	1,616.78	-	-	-	633.55	Checking (2590)	2,579.31
SAL	-	-	3,003.54	901.63	72,248.06	PTXPEP	263.57	5,504.42	291.68	6,142.52	-	1,158.99	-	-
Sick	-	-	-	46.50	2,000.33	<b>Totals:</b>	<b>337.06</b>	<b>7,121.20</b>	<b>291.68</b>	<b>6,142.52</b>	<b>SDI:CA</b>	<b>5,090.64</b>		
Vac	-	-	-	71.50	3,369.19									
<b>Totals:</b>	<b>19.00</b>		<b>3,904.71</b>	<b>1105.13</b>	<b>81,547.14</b>							<b>879.22</b>		
<b>Totals:</b> 988.34 19,723.19														

Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	19.00	29.35	557.65	47.50	1,394.14	4578	50.00	1,609.02	-	-	-	190.28	Check	421.48
REG	61.00	29.35	1,790.35	1053.65	26,164.18	AFL Post	53.30	53.30	-	-	MEDI	35.04	Bank of Americ	21,534.21
RETRO	-	-	-	-	223.44	HLTH	93.45	279.08	-	-	-	75.24	-	-
Sick	05.50	29.35	161.43	19.00	543.69	PTXPEP	169.39	1,472.00	187.45	1,628.99	-	688.91	-	-
Vac	-	-	-	09.50	278.83	<b>Totals:</b>	<b>366.14</b>	<b>3,413.40</b>	<b>187.45</b>	<b>1,628.99</b>	<b>SDI:CA</b>	<b>311.58</b>		
<b>Totals:</b>	<b>85.50</b>		<b>2,509.43</b>	<b>1129.65</b>	<b>28,604.78</b>							<b>327.14</b>		
<b>Totals:</b> 327.14 3,235.19														

Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
25CO	-	-	100.13	-	2,202.86	CS	120.50	2,651.00	-	-	-	202.00	Checking (4243)	6,500.00
Comp	-	-	-	28.50	823.19	PTXPEP	158.36	3,618.28	175.26	4,053.21	MEDI	35.47	Savings (0214)	575.00
HOL	19.00	30.87	586.53	85.50	2,554.49	<b>Totals:</b>	<b>278.86</b>	<b>6,269.28</b>	<b>175.26</b>	<b>4,053.21</b>	<b>SDI:CA</b>	<b>76.89</b>	Savings (5932)	2,300.00
<b>Totals:</b> 76.89 1,933.69														

Pay Date: 11/30/2022 (11/16 - 11/30) Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	57.00	30.87	1,759.59	1625.00	47,603.98		355.80	7,827.60	355.80	7,827.60	SDI:CA	622.54	4236	1,000.00	9,141.00
Sick	-	-	-	45.50	1,297.32							8,489.45	3798	701.12	23,319.89
Vac	-	-	-	47.50	1,324.78									1,826.12	41,835.89
<b>Totals:</b>	<b>76.00</b>	<b>2,446.25</b>	<b>1849.50</b>	<b>56,594.62</b>											

Pay Date: 11/30/2022 (11/16 - 11/30) Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
125CO	-	-	125.00	-	2,750.00	PARS	355.80	7,827.60	355.80	7,827.60	FIT	9,445.83	7428	3,743.92	86,387.71
BONUS	-	-	-	09.50	547.41						MEDI	1,649.65			
ELECTR	-	-	75.00	-	5,000.00						STI:CA	7,206.85			
HOL	19.00	57.62	1,094.78	85.50	4,926.55						SDI:CA	1,251.46			
SAL	63.33	-	3,649.27	1700.43	98,347.75										
FLOAT	-	-	-	09.50	547.39										
<b>Totals:</b>	<b>82.33</b>	<b>4,944.05</b>	<b>1804.93</b>	<b>113,769.10</b>											

Pay Date: 11/30/2022 (11/16 - 11/30) Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
BER	-	-	-	09.50	275.03	AFL Post	66.33	458.61	-	-	FIT	1,371.07	4475	602.75	31,764.03
Comp	-	-	-	20.50	593.49	PTXPEP	49.84	2,566.41	55.15	2,871.93	MEDI	551.30			
HOL	-	-	-	38.00	1,137.55	<b>Totals:</b>	<b>116.17</b>	<b>3,025.02</b>	<b>55.15</b>	<b>2,871.93</b>	<b>STI:CA</b>	<b>891.20</b>			
REG	30.00	24.61	738.30	1207.50	33,626.39						SDI:CA	418.23			
Sick	-	-	-	44.50	1,288.29										
Vac	-	-	-	38.00	1,100.10										
<b>Totals:</b>	<b>30.00</b>	<b>738.30</b>	<b>1358.00</b>	<b>38,020.85</b>											

Pay Date: 11/30/2022 (11/16 - 11/30) Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
125CO	-	-	-	-	2,993.07	HLTH	110.95	332.85	-	-	FIT	4,760.88	7824	2,534.70	37,249.19
HOL	19.00	43.02	817.38	85.50	3,461.32	PTXPEP	239.06	3,078.39	264.56	3,443.92	MEDI	699.86			
SAL	-	-	2,724.29	742.87	36,626.56	<b>Totals:</b>	<b>350.01</b>	<b>3,411.24</b>	<b>264.56</b>	<b>3,443.92</b>	<b>STI:CA</b>	<b>1,946.76</b>			
Sick	-	-	-	122.50	4,710.59						SDI:CA	530.93			
Vac	-	-	-	23.00	807.32										
<b>Totals:</b>	<b>19.00</b>	<b>3,541.67</b>	<b>973.97</b>	<b>48,598.86</b>											

City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Semi-Monthly Regular 11/30/2022  
 Payroll Status: Open

Christopher Mann Default - #111														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
NSCO	-	-	131.24	-	2,887.28	457B	284.72	6,263.84	569.44	12,527.68	FIT	1,798.53	39,118.93	5,823.83
DMLV	-	-	-	83.00	7,920.56	PTXPEP	-	9,763.24	-	10,864.01	Additional Medi	84.68	162.66	-
ADCO	-	-	300.00	-	6,600.00	Totals:	284.72	16,027.08	569.44	23,391.69	MEDI	136.43	3,162.06	-
SDNUS	-	-	-	-	17,325.00						SIT:CA	711.38	15,536.05	-
ELECTR	-	-	75.00	-	1,650.00						SDI:CA	-	1,601.60	-
REG	19.00	101.22	1,923.18	85.50	8,413.89						Totals:	2,731.02	59,581.30	-
REG	-	-	-	-	2,083.40									
SAL	-	-	6,410.15	623.81	156,292.87									
Sick	-	-	-	25.00	2,372.34									
Totals:	19.00	-	8,839.57	817.31	205,545.34									

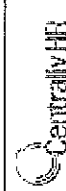
Rubi Manzano Default - #98														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
12SCO	-	-	499.58	-	10,990.76	PTXPEP	221.48	4,602.33	245.11	5,135.73	FIT	345.00	7,142.64	3,009.28
Comp	-	-	-	28.50	1,135.73						MEDI	54.82	1,148.02	-
HOL	19.00	39.85	757.15	85.50	3,277.52						SIT:CA	108.66	2,159.79	-
REG	-	-	-	939.50	33,337.25						SDI:CA	41.59	870.91	-
RETRO	-	-	-	-	505.28						Totals:	550.07	11,321.36	-
SAL	-	-	2,145.52	57.00	25,114.25									
Sick	-	-	-	89.50	3,289.03									
FLOAT	-	-	-	09.50	378.58									
Vac	09.50	39.85	378.58	30.00	1,145.46									
Totals:	28.50	-	3,780.83	1239.50	79,173.86									

Elizabeth Pereda Default - #1031														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	19.00	29.23	555.37	47.50	1,344.55	HLTH	67.65	541.20	-	-	FIT	120.66	784.78	2,059.13
REG	66.50	29.23	1,943.80	678.00	17,799.03	PTXPEP	168.69	1,394.77	186.69	1,543.59	MEDI	35.25	291.77	-
Sick	-	-	-	28.50	833.06	Totals:	236.34	1,935.97	186.69	1,543.59	SIT:CA	21.04	131.04	-
FLOAT	-	-	-	09.50	233.80						SDI:CA	26.75	221.35	-
Vac	-	-	-	15.50	453.07						Totals:	203.70	1,428.94	-
Totals:	85.50	-	2,499.17	779.00	20,663.51									

Michael Samuels Default - #1002														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
25CO	-	-	125.00	-	2,750.00	PARS	286.64	6,306.08	286.64	6,306.08	FIT	1,070.43	22,163.11	-
DMLV	-	-	-	76.00	3,527.92						MEDI	58.32	1,355.49	2,338.03
More--													Check	54,453.88
													Wells Fargo (64	

Sorted By: Last, First Name Ascending  
 Filtered By: Employee Filter: All Employees

CentrallyHR  
 Phone: 540-345-6600



Generated: 11/27/2022 01:57p  
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 Page 4 of 6

City of Canyon Lake (Default)  
31516 Railroad Canyon Rd  
Canyon Lake, CA 92587-9400  
United States

### Payroll Register (By Pay Statements) Register Alpha Last Name

Payroll: Semi-Monthly Regular 11/30/2022  
Payroll Status: Open

Michael Samuels Default - #1002														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
BONUS	-	-	-	-	5,000.00									
ELECTR	-	-	75.00	-	1,650.00									
FOL	19.00	46.42	881.98	76.00	3,527.92									
SAL	53.83	-	2,498.94	1605.44	74,821.23									
FLOAT	-	-	-	09.50	440.99									
Vac	09.50	46.42	440.99	38.00	1,763.96									
Totals:	82.33		4,021.91	1804.94	93,482.02									
			Amt	YTD Amt	Taxes	EE Amt	EE YTD	ER Amt	ER YTD			YTD Amt	Net Pay	YTD Amt
			224.25	5,287.13	SIT:CA	66.00	1,452.00	66.00	2,244.00			8,744.22	Checking (1177)	4,251.41
			44.24	1,028.30	SDI:CA	350.00	6,400.19	516.00	9,443.95			1,526.28		80,765.48
			1,397.24	29,834.03	Totals:	416.00	7,852.19	582.00	11,687.95			2,970.78		
			Totals:									1,157.87		
			859.21	14,399.15	Totals:							14,399.15		

Ana Sauseda Default - #108														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
125CO	-	-	526.62	-	11,585.64	457B	66.00	1,452.00	66.00	2,244.00	FIT	521.67	8,744.22	4,251.41
ADMLV	05.50	60.73	334.02	87.42	4,920.91	PTXCLA	350.00	6,400.19	516.00	9,443.95	MEDI	81.09	1,526.28	
HOL	19.00	60.73	1,153.87	85.50	4,652.87	Totals:	416.00	7,852.19	582.00	11,687.95	SIT:CA	194.93	2,970.78	
SAL	-	-	3,269.19	851.13	77,145.06						SDI:CA	61.52	1,157.87	
Sick	-	-	-	53.50	2,567.53						Totals:	859.21	14,399.15	
FLOAT	-	-	-	09.50	397.10									
Vac	04.00	60.73	242.92	40.00	1,747.71									
Totals:	28.50		5,526.62	1127.05	103,016.82									

Jeremy Smith Default - #109														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	-	-	300.00	-	2,100.00			No Deductions			FIT	-	Checking (3997)	292.35
SAL	-	-	-	-	1,200.00						MEDI	4.35	47.85	3,215.85
Totals:	-	-	300.00	-	3,300.00						SIT:CA	-	-	
											SDI:CA	3.30	36.30	
											Totals:	7.65	84.15	

Mark Terry Default - #1033														
Pay Date: 11/30/2022 (11/16 - 11/30)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	-	-	-	-	300.00			No Deductions			FIT	-	Check	292.35
SAL	-	-	300.00	-	300.00						MEDI	4.35	8.70	584.70
Totals:	-	-	300.00	-	600.00						SIT:CA	-	-	
											SDI:CA	3.30	6.60	
											Totals:	7.65	15.30	



City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

## Payroll Register (By Pay Statements)

Register Alpha Last Name

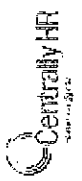
Payroll: Semi-Monthly Regular 11/30/2022  
 Payroll Status: Open

Pay Date: 11/30/2022 (11/16 - 11/30)											
Type: Regular, Category: Regular, Pay Statement #: 777 (1)											
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes
BG	-	-	300.00	-	2,100.00		715.85	12,512.99	685.44	15,669.81	FT
SA	-	-	-	-	1,200.00		119.63	648.41	-	-	Additional Medi
Totals:	-	-	300.00	-	3,300.00		120.50	2,651.00	-	-	MEDI
							614.00	5,797.56	-	-	SIT:CA
							642.44	14,133.68	642.44	14,133.68	SDI:CA
							714.58	13,837.63	1,053.50	20,419.71	Totals:
							1,717.91	37,855.74	1,901.15	42,199.02	MEDI
							4,644.91	87,437.01	4,282.53	92,422.22	SUTA_SC:CA
											SUTA:CA
									60.00	4,752.01	ER Totals:
									895.29	21,058.02	All Totals:
									11,614.06	232,318.20	
											Totals:
									37.65	414.15	
									262.35	2,885.85	
											Net Pay
											Checking (0107)
											Direct Deposit
											Check
											Totals:
											41,775.51
											803,895.59
											292.35
											3,894.21
											42,067.86
											807,789.60

Report Total											
# of EE's - 20 / # of Statements - 20											
Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	1,980.11	-	46,555.49	457B	715.85	12,512.99	685.44	15,669.81	FT	132,321.26
ADMLV	05.50	334.02	406.42	25,677.16	AFL Post	119.63	648.41	-	-	Additional Medi	162.66
Auto	-	300.00	-	6,600.00	CS	120.50	2,651.00	-	-	MEDI	16,187.20
BER	-	-	19.00	822.44	HLTH	614.00	5,797.56	-	-	SIT:CA	51,106.32
BONUS	-	-	-	27,325.00	PARS	642.44	14,133.68	642.44	14,133.68	SDI:CA	11,482.74
ELECTR	-	225.00	-	4,950.00	PTXCLA	714.58	13,837.63	1,053.50	20,419.71	Totals:	211,260.18
Comp	-	-	87.00	2,828.01	PTXPEP	1,717.91	37,855.74	1,901.15	42,199.02	MEDI	16,187.20
HOL	247.00	11,937.32	1026.00	48,689.30	Totals:	4,644.91	87,437.01	4,282.53	92,422.22	SUTA_SC:CA	118.81
OT	-	-	26.50	1,217.89						SUTA:CA	4,752.01
REG	316.00	10,455.66	7910.90	236,484.91						ER Totals:	21,058.02
RETRO	-	-	-	728.72						All Totals:	232,318.20
SAL	117.16	30,530.24	7463.70	652,712.54							
Sick	15.00	606.70	740.00	32,102.05							
FLOAT	-	-	66.50	3,044.10							
Vac	23.00	1,062.49	449.75	16,749.38							
Totals:	723.66	57,431.54	18,195.77	1,106,486.99							

Sorted By: Last, First Name Ascending  
 Filtered By: Employee Filter: All Employees

Centrally HR  
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 Page 6 of 6

City of Canyon Lake (CBIZ20408)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Recap & Funding**  
 Semi-Monthly Regular 11/15/2022

Pay Date: 11/15/2022

**Payroll Overview**

Payroll	Semi-Monthly Regular 11/15/2022		
Pay Date	11/15/2022		
# Employees			15
# Paid Employees			15
# Regular		15	
# Pay Periods			1

**Employee Payments**

	#	EE's	\$ Amount
Direct Deposits Debited	19	15	41,166.54 <sup>D</sup>
<b>Total</b>			<b>41,166.54</b>
(D) CBIZ HCM Admin Debit			<b>-41,166.54</b>
Your Remaining Bank Account Liability			<b>0.00</b>
Vouchers Printed	0		
Vouchers Suppressed	0		

**Taxes**

	EIN	EE's	\$ Amount
FTT/EE	33-0449143	14	6,753.36 <sup>D</sup>
Additional Medi/EE	33-0449143	1	77.98 <sup>D</sup>
MEDI/ER	33-0449143	15	820.14 <sup>D</sup>
MEDI/EE	33-0449143	15	820.14 <sup>D</sup>
SIT:CA/EE	499-0481-6	15	2,594.26 <sup>D</sup>
SDI:CA/EE	499-0481-6	14	518.69 <sup>D</sup>
<b>Total</b>			<b>11,584.57</b>
(D) CBIZ HCM Admin Debit			<b>-11,584.57</b>
Your Remaining Tax Liability			<b>0.00</b>

**Vendor Liabilities**

	EE's	\$ Amount
AZ Child Support	1	120.50 <sup>D</sup>
<b>Total</b>		<b>120.50</b>
(D) CBIZ HCM Admin Debit		<b>-120.50</b>
Your Remaining Vendor Liability		<b>0.00</b>

**Billing**

Invoice Total	<b>51.00</b>
CBIZ HCM Admin Debit	<b>-51.00</b>
Amount Due	<b>0.00</b>

**Total**

Total	<b>52,922.61</b>
CBIZ HCM Admin Debit	<b>-52,922.61</b>
Total of Your Responsibility	<b>0.00</b>

**Recap**

CBIZ HCM Admin Debi	Date	Bank Account #	\$ Amount
Billing	11/14/2022	xxxxx5402	51.00
Vendor Payment	11/15/2022	xxxxx5402	120.50
Tax Payment	11/14/2022	xxxxx5402	11,584.57
Empl. Dir. Dep. SPA	11/10/2022	xxxxx5402	41,166.54
<b>Total Debits</b>			<b>52,922.61</b>

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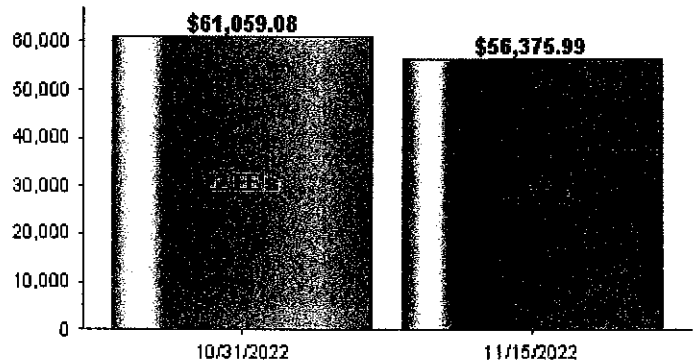
**Recap - Continued**

<b>Cash Requirements: xxxxx5402</b>	<b>\$ Amount</b>
Billing	51.00
Vendor Payment	120.50
Tax Payment	11,584.57
Empl. Dir. Dep. SPA	41,166.54
<b>Total</b>	<b>52,922.61</b>

**General Ledger Summary**

	Debit/Exp.	Credit/Liab.
Earning	56,375.99	
ER Deduction	4,289.17	
ER Tax (Offset)	820.14	
Vendor Payment	120.50	
Invoice Service	51.00	
Invoice	51.00	
Invoice		51.00
Invoice Service		51.00
Vendor Payment (Offset)		120.50
ER Tax		820.14
ER Deduction (Offset)		4,289.17
Deduction		4,445.02
Tax		10,764.43
Direct Deposit		41,166.54
	<b>61,707.80</b>	<b>61,707.80</b>

**Comparison To Last Pay Period - Gross Wages**



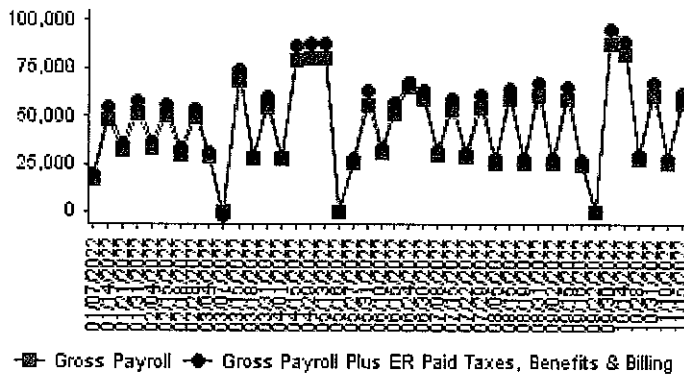
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 Sorted By: None  
 Filtered By: None

CentrallyHR  
 Phone: 540-345-6800  
 City of Canyon Lake



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 Page 1 of 2

**Rolling 12 Month Payroll View**



City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

## Payroll Register (By Pay Statements)

Register Alpha Last Name

Payroll: Semi-Monthly Regular 11/15/2022  
 Payroll Status: Closed

Miguel Borja Default - #102														
Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	09.50	46.87	445.27	28.50	1,335.81	457B	200.00	400.00	-	-	FIT	12,683.37	7318	150.00
SAL	09.50	63.26	600.97	66.50	3,966.47	HLTH	117.81	589.05	-	-	MEDI	1,608.98	6836	4,087.67
Sick	09.50	63.26	600.97	816.63	76,147.78	PTXPEP	260.47	1,823.29	288.25	2,017.75	SIT:CA	4,535.79		80,692.66
FLOAT	09.50	63.26	600.97	160.50	9,976.17	Totals:	578.28	2,812.34	288.25	2,017.75	SDI:CA	1,220.61		4,237.67
Vac	-	-	-	19.00	1,041.77									
Totals:	28.50	-	5,680.87	1232.13	110,964.27									
Totals: 1,078.62 20,048.75														

Dawn Ecclefield Default - #104														
Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
Comp	-	-	-	09.50	275.60	457B	50.00	1,050.00	50.00	848.13	FIT	3,883.91	0780	2,056.43
HOL	09.50	32.41	307.90	66.50	2,038.40	HLTH	103.34	2,170.14	-	-	MEDI	757.20		39,850.81
OT	-	-	-	09.00	429.89	PTXPEP	187.05	3,585.09	207.00	4,002.12	SIT:CA	1,671.17		
REG	76.00	37.41	2,863.16	1496.75	45,688.57	Totals:	340.39	6,805.23	257.00	4,850.25	SDI:CA	574.43		
Sick	-	-	-	65.75	1,994.13									
Vac	-	-	-	104.50	3,096.16									
Totals:	85.50	-	2,771.06	1752.00	53,542.75									
Totals: 374.24 6,886.71														

Erin Enriquez Default - #114														
Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
REG	40.00	24.81	992.40	809.00	18,458.49	457B	74.43	1,423.00	-	-	FIT	634.09	4708	843.51
Sick	-	-	-	24.00	514.80	AFL Post	-	136.50	-	-	MEDI	275.11		16,098.68
Totals:	40.00	-	992.40	833.00	18,973.29	Totals:	74.43	1,559.50	-	-	SIT:CA	197.20		
Totals: 74.46 1,315.11														

William Gorham Default - #1032														
Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	09.50	46.87	445.27	28.50	1,335.81	457B	200.00	400.00	-	-	FIT	710.80	0467	3,050.72
SAL	-	-	-	164.66	24,339.64	HLTH	117.81	589.05	-	-	MEDI	383.12		22,357.81
Sick	-	-	-	05.75	269.50	PTXPEP	260.47	1,823.29	288.25	2,017.75	SIT:CA	456.54		
FLOAT	-	-	-	09.50	445.27	Totals:	578.28	2,812.34	288.25	2,017.75	SDI:CA	290.64		
Vac	-	-	-	13.25	621.03									
Totals:	09.50	-	3,858.75	221.66	27,011.25									
Totals: 229.75 1,841.10														

Sorted By: Last, First Name Ascending  
 Filtered By: Employee Filter: All Employees

CentrallyHR  
 Phone: 540-345-6600



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 Page 1 of 5

City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Semi-Monthly Regular: 11/15/2022  
 Payroll Status: Closed

Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	09.50	47.43	450.59	66.50	3,028.39	HLTH	73.49	1,543.29	-	-	FIT	633.55	11,960.79	2,579.30
SAL	-	-	3,454.12	901.63	69,244.52	PTXPEP	263.57	5,240.85	291.68	5,850.84	MEDI	55.56	1,103.44	52,123.44
Sick	-	-	-	46.50	2,000.33	Totals:	337.06	6,784.14	291.68	5,850.84	SIT:CA	257.10	4,833.54	
Vac	-	-	-	71.50	3,369.19						SDI:CA	42.14	837.08	
<b>Totals:</b>	<b>09.50</b>		<b>3,904.71</b>	<b>1086.13</b>	<b>77,642.43</b>							<b>988.35</b>	<b>18,734.85</b>	

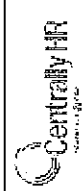
Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
HOL	09.50	29.35	278.83	28.50	836.49	457B	50.00	1,559.02	-	-	FIT	208.68	1,633.70	421.48
REG	78.00	29.35	2,289.30	992.65	24,373.83	HLTH	26.52	185.63	-	-	MEDI	36.85	375.68	1,959.30
RETRO	-	-	-	-	223.44	PTXPEP	173.35	1,302.61	191.84	1,441.54	SIT:CA	85.47	613.67	19,718.06
Sick	-	-	-	13.50	382.26	Totals:	249.87	3,047.26	191.84	1,441.54	SDI:CA	27.96	285.00	20,139.54
Vac	-	-	-	09.50	278.83							<b>358.96</b>	<b>2,908.05</b>	
<b>Totals:</b>	<b>87.50</b>		<b>2,568.13</b>	<b>1044.15</b>	<b>26,094.85</b>									

Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
125CO	-	-	100.13	-	2,102.73	CS	120.50	2,530.50	-	-	FIT	265.61	4,910.60	6,500.00
Comp	-	-	-	28.50	823.19	PTXPEP	162.53	3,459.92	179.87	3,877.95	MEDI	39.72	785.15	550.00
HOL	09.50	30.87	293.27	66.50	1,967.96	Totals:	283.03	5,990.42	179.87	3,877.95	SIT:CA	102.33	1,856.80	2,200.00
OT	05.00	46.31	231.53	17.50	788.00						SDI:CA	30.13	595.63	1,000.00
REG	68.50	30.87	2,114.60	1568.00	45,844.39							<b>437.79</b>	<b>8,148.18</b>	<b>22,618.77</b>
Sick	-	-	-	45.50	1,297.32							<b>Totals:</b>	<b>2,018.71</b>	<b>40,009.77</b>
Vac	-	-	-	47.50	1,324.78									
<b>Totals:</b>	<b>83.00</b>		<b>2,739.53</b>	<b>1773.50</b>	<b>54,148.37</b>									

Pay Date: 11/15/2022 (11/01 - 11/15)														
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt
125CO	-	-	125.00	-	2,625.00	PARS	355.80	7,471.80	355.80	7,471.80	FIT	406.75	9,039.08	82,643.79
BER	-	-	-	09.50	547.41						MEDI	71.69	1,577.96	
BONUS	-	-	-	-	5,000.00						SIT:CA	311.51	6,895.34	
ELECTR	-	-	75.00	-	1,575.00						SDI:CA	54.39	1,197.08	
HOL	09.50	57.62	547.39	66.50	3,831.77							<b>844.34</b>	<b>18,709.46</b>	
SAL	72.83	-	4,196.66	1637.10	94,698.48									
VOAT	-	-	-	09.50	547.39									
<b>Totals:</b>	<b>82.33</b>		<b>4,944.05</b>	<b>1722.60</b>	<b>108,825.05</b>									

Sorted By: Last, First Name Ascending  
 Filtered By: Employee Filter: All Employees

Centrally HR  
 Phone: 540-345-6600



Generated: 11/10/2022 10:02a  
 Generated By: Sandra Danko  
 Page 2 of 5

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

**Mindy LaTendresse Default - #123**      Pay Date: 11/15/2022 (11/01 - 11/15)      Type: Regular, Category: Regular, Pay Statement #: -641 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt	YTD Amt	
REG	40.00	24.61	984.40	1177.50	32,888.09		85.13	2,908.85	73.53	2,816.78	SIT:CA	890.64	5.61	410.11	860.55	31,161.28
Sick	-	-	-	44.50	1,288.29		-	-	-	-	FIT	540.60	-	1,371.07	4475	3,161.28
Vac	-	-	-	38.00	1,100.10		-	-	-	-	MEDI	14.28	-	-	-	-
Comp	-	-	-	38.00	1,100.10		-	-	-	-	SIT:CA	890.64	-	-	-	-
Totals:	40.00	-	984.40	1328.00	37,282.55		85.13	2,908.85	73.53	2,816.78	SDI:CA	10.83	30.72	3,212.42	-	-

**Kayla Malin Default - #117**      Pay Date: 11/15/2022 (11/01 - 11/15)      Type: Regular, Category: Regular, Pay Statement #: -642 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt	YTD Amt
REG	22.00	3,541.67	954.97	954.97	45,057.19		350.01	3,061.23	264.56	3,179.36	SIT:CA	1,778.12	168.64	1,778.12	34,714.49
Sick	-	-	-	23.00	807.32		-	-	-	-	FIT	650.11	-	4,360.05	2,534.71
Vac	-	-	-	23.00	807.32		-	-	-	-	MEDI	49.74	-	-	-
Totals:	22.00	-	954.97	954.97	45,057.19		350.01	3,061.23	264.56	3,179.36	SDI:CA	37.74	656.95	7,281.47	-

**Christopher Mann Default - #111**      Pay Date: 11/15/2022 (11/01 - 11/15)      Type: Regular, Category: Regular, Pay Statement #: -643 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt	YTD Amt
REG	09.50	101.22	961.59	66.50	6,490.71		284.72	15,742.36	569.44	22,822.25	MEDI	3,025.63	136.43	14,824.67	5,830.53
Sick	-	-	-	23.00	807.32		-	-	-	-	SIT:CA	77.98	-	1,798.53	5,830.53
Vac	-	-	-	23.00	807.32		-	-	-	-	Additional Medi	77.98	-	-	-
Totals:	09.50	-	961.59	66.50	6,490.71		284.72	15,742.36	569.44	22,822.25	SDI:CA	1,824.67	2,724.32	56,850.28	124,113.13

**Rubi Manzano Default - #98**      Pay Date: 11/15/2022 (11/01 - 11/15)      Type: Regular, Category: Regular, Pay Statement #: -644 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	YTD Amt	YTD Amt
REG	09.50	39.85	378.58	66.50	2,520.37		221.48	4,380.85	245.11	4,890.62	FIT	6,797.64	345.00	6,797.64	3,009.28
Sick	-	-	-	28.50	1,135.73		-	-	-	-	MEDI	1,093.20	54.82	1,093.20	60,240.89
Vac	-	-	-	39.50	939.50		-	-	-	-	SIT:CA	2,051.13	108.66	2,051.13	-
Totals:	09.50	-	378.58	66.50	2,520.37		221.48	4,380.85	245.11	4,890.62	SDI:CA	41.59	550.07	10,771.29	-

**Payroll Register (By Pay Statements)**  
Register Alpha Last Name

City of Canyon Lake (Default)  
31516 Railroad Canyon Rd  
Canyon Lake, CA 92587-9400  
United States

Payroll: Semi-Monthly Regular 11/15/2022  
Payroll Status: Closed

Rubi Manzano Default - #98												
Pay Date: 11/15/2022 (11/01 - 11/15)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
HOL	-	-	2,145.52	57.00	22,968.73							
Sick	19.00	39.85	757.15	89.50	3,289.03							
FLOAT	-	-	-	09.50	378.58							
vac	-	-	-	20.50	766.88							
<b>Totals:</b>	<b>28.50</b>		<b>3,760.83</b>	<b>1211.00</b>	<b>75,393.03</b>							

Elizabeth Pereda Default - #1031												
Pay Date: 11/15/2022 (11/01 - 11/15)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
HOL	09.50	29.23	277.89	28.50	789.18	HLTH	67.65	473.55	-	-	FT	89.59
REG	60.50	29.23	1,768.42	611.50	15,855.23	PTXPEP	149.95	1,226.08	165.95	1,356.90	MEDI	31.23
Sick	06.00	29.23	175.38	28.50	833.06	<b>Totals:</b>	<b>217.60</b>	<b>1,699.63</b>	<b>165.95</b>	<b>1,356.90</b>	SIT:CA	14.90
FLOAT	-	-	-	09.50	233.80						SDI:CA	23.69
vac	-	-	-	15.50	453.07							159.41
<b>Totals:</b>	<b>76.00</b>		<b>2,221.49</b>	<b>693.50</b>	<b>18,164.34</b>							<b>1,225.24</b>

Michael Samuels Default - #1002												
Pay Date: 11/15/2022 (11/01 - 11/15)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	-	125.00	-	2,625.00	PARS	286.64	6,019.44	286.64	6,019.44	FT	1,070.43
ADMV	-	-	-	76.00	3,527.92						MEDI	58.32
BONUS	-	-	-	-	5,000.00						SIT:CA	224.25
ELECTR	-	-	75.00	-	1,575.00						SDI:CA	44.24
HOL	-	-	-	57.00	2,645.94							1,397.24
SAL	72.83	-	3,380.92	1551.61	72,322.29							21,092.68
FLOAT	-	-	-	09.50	440.99							2,338.03
vac	09.50	46.42	440.99	28.50	1,322.97							5,062.88
<b>Totals:</b>	<b>82.33</b>		<b>4,021.91</b>	<b>1722.61</b>	<b>89,460.11</b>							<b>2,338.03</b>

Ana Sauseda Default - #108												
Pay Date: 11/15/2022 (11/01 - 11/15)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	-	526.62	-	11,059.02	457B	66.00	1,386.00	66.00	2,178.00	FT	521.67
ADMV	09.50	60.73	576.94	81.92	4,586.89	PTXCLA	350.00	6,050.19	516.00	8,927.95	MEDI	81.09
HOL	09.50	60.73	576.94	66.50	3,499.00	<b>Totals:</b>	<b>416.00</b>	<b>7,436.19</b>	<b>582.00</b>	<b>11,105.95</b>	SIT:CA	194.93
SAL	-	-	3,846.12	851.13	73,875.87						SDI:CA	61.52
FLOAT	-	-	-	53.50	2,567.53							859.21
vac	-	-	-	09.50	397.10							1,096.35
<b>Totals:</b>	<b>19.00</b>		<b>5,526.62</b>	<b>1098.55</b>	<b>97,490.20</b>							<b>4,251.41</b>

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

11/2/14

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	09.50	1,980.11	400.92	44,575.38	457B	725.15	11,797.14	685.44	14,984.37	FIT	125,284.85	Direct Deposit	41,166.54	750,744.20
REG	09.50	576.94	400.92	25,343.14	AFL Post	18.68	528.78	-	-	Additional Medi	77.98	Check	-	3,309.51
REG	09.50	300.00	19.00	6,300.00	CS	120.50	2,550.50	-	-	MEDI	15,175.06	Totals:	41,166.54	754,053.71
REG	09.50	5,527.71	779.00	822.44	HLTH	499.76	5,183.56	-	-	SIT:CA	48,553.34			
REG	09.50	225.00	225.00	27,325.00	PARS	642.44	13,491.24	642.44	13,491.24	SDI:CA	10,818.41			
REG	09.50	5,527.71	779.00	2,828.01	PTXCLA	714.58	13,123.05	1,053.50	19,366.21	Totals:	199,909.64			
REG	09.50	231.53	26.50	1,217.89	PTXPEP	1,723.91	36,137.83	1,907.79	40,297.87	MEDI	15,175.06			
REG	09.50	10,612.28	7594.90	218,529.25	Totals:	4,445.02	82,792.10	4,289.17	88,139.69	SUTA_SC:CA	105.01			
REG	09.50	33,809.21	7346.54	617,382.30						SUTA:CA	4,200.01			
REG	09.50	2,071.25	725.00	31,495.35						ER Totals:	19,480.08			
REG	09.50	600.97	66.50	3,044.10						All Totals:	219,389.72			
REG	09.50	440.99	426.75	15,686.89										
Totals:	703.16	56,375.99	17472.11	1,036,755.45										

*Chris Mann, City Manager*      11-22-22      Date

**Payroll Overview**

Payroll	Bi-Weekly Regular 11/10/2022		
Pay Date			11/10/2022
# Employees			9
# Paid Employees			9
# Regular		9	
# Pay Periods			1

**Employee Payments**

	#	EE's	\$ Amount
Direct Deposits Debited	9	9	18,648.98 <sup>D</sup>
<b>Total</b>			<b>18,648.98</b>
			(D) CBIZ HCM Admin Debit <b>-18,648.98</b>
Your Remaining Bank Account Liability			<b>0.00</b>
Vouchers Printed	0		
Vouchers Suppressed	0		

**Taxes**

	EIN	EE's	\$ Amount
FIT/EE	33-0449143	8	2,722.38 <sup>D</sup>
MEDI/ER	33-0449143	9	365.52 <sup>D</sup>
MEDI/EE	33-0449143	9	365.52 <sup>D</sup>
SIT:CA/EE	499-0481-6	8	1,041.54 <sup>D</sup>
SDI:CA/EE	499-0481-6	9	277.30 <sup>D</sup>
<b>Total</b>			<b>4,772.26</b>
			(D) CBIZ HCM Admin Debit <b>-4,772.26</b>
Your Remaining Tax Liability			<b>0.00</b>

**Vendor Liabilities**

	EE's	\$ Amount
California Child Support Electronic	1	304.61 <sup>D</sup>
<b>Total</b>		<b>304.61</b>
		(D) CBIZ HCM Admin Debit <b>-304.61</b>
Your Remaining Vendor Liability		<b>0.00</b>

**Billing**

Invoice Total	<b>51.00</b>
CBIZ HCM Admin Debit	<b>-51.00</b>
Amount Due	<b>0.00</b>

**Total**

Total	<b>23,776.85</b>
CBIZ HCM Admin Debit	<b>-23,776.85</b>
Total of Your Responsibility	<b>0.00</b>

**Recap**

CBIZ HCM Admin Debi	Date	Bank Account #	\$ Amount
Billing	11/09/2022	xxxxx5402	51.00
Vendor Payment	11/10/2022	xxxxx5402	304.61
Tax Payment	11/09/2022	xxxxx5402	4,772.26
Empl. Dir. Dep. SPA	11/09/2022	xxxxx5402	18,648.98
<b>Total Debits</b>			<b>23,776.85</b>

--More--

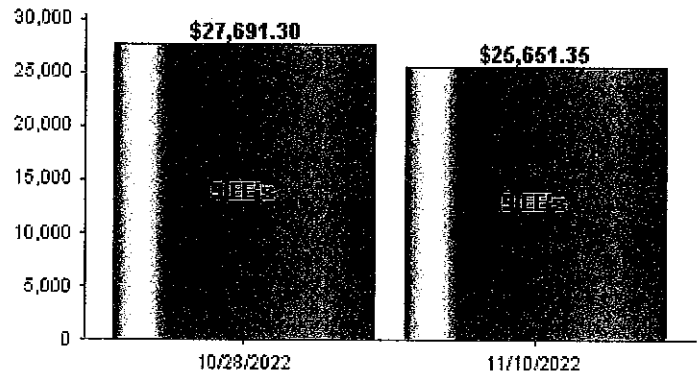
**Recap - Continued**

<b>Cash Requirements: xxxxx5402</b>	<b>\$ Amount</b>
Billing	51.00
Vendor Payment	304.61
Tax Payment	4,772.26
Empl. Dir. Dep. SPA	18,648.98
<b>Total</b>	<b>23,776.85</b>

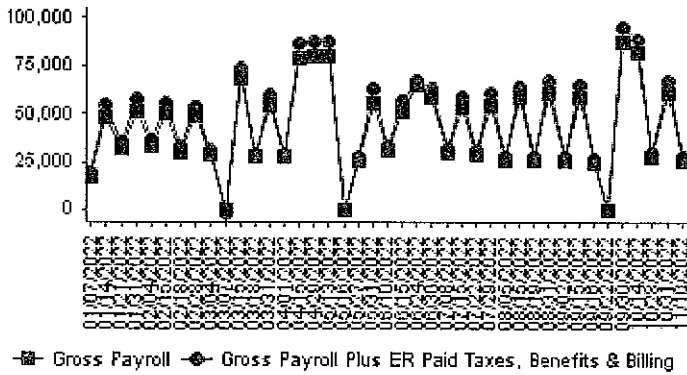
**General Ledger Summary**

	Debit/Exp.	Credit/Liab.
Earning	25,651.35	
ER Deduction	1,601.58	
ER Tax (Offset)	365.52	
Vendor Payment	304.61	
Invoice Service	51.00	
Invoice	51.00	
Invoice		51.00
Invoice Service		51.00
Vendor Payment (Offset)		304.61
ER Tax		365.52
ER Deduction (Offset)		1,601.58
Deduction		2,595.63
Tax		4,406.74
Direct Deposit		18,648.98
	<b>28,025.06</b>	<b>28,025.06</b>

**Comparison To Last Pay Period - Gross Wages**



**Rolling 12 Month Payroll View**



**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Bi-Weekly Regular 11/10/2022  
 Payroll Status: Finalized

**Christopher Bratt Default - #1009** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -624 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
125CO	-	115.38	-	-	2,538.36	457B	125.00	2,750.00	-	-	- FIT	9,087.45	Checking (5177)	3,247.24	59,561.76
ADJ	-	-	-	-	97.52	HLTH	2.06	37.08	-	-	- MEDI	1,181.11	-	65.48	1,181.11
BONUS	-	-	-	-	5,000.00	MISC	-	6.18	-	-	- SIT:CA	4,225.15	-	286.05	4,225.15
FLSA	03.00	19.74	59.23	66.00	1,300.78	PARS	170.28	3,748.46	170.28	3,748.46	- SDI:CA	896.02	-	49.68	896.02
OT	72.00	29.61	2,132.23	764.10	22,615.19	Totals:	297.34	6,541.72	170.28	3,748.46	-	973.46	-	15,389.73	
REG	112.00	19.74	2,211.20	2451.00	48,085.59										
Sick	-	-	-	69.00	1,362.20										
Vac	-	-	-	25.00	493.57										
Totals:	187.00		4,518.04	3375.10	81,493.21										

**Nathaniel Garcia Default - #1011** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -625 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
DL4850	-	-	-	48.00	947.52	457B	26.22	612.59	-	-	- FIT	415.40	Checking (2858)	1,870.92	48,975.15
125CO	-	115.38	-	-	2,538.36	AFL Post	46.53	1,023.66	-	-	- MEDI	39.69	-	1,003.55	
ADJ	-	-	-	-	138.92	PARS	196.65	3,987.41	196.65	3,987.41	- SIT:CA	111.86	-	3,214.91	
BONUS	-	-	-	-	5,000.00	Totals:	269.40	5,623.66	196.65	3,987.41	- SDI:CA	30.11	-	761.31	
FLSA	03.00	22.80	68.40	66.00	1,383.31										
OT	-	-	-	272.50	8,094.16										
REG	112.00	22.80	2,553.60	2496.00	52,055.68										
Totals:	115.00		2,737.38	2882.50	70,157.95										

**Brennain Gorter Default - #1005** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -626 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
125CO	-	-	-	-	500.00	HLTH	-	65.04	-	-	- FIT	341.72	Checking (7031)	2,259.97	65,853.50
ADJ	-	-	-	-	144.04	PARS	216.26	4,760.23	216.26	4,760.23	- MEDI	43.99	-	1,307.34	
BONUS	-	-	-	-	5,000.00	Totals:	216.26	4,825.27	216.26	4,760.23	- SIT:CA	138.58	-	5,148.64	
FLSA	03.00	25.07	75.22	66.00	1,651.95										
OT	04.00	37.61	150.44	525.50	19,096.81										
REG	112.00	25.07	2,808.23	2544.00	63,833.44										
Totals:	119.00		3,033.89	3135.50	90,226.25										

**Matthew Green Default - #1010** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -627 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
DL4850	-	-	-	169.50	3,652.32	HLTH	310.41	6,327.14	-	-	- FIT	187.13	Checking (0717)	1,797.63	55,864.86
125CO	-	-	-	-	500.00	PARS	196.65	4,290.73	196.65	4,290.73	- MEDI	33.52	-	1,010.54	
ADJ	-	-	-	-	94.20	Totals:	507.06	10,617.87	196.65	4,290.73	- SIT:CA	71.24	-	3,295.76	
BONUS	-	-	-	-	5,000.00										
Totals:	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: St-Weekly Regular 11/10/2022  
 Payroll Status: Finalized

Matthew Green Default - #1010											
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	ER YTD	Taxes	YTD Amt
FLSA	03.00	22.80	68.40	66.00	1,489.98						
OT	-	-	-	461.50	15,601.77						
REG	112.00	22.80	2,553.60	2326.50	52,238.91						
Sick	-	-	-	48.00	1,094.40						
<b>Totals:</b>	<b>115.00</b>	<b>-</b>	<b>2,622.00</b>	<b>3071.50</b>	<b>79,671.58</b>						
Type: Regular, Category: Regular, Pay Statement #: -627 (1)											
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Net Pay</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Checking (7953)</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>509.16</b>
											<b>26,429.50</b>

Ryan Moore Default - #1015											
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	ER YTD	Taxes	YTD Amt
DL4850	-	-	-	09.50	206.82					FIT	
ADJ	-	-	-	-	59.62					MEDI	
BONUS	-	-	-	-	5,000.00					SIT:CA	
FLSA	-	-	-	09.00	189.85					SDI:CA	
REG	24.00	21.77	522.48	1129.25	23,606.91						
Sick	-	-	-	01.50	32.66						
<b>Totals:</b>	<b>24.00</b>	<b>-</b>	<b>522.48</b>	<b>1149.25</b>	<b>29,095.86</b>						
Type: Regular, Category: Regular, Pay Statement #: -628 (1)											
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Net Pay</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Checking (7953)</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>509.16</b>
											<b>26,429.50</b>

Damon Myers Default - #1030											
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	ER YTD	Taxes	YTD Amt
DL4850	-	-	-	19.00	375.06	457B	50.00	-	-	FIT	
FLSA	03.00	19.74	59.22	27.00	532.98	PARS	170.26	1,691.94	1,691.94	MEDI	
OT	24.00	29.61	710.64	275.00	8,163.34	<b>Totals:</b>	<b>220.26</b>	<b>1,70.26</b>	<b>1,691.94</b>	<b>SIT:CA</b>	
REG	112.00	19.74	2,210.88	1069.00	21,650.86					SDI:CA	
<b>Totals:</b>	<b>139.00</b>	<b>-</b>	<b>2,980.74</b>	<b>1390.00</b>	<b>30,722.24</b>						
Type: Regular, Category: Regular, Pay Statement #: -629 (1)											
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Net Pay</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Damon Myers (</b>
											<b>2,466.67</b>
											<b>25,238.87</b>

Timothy O'Marra Default - #1006											
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	-	-	-	500.00	CS	304.61	-	-	FIT	
ADJ	-	-	-	-	234.39	HLTH	129.22	-	-	MEDI	
BONUS	-	-	-	-	5,000.00	PARS	238.48	238.48	5,119.52	SIT:CA	
FLSA	03.00	27.65	82.95	66.00	1,791.91	<b>Totals:</b>	<b>672.31</b>	<b>238.48</b>	<b>5,119.52</b>	<b>SDI:CA</b>	
OT	05.50	41.48	228.11	491.00	18,143.23						
REG	112.00	27.65	3,096.80	2478.00	66,815.93						
Sick	-	-	-	21.00	580.65						
Vac	-	-	-	24.00	663.60						
<b>Totals:</b>	<b>120.50</b>	<b>-</b>	<b>3,407.86</b>	<b>3080.00</b>	<b>93,729.71</b>						
Type: Regular, Category: Regular, Pay Statement #: -630 (1)											
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Net Pay</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>Checking (7461)</b>
											<b>Amt</b>
											<b>YTD Amt</b>
											<b>2,301.73</b>
											<b>66,756.03</b>

Sorted By: Last, First Name Ascending  
 Filtered By: Employee Filter: All Employees

CentrallyHR  
 Phone: 540-345-6600



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 Generated By: Kayla Renee Mallin  
 Page 2 of 3

**Payroll Register (By Pay Statements)**  
Register Alpha Last Name

City of Canyon Lake (Default)  
31516 Railroad Canyon Rd  
Canyon Lake, CA 92587-9400  
United States

Payroll: Bi-Weekly Regular 11/10/2022  
Payroll Status: Finalized

**Humberto Sanchez Default - #1004** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -631 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
125CO	-	-	115.38	-	1,730.70	PARS	196.65	196.65	2,949.93	2,949.93	FIT	419.54	8,276.05	Checking (0482)	1,902.07	34,161.21
BONUS	-	-	-	-	5,000.00						FICA	-	-			
FLSA	03.00	22.80	68.40	45.00	1,026.06						MEDI	39.69	714.32			
OT	-	-	-	27.50	940.50						SIT:CA	149.32	2,620.09			
REG	112.00	22.80	2,553.60	1780.00	40,566.24						SDI:CA	30.11	541.90			
<b>Totals:</b>	<b>115.00</b>		<b>2,737.38</b>	<b>1852.50</b>	<b>49,263.50</b>							<b>Totals:</b>	<b>638.66</b>			<b>12,152.36</b>

**Cory Willis Default - #1008** Pay Date: 11/10/2022 (10/23 - 11/05) Type: Regular, Category: Regular, Pay Statement #: -632 (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt	
125CO	-	-	-	-	500.00	HLTH	-	-	65.04	-	-	FIT	354.40	10,715.49	Checking (4024)	2,293.59	61,910.49
ADJ	-	-	-	-	138.03	PARS	216.35	216.35	4,761.67	4,761.67	MEDI	44.82	1,219.52				
BONUS	-	-	-	-	5,000.00								148.41	4,572.83			
FLSA	03.00	25.08	75.25	66.00	1,652.59							SDI:CA	34.01	925.16			
OT	05.50	37.63	206.94	355.50	13,082.02								581.64	17,433.00			
REG	112.00	25.08	2,809.39	2544.00	63,797.56												
<b>Totals:</b>	<b>120.50</b>		<b>3,091.58</b>	<b>2965.50</b>	<b>84,170.20</b>							<b>Totals:</b>	<b>581.64</b>			<b>17,433.00</b>	

**Report Total**

# of EE's - 9 / # of Statements - 9																
Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	ER Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt	
DL4850	-	-	246.00	5,181.72	457B	201.22	-	3,712.59	-	-	FIT	2,722.38	71,640.50	Direct Deposit	18,648.98	444,751.37
125CO	-	346.14	-	8,907.42	AFL Post	46.53	-	1,023.66	-	-	FICA	-	-			
ADJ	-	-	-	906.72	CS	304.61	-	4,046.21	-	-	MEDI	365.52	8,615.18			
BONUS	-	-	-	40,000.00	HLTH	441.69	-	9,197.64	-	-	SIT:CA	1,041.54	27,691.62			
FLSA	24.00	557.07	477.00	11,019.42	MISC	-	-	6.18	-	-	SDI:CA	277.30	6,535.66			
OT	111.00	3,428.36	3,172.60	105,737.02	PARS	1,601.58	1,601.58	31,309.89	31,309.89	<b>Totals:</b>	<b>4,406.74</b>	<b>114,482.96</b>				
REG	920.00	21,319.78	18817.75	432,651.12	<b>Totals:</b>	<b>2,595.63</b>	<b>1,601.58</b>	<b>49,296.17</b>	<b>31,309.89</b>	<b>31,309.89</b>	<b>MEDI</b>	<b>365.52</b>	<b>8,615.18</b>			
Sick	-	-	139.50	3,069.91							SUTA_SC:CA	-	52.99			
Vac	-	-	49.00	1,157.17							SUTA:CA	-	2,520.00			
<b>Totals:</b>	<b>1055.00</b>	<b>25,651.35</b>	<b>22901.85</b>	<b>608,530.50</b>							<b>ER Totals:</b>	<b>365.52</b>	<b>11,198.17</b>			
											<b>All Totals:</b>	<b>4,772.26</b>	<b>125,681.13</b>			

*Chris Mann, City Manager* Date *11-22-22*

City of Canyon Lake (CBIZ20408)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Recap & Funding**  
 Bi-Weekly Regular 11/25/2022

Pay Date: 11/25/2022

**Payroll Overview**

Payroll	Bi-Weekly Regular 11/25/2022		
Pay Date	11/25/2022		
# Employees	9		
# Paid Employees	9		
# Regular	9		
# Pay Periods	1		
Base Compensation Changes	4		
New Hires	1		

**Employee Payments**

	#	EE's	\$ Amount
Checks Paid By CBIZ HCM	1	1	1,706.39 <sup>D</sup>
Direct Deposits Debited	8	8	20,548.21 <sup>D</sup>
<b>Total</b>			<b>22,254.60</b>
(D) CBIZ HCM Admin Debit			<b>-22,254.60</b>
Your Remaining Bank Account Liability			<b>0.00</b>
Vouchers Printed	1		
Vouchers Suppressed	0		

**Taxes**

	EIN	EE's	\$ Amount
FIT/EE	33-0449143	9	3,762.38 <sup>D</sup>
MEDI/ER	33-0449143	9	443.75 <sup>D</sup>
MEDI/EE	33-0449143	9	443.75 <sup>D</sup>
SIT:CA/EE	499-0481-6	9	1,464.66 <sup>D</sup>
SUTA_SC:CA/ER	499-0481-6	1	2.36 <sup>D</sup>
SDI:CA/EE	499-0481-6	9	336.63 <sup>D</sup>
SUTA:CA/ER (4.00%)	499-0481-6	1	94.41 <sup>D</sup>
<b>Total</b>			<b>6,547.94</b>
(D) CBIZ HCM Admin Debit			<b>-6,547.94</b>
Your Remaining Tax Liability			<b>0.00</b>

**Vendor Liabilities**

	EE's	\$ Amount
California Child Support Electronic	1	304.61 <sup>D</sup>
<b>Total</b>		<b>304.61</b>
(D) CBIZ HCM Admin Debit		<b>-304.61</b>
Your Remaining Vendor Liability		<b>0.00</b>

**Billing**

Invoice Total	<b>73.47</b>
CBIZ HCM Admin Debit	<b>-73.47</b>
Amount Due	<b>0.00</b>

**Total**

Total	<b>29,180.62</b>
CBIZ HCM Admin Debit	<b>-29,180.62</b>
Total of Your Responsibility	<b>0.00</b>

**Recap**

CBIZ HCM Admin Debi	Date	Bank Account #	\$ Amount
Billing	11/23/2022	xxxxx5402	73.47
Vendor Payment	11/25/2022	xxxxx5402	304.61
Tax Payment	11/23/2022	xxxxx5402	6,547.94
Empl. Checks SPA	11/23/2022	xxxxx5402	1,706.39
Empl. Dir. Dep. SPA	11/22/2022	xxxxx5402	20,548.21
<b>Total Debits</b>			<b>29,180.62</b>

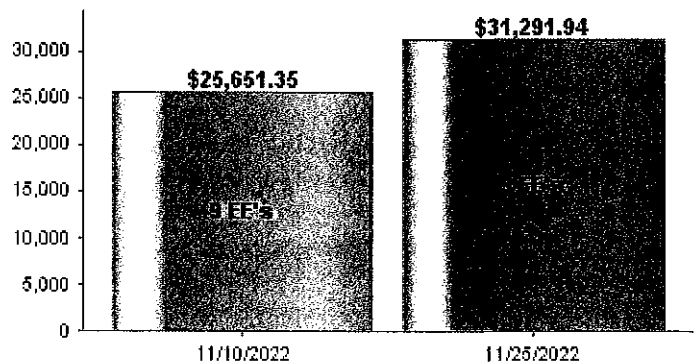
**Cash Requirements: xxxxx5402**

	\$ Amount
Billing	73.47
Vendor Payment	304.61
Tax Payment	6,547.94
Empl. Checks SPA	1,706.39
Empl. Dir. Dep. SPA	20,548.21
<b>Total</b>	<b>29,180.62</b>

**General Ledger Summary**

	Debit/Exp.	Credit/Liab.
Earning	31,291.94	
ER Deduction	1,781.85	
ER Tax (Offset)	540.52	
Vendor Payment	304.61	
Invoice	73.47	
Invoice Service	73.47	
Invoice Service		73.47
Invoice		73.47
Vendor Payment (Offset)		304.61
ER Tax	540.52	
Check	1,706.39	
ER Deduction (Offset)		1,781.85
Deduction		3,029.92
Tax		6,007.42
Direct Deposit		20,548.21
	<b>34,065.86</b>	<b>34,065.86</b>

**Comparison To Last Pay Period - Gross Wages**



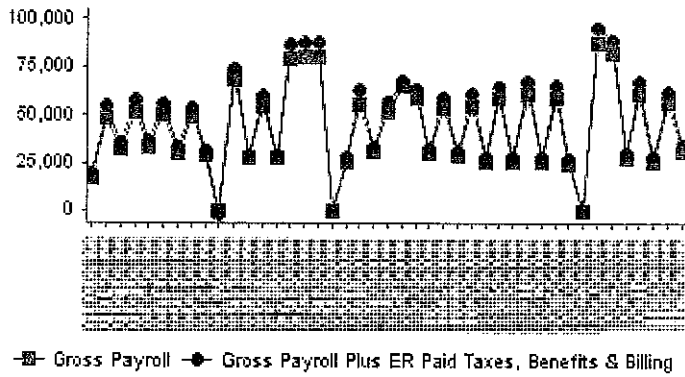
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 Sorted By: None  
 Filtered By: None

CentrallyHR  
 Phone: 540-345-6600  
 City of Canyon Lake



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 Page 1 of 2

**Rolling 12 Month Payroll View**



**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Pay Date: 11/25/2022 (11/06 - 11/19)

Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	112.00	19.74	2,211.20	2,211.20	50,296.79		297.34	6,839.06	170.28	3,918.74	SDI:CA	945.69	49.67	973.35	16,363.08
Totals:	187.00		4,517.73	3,562.10	86,010.94										

Pay Date: 11/25/2022 (11/06 - 11/19)

Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	139.00	22.80	3,178.80	3,178.80	73,641.61		276.86	5,900.52	196.65	4,184.06	SDI:CA	799.63	38.32	779.97	16,339.11
Totals:	326.00		7,696.53	6,724.20	159,652.55										

Pay Date: 11/25/2022 (11/06 - 11/19)

Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	131.00	26.33	3,449.43	3,449.43	83,886.20		227.10	5,052.37	227.10	4,987.33	SDI:CA	1,032.03	40.26	771.92	20,319.40
Totals:	270.00		7,145.96	10,173.63	243,538.75										

Pay Date: 11/25/2022 (11/06 - 11/19)

Type: Regular, Category: Regular, Pay Statement #: 777 (1)															
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt	Net Pay	Amt	YTD Amt
REG	169.50	26.33	4,463.84	4,463.84	112,350.04		310.41	6,637.55	196.65	4,487.38	SDI:CA	1,061.91	51.37	458.00	8,573.94
Totals:	439.50		11,659.79	14,637.47	355,988.79										

City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Bi-Weekly Regular 11/25/2022  
 Payroll Status: Open

Matthew Green Default - #1010												
Pay Date: 11/25/2022 (11/06 - 11/19)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
REG	03.00	22.80	68.40	69.00	1,558.38							
REG	36.00	34.20	1,231.20	497.50	16,832.97							
REG	88.00	22.80	2,006.40	2,414.50	54,245.31							
Sick	24.00	22.80	547.20	72.00	1,641.60							
<b>Totals:</b>	<b>151.00</b>		<b>3,853.20</b>	<b>3,222.50</b>	<b>83,524.78</b>							
Totals: 739.47 13,928.32												

Damon Myers Default - #1030												
Pay Date: 11/25/2022 (11/06 - 11/19)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
DL4850	-	-	-	19.00	375.06	457B	50.00	400.00	-	-	-	153.53
FLSA	03.00	19.74	59.22	30.00	592.20	PARS	170.26	1,862.20	170.26	1,862.20	MEDI	43.22
OT	24.00	29.61	710.64	299.00	8,873.98		220.26	2,262.20	170.26	1,862.20	SIT:CA	64.27
REG	112.00	19.74	2,210.88	1,181.00	23,861.74						SDI:CA	32.79
<b>Totals:</b>	<b>139.00</b>		<b>2,980.74</b>	<b>1,529.00</b>	<b>33,702.98</b>							<b>293.81</b>
Totals: 2,031.53 Damon Myers ( 2,466.67 27,705.54												

Timothy O'Marra Default - #1006												
Pay Date: 11/25/2022 (11/06 - 11/19)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	-	-	-	500.00	CS	304.61	4,350.82	-	-	-	417.83
ADJ	-	-	-	-	234.39	HLTH	129.22	2,832.56	-	-	-	56.73
BONUS	-	-	-	-	5,000.00	PARS	238.48	5,358.00	238.48	5,358.00	SIT:CA	128.07
FLSA	03.00	27.65	82.95	69.00	1,874.86		672.31	12,541.38	238.48	5,358.00	SDI:CA	43.04
OT	24.00	35.91	861.84	515.00	19,005.07							645.67
REG	112.00	27.65	3,096.80	2,590.00	69,912.73							15,750.28
Sick	-	-	-	21.00	580.65							
Vac	-	-	-	24.00	663.60							
<b>Totals:</b>	<b>139.00</b>		<b>4,041.59</b>	<b>3,219.00</b>	<b>97,771.30</b>							<b>2,723.61</b>
Totals: 10,210.34 Checking (7461 2,723.61 69,479.64												

Humberto Sanchez Default - #1004												
Pay Date: 11/25/2022 (11/06 - 11/19)												
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	YTD Amt
125CO	-	-	115.38	-	1,846.08	PARS	206.48	3,156.41	206.48	3,156.41	FIT	434.09
BONUS	-	-	-	-	5,000.00						FICA	-
FLSA	03.00	23.94	71.82	48.00	1,097.88						MEDI	41.59
OT	-	-	-	27.50	940.50						SIT:CA	154.65
REG	112.00	23.94	2,681.28	1,892.00	43,247.52						SDI:CA	31.55
<b>Totals:</b>	<b>115.00</b>		<b>2,868.48</b>	<b>1,967.50</b>	<b>52,131.98</b>							<b>661.88</b>
Totals: 8,710.14 Checking (0482 2,000.12 36,161.33												

City of Canyon Lake (Default)  
 31516 Railroad Canyon Rd  
 Canyon Lake, CA 92587-9400  
 United States

**Payroll Register (By Pay Statements)**  
 Register Alpha Last Name

Payroll: Bi-Weekly Regular 11/25/2022  
 Payroll Status: Open

Nathan Smith Default - #1019

Pay Date: 11/25/2022 (11/06 - 11/19)																	
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	Amt	YTD Amt	Net Pay	Amt	YTD Amt	
REG	12.00	39.90	478.80	12.00	478.80	HLTH	246.56	246.56	-	-	-	-	349.83	349.83	Check	1,706.39	1,706.39
REG	80.00	26.60	2,128.00	80.00	2,128.00	PARS	159.60	159.60	159.60	159.60	MEDI	34.22	34.22				
Totals:	92.00		2,606.80	92.00	2,606.80	Totals:	406.16	406.16	159.60	159.60	SIT:CA	84.24	84.24				
											SDI:CA	25.96	25.96				
											Totals:	494.25	494.25				

Tory Willis Default - #1008

Pay Date: 11/25/2022 (11/06 - 11/19)																	
Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	Amt	YTD Amt	Net Pay	Amt	YTD Amt	
REG	12.00	39.90	478.80	12.00	478.80	HLTH	246.56	246.56	-	-	-	-	349.83	349.83	Check	1,706.39	1,706.39
REG	80.00	26.60	2,128.00	80.00	2,128.00	PARS	159.60	159.60	159.60	159.60	MEDI	34.22	34.22				
Totals:	92.00		2,606.80	92.00	2,606.80	Totals:	406.16	406.16	159.60	159.60	SIT:CA	84.24	84.24				
											SDI:CA	25.96	25.96				
											Totals:	494.25	494.25				

**Report Total**

# of EE's - 9 / # of Statements - 9

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	Amt	YTD Amt	Net Pay	Amt	YTD Amt
DL4850	-	-	236.50	4,974.90	4578	208.68	3,921.27	-	-	-	3,762.38	74,306.92	Direct Deposit	20,548.21	438,870.08
REG	-	346.14	-	9,153.56	AFL Post	46.53	1,070.19	-	-	-	-	-	Check	1,706.39	1,706.39
ADJ	-	-	-	847.10	CS	304.61	4,350.82	-	-	-	-	-			
BONUS	-	-	-	35,000.00	HLTH	688.25	9,885.89	-	-	-	-	-			
FLSA	24.00	564.26	492.00	11,393.83	MISC	-	6.18	-	-	-	-	-			
OT	218.50	7,187.83	3391.10	112,924.85	PARS	1,781.85	33,091.74	1,781.85	33,091.74	MEDI	6,007.42	117,824.02			
REG	952.00	22,646.51	18640.50	431,690.72	Totals:	3,029.92	52,326.09	1,781.85	33,091.74	MEDI	443.75	8,640.04			
Sick	24.00	547.20	162.00	3,584.45						SUTA_SC:CA	2.36	58.36			
Vac	-	-	49.00	1,157.17						SUTA:CA	94.41	2,334.40			
Totals:	1218.50	31,291.94	22971.10	610,726.58						ER Totals:	540.52	11,032.80			
										All Totals:	6,547.94	128,856.82			

*11-22-22*  
*Date*  
 Morris Mann, City Manager

## Credit Card Review



US BANK Statement dated 10/6/2022

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Round Up JR Mart	Propane	\$ 43.48	10-421-6320
2	Downs Energy	Fuel for C-1	\$ 857.00	10-421-6425
3	Adobe	Photography Plan (20GB)	\$ 9.99	10-310-6210
4	Amazon	Refund for HP Display	\$ (327.17)	10-310-6210
5	Amazon	Refund for Asurion 4 year office equipment	\$ (44.99)	10-310-6210
6	Arlo Technologies	Camera Monitoring Subscription-City Hall	\$ 9.99	10-310-6210
7	Downs Energy	Fuel for C-1	\$ 857.57	10-421-6425
8	Arlo Technologies	Monthly Camera Service-Admin Office	\$ 14.99	10-310-6210
9	Frontier Communications	Internet for City Hall	\$ 410.56	10-550-3610
10	Downs Energy	Fuel for C-1	\$ 679.03	10-421-6425
11	Adobe	Acrobat Pro	\$ 84.95	A
12	Uber	Transportation From Airport to Hotel for ICMA Conference	\$ 25.96	10-310-6510
13	Adobe	Monthly Subscription- Mann	\$ 14.99	10-310-6210
14	Uber	Transportation From Airport to Hotel for ICMA Conference	\$ 41.31	10-310-6510
15	Zoom	Monthly Subscription Virtual Meetings	\$ 15.58	10-310-6310
16	Shop Flowers	9/11 Event	\$ 244.68	10-100-6830
17	Hyatt Regency Long Beach	LOCC Annual Conference	\$ 8.00	10-100-6510
18	Hyatt Regency Long Beach	LOCC Annual Conference	\$ 555.44	10-100-6510
19	4imprint.com	Diplomatic Outreach Program	\$ 686.86	10-100-6830
			<b>\$ 4,198.22</b>	

16.99 10-320-6220 16.99 10-360-6220 \$ 50.97 10-421-6220

Account Breakdown

Council Meeting/Travel Expense	10-100-6510	\$ 563.44
Promotion and Advertising	10-100-6830	\$ 931.54
City Manager Office Expense	10-310-6210	\$ (322.20)
Conference/Meeting/Travel Expense	10-310-6510	\$ 67.27
City Manager Communication	10-310-6310	\$ 15.58
City Clerk Departmental Expense	10-320-6220	\$ 18.99
Building Dept Expense	10-360-6220	\$ 16.99
Fire & Medical Department Expense	10-421-6220	\$ 50.97
Fire Department Fuel & Lubricants	10-421-6425	\$ 2,403.50
Fire Dept Utilities	10-421-6320	\$ 43.48
Building & Facilities Professional/Specialized Ser	10-550-6610	\$ 410.56
		<b>\$ 4,198.22</b>

Check Figure \$ -

Copies for City Council  
as directed by  
the Finance Committee

California Bank & Trust Statement dated 10-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Amazon	Code Enforcement Boots	\$ 269.38	10-520-6220
2	Amazon Prime	Prime Membership Fee	\$ 16.15	10-310-6210
3	Government Jobs	Job Posting for Fire Dept	\$ 199.00	10-421-6210
4	Verizon Wireless	Fire Dept -M2M Sim Cards	\$ 28.04	10-421-6310
5	Udemy	Program Training	\$ 18.99	10-310-6220
6	Amazon	Refund for Code Enforcement Shoes	\$ (134.69)	10-520-6220
7	Amazon	Refund for Code Enforcement Shoes	\$ (134.69)	10-520-6220
8	Amazon	Code Enforcement Boots	\$ 238.50	10-520-6220
9	Verizon Wireless	Department Cell Phones	\$ 358.46	A
10	Verizon Wireless	Department Ipads & Sim Cards	\$ 160.24	A
11	Cal True Value	Veterans Event -Supplies	\$ 31.06	10-100-6830
12	Amazon	Fence Post/Driver	\$ 46.52	10-310-6220
			\$ 50.39	10-360-6310
			\$ 23.92	10-360-6310
			\$ 156.90	10-421-6310
			\$ 54.96	10-421-6310
			\$ 151.17	10-520-6310
			\$ 47.84	10-520-6310
			\$ 33.52	10-550-6320
			\$ 1,096.76	

Account Breakdown

Promotion and Advertising	10-100-6830	\$ 31.06
City Manager Office Expense	10-310-6210	\$ 16.15
City Manager Dept. Expense	10-310-6220	\$ 65.31
Building Dept Communications	10-360-6310	\$ 74.31
Fire Department Office Expense & Supplies	10-421-6210	\$ 199.00
Fire Department Communications	10-421-6310	\$ 239.90
Special Enforcement Misc. Expense	10-520-6220	\$ 238.50
Code Enforcement Communications	10-520-6310	\$ 199.01
Building & Facilities Professional/Specialized Services	10-550-6320	\$ 33.52
		\$ 1,096.76

Check Figure \$



**California Bank & Trust Statement dated 10-28-22**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Badges Ex Cetera	Firefighter of the year Commendation	\$ 27.00	10-100-6830
2	Stater Bros	Office Supplies	\$ 6.99	10-421-6220
3	NFPA National Fire Project	NFPA Stickers for Fire Prevention Week	\$ 33.22	10-421-6610
4	Costco	Station Supplies	\$ 154.38	10-421-6220
5	Champion Trophy	Plaque for Larry Greene	\$ 70.04	10-100-6225
6	Lowe's Home Centers	Diesel Exhaust Fluid (DEF)	\$ 106.36	10-421-6425
7	Fan4LifeDecals	Helmet Decals for FF/PM Smith	\$ 42.45	10-421-6220
8	In Fire ETC	Appliance for Patrol 1	\$ 192.87	10-421-6220
9	Costco	Station Supplies	\$ 94.21	10-421-6220
10	Dunkin Donuts	Donuts for Hose Testing Crew	\$ 33.98	10-421-6200
11	Stater Bros	Office Supplies	\$ 34.53	10-421-6220
12	In Fire ETC	Adapters for Engines	\$ 179.63	10-421-6220
13	Pack, Wrap, & Post	Bubble Mailer	\$ 1.67	10-421-6220
14				
15				
16				
17				
18				

\$ 977.33

Account Breakdown

City Council Meeting Expense	10-100-6225	\$ 70.04
Promotion and Advertising	10-100-6830	\$ 27.00
Fire Department Departmental Expense	10-421-6220	\$ 740.71
Fire Department Professional/Specialized Services	10-421-6610	\$ 33.22
Fire Department Fuel & Lubricants	10-421-6425	\$ 106.36
		<u>\$ 977.33</u>

Check Figure \$ -

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

**California Bank & Trust Statement dated 10-28-22**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Tommy's Express	Monthly car wash subscription September 2022	\$ 43.98	10-310-6415
2	Tommy's Express	Monthly car wash subscription September 2022	\$ 21.99	10-360-6415
3	Tommy's Express	Monthly car wash subscription September 2022	\$ 43.98	10-520-6415
4				
			<u>\$ 109.95</u>	

**Account Breakdown**

City Manager Vehicle Maintenance	10-310-6415	\$ 21.99
Conference/Meeting/Travel Expense	10-310-6510	
Building & Safety Vehicle Maintenance	10-360-6415	\$ 43.98
Vehicle Maintenance	10-520-6415	\$ 43.98
		<u>\$ 109.95</u>

Check Figure \$ -

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

**California Bank & Trust Statement dated 10-28-22**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Cal True Value	Shore Power Plugs	\$ 35.21	10-421-6410
2				
3				
			<u>\$ 35.21</u>	
		<u>Account Breakdown</u>		
	Fire Department Fleet & Equipment Maintenance	10-421-6410	\$ 35.21	
			<u>\$ 35.21</u>	
			Check Figure \$ -	

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

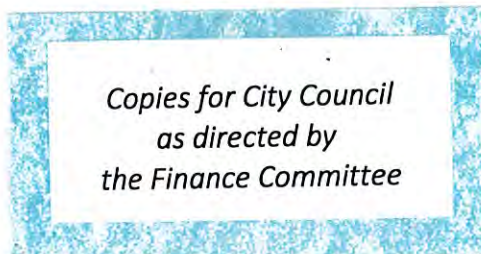
**California Bank & Trust Statement dated 10-28-22**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Amazon	2022 SOTC	\$ 23.52	10-100-6830
2	Amazon	2022 SOTC	\$ 221.03	10-100-6830
3	Custom Candles LA	2022 SOTC	\$ 2,192.88	10-100-6830
4	Main Street Kitchen & Tap	Working Lunch W/Lake Elsinore	\$ 45.00	10-320-6220
5	Walgreens	Photo for outgoing Council	\$ 3.25	10-100-6225
6	Murrieta Chamber of Commerce	Misc Meetings	\$ 35.00	10-100-6510
7	MinuteKey	General Office Expense	\$ 8.70	10-310-6210
8	Target	Office Supplies	\$ 5.52	10-310-6210
9	Amazon	General Office Expense	\$ 97.86	10-310-6210
10	Zazzle	Firefighter of the year trophies	\$ 157.48	10-100-6830
11	Target	General Office Expense	\$ 42.55	10-310-6210
12	American Eagle Trophies	2022 SOTC	\$ 164.00	10-100-6830
13	American Eagle Trophies	Plaque for outgoing Council Member	\$ 242.73	10-100-6225
14	Amazon	Office Expense	\$ 75.41	10-310-6210
15	Panera Bread	PRA Training	\$ 36.59	10-320-6220
16	Olive Garden	Closed Session Meal	\$ 190.97	10-100-6225
17	Menifee Valley Chamber of Commerce	Misc Meetings	\$ 65.00	10-100-6510
18	Menifee Valley Chamber of Commerce	State of the City	\$ 65.00	10-320-6220
19	Menifee Valley Chamber of Commerce	State of the City	\$ 130.00	10-310-6510
20	Etsy	New Council Name Plate Admin Office	\$ 32.31	10-100-6220
21	Gruttadauria's 1914 Bakery	2022 State of the City	\$ 620.69	10-100-6830
22	Amazon	2022 State of the City	\$ 37.16	10-100-6830
23	Last Night Entertainment	2022 Winter Wonderland DJ	\$ 1,000.00	10-100-6830
24	Last Night Entertainment	2022 Veterans Day Event	\$ 500.00	10-100-6830
25	California Balloons by Roxy	2022 Veterans Day Event	\$ 245.50	10-100-6830
26	California Balloons by Roxy	2022 State of the City	\$ 424.94	10-100-6830
27	American Eagle Trophies	New Council member Name plates	\$ 52.20	10-100-6220
28	FastSigns	Veteran Day Banners	\$ 287.45	10-100-6830
29	Amazon	2022 Veterans Day Event	\$ 197.75	10-100-6830
30	Amazon	2022 Veterans Day Event	\$ 20.45	10-100-6830
31	Amazon	2022 Veterans Day Event	\$ 50.56	10-100-6830
32	RC Enviromental Health	2022 Veterans Day Event	\$ 102.00	10-100-6830
33	RC Enviromental Health	2022 Veterans Day Event	\$ 2.42	10-100-6830
34	Adobe Acropro	Annual Subscription	\$ 239.88	10-320-6220
35	Costco	Candy for Parade of Frights	\$ 55.47	10-310-6210
36	Costco	Candy for Parade of Frights	\$ 49.47	10-310-6210
			<b>\$ 7,730.74</b>	

Account Breakdown

City Council Dept. Expense	10-100-6220	\$ 84.51
City Council Meeting Expense	10-100-6225	\$ 436.95
Council Meeting/Travel Expense	10-100-6510	\$ 100.00
Promotion and Advertising	10-100-6830	\$ 6,257.83
City Manager Office Expense	10-310-6210	\$ 334.98
Conference/Meeting/Travel Expense	10-310-6510	\$ 130.00
City Clerk Departmental Expense	10-320-6220	\$ 386.47
		<b>\$ 7,730.74</b>

Check Figure \$ -



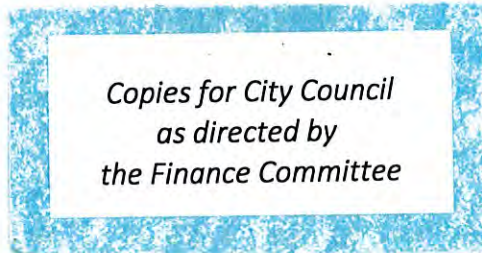
**California Bank & Trust Statement dated 10-28-22**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	ICMA Online	Conference	\$ 1,200.00	10-310-6520
2	Calcities Registration	Conference Registration	\$ 750.00	10-310-6510
3	The Cowboy Canyon	Working Lunch Re: Economic Development	\$ 40.40	10-310-6510
			<u>\$ 1,990.40</u>	

**Account Breakdown**

Conference/Meeting/Travel Expense	10-310-6510	\$ 790.40
City Manager Membership	10-310-6520	\$ 1,200.00
		<u>\$ 1,990.40</u>

Check Figure \$ -



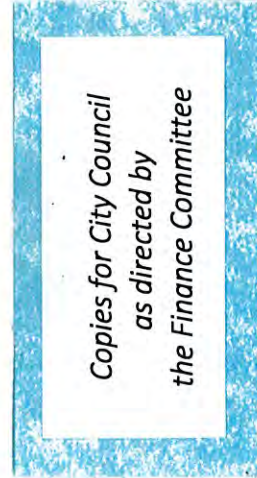
**US BANK Statement dated 11/6/2022**

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Downs Energy	Fuel for C-1	\$ 919.66	10-421-6425
2	Adobe Inc	Photography Plan (20GB)	\$ 9.99	10-310-6210
3	Arlo Technologies	Camera Monitoring Subscription -City Hall	\$ 9.99	10-550-6610
4	Downs Energy	Fuel for C-1	\$ 83.64	10-421-6425
5	Graphics and Printing	Council Member Business Cards	\$ 225.20	10-100-6220
6	Arlo Technologies	Camera Monitoring Subscription - Admin	\$ 14.99	10-550-6610
7	Downs Energy	Fuel for C-1	\$ 1,292.41	10-421-6425
8	Adobe Inc	Acrobat Pro	\$ 84.95	A
9	IstockPhoto	Artwork Graphics - Winter Wonderland	\$ 170.00	10-310-6210
10	Adobe Inc	Monthly Subscription-Mann	\$ 14.99	10-310-6210
11	UPGBoard	UPGBoard	\$ 40.00	10-310-6510
12	Zoom	Monthly Subscription Virtual Meetings	\$ 15.58	10-310-6310
13	CLPOA-Lighthouse Canyon Lake	Council Hosted Luncheon	\$ 201.98	10-100-6510
			<b>\$ 3,083.38</b>	

**Account Breakdown**

10-100-6220	\$ 225.20
10-100-6510	\$ 201.98
10-310-6210	\$ 194.98
10-310-6310	\$ 15.58
10-310-6510	\$ 40.00
10-320-6220	\$ 16.99
10-360-6220	\$ 16.99
10-421-6425	\$ 2,295.71
10-421-6220	\$ 50.97
10-550-6610	\$ 24.98
	<b>\$ 3,083.38</b>

Check Figure \$





### Employer Payment Report

CalPERS ID : 3813045770

Employer : City of Canyon Lake

Payment Status : PEN

Payment Authorization Date	Payment Posting Date	Confirmation Number	Payment Amount	Payment Account Nickname	Payment Status	Receivable ID	Receivable Description
11/15/2022		1002241651	\$1,768.08	Citizens Business Bank -5402	Pending	100000016961710	Employer Contribution, Classic, 1684, CalPERS, 2022/2023
11/15/2022		1002241650	\$3,631.70	Citizens Business Bank -5402	Pending	100000016961751	Employer Contribution, PEPPA New, 26189, CalPERS, 2022/2023


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

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

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

**Payment Request Acceptance**

**Your request for payment has been accepted**

- **To generate the employer payment report, please click the print button.** 
- 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:** \$5,387.14

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1002249564	11/30/2022	100000016961773	Employer Contribution, PEPRA, 26189, CalPERS, 11/16/2022 - 11/30/2022	EFT - Debit	Citizens Business Bank -5402	\$3,619.06
1002249565	11/30/2022	100000016961728	Employer Contribution, Classic, 1684, CalPERS, 11/16/2022 - 11/30/2022	EFT - Debit	Citizens Business Bank -5402	\$1,768.08

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Build: v10.4.0.c Baseline: 221102\_152044\_v10.4\_Int.3104 **UID: 318**

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[Manage Reports](#) [Billing and Payments](#) [Payroll Schedule](#) [Out-of-Class Validation](#) [Member Requests](#) [Health Reconciliation](#) [Retirement Appoint](#)

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

**Payment Request Acceptance**

**Your request for payment has been accepted**

- **To generate the employer payment report, please click the print button.**
- 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:** \$14,816.52

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1002230752	11/01/2022	100000016971375	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$9,983.28
1002230753	11/01/2022	100000016971388	Health PA Billing - Non-PERS	EFT - Debit	Citizens Business Bank -5402	\$4,833.24

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Build: v10.4.0.b Baseline: 221019\_084025\_v10.4\_Int.9370 **UID: 318**

Participant's Last Name, First Name and Initial	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
Bratt, Christopher	11/5/2022	2,270.43	170.28	170.28
Garcia, Nathaniel	11/5/2022	2,622.00	196.65	196.65
Gorter, Brennain	11/5/2022	2,883.45	216.26	216.26
Green, Matthew	11/5/2022	2,622.00	196.65	196.65
Myers, Damon	11/5/2022	2,270.10	170.26	170.26
O'Marra, Timothy	11/5/2022	3,179.75	238.48	238.48
Sanchez, Humberto	11/5/2022	2,622.00	196.65	196.65
Willis, Cory	11/5/2022	2,884.64	216.35	216.35

**Totals \$ 21,354.37 \$ 1,601.58 \$ 1,601.58**

**Total Participants 8**

**Total Contributions \$ 3,203.16**

Check Date: 11/10/2022

City of Canyon Lake

## Fire Department PARS EE & ER Contributions

Participants Name	Pay Period Check Date	Pay Period	Gross Wages Subject to		Employer Contribution	Employee Contribution
			PARS	PARS		
Brady, Christopher	11/25/2022	11/6/2022 to 11/19/2022	2270.43	170.28	170.28	170.28
Garcia, Nathaniel	11/25/2022	11/6/2022 to 11/19/2022	2622.00	196.65	196.65	196.65
Gorfer, Brennain	11/25/2022	11/6/2022 to 11/19/2022	3027.95	227.10	227.10	227.10
Green, Matthew	11/25/2022	11/6/2022 to 11/19/2022	2622.00	196.65	196.65	196.65
Myers, Damon	11/25/2022	11/6/2022 to 11/19/2022	2270.10	170.26	170.26	170.26
O'Marra, Timothy	11/25/2022	11/6/2022 to 11/19/2022	3179.75	238.48	238.48	238.48
Sanchez, Humberto	11/25/2022	11/6/2022 to 11/19/2022	2753.10	206.48	206.48	206.48
Smith, Nathan	11/25/2022	11/6/2022 to 11/19/2022	2128.00	159.60	159.60	159.60
Wilks, Cory	11/25/2022	11/6/2022 to 11/19/2022	2884.64	216.35	216.35	216.35
<b>Totals</b>	<b>8</b>		<b>23,757.97</b>	<b>1,781.85</b>	<b>1,781.85</b>	<b>3,563.70</b>

	Total Wages	Total Employer Contribution	Total Employee Contribution	Total Contribution
	23,757.97	1,781.85	1,781.85	3,563.70
		10-421-6080	10-000-2100	

### Fire Department PARS EE & ER Contributions

Participants Name	Pay Period Check Date	Pay Period	Gross Wages Subject to		Employer Contribution	Employee Contribution	Total Contribution
			PARS				
LaTendresse, Jeff	11/15/2022	11/1/22 to 11/15/22	4744.05		355.80	355.80	
Samuels, Michael	11/15/2022	11/1/22 to 11/15/22	3821.91		286.64	286.64	
<b>Totals</b>	<b>2</b>		<b>8565.96</b>		<b>642.44</b>	<b>642.44</b>	<b>1284.88</b>
					10-421-6080	10-000-2100	

## Fire Department PARS EE & ER Contributions

Participants Name	Pay Period Check Date	Pay Period	Gross Wages Subject to		Employer Contribution	Employee Contribution	Total Contribution
			PARS				
LaTendresse, Jeff	11/30/2022	11/16/22 to 11/30/22	4744.05		355.80	355.80	
Samuels, Michael	11/30/2022	11/16/22 to 11/30/22	3821.91		286.64	286.64	
<b>Totals</b>	<b>2</b>		<b>8565.96</b>		<b>642.44</b>	<b>642.44</b>	<b>1284.88</b>
					10-421-6080	10-000-2100	



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# FastPay

Payroll  
detail  
payment  
submission

Plan name	CITY OF CANYON LAKE
Plan number	0035273001
Pay Center	CITY OF CANYON LAKE
Submission date	11-28-2022
Submission time	12:50:16 PM
Pay date	11-15-2022
Payment amount	\$1,286.16
Debit ACH account	Citizens Business Bank
Bank routing number	*****4149
Bank account number	*****5402
Debit account type	Checking
Debit ACH draft date	11-30-2022



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# FastPay

Payroll  
detail  
payment  
submission

Plan name	CITY OF CANYON LAKE
Plan number	0035273001
Pay Center	CITY OF CANYON LAKE
Submission date	11-28-2022
Submission time	12:52:42 PM
Pay date	11-30-2022
Payment amount	\$1,286.16
Debit ACH account	Citizens Business Bank
Bank routing number	****4149
Bank account number	****5402
Debit account type	Checking
Debit ACH draft date	11-30-2022

# FastPay

## Payroll history & maintenance

Plan name	CITY OF CANYON LAKE OBRA
Plan number	0035273002
Pay date	11/30/2022
Pay center	CITY OF CANYON LAKE OBRA
Transaction type	Contribution
Submission status	Submitted - Payment received

---

### Participant contribution details

### Submission details

### Payment details

Submission user	kmalin
Submission date & time	2022-11-28 15:44:05.583
Processed date	2022-11-30 00:00:00.0

Processed date

2022-11-08 00:00:00.0

Source file name

---

**Money Source**

**Amount**

---

Salary Reduction source total

\$115.13

---

**Total**

**\$115.13**

[Back](#)



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## FastPay

Payroll  
detail  
payment  
submission

Plan name	CITY OF CANYON LAKE OBRA
Plan number	0035273002
Pay Center	CITY OF CANYON LAKE OBRA
Submission date	11-28-2022
Submission time	12:43:09 PM
Pay date	11-15-2022
Payment amount	\$124.43
Debit ACH account	Citizens Business Bank
Bank routing number	*****4149
Bank account number	*****5402
Debit account type	Checking
Debit ACH draft date	11-30-2022



Contact us at 1-877-496-1630 or NRSPlan@nationwide.com.

## FastPay

### Payroll detail payment submission

Plan name	CITY OF CANYON LAKE
Plan number	0035273001
Pay Center	CITY OF CANYON LAKE
Submission date	11-22-2022
Submission time	12:41:55 PM
Pay date	11-25-2022
Payment amount	\$208.68
Debit ACH account	Citizens Business Bank
Bank routing number	****4149
Bank account number	****5402
Debit account type	Checking
Debit ACH draft date	11-25-2022



Contact us at 1-877-496-1630 or NRSPlan@nationwide.com.

## FastPay

### Payroll detail payment submission

Plan name	CITY OF CANYON LAKE
Plan number	0035273001
Pay Center	CITY OF CANYON LAKE
Submission date	11-08-2022
Submission time	2:18:18 PM
Pay date	11-10-2022
Payment amount	\$201.22
Debit ACH account	Citizens Business Bank
Bank routing number	****4149
Bank account number	****5402
Debit account type	Checking
Debit ACH draft date	11-10-2022

**MINUTES  
REGULAR MEETING OF THE  
CANYON LAKE CITY COUNCIL  
Wednesday, November 9, 2022**

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

**CALL TO ORDER**

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

**ROLL CALL**

Present: Councilmember Castillo, Councilmember Dain, Councilmember Terry,  
Councilmember Welty and Mayor Smith

Absent:

**PUBLIC COMMENTS**

There were no public comments.

**CLOSED SESSION**

- A. 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
  
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –  
Significant Exposure to Litigation – Pursuant to Section 54956.9(d)(2) –  
1 case

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

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

**CALL OPEN SESSION TO ORDER**

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

**DRAFT**

Mayor Smith called for a moment of silence in honor of the Military Personnel and First Responders who have given the ultimate sacrifice.

### **INVOCATION**

Invocation was led by Mayor Smith.

### **FLAG SALUTE**

Flag Salute was led by Councilmember Mark Terry.

### **ROLL CALL**

Present: Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith

Absent:

### **CLOSED SESSION REPORT**

City Attorney Lauren Sanchez stated there was no reportable action.

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

**Motion and second by Councilmembers Castillo/Dain to approve the agenda.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

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

- Citizen of the Month

Mayor Smith announced that the Citizen of the Month for November was Jeanne O'Dell and presented her with a certificate of recognition.

### **COMMUNITY REPORTS**

- Elsinore Valley Municipal Water District Update - President Darcy Burke  
President Darcy Burke gave an update on behalf of Elsinore Valley Municipal Water District.

- Canyon Lake Property Owners Association Update - President Renee Griffiths  
President Renee Griffiths gave an update on behalf of the Canyon Lake Property Owners Association.

- Chamber of Commerce Update - President Jeanne O'Dell  
President O'Dell gave an update on behalf of the Chamber of Commerce.

**DRAFT**

## **PUBLIC SAFETY UPDATE**

### ❖ Sheriff

Lieutenant Dave Clark gave an update on the statistics and answered questions from the Council.

### ❖ Code Enforcement

Ruby Manzano, Code Enforcement Supervisor, gave an update on the statistics and answered questions from the Council.

### ❖ Fire

Chief Jeff LaTendresse gave an update on the statistics and answered questions from the Council.

## **PUBLIC COMMENT**

There were no public comments.

## **CONSENT CALENDAR**

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2022-59 Approving Claims and Demands of the City
- (3) Minutes - Approval of City Council Minutes
  - September 29, 2022 – Special City Council Meeting
  - October 12, 2022 – Regular City Council Meeting

**Mayor Smith pulled Item 2 for discussion.**

**Motion and second by Councilmembers Castillo/Welty to approve the consent calendar with the exception of Item 2.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

## **PULLED CONSENT CALENDAR ITEMS**

- (2) Resolution - Adoption of Resolution No. 2022-59 Approving Claims and Demands of the City

There was brief discussion regarding Item 2.

**Motion and second by Mayor Smith/Councilmember Castillo to approve Item 2.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

**DRAFT**

## **PUBLIC HEARING**

- (4) Second Reading of Ordinance No. 227 – An Ordinance of the City Council of the City of Canyon Lake, California, Adopting the 2022 California Fire Code as Amended as Chapter 8.12 of the Canyon Lake Municipal Code

- Public Hearing Opened

Mayor Smith opened the Public Hearing at 7:07 p.m.

- Staff Presentation

Chief LaTendresse presented the item.

- Questions to Staff by City Council

There were none.

- Testimony by Proponents

There were none.

- Testimony by Opponents

There was none.

- Response by Proponents

There was none.

- Public Hearing Closed

Mayor Smith closed the Public Hearing at 7:09 p.m.

- Discussion by City Council

There was no further discussion.

**Motion and second by Councilmembers Welty/Terry to adopt Ordinance No. 227.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

- (5) Second Reading of Ordinance No. 228 – An Ordinance of the City Council of the City of Canyon Lake, California, Amending Chapter 8.02 of the Canyon Lake Municipal Code, Adopting by Reference the 2022 Editions of the California Codes (Including but not Limited to the Green Building Code) and Related Model Codes with Appendices and Amendments Thereto

- Public Hearing Opened

Mayor Smith opened the Public Hearing at 7:09 p.m.

- Staff Presentation

Deputy Building Official David Harnden presented the item.

- Questions to Staff by City Council

There were none.

**DRAFT**

- Testimony by Proponents  
There were none.

- Testimony by Opponents  
There was none.

- Response by Proponents  
There was none.

- Public Hearing Closed  
Mayor Smith closed the Public Hearing at 7:11 p.m.

- Discussion by City Council  
There was no further discussion.

**Motion and second by Councilmembers Dain/Castillo to adopt Ordinance No. 228.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

## **BUSINESS ITEMS**

- (6) Resolution – Adoption of Resolution No. 2022-60, Approving a Budget Adjustment in the Amount of \$3,000 for Exterior Painting of the City Hall Building

Presentation by City Manager Chris Mann.

There were no public comments.

**Motion and second by Councilmember Castillo/Mayor Smith to adopt Resolution No. 2022-60.**

**Motion carried 5-0, with Councilmember Castillo, Councilmember Dain, Councilmember Terry, Councilmember Welty, and Mayor Smith voting aye.**

## **CITY MANAGER COMMENTS**

City Manager Mann announced the Veterans Day event would take place on November 11, 2022, and the Winter Wonderland would take place on Saturday, December 3<sup>rd</sup>.

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

- **COUNCILMEMBER WELTY**

Councilmember Welty encouraged the public to donate to the City's Annual Turkey Drive. He gave brief updates on behalf of WRCOG & LESJWA.

**DRAFT**

- **COUNCILMEMBER CASTILLO**

Councilmember Castillo congratulated all the candidates in Riverside County that ran and won in the election. Lastly, she encourage the public to attend the Veterans Day Event.

- **COUNCILMEMBER DAIN**

Councilmember Dain thanked everyone who was involved in the planning of the State of the City and spoke about the Southwest Riverside County Elected Leaders luncheon which was hosted in the City of Canyon Lake.

- **COUNCILMEMBER TERRY**

Councilmember Terry thanked City Staff for their efforts on the State of the City. He gave a shoutout to the Junior Women’s Club and recognized their Rocktoberfest event. He attended the event for Senator Melissa Melendez and also attended the Student of the Month event.

- **MAYOR SMITH**

Mayor Smith thanked all the sponsors for the State of the City event and gave the monthly real estate update. He gave a brief update on behalf of RTA but had nothing to report on behalf of RCTC.

### **ANNOUNCEMENTS**

Mayor Smith announced that the next City Council meeting would take place on Wednesday, December 14th at 5:00 p.m. for closed session and 6:30 p.m. for open session.

### **ADJOURNMENT**

Mayor Smith adjourned the meeting at 7:23 p.m.

Respectfully submitted,

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Ana V. Sauseda, CMC  
City Clerk



## STAFF REPORT

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

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

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

**DATE:** December 14, 2022

**SUBJECT:** Adoption of Resolution No. 2022-62, Setting the 2023 City Council Meeting Schedule, and Receive and File the 2023 Calendar for City Events

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### Recommendation

That the City Council adopt Resolution No. 2022-62, setting the 2023 City Council meeting schedule, and receive and file the 2023 calendar for City events.

### Background

Pursuant to Chapter 2.01 of the Canyon Lake Municipal Code, Council meetings shall be held as determined by enactment of the City Council. Setting a schedule for the 2023 calendar year will assist in managing City Council meeting agendas. Special meeting dates have not been notated on this schedule as they come up on an as-needed basis. The proposed 2023 calendar year schedule as well as the calendar for City events is included as part of Resolution No. 2022-62.

### Fiscal Impact

There is no impact.

### Attachments

1. Resolution No. 2022-62



# ATTACHMENT 1



**RESOLUTION NO. 2022-62**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, SETTING THE 2023 CALENDAR YEAR SCHEDULE FOR CITY COUNCIL MEETINGS AND VARIOUS OTHER IMPORTANT DATES**

**WHEREAS**, the City Council periodically changes the date of regularly scheduled meetings and or cancels them as necessary; and

**WHEREAS**, setting a schedule for the 2023 calendar year will assist in managing City Council meeting agendas; and

**WHEREAS**, at the December 14, 2022 regular meeting, the City Council reviewed and considered the 2023 City Council Regular Meeting Schedule.

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

**Section 1.** The 2023 City Council Regular Meeting Schedule is set as follows:

January 11	July 12
February 8	August – DARK
March 8	September 13
April 12	October 11
May 10	November 8
June 14	December 13

**Section 2.** The 2023 Calendar of Events is set as follows:

May 13, 2023 – Fire Station Open House  
May (TBD) – Memorial Day Recognition  
September 11, 2023 – 9/11 Event  
October 26, 2023 – State of the City Event  
November 11, 2023 – Veterans Day Event  
December 2, 2023 – Winter Wonderland Event  
December (TBD) – Donuts with Santa at the Fire Station

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**Section 3.** The City Manager is hereby authorized to make changes to this schedule as necessary.

**PASSED, APPROVED, AND ADOPTED** on the 14th day of December, 2022.

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Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk



## STAFF REPORT

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

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

**BY:** Terry Shea, Finance Director

**DATE:** December 14, 2022

**SUBJECT:** Adoption of Resolution No. 2022-63, Establishing and Adopting Updated Development Processing Fees and Other City Rates, Charges, And User Fees for Various Governmental Services Along with an Annual CPI Escalator

---

### Recommendation

That the City Council:

1. Adopt an Exemption from the California Environmental Quality Act (CEQA) finding the proposed Comprehensive Citywide User Fee and Rate Study Adjusting User Fees at the Recommended Rates set forth therein are Statutorily Exempt Pursuant to Section 15273 of CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code; and
2. Adopt Resolution No. 2022-63, Establishing and Adopting Updated Development Processing Fees and Other City Rates, Charges, And User Fees for Various Governmental Services Along with an Annual CPI Escalator

### Background

This Staff Report provides a general overview. For additional details, please refer to the Comprehensive Citywide User Fee and Rate Study. Pursuant to the provisions of the California Constitution and the laws of the State of California, the City is authorized to adopt and implement fees, rates, and charges for municipal services, provided that such fees, rates, and charges do not, exceed the estimated reasonable cost of providing such services and meet other legal requirements a city has the authority to impose fees, charges, and rates under its police power, as long as the local enactments are not in conflict with general laws, the power to impose valid fees is not dependent on any legislatively authorized taxing power, but exists pursuant to the direct grant of police power under Cal. Const. art. XI, § 7.

A fee may not exceed the estimated reasonable cost of providing the service or facility for which the fee is charged. In addition, fees, charges, and rates must be reasonable, fair, and equitable in nature and proportionately representative of the costs incurred by the

regulatory agency. In fixing a fee, it is legal as well as proper and reasonable to take into account not only the expense of direct regulation, but all the incidental costs, called “indirect” costs. Consequences that may be likely to subject the public to cost.

California cities impose user fees and regulatory fees for services and activities they provide through provisions of the state Constitution. First, cities may perform broad activities related to their local policing power and other service authority as defined in Article XI, Section 7 and 9. Second, cities may establish fees for service through the framework defined in Article XIIC, Section 1. Under this latter framework, a fee may not exceed the estimated reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must be related to a service or activity under the control of the entity on which the fee is imposed. As discretionary service or regulator activity, the user fees and regulator fees here fall outside requirements for imposition of taxes, special taxes or fees imposed as incidences of property ownership.

It is the City's goal to have a well-documented user fee structure that is based on a legally defensible methodology for calculating and establishing the City's development processing fees and other City rates, charges, and user fees, which will incorporate all direct and indirect costs of providing the services and will be compliant with applicable law. In order to capture the actual costs of providing services, the City retained Willdan Financial Services (Willdan), to perform a comprehensive study of all City development processing fees and other City rates, charges, and user fees for various governmental services.

Willdan reviewed and conducted an independent, comprehensive analysis of City services, the costs reasonably borne by providing those services, the beneficiaries of those services, and the revenues produced by those paying fees for such services. After determining the full cost recovery fees that may be charged to users for each service, Willdan provided the City with a Comprehensive Citywide User Fee and Rate Study which is included as an attachment to this report.

### **Scope of Study**

The following is a summarized list of fees for each City department or program studied:

- Finance /Administration Services: Financial Reporting
  - Preparing the Annual Operating Budget
  - Internal Auditing
  - Accounts Receivable / Payable
  - Administration
  - Payroll
  - Purchasing
  - Administration of all City funds and accounts
  - Business Licenses and related permits and applications
- Planning:
  - Environmental / CEQA Review
  - Conditional / Special Use Permits

- Tentative Parcel / Subdivision Maps
- Site Development Plans
- Other types of Planning entitlements and permits
- Public Works / Engineering:
  - Grading Inspection and Plan Check
  - Storm water Management
  - Encroachment Permits
  - Other Engineering and Public Works related activities
- Building & Safety:
  - Building Permits and Plan Checks
  - Miscellaneous minor residential permits
  - Mechanical, Plumbing, Electrical Permits
- Fire:
  - Enforcement of local, state and federally mandated regulations
  - Public education
  - Fire safety inspections
  - Plan checks and new construction inspections
- Animal Control:
  - Dog Licensing
  - Impound Services
  - Boarding Services

The fees examined in this Study specifically excluded utility rates, development impact fees, and special assessments, all of which fall under distinct analytical and procedural requirements different from the body of user/regulatory fees analyzed in this effort. Additionally, this Study and the resultant Master Fee Schedule excluded facility and equipment rental rates, as well as most of fines and penalties that may be imposed by the City for violations to its requirements or code. (The City is not limited to the costs of service when charging for entrance to or use of government property, per Prop 26 Exception No. 4, Section 1e(4) or when imposing fines and penalties.)

The User Fees and Charges Study Report discusses the approach and methodology used, steps of the study, cost analysis, policy considerations, and recommendations of the Consultant. It also contains a listing of chargeable services detailing the current fee charged by the City, the updated full cost recovery fee, the proposed new fee, the City's existing cost recovery percentage, and the proposed new fee at 100% cost recovery. While one of the major objectives of the fee study is to account for all the direct and indirect costs of providing the services, some of the fees may be lower than the full cost recovery amount in order to continue to encourage the public to obtain appropriate permits and inspections for various building and safety requirements.

The purpose of this Fee Study was to confirm existing fees and at the same time increase fees where needed to keep in line with the current cost of doing business. In short, the 100% cost recovery fee is the fee based on what the City has determined as appropriate to be included in the fee. Staff is proposing an updated Master Fee Schedule that is at the stated recommended 100% recovery rate, other than where a fee has been specified in the Master Fee Schedule.

Also, many of the City's fee applications are based on a deposit methodology where the deposits are based upon the hourly rates determined for time and materials for processing that type of application. The fee schedule includes both fees and deposit minimums for the work performed by the Planning and Engineering Departments. City Deposits are collected with an initial application, and staff and consultants bill their time and materials against the deposit during application processing. In some cases, generally for more complicated applications, the deposit is depleted and the applicant must deposit additional funds to complete the application processing. However, in most cases, the deposit is sufficient to process routine applications and the unused portion of the deposit is refunded to the applicant at the conclusion of the planning process.

#### *CPI Adjustments to Fees*

Conducting a comprehensive user fee study is not an annual requirement; it becomes worthwhile only over time as significant shifts in organization, local practices, legislative values, or legal requirements change. In Willdan's experience, a comprehensive analysis such as this should be performed every three to five years.

However, Willdan also recommends that City should consider automatically adjusting its user fees and regulatory fees on an annual basis to keep pace with cost inflation. Therefore, the methodology to do that must be approved along with the fee schedule. It should be noted that when an automatic adjustment is applied annually, the City is free to use its discretion in applying the adjustment; not all fees need to be adjusted, especially when there are good policy reasons for an alternate course.

Based on the consultant's recommendation, staff has included within the fee schedule an annually adjustment of user fees by the Consumer Price Index (Riverside-San Bernardino-Ontario area for all Urban Consumers) with a cap at 3%.

In addition, staff will review individual fees, as necessary. Therefore, fees will be reviewed on an individual basis as part of the budget preparation process.

#### **Alternatives**

The City Council may choose to:

1. Maintain fees at the existing levels. This alternative is not recommended because of the continuing negative fiscal impact.
2. Council may adjust individual fees subject to the same limitations as set out here and in the fee study.

3. Council may continue the Public Hearing to a date certain and request additional information from staff;

### **Fiscal Impact**

For the potential fiscal impact please review Appendix C-Cost Recovery Analysis of the User Fee Study for the increase in fees for Finance/Administrative Services, Planning Department, Public Works/Engineering, Building and Safety, and Animal Control. Predicting the amount to which any adopted fee increases will affect Department revenues is difficult to quantify, so in the short-term we will not rely on increased revenues to meet any specific expenditure plans. However, for the Business License Fee renewal there is a decrease in costs of \$87 which results in the fee changing from \$126 to \$39 and an approximate decrease in revenues of \$60,000. For the other fees and charges, unless there is some significant, long-term change in activity levels at the City, the proposed amendments should over time enhance the City's revenue capabilities.

For the City's Fire Department, in December of 2021 the City adopted the Fire Department Deposit Based Fee Schedule as used by Riverside County Fire Department until the City could conduct a comprehensive user fee study. As a result of this User Fee Study the Study recommends a completely new fee schedule for the Fire Department and as such without a history of costs and revenues collected it is not practicable to project potential revenues. However, for the EMS Fee the User Fee Study determined the full cost to be \$247 per parcel which is an increase of \$55 from the prior year cost of \$192. Based on the number parcels this is an increase in revenues of approximately \$225,000.

City Council approval of the Comprehensive Citywide User Fee and Rate Study prepared by Willdan, and adoption of the proposed Resolution will adjust user fees at the recommended rates set forth therein. Staff recommends that the City Council: (a) conduct a public hearing to consider adopting the proposed fees and charges as recommended in the User Fee Study; and (b) adopt a Resolution establishing and adopting updated development processing fees and other City rates, charges, and user fees for various governmental services along with an annual CPI escalator.

Timing of fee adoption:

The user fees which do not constitute development processing fees take effect immediately upon adoption or on the date set out in the Resolution, which is December 14, 2022.

However, development processing fees are subject to requirements of the Mitigation Fee Act (Govt. Code Section 66000 et seq) and thus, without a finding of urgency, take effect 60 days after the date of adoption, or on or about February 13, 2023.

### **CEQA Determination:**

Staff recommends that the City Council find that approval of the Comprehensive Citywide User Fee and Rate Study prepared by Willdan and adoption of the proposed Resolution adjusting user fees at the recommended rates set forth therein be found statutorily exempt under the California Environmental Quality Act ("CEQA") pursuant to Section 15273 of

CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code. In accordance with such determination, City staff will file a Notice of Exemption immediately upon adoption of the proposed Resolution.

**Attachments**

1. Resolution No. 2022-63
2. Public Hearing Notice
3. Presentation

# **ATTACHMENT 1**



**RESOLUTION NO. 2022-63**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ESTABLISHING AND ADOPTING UPDATED DEVELOPMENT PROCESSING FEES AND OTHER CITY RATES, CHARGES, AND USER FEES FOR VARIOUS GOVERNMENTAL SERVICES ALONG WITH AN ANNUAL CPI ESCALATOR**

**WHEREAS**, California general law cities impose user fees and regulatory fees for services and activities they provide through provisions of the state Constitution as well as applicable law; and

**WHEREAS**, Cities may perform broad activities related to their local police power and other service authority as defined in California Constitution, Article XI, Section 7 and 9 and cities also may establish fees for service through the framework defined in Article XIIC, Section 1; and

**WHEREAS**, the Finance Committee reviewed current City fees and charges and instructed staff to review and update those fees to confirm and or increase them to amounts that provided for allowable cost recovery which reduces the burden on the general fund resources otherwise used to und individual services;

**WHEREAS**, in August the City contracted with Willdan Financial Services (Willdan) to conduct an independent, comprehensive analysis of City services, the costs reasonably borne by providing those services, the beneficiaries of those services, and the revenues produced by those paying fees for such services; and

**WHEREAS**, the Comprehensive Citywide User Fee and Rate Study Report addresses Finance/Administration, Animal Control, and Fire as well as all "development processing fees" for Planning, Public Works/Engineering and Building; and

**WHEREAS**, after determining the full cost recovery fees that may be charged to users for each service, Willdan provided the City with a Comprehensive Citywide User Fee and Rate Study Report and that Report is attached and incorporated as Exhibit 1 to this Resolution; and

**WHEREAS**, in addition, Willdan recommended that the City adopt, along with the fees, an annual adjustment escalator defined by the Consumer Price Index (Riverside-San Bernardino-Ontario area for all Urban Consumers) with a cap at 3% that represents a reasonable increase; and

**WHEREAS**, without additional Council action the fees will increase by that automatic escalator although the Council may remove one or more fees from the escalator and may examine individual fees; and

**WHEREAS**, the City has made available the Comprehensive Citywide User Fee and Rate Study and has duly published notice of a public hearing regarding such fees adjustments; and

**WHEREAS**, on December 14, 2022, the City Council conducted a duly noticed public hearing and heard all comments for and against the updating and increase of such fees and charges; and

**WHEREAS**, the City Council finds from its review of the Comprehensive Citywide User Fee and Rate Study Report and the other documents on file for this matter (which are made a part of the record of this hearing) that the fees are related to a service or activity on which the fee is imposed that are under the control of the entity imposing the fee; that the amount of the fees as set out in the Report do not exceed the reasonable cost of service provided, plus direct and indirect overhead; that these user fees and regulatory fees fall outside requirements for imposition of taxes, special taxes or fees imposed as incidences of property ownership pursuant to the provisions of State law and are not regulatory fees disallowed by Proposition 26; and that such fees and charges are not for traditional governmental services; and

**WHEREAS**, the City Council further finds that the revision of such fees and charges are for the purpose of meeting operating expenses of the City and that such action therefore is statutorily exempt from CEQA under Public Resources Code Section 21080 (b)(8) and Section 15273 of the CEQA guidelines.

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

**Section 1.** RECITALS: The Recitals set out above are true and correct.

**Section 2.** CEQA EXEMPTION: The adoption of fees, rates and charges as set out here is statutorily exempt from CEQA and staff is directed to take all necessary actions to prepare and file a Notice of Exemption.

**Section 3.** FEES DETERMINED AND ADOPTED: The City fees as set out in the Report hereby are adopted as set out in Exhibit A. The automatic escalator is adopted to include all such fees.

**Section 4.** EFFECTIVE DATE: This resolution shall take effect immediately. Those fees and charges for Finance/Administration, Animal Control and Fire shall be effective immediately upon adoption of this Resolution. Those fees which are considered "development processing fees for Planning, Public Works/Engineering and Building shall be effective 60 calendar days from the date of adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** on the 14th day of December, 2022.

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Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk

Exhibit A



# City of Canyon Lake

## Comprehensive Citywide User Fee and Rate Study





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## Executive Summary

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The City of Canyon Lake engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify reasonable full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction — particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.



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# User Fee Background

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## Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

## California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt as part of a user fee study will most likely fall into one or more of these exemptions.



## Additional Policy Considerations

Municipalities need to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users on a regular basis to ensure cost of recovery compliance and fiscal responsibility. User Fees recover costs associated with the provision of specific services benefitting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central service support cost was determined by allocating the City's central support functions to the other operating departments and funds of the City. Examples of central support functions are City Manager, Finance, and Building & Facilities Maintenance. This was incorporated into the full cost calculation for services using the resulting indirect overhead percentage determined by that calculation.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services.



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## Study Objective

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As the City of Canyon Lake seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

## Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Canyon Lake departments and fee groups:

- Finance & Administration
- Animal Control
- Fire
- Building
- Planning
- Engineering



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The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

## **Aim of the Report**

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.



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# Project Approach and Methodology

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## Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

## Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

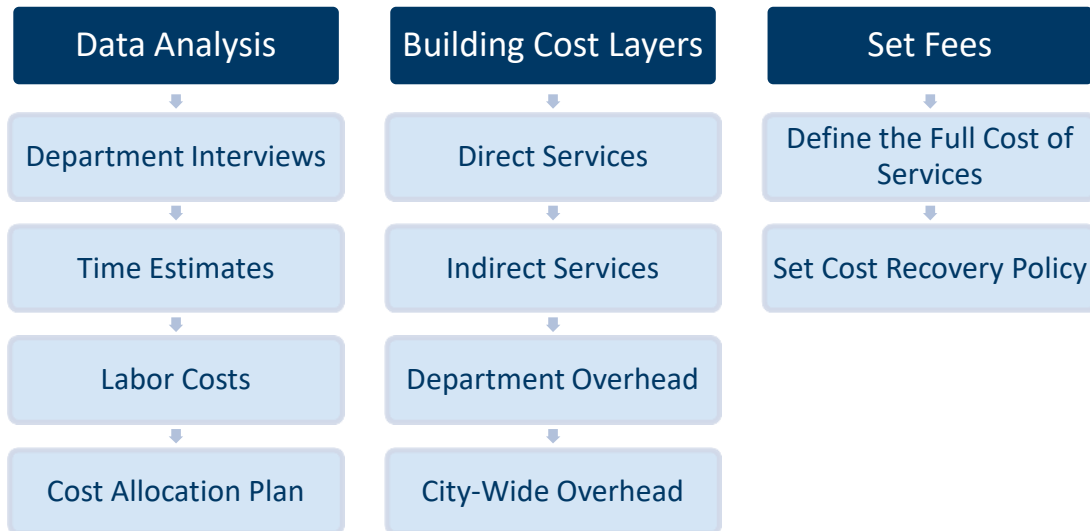
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.

## Summary Steps of the Study

The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



## Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These indirect overhead costs represent services provided by those Central Services Departments whose primary function is to support other City departments.





## Methodology

The three methods of analysis for calculating fees used in this report are the:

**Case Study Method (Standard Unit Cost Build-Up Approach):** This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

**Programmatic Approach:** In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit the programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

**Valuation Based Fees:** This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using a valuation-based fee provides for a system that can adjust as project sizes scale. Land is not included in the valuation.

## Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- Internal and external reviews
- Cross-checking



## Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
  - Departmental overhead and administration costs
  - Indirect overhead from citywide support functions
- Changes in processes and procedures within a department, or the City as a whole

## City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Frequency and current fee levels
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.



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# Canyon Lake User Fees

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## Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in **Appendix C**. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principal goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Canyon Lake and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

## Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) whom receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes. The graphic on the following page illustrates the potential decision basis.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can



be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without burdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

## Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

## Summary

If the City's principal goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and creation of a consistent and comprehensive fee schedule was the primary objective of this study. City staff has reviewed the full costs and identified the "recommended fee levels" for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to **Appendix C** of this report.



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## Finance & Administration

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The Finance department is responsible for the systems and procedures that assure the sound and efficient functioning of the City's financial activities, which include financial reporting, assist in preparing the Annual Operating Budget, internal auditing, payroll, accounts receivable/payable, purchasing, and administration of all City funds and accounts.

### Analysis

Willdan individually reviewed the services associated with the Finance & Administration Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Finance & Administration services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering costs associated with the requested service. The suggested fee amounts being recommended are detailed in **Appendix C** with minimal levels of subsidy suggested to remain. As a result, there would be:

- An increase to 8 fees;
- 6 fees would decrease;
- 3 new Residential Rental Inspection fees and the Code Enforcement Hourly Rate charge would be added, and;
- 5 fees would remain as currently set.



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## Animal Control

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The City of Canyon Lake contracts with the Animal Friends of the Valleys for Animal Control services. Their officers are empowered by state law to enforce regulations concerning the safety of Canyon Lake residents and their pets.

### Analysis

Willdan individually reviewed the services associated with Animal Control. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

A cost analysis was completed for Animal Control Services based on the cost share of Animal Friends of the Valleys and is also regularly checked and updated internally. Willdan obtained the related data for evaluating the cost recovery of services to check and validate those calculations. The analysis found that the Dog License Fees and Impound Fees are currently operating at approximately a 98% cost recovery. There is no recommendation for any fee changes to existing fees as a result of this study for Animal Control services. It is being recommended that a new fee for Hobby Breeder's License be added. The full detail of the schedule is in [Appendix C](#).



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# Fire

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The Canyon Lake Fire Department provides a wide range of services including the enforcement of local, state, and federally mandated regulations, public education, conducting fire safety inspections, plan checks and new construction inspections. The Department strives to minimize potential fire hazards through education, enforcement, and engineering.

## Analysis

Willdan individually reviewed the services associated with the Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

It was determined that a new fee schedule was needed to incorporate all fees and services provided by the Fire Department as the current schedule is not sufficient and restricts the department to using deposits to collect the cost for all services. The new schedule of fees for Fire services relied upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. The new schedule listed would replace the entirety of the old schedule adopted and used previously for services listed in the new schedule. It is recommended that the City set Fire fees at cost recovery levels as detailed in **Appendix C** for each specific fee to achieve full cost recovery for services. Additionally, there would be:

- An increase to the EMS First Responder Fee, and;
- An increase to the EMS Annual Subscription Fee for Fiscal Year 2023/24.



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## Building

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The Canyon Lake Building & Safety Department reviews plans, conducts inspections and issues permits to assure compliance with the California Building Standards Code, with the goal of protecting public health and safety. The Department strives to provide excellent customer service to the residents of Canyon Lake.

### Analysis

Willdan individually reviewed the services associated with Building. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Building Services' flat fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. It is recommended that the City set these Building fees at cost recovery levels as detailed in **Appendix C** for each specific fee. As a result, there would be:

- An increase to 26 fees;
- 59 fees would decrease;
- 7 new fees would be added, and;
- 7 fees would remain as currently set.

In addition to the above referenced fees listed under Building, the Building Permit fees are also provided by this Department. For the Building Permit fees, the City is looking to change their current fee structure to valuation-based fees. Valuation is used as a proxy for measuring the amount of effort needed to provide services on a case-by-case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service where types of projects and project sizes can vary to a large degree. It is generally understood that the larger and more complex a project is, more time and effort that is required to provide code compliance services. Project valuation also follows that trend with there being more cost of construction involved with more complex building types. Using historical project valuation, a multiplier was calculated to determine the amount of cost per valuation dollar needed to recover the full cost of providing service. Dividing the total cost of service by the average annual valuation of projects provided for a full cost multiplier of .02781 for Plan Check and Building Permit services. The table within **Appendix C** details the fee per thousand dollars of project valuation. It is suggested that the City adopt the fees as listed to recover the full cost of service.



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## Planning

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The City of Canyon Lake contracts for its Planning Services. Some of these services include reviewing development site plans and conditional use permits, updating the General Plan and Zoning Code, regulating signage, and receiving business licenses. Planning representatives are available by appointment.

The Planning Division ensures that all planning and development in Canyon Lake is consistent with the city's General Plan, Zoning/Planning Code to promote a high-quality community. It is also the professional technical adviser to the City Council on matters and issues concerning development of the community. The Planning Division is responsible for examining physical development of the community, short and long-range planning projects, and increase community awareness and participation. The Full Zoning Ordinance and General Plan are available upon request.

## Analysis

Willdan individually reviewed the services associated with the Planning Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The fees included in Planning are a mixture of deposit-based fees and flat fees. The analysis of Planning Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. The analysis found that the current fees are subsidizing the cost of most services. It is recommended that the City set Planning fees at cost recovery levels as detailed in **Appendix C** for each specific fee to achieve full cost recovery for services. As a result, there would be:

- An increase to 19 fees;
- 2 fees would decrease;
- 19 fees would remain as currently set, and;
- The average fee increase for existing Planning services would be at around 5% but actual revenue effects will vary depending on fee activity.



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## Engineering

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The City of Canyon Lake Contracts with Interwest Consulting Group for Engineering Services. Engineering handles all encroachment and hauling permits, as well as all Storm Water issues. The Engineering Department works with the City's Building & Safety Department on necessary plan reviews.

The department ensures that the City's infrastructure is safe and available for the public, maintained in a proactive and cost-effective manner, and that all new investments into the infrastructure are strategically implemented to meet the City's needs and standards. The Department also aims to increase response time to customers and projects.

## Analysis

Willdan individually reviewed the services associated with the Engineering Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Engineering Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. The analysis found that the current fees are subsidizing the cost of most cost-based services. It is recommended that the City set Engineering fees at cost recovery levels as detailed in [Appendix C](#) for each specific fee to achieve greater cost recovery. As a result, there would be:

- An increase to 26 fees;
- 7 fees would remain as currently set, and;
- The average estimated fee increase for existing Engineering services would be at around 5% but actual revenue effects will vary depending on fee activity.



## Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total cost is realized as staff doesn't just work on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, and any other costs that is charged directly to the service requestor.

### City of Canyon Lake - User Fee

#### Overhead Rate Calculations

Department	Salaries and Benefits	Department Operational Costs	Direct Overhead %	Indirect Allocation %
CITY MANAGER	607,965	316,805	52%	0%
CITY CLERK	194,240	130,341	67%	0%
FINANCE	124,496	102,429	82%	0%
BUILDING & SAFETY	193,538	119,813	62%	35%
CITY FIRE DEPARTMENT	1,250,383	631,174	50%	35%
CODE ENFORCEMENT	313,120	105,770	34%	35%



## Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in [Appendix C](#). The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For positions in central service departments, such as the City Clerk and Finance, indirect overhead is not included as they are part of that overhead structure. When a central service department position works directly on a fee or project, only the direct cost of the personnel and related department overhead (shown in [Appendix A](#)) will be included in the full cost calculations. For any user fee service request that is outside the scope of the fees detailed in [Appendix C](#), or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

### City of Canyon Lake - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Blended Rates</b>		
	BUILDING & SAFETY	\$150.17
	CITY CLERK	\$79.40
	CITY MANAGER	\$142.80
	CODE ENFORCEMENT	\$106.03
	FINANCE	\$94.02
	CITY FIRE DEPARTMENT	\$119.93
INTERWEST	PLANNING	\$176.93
INTERWEST	ENGINEERING	\$200.32
<b>Position Rates</b>		
BUILDING & SAFETY	Build/Safety - Building Permit Technician II	\$84.81
BUILDING & SAFETY	Build/Safety - Deputy Building Official	\$158.11
CITY CLERK	City Clerk - Administrative Assistant	\$41.12
CITY CLERK	City Clerk - City Clerk	\$151.36
CITY CLERK	City Clerk - Senior Administrative Assistant	\$45.70
CITY MANAGER	City M - Administrative Service Director	\$144.21
CITY MANAGER	City M - City Manager	\$259.00
CITY MANAGER	City M - Executive Assistant	\$65.06
CITY MANAGER	City M - Management Analyst I	\$102.95



# City of Canyon Lake - User Fee

## Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
CODE ENFORCEMENT	Code - Code Enforcement Officer	\$96.61
CODE ENFORCEMENT	Code - Code Enforcement Supervisor	\$115.44
FINANCE	Fin - Accountant/Human Resource Spec	\$118.05
FINANCE	Fin - Accounting Technician I	\$69.99
CITY FIRE DEPARTMENT	Fire - Battalion Chief	\$142.31
CITY FIRE DEPARTMENT	Fire - Captain	\$118.99
CITY FIRE DEPARTMENT	Fire - Engineer	\$108.17
CITY FIRE DEPARTMENT	Fire - Fire Chief	\$175.55
CITY FIRE DEPARTMENT	Fire - Firefighter/Paramedic	\$98.34
CITY FIRE DEPARTMENT	Fire - Management Analyst	\$76.18



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## Appendix C – Cost Recovery Analysis

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The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, existing fee and suggested fee is listed as “NA,” the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one to one basis, a full cost was not calculated (for penalties and fines), or when there is not a current fee amount to compare against.

**FINANCE ADMINISTRATION SERVICES FEES**

#	Description	Current Fee/Charge	Unit	Notes
<b>Business License Fee</b>				
1	<b>Initial application for business license</b>	\$157.41		Plus State Fees
1.1	Renewal	\$125.79		
1.2	Initial application for associate business license	\$20.00		
1.3	Renewal application for associate business license	\$20.00		
1.4	Business License Decal fee (per decal)	\$8.00		
1.5	Single Day Vendor Permit	\$8.00		
2	<b>Late fee for business license</b>			
2.1	30-60 days late	1.5 times fee		
2.2	60-90 days late	2 times fee		
4	<b>Foreclosure Registration Fee</b>			
4.1	Code Enforcement	\$181.06		
5	<b>Credit Card Convenience Fee</b>	Actual Cost		
6	<b>Vehicle Impound Recovery</b>			
6.1	Sheriff	\$150.00		
7	<b>Fees for Copy of Public Records</b>			
7.1	Hard Copies	\$0.10	per page	
7.2	Flash Drive	\$31.61	each	
8.1	<b>Special Event Permit - Tier 1 Option A (50-299 attendees)</b>	\$84.00	cost for service per activity	
- Event Requiring only basic plan review from the Planning Department				
8.2	<b>Special Event Permit - Tier 1 Option B (50-299 attendees)</b>	\$84.00	cost for service per activity	additional fees may apply
- Event requiring a more detailed plan review from Planning and additional departments as needed. Review includes an inspection of proposed food servings, portable power, use of tents or membrane structures (e.g., EZ-Up type covers), determination of public or private events for ADA compliance, etc.				
8.3	<b>Special Event Permit - Tier 2 (300-999 attendees)</b>	\$84.00	cost for service per activity	additional fees may apply
- Event requiring a more detailed plan review from Planning and additional departments as needed. Review includes an inspection of proposed food servings, portable power, use of tents or membrane structures (e.g., EZ-Up type covers), determination of public or private events for ADA compliance, etc. Additional review and fees as required (e.g., County Health Department).				
8.4	<b>Special Event Permit - Tier 3 (1,000 + attendees)</b>	\$84.00	cost for service per activity	additional fees may apply
- Event requiring a more detailed plan review from Planning and additional departments as needed. Review includes an inspection of proposed food servings, portable power, use of tents or membrane structures (e.g., EZ-Up type covers), determination of public or private events for ADA compliance, etc. Additional review and fees as required (e.g., County Health Department).				

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$196.77	23%	\$151.00	-\$6
\$39.70	2%	\$39.00	-\$87
\$113.36	0%	\$113.00	\$93
\$39.70	2%	\$39.00	\$19
\$21.09	0%	\$21.00	\$13
\$19.85	4%	\$19.00	\$11
NA	NA	1.5 times fee	\$0
NA	NA	2 times fee	\$0
\$77.57	1%	\$77.00	-\$104
Variable	0%	Actual Cost	\$0
\$150.00	0%	\$150.00	\$0
\$0.30	66%	\$0.10	\$0
\$24.85	3%	\$24.00	-\$8
\$141.81	55%	\$64.00	-\$20
\$359.63	64%	\$128.00	\$44
\$582.71	56%	\$256.00	\$172
\$761.91	33%	\$512.00	\$428

**FINANCE ADMINISTRATION SERVICES FEES**

#	Description	Current Fee/Charge	Unit	Notes
9	<b>Commercial Film Permit</b>	\$307.00	cost for service per activity	
10	<b>Residential Rental Inspection</b>			
10.1	Initial Inspection	New		
10.2	Annual In-Person Inspection	New		
10.3	Annual Self-Certification Inspection	New		
	<b>Hourly Rates</b>			
11	<b>Finance/ Administration</b>	\$185.96		
12	<b>Code Enforcement</b>	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$363.99	0%	\$363.00	\$56
\$79.52	1%	\$79.00	NA
\$79.52	1%	\$79.00	NA
\$53.01	0%	\$53.00	NA
\$118.41	0%	\$118.00	-\$68
\$106.03	0%	\$106.00	NA

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

**ANIMAL CONTROL FEES**

#	Description	Current Fee/Charge	Unit
<b>Dog License Fees</b>			
<b>1</b>	<b>Altered:</b>		
1.1	Altered 1 year	\$15.00	
1.2	Altered 2 year	\$20.00	
1.3	Altered 3 year	\$25.00	
	Hobby Breeder's License	New	
<b>3</b>	<b>Senior Citizen Altered:</b>		
3.1	Senior Citizen/Altered 1 year	\$8.00	
3.2	Senior Citizen/Altered 2 year	\$10.00	
3.3	Senior Citizen/ Altered 3 year	\$12.00	
4	Late Penalty	\$20.00	
5	Late Penalty Senior/Altered	\$15.00	
6	Transfer	\$6.00	
7	Duplicate	\$6.00	
<b>IMPOUND FEES</b>			
<b>8</b>	<b>Altered:</b>		
8.1	Dog Altered – 1st time	\$40.00	
8.2	Dog Altered – 2nd time	\$60.00	
8.3	Dog Altered – 3rd time	\$100.00	
<b>9</b>	<b>Unaltered:</b>		
9.1	Dog Unaltered – 1st time	\$40.00	
9.2	Dog Unaltered – 2nd time	\$60.00	
9.3	Dog Unaltered – 3rd time	\$100.00	
<b>10</b>	<b>Altered:</b>		
10.1	Cat Altered – 1st time	\$40.00	
10.2	Cat Altered – 2nd time	\$60.00	
10.3	Cat Altered – 3rd time	\$100.00	
<b>11</b>	<b>Unaltered:</b>		
11.1	Cat Unaltered – 1st time	\$40.00	
11.2	Cat Unaltered – 2nd time	\$60.00	
11.3	Cat Unaltered – 3rd time	\$100.00	
<b>12</b>	<b>Senior Citizen Altered:</b>		
12.1	Senior Citizen w/Altered – 1st time	\$13.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$15.38	2%	\$15.00	\$0
\$20.50	2%	\$20.00	\$0
\$25.63	2%	\$25.00	\$0
NA	NA	\$200.00	NA
\$8.20	2%	\$8.00	\$0
\$10.25	2%	\$10.00	\$0
\$12.30	2%	\$12.00	\$0
\$20.50	2%	\$20.00	\$0
\$15.38	2%	\$15.00	\$0
\$6.15	2%	\$6.00	\$0
\$6.15	2%	\$6.00	\$0
\$41.01	2%	\$40.00	\$0
\$61.51	2%	\$60.00	\$0
\$102.51	2%	\$100.00	\$0
\$41.01	2%	\$40.00	\$0
\$61.51	2%	\$60.00	\$0
\$102.51	2%	\$100.00	\$0
\$41.01	2%	\$40.00	\$0
\$61.51	2%	\$60.00	\$0
\$102.51	2%	\$100.00	\$0
\$13.33	2%	\$13.00	\$0

**ANIMAL CONTROL FEES**

#	Description	Current Fee/Charge	Unit
12.2	Senior Citizen w/Altered – 2nd time	\$20.00	
12.3	Senior Citizen w/Altered – 3rd time	\$45.00	
<b>BOARDING</b>			
13.1	Dogs or Cats	\$12.00	
13.2	Sheep, swine, horse, cattle, goats	\$12.00	
13.3	Fowl, rodents, reptiles, amphibians	\$5.00	
14	Running at large fee - Non-Licensed Penalty (In addition to Impound fee)	\$35/ \$50/ \$100	
<b>Hourly Rates</b>			
15	Animal Control	\$65.00	per hour
16	Animal Control - After hours	\$97.50	per hour
17	Mileage	\$1.21	per mile

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$20.50	2%	\$20.00	\$0
\$46.13	2%	\$45.00	\$0
\$21.78	45%	\$12.00	\$0
\$21.78	45%	\$12.00	\$0
\$21.78	77%	\$5.00	\$0
NA	NA	\$35/ \$50/ \$100	\$0
\$65.01	0%	\$65.00	\$0
\$97.51	0%	\$97.50	\$0
\$1.21	0%	\$1.21	\$0

**\*REPLACED WITH NEW FIRE FEE SCHEDULE\***

**OLD FIRE FEES**

#	Description	Current Fee/Charge	Unit	Notes	Fee Type
1	Building	\$1,056.00	Deposit	Min. Plan Sets: 2	Deposit
2	Tenant Improvement Building	\$696.00	Deposit	Min. Plan Sets: 2	Deposit
3	Fire Sprinkler (per riser)	\$614.00	Deposit	Min. Plan Sets: 3	Deposit
4	Tenant Improvement Sprinkler	\$614.00	Deposit	Min. Plan Sets: 3	Deposit
5	Residential Sprinkler	\$614.00	Deposit	Min. Plan Sets: 3	Deposit
6	Fire Alarm System	\$627.00	Deposit	Min. Plan Sets: 3	Deposit
7	Sprinkler Monitoring System	\$192.00	Deposit	Min. Plan Sets: 3	Deposit
8	Suppression System	\$215.00	Deposit	Min. Plan Sets: 3	Deposit
9	Aboveground Fuel Storage Tank (first tank)	\$217.00	Deposit	Min. Plan Sets: 3	Deposit
10	Each additional tank	\$32.00	Deposit		Deposit
11	High Pile or Rack Storage	\$348.00	Deposit	Min. Plan Sets: 3	Deposit
12	Fire Flow Report	\$178.00	Deposit	Min. Plan Sets: 1	Deposit
13	Technical Report - Research	\$584.00	Deposit		Deposit
14	Special Inspection	\$126.00	Deposit		Deposit
15	<i>Items not listed above are on a sliding scale starting at</i>	\$197.00 - Up	Deposit		Deposit

**FIRE FEES**

#	Fee	Unit	Notes
1	Fire - Battalion Chief	per hour	
2	Fire - Captain	per hour	
3	Fire - Engineer	per hour	
4	Fire - Fire Chief	per hour	
5	Fire - Firefighter/Paramedic	per hour	
6	Fire - Management Analyst	per hour	
7	Fire Sprinklers		
8	Plan Check		
9	Tenant Improvement - (2-10 heads)		
10	Tenant Improvement - (11-50 heads)		
11	Tenant Improvement - (51-100 heads)		
12	Tenant Improvement - (100+ heads)		
13	Automatic Fire Sprinkler System - New building, new system (1-100)		
14	Automatic Fire Sprinkler System - New building, new system (101-300)		
15	Automatic Fire Sprinkler System - New building, new system (301-700)		
16	Automatic Fire Sprinkler System - New building, new system (700+)		
17	Home Sprinkler System		
18	Plan Check (up to 5,000 sq. ft.)	per house	
19	Plan Check (over 5,000 sq. ft.)	per house	
20	Inspection		
21	Tenant Improvement - With Field Inspection (1-10 heads)		
22	Tenant Improvement - With Field Inspection (11-50 heads)		
23	Tenant Improvement - With Field Inspection (51-100 heads)		
24	Tenant Improvement - Field inspection (101+ heads)		
25	Automatic Fire Sprinkler System - New building, new system (1-100)		
26	Automatic Fire Sprinkler System - New building, new system (101-300)		
27	Automatic Fire Sprinkler System - New building, new system (301-700)		
28	Fire Sprinkler Inspection		
29	Automatic Fire Sprinkler System - New building, new system (700+)		
30	Home Sprinkler System		
31	Plan Check (up to 5,000 sq. ft.)	per house	
32	Plan Check (over 5,000 sq. ft.)	per house	
33	Fire Alarms		
34	Plan Check		
35	Fire Alarm Tenant Improvement (1-10 devices)		
36	Fire Alarm Tenant Improvement (11-50 devices)		
37	Fire Alarm Tenant Improvement (51-100 devices)		
38	Fire Alarm Tenant Improvement (101+ devices)		
39	Fire Alarm Tenant Improvement (For each communicator - Landline to Wireless)		
40	Fire Alarm Submittal - New Building, New System (1-10)		
41	Fire Alarm Submittal - New Building, New System (11-50)		
42	Fire Alarm Submittal - New Building, New System (51-100)		

Full Cost	Subsidy %	Suggested Fee
\$142.31	0%	\$142.00
\$118.99	1%	\$118.00
\$108.17	0%	\$108.00
\$175.55	0%	\$175.00
\$98.34	0%	\$98.00
\$76.18	0%	\$76.00
\$175.55	0%	\$175.00
\$219.44	0%	\$219.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$702.21	0%	\$702.00
\$877.76	0%	\$877.00
\$263.33	0%	\$263.00
\$438.88	0%	\$438.00
\$175.55	0%	\$175.00
\$219.44	0%	\$219.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$702.21	0%	\$702.00
\$877.76	0%	\$877.00
\$175.55	0%	\$175.00
\$263.33	0%	\$263.00
\$175.55	0%	\$175.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$438.88	0%	\$438.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$438.88	0%	\$438.00

**FIRE FEES**

#	Fee	Unit	Notes
43	Fire Alarm Submittal - New Building, New System (101+)		
44	Inspection		
45	Fire Alarm Tenant Improvement (1-10 devices)		
46	Fire Alarm Tenant Improvement (11-50 devices)		
47	Fire Alarm Tenant Improvement (51-100 devices)		
48	Fire Alarm Tenant Improvement (more than 100 devices)		
49	Fire Alarm Tenant Improvement (Per communicator - Landline to wireless)		
50	Fire Alarm Submittal - New Building, New System (1-10 devices)		
51	Fire Alarm Submittal - New Building, New System (11-50 devices)		
52	Fire Alarm Submittal - New Building, New System (51-100 devices)		
53	Fire Alarm Submittal - New Building, New System (more than 100 devices)		
54	Special Structures Four or more stories, special hazards, etc. (Applies to both fire sprinkler systems and building plans as separate submittals)		
55	Plan Check		
56	Building Plan Check/Field Inspection		
57	Special Structures Four or more stories, special hazards, etc.		
58	Plan Check		
59	High-rise (over 55 feet)		
60	Inspection		
61	Building Plan Check/Field Inspection		
62	High-rise (over 55 feet)		
63	Multi-Family/Motel/Hotel		
64	Plan Check		
65	3 to 6 Units		
66	7 to 14 Units		
67	15 to 49 Units		
68	50 to 99 Units		
69	100 to 149 Units		
70	150+ Units		
71	Inspection		
72	3 to 6 Units		
73	7 to 14 Units		
74	15 to 49 Units		
75	50 to 99 Units		
76	100 to 149 Units		
77	150+ Units		
78	Fire Protection Systems		
79	Plan Check		
80	Private On-Site Water Systems		
81	Industrial/Commercial Private On-Site Water System		
82	Halon System		
83	Hood Duct Systems (per hood)		
84	Fuel Modification Plan Review		

Full Cost	Subsidy %	Suggested Fee
\$526.66	0%	\$526.00
\$175.55	0%	\$175.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$263.33	0%	\$263.00
\$175.55	0%	\$175.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$1,404.42	0%	\$1,404.00
\$1,755.53	0%	\$1,755.00
\$1,228.87	0%	\$1,228.00
\$1,579.97	0%	\$1,579.00
\$351.11	0%	\$351.00
\$438.88	0%	\$438.00
\$614.43	0%	\$614.00
\$877.76	0%	\$877.00
\$1,053.32	0%	\$1,053.00
\$1,404.42	0%	\$1,404.00
\$175.55	0%	\$175.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$702.21	0%	\$702.00
\$1,053.32	0%	\$1,053.00
\$702.21	0%	\$702.00
\$702.21	0%	\$702.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$438.88	0%	\$438.00

**FIRE FEES**

#	Fee	Unit	Notes
85	Nitrous Oxide/Oxygen Systems, Compressed Gas Tanks & Related Systems		
86	Spray Paint Booth		
87	Inspection		
88	Fire - Private UG On-Site Water Systems (1- 9 hydrants)		
89	Fire - Private UG On-Site Water System (10 or more hydrants)		
90	Halon System		
91	Hood Duct Systems (per hood)		
92	Fuel Modification Plan Review		
93	Nitrous Oxide/Oxygen Systems, Compressed Gas Tanks & Related Systems		
94	Spray Paint Booth		
95	Fuel Storage		
96	Plan Check		
97	Underground Fuel Storage		
98	Above Ground Fuel Storage		
99	Tank Removal		
100	Inspection		
101	Underground Fuel Storage		
102	Above Ground Fuel Storage		
103	Tank Removal		
104	Care Services		
105	Inspection		
106	Residential Day Care (Max. 14 children)		
107	Residential Care Facility Pre-Inspection		
108	Engine Company Fire Safety Business Inspection		
109	Inspection		
110	Existing Business Inspection - Up to 1,000 sq ft (Includes one re-inspection)		
111	Existing Business Inspection - 1,001 - 2,500 sq ft (Includes one re-inspection)		
112	Existing Business Inspection - 2,501 - 5,000 sq ft sq ft (Includes one re-inspection)		
113	Existing Business Inspection - 5,001 - 10,000 sq ft (Includes one re-inspection)		
114	Existing Business Inspection - Larger than 10,001 sq ft (Includes one re-inspection)		
115	Miscellaneous Fees		
116	Weed Abatement Administrative Fee		
117	Burn Permit		
118	Plan Check		
119	Special Events/Outdoor Assembly		
120	Tents and Air Supported Structures		
121	Fire Protection System		
122	FIRE - Private On-Site Water System (Rural Areas)		
123	Plan Check		
124	Miscellaneous Fees		
125	Inspection		

Full Cost	Subsidy %	Suggested Fee
\$438.88	0%	\$438.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$789.99	0%	\$789.00
\$438.88	0%	\$438.00
\$438.88	0%	\$438.00
\$438.88	0%	\$438.00
\$526.66	0%	\$526.00
\$351.11	0%	\$351.00
\$438.88	0%	\$438.00
\$438.88	0%	\$438.00
\$263.33	0%	\$263.00
\$438.88	0%	\$438.00
\$438.88	0%	\$438.00
\$438.88	0%	\$438.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$59.50	1%	\$59.00
\$118.99	1%	\$118.00
\$178.49	0%	\$178.00
\$237.98	0%	\$237.00
\$356.97	0%	\$356.00
\$351.11	0%	\$351.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$482.77	0%	\$482.00

**FIRE FEES**

#	Fee	Unit	Notes
126	Special Events/Outdoor Assembly		
127	Tents and Air Supported Structures		
128	Medical Facilities + 5 year Inspection		
129	Other Miscellaneous Inspections		
130	Follow-up Inspections for Non-compliance		
131	Fire Protection System		
132	Inspection		
133	FIRE - Private On-Site Water System (Rural Areas)		
134	Miscellaneous Fees		
135	Assessment charged for Extenuating Services		
136	Drunk Driving Accident Cost Recovery	per hour for engine	
137	Public Assistance		
138	Engine Company Standby	hourly, per engine	
139	Lift Assist Home Care Facility	hourly, per engine	
140	Fire Investigation Work		
141	Fire Investigation Work	hourly, per person	
142	Development Plan Review		
143	Site Plan Review		
144	Plan Check - Site Plan Review		
145	Final Map/Mylar Review		
146	Plan Check - Final Map/Mylar Review		
147	Fire Code Appeal		
148	Plan Check - Fire Code Appeal		
149	Architectural New Construction - Multi-Family/Hotel/Motel Special Structures - four (4) or more stories, special hazards, etc.		
150	Plan Check		
151	New Building Plan Check: 1 to 10,000 Sq. Ft.		
152	New Building Plan Check: 10,001 to 20,000 Sq. Ft.		
153	New Building Plan Check: more than 20,000 Sq. Ft.		
154	New Building Plan Check: High-rise (over 55 feet)		
155	Inspection		
156	New Building Plan Check: 1 to 10,000 Sq. Ft.		
157	New Building Plan Check: 10,001 to 20,000 Sq. Ft.		
158	New Building Plan Check: more than 20,000 Sq. Ft.		
159	New Building Plan Check: High-rise (over 55 feet)		
160	Architectural Tenant Improvements - Multi-Family/Hotel/Motel Special Structures - four (4) or more stories, special hazards, etc.		
161	Plan Check		
162	New Building Plan Check: 1 to 10,000 Sq. Ft.		

Full Cost	Subsidy %	Suggested Fee
\$175.55	0%	\$175.00
\$175.55	0%	\$175.00
\$526.66	0%	\$526.00
\$263.33	0%	\$263.00
\$351.11	0%	\$351.00
\$394.99	0%	\$394.00
NA	NA	Actual Cost
\$425.50	0%	\$425.00
\$425.50	0%	\$425.00
\$643.37	0%	\$643.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$614.43	0%	\$614.00
\$307.22	0%	\$307.00
\$482.77	0%	\$482.00
\$658.32	0%	\$658.00
\$1,887.19	0%	\$1,887.00
\$482.77	0%	\$482.00
\$482.77	0%	\$482.00
\$833.88	0%	\$833.00
\$1,536.09	0%	\$1,536.00
\$307.22	0%	\$307.00

**FIRE FEES**

#	Fee	Unit	Notes
163	New Building Plan Check: 10,001 to 20,000 Sq. Ft.		
164	New Building Plan Check: more than 20,000 Sq. Ft.		
165	New Building Plan Check: High-rise (over 55 feet)		
166	Inspection		
167	New Building Plan Check: 1 to 10,000 Sq. Ft.		
168	New Building Plan Check: 10,001 to 20,000 Sq. Ft.		
169	New Building Plan Check: more than 20,000 Sq. Ft.		
170	New Building Plan Check: High-rise (over 55 feet)		
171	Permits		
172	Fire Alarm Permit		
173	Fire Alarm Permit Residential and Commercial - per year		
174	Fire Code Permit		
175	Aerosol Products - Retail Storage		
176	Aerosol Products - Warehouse and Storage		
177	Asbestos Removal		
178	Auto Wrecking Yard		
179	Battery System		
180	Bowling Pin/Alley Refinish - Initial Permit		
181	Bowling Pin/Alley Refinish - Renewal Permit		
182	Candles/Open Flame in Assembly Areas - Single Use		
183	Candles/Open Flame in Assembly Areas - Ongoing Permit		
184	Carnivals and Fairs		
185	Cellulose Nitrate Film		
186	Cellulose Nitrate Storage		
187	Combustible Fiber Storage		
188	Combustible Material Storage		
189	Compressed Gas - store/handle/use - Initial Permit		
190	Compressed Gas - store/handle/use - Renewal Permit		
191	Commercial Rubbish Handling Operation - Initial Permit		
192	Commercial Rubbish Handling Operation - Renewal Permit		
193	Cryogen Use - review plans, installation, inspection, use. Initial Permit		
194	Cryogen Use - review plans, installation, inspection, use. Renewal Permit		
195	Dry Cleaning Plants - Initial Permit		
196	Dry Cleaning Plants - Renewal Permit		
197	Dust Producing Operation - Initial Permit		
198	Dust Producing Operation - Renewal Permit		
199	Explosive or Blasting Agents - Permit for 2 Blasts only		
200	Explosive or Blasting Agents - Additional Permit for more than 2 Blasts		
201	Firework Grounds Displays		
202	Firework Pyrotechnic Special Effects - Theatrical/Movies		
203	Firework Aerial Display - includes ground displays		
204	Flammable or Combustible Liquids - Retail Storage		
205	Flammable or Combustible Liquids - Pipelines/Operations/Excavation		

Full Cost	Subsidy %	Suggested Fee
\$482.77	0%	\$482.00
\$658.32	0%	\$658.00
\$1,887.19	0%	\$1,887.00
\$482.77	0%	\$482.00
\$482.77	0%	\$482.00
\$833.88	0%	\$833.00
\$1,536.09	0%	\$1,536.00
\$43.89	2%	\$43.00
\$219.44	0%	\$219.00
\$394.99	0%	\$394.00
\$307.22	0%	\$307.00
\$307.22	0%	\$307.00
\$394.99	0%	\$394.00
\$394.99	0%	\$394.00
\$263.33	0%	\$263.00
\$131.66	1%	\$131.00
\$307.22	0%	\$307.00
\$351.11	0%	\$351.00
\$263.33	0%	\$263.00
\$307.22	0%	\$307.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$307.22	0%	\$307.00
\$219.44	0%	\$219.00
\$614.43	0%	\$614.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$307.22	0%	\$307.00
\$175.55	0%	\$175.00
\$351.11	0%	\$351.00
\$263.33	0%	\$263.00
\$658.32	0%	\$658.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00

**FIRE FEES**

#	Fee	Unit	Notes
206	Flammable or Combustible Liquids - Containers/Tanks - Initial Permit		
207	Flammable or Combustible Liquids - Containers/Tanks - Renewal Permit		
208	Flammable or Combustible Liquids - Underground Tanks		
209	Flammable or Combustible Liquids - Tank Removal		
210	Flammable or Combustible Liquids - Tank Vehicles - Initial Permit		
211	Flammable or Combustible Liquids - Tank Vehicles - Renewal Permit		
212	Fruit Ripening Process Permit		
213	Fumigation or Thermal Insecticides Fogging		
214	Hazardous Materials - Retail Storage		
215	Hazardous Materials - Store/Handle/Use - Initial Permit		
216	Hazardous Materials - Store/Handle/Use - Renewal Permit		
217	Hazardous Production Materials		
218	High Piled Combustible Stock - Initial Permit		
219	High Piled Combustible Stock - Renewal Permit		
220	LPG - Non Single Family Dwelling		
221	LPG - Single Family Dwelling		
222	Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings		
223	Lumber Yards		
224	Mall Covered		
225	Motor Vehicle Fuel Dispensing Station		
226	Motor Vehicle Refueling Unit		
227	Open Fires - Bonfires		
228	Organic Coatings - Initial Permit		
229	Organic Coatings - Renewal Permit		
230	Ovens - Industrial Baking/Drying - Initial Permit		
231	Ovens - Industrial Baking/Drying - Renewal Permit		
232	Places of Assembly - 50 to 100 people		
233	Places of Assembly - 101 to 300 people		
234	Places of Assembly - more than 300 people		
235	Radioactive Materials - Initial Permit		
236	Radioactive Materials - Renewal Permit		
237	Refrigeration Equipment Installation or Operations - Initial Permit		
238	Refrigeration Equipment Installation or Operations - Renewal Permit		
239	Repair Garages		
240	Special Use/Event Permit		
241	Spraying or Dipping - Initial Permit		
242	Spraying or Dipping - Renewal Permit		
243	Tents/Canopy/Membrane Structures < 100 occupants		
244	Tents - all others - more than 100 occupants		
245	Tire Storage		
246	Wood Products		
247	Hot Work and Cutting Operations (within occupancy and mobile)		
248	Defensible Space Inspection (DSI)		

Full Cost	Subsidy %	Suggested Fee
\$438.88	0%	\$438.00
\$263.33	0%	\$263.00
\$219.44	0%	\$219.00
\$307.22	0%	\$307.00
\$307.22	0%	\$307.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$702.21	0%	\$702.00
\$263.33	0%	\$263.00
\$614.43	0%	\$614.00
\$614.43	0%	\$614.00
\$351.11	0%	\$351.00
\$394.99	0%	\$394.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$219.44	0%	\$219.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$702.21	0%	\$702.00
\$438.88	0%	\$438.00
\$394.99	0%	\$394.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$482.77	0%	\$482.00
\$438.88	0%	\$438.00
\$219.44	0%	\$219.00
\$219.44	0%	\$219.00
\$614.43	0%	\$614.00
\$307.22	0%	\$307.00
\$219.44	0%	\$219.00
\$614.43	0%	\$614.00
\$307.22	0%	\$307.00
\$394.99	0%	\$394.00
\$307.22	0%	\$307.00
\$369.61	0%	\$369.00

**FIRE FEES**

#	Fee	Unit	Notes
249	Additional Permit Fee	per addn'l permit	fee reduction applied when multiple permits are required at the same inspection location
250	Billing Fee per invoice for annual business inspections		
251	Billing Fee per invoice for new construction or T.I. inspections		
252	Billing Fee per invoice for permit use inspections.		
253	Plans Examiner Fees		
254	Alarm System Two-Story Building		
255	Additional Floors - cost per additional floor		
256	Sprinkler System T.I.		
257	Sprinkler System T.I. with calculations		
258	Sprinkler System New		
259	Additional Riser/Floor control in same building.		
260	Underground system		
261	Fire Pump system		
262	Standpipe System		
263	Engineered System (H&D, Clean Agent, etc.) per system.		
264	Smoke Control		
265	Special System / Process. (HPS, AST, UST, Spray Booth etc.) each.		
266	Hazardous Material Disclosure		
267	Cannabis Cultivation Processing		
268	Architectural - T.I.		
269	Architectural - NewR-3		
270	Architectural - New Non R-3		
271	Architectural - New > 3-story or R-1/R-2 with more than 50 units		
272	Architectural - high rise buildings >75'. Review is per building		
273	Development Review (FD access / CUP, etc.)		
274	Fire Protection Plan		
275	Fuel Modification Plan (single family residence)		
276	Fuel Modification Plan (multi family, tract, commercial)		
277	Revisions		
278	Additional Reviews past 3rd review		
279	Expedite Plan Check per submittal		
280	Time & Material hourly rate		
281	Records requests: Lengthy Computer Searches to locate information or records - Over 20 Minutes (first 20 minutes no charge)	per 30 minute increment	
282	False Fire Alarm Response		Note: False alarm penalties for repeated offenders, pranks, or testing a fire system without advising the Fire Department, and causing dispatch to send out Engine service.
283	Third False Alarm (within a 30 day period, and after 1st and 2nd warning notice of violation has been mailed or delivered to owner or tenant)	Each	
284	Fourth False Alarm (within 60 day period)	Each	
285	Fifth and Subsequent False Alarms (within 90 to 365 days)	Each	

Full Cost	Subsidy %	Suggested Fee
NA	NA	50% of the permit fee
\$43.89	2%	\$43.00
\$43.89	2%	\$43.00
\$43.89	2%	\$43.00
\$351.11	0%	\$351.00
\$87.78	1%	\$87.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$175.55	0%	\$175.00
\$526.66	0%	\$526.00
\$526.66	0%	\$526.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$1,228.87	0%	\$1,228.00
\$438.88	0%	\$438.00
\$877.76	0%	\$877.00
\$1,053.32	0%	\$1,053.00
\$351.11	0%	\$351.00
\$351.11	0%	\$351.00
\$614.43	0%	\$614.00
\$702.21	0%	\$702.00
\$1,492.20	0%	\$1,492.00
\$351.11	0%	\$351.00
\$526.66	0%	\$526.00
\$438.88	0%	\$438.00
\$789.99	0%	\$789.00
\$263.33	0%	\$263.00
\$263.33	0%	\$263.00
\$175.55	0%	\$175.00
\$19.05	21%	\$15.00
NA	NA	\$100.00
NA	NA	\$185.00
NA	NA	\$300.00

**FIRE FEES**

#	Fee	Unit	Notes
286	Hazardous spills and clean-up	Each incident (Actual cost + 10% Admin fee associated with Mutual Aid Response)	Notes: Hazardous spills and the clean-up work are incidents the Fire Dept responds to and coordinates for mitigation. However, the cost involved should not be paid by the City or Fire for clean-up of hazardous contaminants caused by private parties. The cost of oil spills or hazardous materials should be assessed to the property owner, company, or truck service for residential and commercial mishaps.
287	Business Inspection conducted by Fire Chief/Fire Marshal	Per Hour	
288	Fire Engine	Per Hour	
289	Command Vehicle	Per Hour	
290	Utility Vehicle	Per Hour	
291	Emergency Medical Response Fees		
292	First Responder Fee	per response	Current Fee - \$1,483
293	Annual Subscription Fee	per parcel	Current Fee - \$192

Full Cost	Subsidy %	Suggested Fee
NA	NA	Actual Cost
\$175.55	0%	\$175.00
\$275.55	0%	\$275.00
\$225.55	0%	\$225.00
\$200.55	0%	\$200.00
\$1,356.04	0%	\$1,356.00
\$247.15	0%	\$247.00

**BUILDING & SAFETY - Fees for Minor Commercial and Residential Improvements**

#	Description	Current PC / Processing	Current Inspection	Current Total	Unit
<b>MISCELLANEOUS PERMITS</b>					
BL 10	Permit Center Processing Fee - Standard	\$63.34	\$0.00	\$63.34	each
BL 13	Antenna/Cell Tower				
	Equipment Shelter (All Trades)	\$1,140.08	\$570.04	\$1,710.12	each
	Cellular/Mobile Phone (All Trades)	\$1,140.08	\$855.06	\$1,995.14	each
BL 14	Awning/Canopy	\$380.03	\$142.51	\$522.54	each
BL 15	Carport	\$570.04	\$475.03	\$1,045.07	each
BL 17	Certificate of Occupancy - Commercial	\$0.00	\$142.51	\$142.51	each
BL 19	Deck - Same Level	\$190.01	\$285.02	\$475.03	each
BL 20	Deck - Elevated / Above First Story	\$285.02	\$380.03	\$665.05	each
BL 23	Demolition	\$190.01	\$427.53	\$617.54	each
BL 25	Freestanding Fence				
	> 5'.9" in height	\$570.04	\$142.51	\$712.55	up to 100 l.f..
	> 5'.9" in height	\$0.00	\$47.50	\$47.50	each 100 l.f..
BL 26	Freestanding Masonary Garden Wall				
	> 3 FT in height	\$190.01	\$380.03	\$570.04	up to 100 l.f..
	> 3 FT in height	\$0.00	\$95.01	\$95.01	each 100 l.f..
BL 27	Fireplace	\$380.03	\$570.04	\$950.07	each
BL 28	Flag Pole	\$380.03	\$285.02	\$665.05	each
BL 31	Light Pole (All Trades) Up to 10 Poles	\$760.05	\$285.02	\$1,045.07	each
	Each additional pole	\$0.00	\$142.51	\$142.51	each
BL 32	Mobile Home Set Up	\$380.03	\$570.04	\$950.07	each
BL 33	Partition - Commercial, Interior up to 30 l.f.	\$190.01	\$475.03	\$665.04	up to 30 l.f..
	Each additional 30 l.f.	\$0.00	\$142.51	\$142.51	each 30 l.f..
BL 35	Patio Cover				
	Non-Enclosed, all types	\$190.01	\$285.02	\$475.03	up to 300 s.f.
BL 36	Photovoltaic System (Commercial) (All Trades)				
	Up to 50 kw	\$0.00	\$0.00	\$1,000.00	each
	> 50 kw	\$0.00	\$0.00	\$1,000.00	each
BL 37	Photovoltaic System (Residential) (All Trades)				
	No Fire Review	\$0.00	\$0.00	\$500.00	each
	With Fire Review	\$0.00	\$0.00	\$500.00	each
BL 38	Propane Tank	\$190.01	\$190.01	\$380.02	each
BL 40	Retaining Wall/Foundation Repair and Replacement				
	First 100 l.f.	\$190.01	\$475.03	\$665.04	up to 100 l.f..
	Each additional 50 l.f.	\$47.50	\$95.01	\$142.51	each 50 l.f..
BL 41	Re-Roof (Residential)	\$47.50	\$190.01	\$237.51	each
	Re-Roof (Commercial)	New	New	New	each
BL 42	Re-Roof- refelt only- same tile	\$47.50	\$142.51	\$190.01	each
BL 43	Roof Structure Replacement/Upgrade (Residential)	\$570.04	\$475.03	\$1,045.07	up to 1500 s.f.
	Roof Structure Replacement/Upgrade (Commercial)	New	New	New	
BL 46	Seismic Retrofit/Strengthening per Plan	\$190.01	\$570.04	\$760.05	each
BL 47	Signs (All Trades)				
	Wall Mounted	\$190.01	\$142.51	\$332.52	each
	Monument	\$285.02	\$285.02	\$570.04	each
BL 48	Skylight				
	Less than 10 s.f.	\$190.01	\$285.02	\$475.03	each

PC / Processing Full Cost	Inspection Full Cost	Total Full Cost	Subsidy %	PC / Processing Suggested Fee	Inspection Suggested Fee	Total Suggested Fee	Fee Δ
\$84.81	\$0.00	\$84.81	1%	\$84.00	\$0.00	\$84.00	\$21
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$1,394
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$1,679
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$207
\$316.22	\$316.22	\$632.44	0%	\$316.00	\$316.00	\$632.00	-\$413
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$173
\$358.63	\$474.33	\$832.96	0%	\$358.00	\$474.00	\$832.00	\$357
\$516.74	\$790.55	\$1,307.29	0%	\$516.00	\$790.00	\$1,307.00	\$642
\$316.22	\$0.00	\$316.22	0%	\$316.00	\$0.00	\$316.00	-\$302
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$476
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	\$32
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$333
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$16
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$634
\$79.06	\$79.06	\$158.11	0%	\$79.00	\$79.00	\$158.00	-\$507
\$316.22	\$316.22	\$632.44	0%	\$316.00	\$316.00	\$632.00	-\$413
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$64
\$316.22	\$237.17	\$553.39	0%	\$316.00	\$237.00	\$553.00	-\$397
\$79.06	\$158.11	\$237.17	0%	\$79.00	\$158.00	\$237.00	-\$428
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$64
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$159
NA	NA	NA	NA	NA	NA	\$1,000.00	\$0
NA	NA	NA	NA	NA	NA	\$1,000.00	\$0
NA	NA	NA	NA	NA	NA	\$450.00	\$0
NA	NA	NA	NA	NA	NA	\$450.00	\$0
\$158.11	\$316.22	\$474.33	0%	\$158.00	\$316.00	\$474.00	\$94
\$316.22	\$158.11	\$474.33	0%	\$316.00	\$158.00	\$474.00	-\$191
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	\$94
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$80
\$158.11	\$316.22	\$474.33	0%	\$158.00	\$316.00	\$474.00	NA
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$32
\$316.22	\$237.17	\$553.39	0%	\$316.00	\$237.00	\$553.00	-\$492
\$474.33	\$316.22	\$790.55	0%	\$474.00	\$316.00	\$790.00	NA
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$523
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$96
\$158.11	\$237.17	\$395.28	0%	\$158.00	\$237.00	\$395.00	-\$175
\$316.22	\$158.11	\$474.33	0%	\$316.00	\$158.00	\$474.00	-\$1

**BUILDING & SAFETY - Fees for Minor Commercial and Residential Improvements**

#	Description	Current PC / Processing	Current Inspection	Current Total	Unit
	Greater than 10 s.f. or structural	\$190.01	\$427.53	\$617.54	each
BL 49	Spa or Hot Tub	\$190.01	\$427.53	\$617.54	each
BL 50	Special Events Permit: Carnivals, etc.	\$190.01	\$190.01	\$380.02	each
BL 52	Storage/High Pile Racks				
	Storage/High Pile Racks	\$190.01	\$142.51	\$332.52	first 100 l.f..
	Each Additional 100 l.f.	\$47.50	\$142.51	\$190.01	each 100 l.f..
BL 53	Swimming Pool/Spa (All Trades)				
	Pre-fabricated (vinyl)	\$190.01	\$712.55	\$902.56	each
	Custom-built (gunite)	\$380.03	\$997.57	\$1,377.60	each
	Commercial Pool	\$760.05	\$1,330.09	\$2,090.14	each
BL 54	Trash Enclosure	\$285.02	\$665.05	\$950.07	each
BL 55	Water Heater Replacement	\$0.00	\$0.00	\$60.00	each
BL 56	Window or Door				
	Replacement	\$95.01	\$285.02	\$380.03	up to 5
	Additional Replacement	\$47.50	\$142.51	\$190.01	each 5
	New Window (requires structural)	\$380.03	\$712.55	\$1,092.58	up to 5
	Additional New Window	\$95.01	\$47.50	\$142.51	each 5
BL 58	Expedited Plan Check Fee	\$190.01	\$0.00	\$190.01	per hour
BL 59	Supplemental Inspection Fee (per inspection)	\$0.00	\$190.01	\$190.01	per visit
BL 60	Supplemental Plan Review	\$190.01	\$0.00	\$190.01	per hour
BL 61	Board of appeals	\$380.03	\$95.01	\$475.04	each
BL 62	Investigative Fee	Double the permit fee			per occurrence
BL 63	After-hours or Emergency Call-Out (2 hr. min. )	\$0.00	\$190.01	\$190.01	hourly (min 2 hrs.)
	Dock License Fee (Initial)	New	New	New	
	Dock License Fee (Renewal)	New	New	New	
	Dock Plan Review Fee	New	New	New	per hour
	Dock Inspection Fee	New	New	New	per hour
	Expired Permit Re-Issuance Fee	New	New	New	

PC / Processing Full Cost	Inspection Full Cost	Total Full Cost	Subsidy %	PC / Processing Suggested Fee	Inspection Suggested Fee	Total Suggested Fee	Fee Δ
\$316.22	\$316.22	\$632.44	0%	\$316.00	\$316.00	\$632.00	\$14
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$302
NA	NA	NA	NA	Hourly Rate	Hourly Rate	Hourly Rate	NA
\$316.22	\$237.17	\$553.39	0%	\$316.00	\$237.00	\$553.00	\$220
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	\$47
\$316.22	\$316.22	\$632.44	0%	\$316.00	\$316.00	\$632.00	-\$271
\$316.22	\$474.33	\$790.55	0%	\$316.00	\$474.00	\$790.00	-\$588
\$632.44	\$632.44	\$1,264.89	0%	\$632.00	\$632.00	\$1,264.00	-\$826
\$158.11	\$237.17	\$395.28	0%	\$158.00	\$237.00	\$395.00	-\$555
\$0.00	\$79.06	\$79.06	24%	\$0.00	\$60.00	\$60.00	\$0
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$143
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	\$47
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$856
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	\$94
\$158.11	\$0.00	\$158.11	0%	\$158.00	\$0.00	\$158.00	-\$32
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$111
\$158.11	\$0.00	\$158.11	0%	\$158.00	\$0.00	\$158.00	-\$32
\$316.22	\$79.06	\$395.28	0%	\$316.00	\$79.00	\$395.00	-\$80
NA	NA	NA	NA	Double the permit fee	Double the permit fee	Double the permit fee	\$0
\$0.00	\$316.22	\$316.22	0%	\$0.00	\$316.00	\$316.00	\$126
NA	NA	\$42.85	2%	NA	NA	\$42.00	NA
NA	NA	\$42.85	2%	NA	NA	\$42.00	NA
NA	NA	NA	NA	NA	NA	Hourly Rate	NA
NA	NA	NA	NA	NA	NA	Hourly Rate	NA
\$42.41	\$79.06	\$121.46	0%	\$42.00	\$79.00	\$121.00	NA

**BUILDING PERMIT FEES - CONSTRUCTION TYPES: I FR, II FR - NO CHANGE TO CURRENT FEES**

Occupancy	Description	Square Footage	Current Plan Check Fee (Base Fee)	Each Additional SF	Current Inspections Fee (Base Fee)	Each Additional SF	Current Combined Total Fee (Base Fee)	Each Additional SF
Residential Remodels	(All remodeled areas that do not change the original footprint of residential occupancies classified as CBC Group R-3, or other similar residential occupancies not specifically addressed elsewhere in this Fee Schedule)	1	950.07	plus	1,140.08	plus	2,090.15	plus -
		200	1,140.08	plus -	1,330.09	plus 0.48	2,470.17	plus 0.48
		600	1,140.08	plus 0.95	1,520.11	plus 0.95	2,660.19	plus 1.90
		1,000	1,520.11	plus 1.52	1,900.13	plus 0.76	3,420.24	plus 2.28
		1,500	2,280.16	plus 1.52	2,280.16	plus 1.14	4,560.32	plus 2.66
		2,000	3,040.21	plus 1.52	2,850.20	plus 1.43	5,890.41	plus 2.95
		> 2,000		plus 1.52		plus 1.43	-	plus 2.95

**BUILDING & SAFETY - Fees for Mechanical, Plumbing, and Electrical Permits (not part of a larger building permit)**

#	Description	Current PC / Processing	Current Inspection	Current Total	Unit
BL 64	Permit Processing / Filing Fee - Standard	\$62.70	\$0.00	\$62.70	per project
BL 65	Plan Review	\$190.01	\$0.00	\$190.01	per hour
BL 66	Other Mechanical, Plumbing, or Electrical Inspections not otherwise listed below	\$0.00	\$190.01	\$190.01	per hour
<b>Mechanical Permit Fees</b>					
BL 67	Install/Relocate each HVAC forced air or gravity-type furnace or burner (including compressor, attached ducts, and vents) up to and including 100,000 Btu/hr	\$0.00	\$285.02	\$285.02	each
BL 68	Repair/alteration/addition to each heating appliance, refrigeration unit, cooling unit, absorption unit or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by code.	\$95.01	\$190.01	\$285.02	each
BL 69	Install, relocate each boiler or compressor, up to and including 3 HP, or each absorption system up to and including 100,000 Btu/hr	\$95.01	\$285.02	\$380.03	each
BL 70	Each air-handling unit, including attached ducts. (Note: this fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere	\$95.01	\$427.53	\$522.54	each
BL 71	Each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$95.01	\$190.01	\$285.02	each
BL 72	Residential - installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$95.01	\$285.02	\$380.03	each
BL 73	Commercial - installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$570.04	\$712.55	\$1,282.59	each
BL 74	Each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in the code	\$95.01	\$285.02	\$380.03	each
<b>Plumbing and Gas Permit Fees</b>					
BL 75	Each plumbing fixture or trap or set of fixtures on one trap (including water, drainage, piping, and backflow protection therefore)	\$95.01	\$285.02	\$380.03	each
BL 76	Each building sewer	\$95.01	\$285.02	\$380.03	each
BL 78	Each water heater and/or vent	\$95.01	\$190.01	\$285.02	each
BL 79	Each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$95.01	\$570.04	\$665.05	each
BL 80	Installation, alteration, or repair of water piping and/or water treating equipment	\$95.01	\$190.01	\$285.02	each
BL 81	Installation, alteration, or repair of gas piping and/or gas treating equipment	\$95.01	\$190.01	\$285.02	each
BL 82	Repair or alteration of drainage or vent piping	\$95.01	\$190.01	\$285.02	each
BL 83	Backflow devices not included in other fee services (e.g., building sewer) each unit	\$95.01	\$190.01	\$285.02	each
BL 84	Gas test	\$95.01	\$190.01	\$285.02	each
BL 85	Sewer lateral test	\$95.01	\$190.01	\$285.02	each
<b>Electrical Permit Fees</b>					
<b>Swimming Pools</b>					
Bbl 86	All other types of swimming pools, therapeutic whirlpools, spas, and alterations to existing swimming pools	\$95.01	\$190.01	\$285.02	each
<b>Temporary Power</b>					
BL 87	Temporary service power pole or pedestal, including all pole or pedestal-mounted receptacles and grounding	\$95.01	\$190.01	\$285.02	each
BL 88	Temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lighting, Christmas tree sales lots, etc.	\$47.50	\$142.51	\$190.01	each
	15 or 20 amp - first 10 circuits	\$95.01	\$190.01	\$285.02	each
	over 10 circuits	\$95.01	\$190.01	\$285.02	each
	25 to 40 amp circuits	\$95.01	\$190.01	\$285.02	each
	50 to 175 amp circuits	\$95.01	\$190.01	\$285.02	each
<b>Receptacle, Switch and Lighting Outlets</b>					
BL 89	Receptacle, switch and lighting outlets at which current is used or controlled, except services, feeders and meters				
	First 10 (or portion thereof)	\$95.01	\$190.01	\$285.02	each

PC / Processing Full Cost	Inspection Full Cost	Total Full Cost	Subsidy %	PC / Processing Suggested Fee	Inspection Suggested Fee	Total Suggested Fee	Fee Δ
\$158.11	\$0.00	\$158.11	0%	\$158.00	\$0.00	\$158.00	\$95
\$158.11	\$0.00	\$158.11	0%	\$158.00	\$0.00	\$158.00	-\$32
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$32
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$127
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$127
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$222
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$365
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$127
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$64
\$316.22	\$474.33	\$790.55	0%	\$316.00	\$474.00	\$790.00	-\$493
\$158.11	\$237.17	\$395.28	0%	\$158.00	\$237.00	\$395.00	\$15
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$64
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	-\$64
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$206
\$158.11	\$395.28	\$553.39	0%	\$158.00	\$395.00	\$553.00	-\$112
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$158.11	\$237.17	\$395.28	0%	\$158.00	\$237.00	\$395.00	\$110
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$127
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$126
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$206
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48
\$158.11	\$79.06	\$237.17	0%	\$158.00	\$79.00	\$237.00	-\$48

**BUILDING & SAFETY - Fees for Mechanical, Plumbing, and Electrical Permits (not part of a larger building permit)**

#	Description	Current PC / Processing	Current Inspection	Current Total	Unit
	Each additional 10 (or fraction thereof)	\$0.00	\$190.01	\$190.01	each
<b>Residential Appliances</b>					
BL 90	Fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens, counter mounted cooking tops, electric ranges, self-contained room console or through-wall air conditioners, space heaters, food waste grinders, dishwashers, washing machines, water heaters, clothes dryers, or other motor-operated appliances not exceeding one horsepower (HP) in rating.	\$95.01	\$190.01	\$285.02	each
<b>Non-residential Appliances</b>					
BL 91	Self contained factory wired non-residential appliances, including medical and dental devices, food, beverage, and ice cream cabinets; illuminated show cases, drinking fountains, vending machines, laundry machines, etc.	\$95.01	\$190.01	\$285.02	each
<b>Power Apparatus</b>					
BL 92	Motors, generators, transformers, rectifiers, converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment.	\$95.01	\$190.01	\$285.02	each
<b>Signs and Marquees</b>					
BL 94	Signs and Marquees supplied from one branch circuit	\$95.01	\$190.01	\$285.02	each
<b>New Services or Additional Panels</b>					
	600 volts or less and not over 400 amperes	\$95.01	\$190.01	\$285.02	each
	600 volts or less and over 400 amperes	\$95.01	\$285.02	\$380.03	each
<b>Miscellaneous Apparatus, Conduits, and Conductors</b>					
BL 97	Electrical apparatus not otherwise covered in fees	\$95.01	\$190.01	\$285.02	each

PC / Processing Full Cost	Inspection Full Cost	Total Full Cost	Subsidy %	PC / Processing Suggested Fee	Inspection Suggested Fee	Total Suggested Fee	Fee Δ
\$0.00	\$79.06	\$79.06	0%	\$0.00	\$79.00	\$79.00	-\$111
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31
\$0.00	\$158.11	\$158.11	0%	\$0.00	\$158.00	\$158.00	-\$127
\$316.22	\$316.22	\$632.44	0%	\$316.00	\$316.00	\$632.00	\$252
\$158.11	\$158.11	\$316.22	0%	\$158.00	\$158.00	\$316.00	\$31

**PLANNING FEES**

#	Description	Current Fee/Charge	Unit	Notes
1	Annexation/Detachment	\$4,500.00	Deposit	
2	Amendment of Final Map	\$2,500.00	Deposit	
3	Appeal	\$1,500.00	Deposit	<i>No fee shall be charged to City Council members for filing an appeal</i>
4	Certificate of Compliance	\$1,500.00	Deposit	
5	Conditional Use Permit	\$3,000.00	Deposit	
6	Development Agreement	\$5,000.00	Deposit	
<b>7</b>	<b>ENVIRONMENTAL REVIEW</b>			
7.1	Environmental: Categorical Exemption	\$357.61		
7.2	Environmental: Initial Study	\$5,000.00	Deposit	
7.3	Environmental: EIR Environmental Impact Report (Review of Consultant Prepared Report)	\$7,500.00	Deposit	
<b>8</b>	<b>TIME EXTENTIONS</b>			
8.1	Permits	\$1,500.00	Deposit	
8.2	Tentative Maps	\$2,500.00	Deposit	
9	General Plan Amendment	\$4,500.00	Deposit	
<b>10</b>	<b>MAPS</b>			
10.1	Final Map	\$715.21		
10.2	Final Map Phasing	\$715.21		
11	Lot Line Adjustment	\$1,666.06		
12	Parcel Merger	\$1,666.06		
<b>13</b>	<b>PLOT PLANS</b>			
13.1	Minor Plot Plan for projects exempt from CEQA and requiring only planning department review 18.30(a)1	\$178.80		
13.2	For projects exempt from CEQA Requiring More than Planning Department Review 18.30(a)2	\$1,249.55		
13.3	For Projects subject to CEQA and Requiring government agency review 18.30(a)3	\$715.21		
13.4	Zoning Form Letter	\$178.80		
14	Pre-Application review before City Land Development Committee (8-30-09)	\$1,548.25		
<b>15</b>	<b>PRELIMINARY PROJECT REVIEW</b>			
15.1	Planning project	\$178.80		
15.2	Engineering project	\$178.80		
16	Revised Permit fee by Planning Department (8-30-09)	\$750.00	Deposit	
17	Reversion to Acreage (5 or more parcels)	\$1,666.06		
18	Second Unit Permits	\$536.41		
19	Sign Review by Planning Department	\$178.80		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
Variable	NA	\$4,500.00	\$0
Variable	NA	\$2,500.00	\$0
Variable	NA	\$1,500.00	\$0
Variable	NA	\$1,500.00	\$0
Variable	NA	\$3,000.00	\$0
Variable	NA	\$5,000.00	\$0
\$358.39	0%	\$358.00	\$0
Variable	NA	\$5,000.00	\$0
Variable	NA	\$7,500.00	\$0
Variable	NA	\$1,500.00	\$0
Variable	NA	\$2,500.00	\$0
Variable	NA	\$4,500.00	\$0
\$716.78	0%	\$716.00	\$1
\$716.78	0%	\$716.00	\$1
\$2,434.30	0%	\$2,434.00	\$768
\$2,434.30	0%	\$2,434.00	\$768
\$179.20	0%	\$179.00	\$0
\$1,558.24	0%	\$1,558.00	\$308
\$1,953.84	0%	\$1,953.00	\$1,238
\$179.20	0%	\$179.00	\$0
\$1,575.54	0%	\$1,575.00	\$27
\$179.20	0%	\$179.00	\$0
\$250.19	0%	\$250.00	\$71
Variable	NA	\$750.00	\$0
\$2,434.30	0%	\$2,434.00	\$768
\$179.20	0%	\$179.00	-\$357
\$179.20	0%	\$179.00	\$0

**PLANNING FEES**

#	Description	Current Fee/Charge	Unit	Notes
20	Banner Review (8-30-09)	\$89.40		
21	Specific Plans	\$7,500.00	Deposit plus environmental if an EIR is Required	
22	Specific Plan Amendment	\$5,000.00	Deposit	
23	Substantial conformance applications related to specific plans	\$1,666.06		
<b>24</b>	<b>TEMPORARY USE PERMIT</b>			
24.1	If public hearing is Required	\$500.00	Deposit	
24.2	If public hearing is not required (plus environmental cost if applicable)	\$357.61		
25	Tentative Tract and Parcel Maps	\$5,000.00	Deposit	
26	Tree Permit Removal	\$268.21		
27	Variance	\$3,000.00	Deposit	
28	Zone Change	\$3,500.00	Deposit	
29	Zoning Code Amendments	\$3,500.00	Deposit	
30	Landscape Plan	\$715.21		
<b>31</b>	<b>Hourly Rate</b>			
31.1	Planning	\$178.80	per hr	

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$179.20	0%	\$179.00	\$90
Variable	NA	\$7,500.00	\$0
Variable	NA	\$5,000.00	\$0
\$2,383.92	0%	\$2,383.00	\$717
Variable	NA	\$500.00	\$0
\$358.39	0%	\$358.00	\$0
Variable	NA	\$5,000.00	\$0
\$268.79	0%	\$268.00	-\$0.21
Variable	NA	\$3,000.00	\$0
Variable	NA	\$3,500.00	\$0
Variable	NA	\$3,500.00	\$0
\$716.78	0%	\$716.00	\$1
\$179.20	0%	\$179.00	\$0

<b>Building Permit Fees - Suggested</b>				
<b>Total Valuation</b>		<b>Building Permit Fee</b>		<b>Plan Check Fee</b>
\$0	\$1,000	75.09		48.81
\$1,001	\$2,000	75.09		48.81
\$2,001	\$3,000	75.09		48.81
\$3,001	\$4,000	75.09		48.81
\$4,001	\$5,000	75.09		48.81
\$5,001	\$6,000	75.09		48.81
\$6,001	\$7,000	76.69		49.85
\$7,001	\$8,000	87.64		56.97
\$8,001	\$9,000	98.60		64.09
\$9,001	\$10,000	109.56		71.21
\$10,001	\$11,000	120.51		78.33
\$11,001	\$12,000	131.47		85.45
\$12,001	\$13,000	142.42		92.57
\$13,001	\$14,000	153.38		99.70
\$14,001	\$15,000	164.33		106.82
\$15,001	\$16,000	175.29		113.94
\$16,001	\$17,000	186.25		121.06
\$17,001	\$18,000	197.20		128.18
\$18,001	\$19,000	208.16		135.30
\$19,001	\$20,000	219.11		142.42
\$20,001	\$21,000	230.07		149.54
\$21,001	\$22,000	241.02		156.67
\$22,001	\$23,000	251.98		163.79
\$23,001	\$24,000	262.93		170.91
\$24,001	\$25,000	273.89		178.03
\$25,001	\$26,000	284.85		185.15
\$26,001	\$27,000	295.80		192.27
\$27,001	\$28,000	306.76		199.39
\$28,001	\$29,000	317.71		206.51
\$29,001	\$30,000	328.67		213.63
\$30,001	\$31,000	339.62		220.76
\$31,001	\$32,000	350.58		227.88
\$32,001	\$33,000	361.54		235.00
\$33,001	\$34,000	372.49		242.12
\$34,001	\$35,000	383.45		249.24
\$35,001	\$36,000	394.40		256.36
\$36,001	\$37,000	405.36		263.48
\$37,001	\$38,000	416.31		270.60
\$38,001	\$39,000	427.27		277.72
\$39,001	\$40,000	438.22		284.85
\$40,001	\$41,000	449.18		291.97
\$41,001	\$42,000	460.14		299.09
\$42,001	\$43,000	471.09		306.21
\$43,001	\$44,000	482.05		313.33
\$44,001	\$45,000	493.00		320.45
\$45,001	\$46,000	503.96		327.57

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$46,001	\$47,000	514.91	334.69
\$47,001	\$48,000	525.87	341.81
\$48,001	\$49,000	536.82	348.94
\$49,001	\$50,000	547.78	356.06
\$50,001	\$51,000	558.74	363.18
\$51,001	\$52,000	569.69	370.30
\$52,001	\$53,000	580.65	377.42
\$53,001	\$54,000	591.60	384.54
\$54,001	\$55,000	602.56	391.66
\$55,001	\$56,000	613.51	398.78
\$56,001	\$57,000	624.47	405.91
\$57,001	\$58,000	635.43	413.03
\$58,001	\$59,000	646.38	420.15
\$59,001	\$60,000	657.34	427.27
\$60,001	\$61,000	668.29	434.39
\$61,001	\$62,000	679.25	441.51
\$62,001	\$63,000	690.20	448.63
\$63,001	\$64,000	701.16	455.75
\$64,001	\$65,000	712.11	462.87
\$65,001	\$66,000	723.07	470.00
\$66,001	\$67,000	734.03	477.12
\$67,001	\$68,000	744.98	484.24
\$68,001	\$69,000	755.94	491.36
\$69,001	\$70,000	766.89	498.48
\$70,001	\$71,000	777.85	505.60
\$71,001	\$72,000	788.80	512.72
\$72,001	\$73,000	799.76	519.84
\$73,001	\$74,000	810.71	526.96
\$74,001	\$75,000	821.67	534.09
\$75,001	\$76,000	832.63	541.21
\$76,001	\$77,000	843.58	548.33
\$77,001	\$78,000	854.54	555.45
\$78,001	\$79,000	865.49	562.57
\$79,001	\$80,000	876.45	569.69
\$80,001	\$81,000	887.40	576.81
\$81,001	\$82,000	898.36	583.93
\$82,001	\$83,000	909.32	591.05
\$83,001	\$84,000	920.27	598.18
\$84,001	\$85,000	931.23	605.30
\$85,001	\$86,000	942.18	612.42
\$86,001	\$87,000	953.14	619.54
\$87,001	\$88,000	964.09	626.66
\$88,001	\$89,000	975.05	633.78
\$89,001	\$90,000	986.00	640.90
\$90,001	\$91,000	996.96	648.02

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$91,001	\$92,000	1,007.92	655.15
\$92,001	\$93,000	1,018.87	662.27
\$93,001	\$94,000	1,029.83	669.39
\$94,001	\$95,000	1,040.78	676.51
\$95,001	\$96,000	1,051.74	683.63
\$96,001	\$97,000	1,062.69	690.75
\$97,001	\$98,000	1,073.65	697.87
\$98,001	\$99,000	1,084.61	704.99
\$99,001	\$100,000	1,095.56	712.11
\$100,001	\$101,000	1,106.52	719.24
\$101,001	\$102,000	1,117.47	726.36
\$102,001	\$103,000	1,128.43	733.48
\$103,001	\$104,000	1,139.38	740.60
\$104,001	\$105,000	1,150.34	747.72
\$105,001	\$106,000	1,161.29	754.84
\$106,001	\$107,000	1,172.25	761.96
\$107,001	\$108,000	1,183.21	769.08
\$108,001	\$109,000	1,194.16	776.20
\$109,001	\$110,000	1,205.12	783.33
\$110,001	\$111,000	1,216.07	790.45
\$111,001	\$112,000	1,227.03	797.57
\$112,001	\$113,000	1,237.98	804.69
\$113,001	\$114,000	1,248.94	811.81
\$114,001	\$115,000	1,259.89	818.93
\$115,001	\$116,000	1,270.85	826.05
\$116,001	\$117,000	1,281.81	833.17
\$117,001	\$118,000	1,292.76	840.30
\$118,001	\$119,000	1,303.72	847.42
\$119,001	\$120,000	1,314.67	854.54
\$120,001	\$121,000	1,325.63	861.66
\$121,001	\$122,000	1,336.58	868.78
\$122,001	\$123,000	1,347.54	875.90
\$123,001	\$124,000	1,358.50	883.02
\$124,001	\$125,000	1,369.45	890.14
\$125,001	\$126,000	1,380.41	897.26
\$126,001	\$127,000	1,391.36	904.39
\$127,001	\$128,000	1,402.32	911.51
\$128,001	\$129,000	1,413.27	918.63
\$129,001	\$130,000	1,424.23	925.75
\$130,001	\$131,000	1,435.18	932.87
\$131,001	\$132,000	1,446.14	939.99
\$132,001	\$133,000	1,457.10	947.11
\$133,001	\$134,000	1,468.05	954.23
\$134,001	\$135,000	1,479.01	961.35
\$135,001	\$136,000	1,489.96	968.48

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>	<b>Building Permit Fee</b>	<b>Plan Check Fee</b>	
\$136,001	\$137,000	1,500.92	975.60
\$137,001	\$138,000	1,511.87	982.72
\$138,001	\$139,000	1,522.83	989.84
\$139,001	\$140,000	1,533.78	996.96
\$140,001	\$141,000	1,544.74	1,004.08
\$141,001	\$142,000	1,555.70	1,011.20
\$142,001	\$143,000	1,566.65	1,018.32
\$143,001	\$144,000	1,577.61	1,025.44
\$144,001	\$145,000	1,588.56	1,032.57
\$145,001	\$146,000	1,599.52	1,039.69
\$146,001	\$147,000	1,610.47	1,046.81
\$147,001	\$148,000	1,621.43	1,053.93
\$148,001	\$149,000	1,632.39	1,061.05
\$149,001	\$150,000	1,643.34	1,068.17
\$150,001	\$151,000	1,654.30	1,075.29
\$151,001	\$152,000	1,665.25	1,082.41
\$152,001	\$153,000	1,676.21	1,089.54
\$153,001	\$154,000	1,687.16	1,096.66
\$154,001	\$155,000	1,698.12	1,103.78
\$155,001	\$156,000	1,709.07	1,110.90
\$156,001	\$157,000	1,720.03	1,118.02
\$157,001	\$158,000	1,730.99	1,125.14
\$158,001	\$159,000	1,741.94	1,132.26
\$159,001	\$160,000	1,752.90	1,139.38
\$160,001	\$161,000	1,763.85	1,146.50
\$161,001	\$162,000	1,774.81	1,153.63
\$162,001	\$163,000	1,785.76	1,160.75
\$163,001	\$164,000	1,796.72	1,167.87
\$164,001	\$165,000	1,807.68	1,174.99
\$165,001	\$166,000	1,818.63	1,182.11
\$166,001	\$167,000	1,829.59	1,189.23
\$167,001	\$168,000	1,840.54	1,196.35
\$168,001	\$169,000	1,851.50	1,203.47
\$169,001	\$170,000	1,862.45	1,210.59
\$170,001	\$171,000	1,873.41	1,217.72
\$171,001	\$172,000	1,884.36	1,224.84
\$172,001	\$173,000	1,895.32	1,231.96
\$173,001	\$174,000	1,906.28	1,239.08
\$174,001	\$175,000	1,917.23	1,246.20
\$175,001	\$176,000	1,928.19	1,253.32
\$176,001	\$177,000	1,939.14	1,260.44
\$177,001	\$178,000	1,950.10	1,267.56
\$178,001	\$179,000	1,961.05	1,274.68
\$179,001	\$180,000	1,972.01	1,281.81
\$180,001	\$181,000	1,982.96	1,288.93

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$181,001	\$182,000	1,993.92	1,296.05
\$182,001	\$183,000	2,004.88	1,303.17
\$183,001	\$184,000	2,015.83	1,310.29
\$184,001	\$185,000	2,026.79	1,317.41
\$185,001	\$186,000	2,037.74	1,324.53
\$186,001	\$187,000	2,048.70	1,331.65
\$187,001	\$188,000	2,059.65	1,338.78
\$188,001	\$189,000	2,070.61	1,345.90
\$189,001	\$190,000	2,081.57	1,353.02
\$190,001	\$191,000	2,092.52	1,360.14
\$191,001	\$192,000	2,103.48	1,367.26
\$192,001	\$193,000	2,114.43	1,374.38
\$193,001	\$194,000	2,125.39	1,381.50
\$194,001	\$195,000	2,136.34	1,388.62
\$195,001	\$196,000	2,147.30	1,395.74
\$196,001	\$197,000	2,158.25	1,402.87
\$197,001	\$198,000	2,169.21	1,409.99
\$198,001	\$199,000	2,180.17	1,417.11
\$199,001	\$200,000	2,191.12	1,424.23
\$200,001	\$201,000	2,202.08	1,431.35
\$201,001	\$202,000	2,213.03	1,438.47
\$202,001	\$203,000	2,223.99	1,445.59
\$203,001	\$204,000	2,234.94	1,452.71
\$204,001	\$205,000	2,245.90	1,459.83
\$205,001	\$206,000	2,256.86	1,466.96
\$206,001	\$207,000	2,267.81	1,474.08
\$207,001	\$208,000	2,278.77	1,481.20
\$208,001	\$209,000	2,289.72	1,488.32
\$209,001	\$210,000	2,300.68	1,495.44
\$210,001	\$211,000	2,311.63	1,502.56
\$211,001	\$212,000	2,322.59	1,509.68
\$212,001	\$213,000	2,333.54	1,516.80
\$213,001	\$214,000	2,344.50	1,523.92
\$214,001	\$215,000	2,355.46	1,531.05
\$215,001	\$216,000	2,366.41	1,538.17
\$216,001	\$217,000	2,377.37	1,545.29
\$217,001	\$218,000	2,388.32	1,552.41
\$218,001	\$219,000	2,399.28	1,559.53
\$219,001	\$220,000	2,410.23	1,566.65
\$220,001	\$221,000	2,421.19	1,573.77
\$221,001	\$222,000	2,432.14	1,580.89
\$222,001	\$223,000	2,443.10	1,588.02
\$223,001	\$224,000	2,454.06	1,595.14
\$224,001	\$225,000	2,465.01	1,602.26
\$225,001	\$226,000	2,475.97	1,609.38

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$226,001	\$227,000	2,486.92	1,616.50
\$227,001	\$228,000	2,497.88	1,623.62
\$228,001	\$229,000	2,508.83	1,630.74
\$229,001	\$230,000	2,519.79	1,637.86
\$230,001	\$231,000	2,530.75	1,644.98
\$231,001	\$232,000	2,541.70	1,652.11
\$232,001	\$233,000	2,552.66	1,659.23
\$233,001	\$234,000	2,563.61	1,666.35
\$234,001	\$235,000	2,574.57	1,673.47
\$235,001	\$236,000	2,585.52	1,680.59
\$236,001	\$237,000	2,596.48	1,687.71
\$237,001	\$238,000	2,607.43	1,694.83
\$238,001	\$239,000	2,618.39	1,701.95
\$239,001	\$240,000	2,629.35	1,709.07
\$240,001	\$241,000	2,640.30	1,716.20
\$241,001	\$242,000	2,651.26	1,723.32
\$242,001	\$243,000	2,662.21	1,730.44
\$243,001	\$244,000	2,673.17	1,737.56
\$244,001	\$245,000	2,684.12	1,744.68
\$245,001	\$246,000	2,695.08	1,751.80
\$246,001	\$247,000	2,706.03	1,758.92
\$247,001	\$248,000	2,716.99	1,766.04
\$248,001	\$249,000	2,727.95	1,773.16
\$249,001	\$250,000	2,738.90	1,780.29
\$250,001	\$251,000	2,749.86	1,787.41
\$251,001	\$252,000	2,760.81	1,794.53
\$252,001	\$253,000	2,771.77	1,801.65
\$253,001	\$254,000	2,782.72	1,808.77
\$254,001	\$255,000	2,793.68	1,815.89
\$255,001	\$256,000	2,804.64	1,823.01
\$256,001	\$257,000	2,815.59	1,830.13
\$257,001	\$258,000	2,826.55	1,837.26
\$258,001	\$259,000	2,837.50	1,844.38
\$259,001	\$260,000	2,848.46	1,851.50
\$260,001	\$261,000	2,859.41	1,858.62
\$261,001	\$262,000	2,870.37	1,865.74
\$262,001	\$263,000	2,881.32	1,872.86
\$263,001	\$264,000	2,892.28	1,879.98
\$264,001	\$265,000	2,903.24	1,887.10
\$265,001	\$266,000	2,914.19	1,894.22
\$266,001	\$267,000	2,925.15	1,901.35
\$267,001	\$268,000	2,936.10	1,908.47
\$268,001	\$269,000	2,947.06	1,915.59
\$269,001	\$270,000	2,958.01	1,922.71
\$270,001	\$271,000	2,968.97	1,929.83

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$271,001	\$272,000	2,979.93	1,936.95
\$272,001	\$273,000	2,990.88	1,944.07
\$273,001	\$274,000	3,001.84	1,951.19
\$274,001	\$275,000	3,012.79	1,958.31
\$275,001	\$276,000	3,023.75	1,965.44
\$276,001	\$277,000	3,034.70	1,972.56
\$277,001	\$278,000	3,045.66	1,979.68
\$278,001	\$279,000	3,056.61	1,986.80
\$279,001	\$280,000	3,067.57	1,993.92
\$280,001	\$281,000	3,078.53	2,001.04
\$281,001	\$282,000	3,089.48	2,008.16
\$282,001	\$283,000	3,100.44	2,015.28
\$283,001	\$284,000	3,111.39	2,022.41
\$284,001	\$285,000	3,122.35	2,029.53
\$285,001	\$286,000	3,133.30	2,036.65
\$286,001	\$287,000	3,144.26	2,043.77
\$287,001	\$288,000	3,155.21	2,050.89
\$288,001	\$289,000	3,166.17	2,058.01
\$289,001	\$290,000	3,177.13	2,065.13
\$290,001	\$291,000	3,188.08	2,072.25
\$291,001	\$292,000	3,199.04	2,079.37
\$292,001	\$293,000	3,209.99	2,086.50
\$293,001	\$294,000	3,220.95	2,093.62
\$294,001	\$295,000	3,231.90	2,100.74
\$295,001	\$296,000	3,242.86	2,107.86
\$296,001	\$297,000	3,253.82	2,114.98
\$297,001	\$298,000	3,264.77	2,122.10
\$298,001	\$299,000	3,275.73	2,129.22
\$299,001	\$300,000	3,286.68	2,136.34
\$300,001	\$301,000	3,297.64	2,143.46
\$301,001	\$302,000	3,308.59	2,150.59
\$302,001	\$303,000	3,319.55	2,157.71
\$303,001	\$304,000	3,330.50	2,164.83
\$304,001	\$305,000	3,341.46	2,171.95
\$305,001	\$306,000	3,352.42	2,179.07
\$306,001	\$307,000	3,363.37	2,186.19
\$307,001	\$308,000	3,374.33	2,193.31
\$308,001	\$309,000	3,385.28	2,200.43
\$309,001	\$310,000	3,396.24	2,207.55
\$310,001	\$311,000	3,407.19	2,214.68
\$311,001	\$312,000	3,418.15	2,221.80
\$312,001	\$313,000	3,429.10	2,228.92
\$313,001	\$314,000	3,440.06	2,236.04
\$314,001	\$315,000	3,451.02	2,243.16
\$315,001	\$316,000	3,461.97	2,250.28

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$316,001	\$317,000	3,472.93	2,257.40
\$317,001	\$318,000	3,483.88	2,264.52
\$318,001	\$319,000	3,494.84	2,271.65
\$319,001	\$320,000	3,505.79	2,278.77
\$320,001	\$321,000	3,516.75	2,285.89
\$321,001	\$322,000	3,527.71	2,293.01
\$322,001	\$323,000	3,538.66	2,300.13
\$323,001	\$324,000	3,549.62	2,307.25
\$324,001	\$325,000	3,560.57	2,314.37
\$325,001	\$326,000	3,571.53	2,321.49
\$326,001	\$327,000	3,582.48	2,328.61
\$327,001	\$328,000	3,593.44	2,335.74
\$328,001	\$329,000	3,604.39	2,342.86
\$329,001	\$330,000	3,615.35	2,349.98
\$330,001	\$331,000	3,626.31	2,357.10
\$331,001	\$332,000	3,637.26	2,364.22
\$332,001	\$333,000	3,648.22	2,371.34
\$333,001	\$334,000	3,659.17	2,378.46
\$334,001	\$335,000	3,670.13	2,385.58
\$335,001	\$336,000	3,681.08	2,392.70
\$336,001	\$337,000	3,692.04	2,399.83
\$337,001	\$338,000	3,703.00	2,406.95
\$338,001	\$339,000	3,713.95	2,414.07
\$339,001	\$340,000	3,724.91	2,421.19
\$340,001	\$341,000	3,735.86	2,428.31
\$341,001	\$342,000	3,746.82	2,435.43
\$342,001	\$343,000	3,757.77	2,442.55
\$343,001	\$344,000	3,768.73	2,449.67
\$344,001	\$345,000	3,779.68	2,456.79
\$345,001	\$346,000	3,790.64	2,463.92
\$346,001	\$347,000	3,801.60	2,471.04
\$347,001	\$348,000	3,812.55	2,478.16
\$348,001	\$349,000	3,823.51	2,485.28
\$349,001	\$350,000	3,834.46	2,492.40
\$350,001	\$351,000	3,845.42	2,499.52
\$351,001	\$352,000	3,856.37	2,506.64
\$352,001	\$353,000	3,867.33	2,513.76
\$353,001	\$354,000	3,878.28	2,520.89
\$354,001	\$355,000	3,889.24	2,528.01
\$355,001	\$356,000	3,900.20	2,535.13
\$356,001	\$357,000	3,911.15	2,542.25
\$357,001	\$358,000	3,922.11	2,549.37
\$358,001	\$359,000	3,933.06	2,556.49
\$359,001	\$360,000	3,944.02	2,563.61
\$360,001	\$361,000	3,954.97	2,570.73

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$361,001	\$362,000	3,965.93	2,577.85
\$362,001	\$363,000	3,976.89	2,584.98
\$363,001	\$364,000	3,987.84	2,592.10
\$364,001	\$365,000	3,998.80	2,599.22
\$365,001	\$366,000	4,009.75	2,606.34
\$366,001	\$367,000	4,020.71	2,613.46
\$367,001	\$368,000	4,031.66	2,620.58
\$368,001	\$369,000	4,042.62	2,627.70
\$369,001	\$370,000	4,053.57	2,634.82
\$370,001	\$371,000	4,064.53	2,641.94
\$371,001	\$372,000	4,075.49	2,649.07
\$372,001	\$373,000	4,086.44	2,656.19
\$373,001	\$374,000	4,097.40	2,663.31
\$374,001	\$375,000	4,108.35	2,670.43
\$375,001	\$376,000	4,119.31	2,677.55
\$376,001	\$377,000	4,130.26	2,684.67
\$377,001	\$378,000	4,141.22	2,691.79
\$378,001	\$379,000	4,152.18	2,698.91
\$379,001	\$380,000	4,163.13	2,706.03
\$380,001	\$381,000	4,174.09	2,713.16
\$381,001	\$382,000	4,185.04	2,720.28
\$382,001	\$383,000	4,196.00	2,727.40
\$383,001	\$384,000	4,206.95	2,734.52
\$384,001	\$385,000	4,217.91	2,741.64
\$385,001	\$386,000	4,228.86	2,748.76
\$386,001	\$387,000	4,239.82	2,755.88
\$387,001	\$388,000	4,250.78	2,763.00
\$388,001	\$389,000	4,261.73	2,770.13
\$389,001	\$390,000	4,272.69	2,777.25
\$390,001	\$391,000	4,283.64	2,784.37
\$391,001	\$392,000	4,294.60	2,791.49
\$392,001	\$393,000	4,305.55	2,798.61
\$393,001	\$394,000	4,316.51	2,805.73
\$394,001	\$395,000	4,327.46	2,812.85
\$395,001	\$396,000	4,338.42	2,819.97
\$396,001	\$397,000	4,349.38	2,827.09
\$397,001	\$398,000	4,360.33	2,834.22
\$398,001	\$399,000	4,371.29	2,841.34
\$399,001	\$400,000	4,382.24	2,848.46
\$400,001	\$401,000	4,393.20	2,855.58
\$401,001	\$402,000	4,404.15	2,862.70
\$402,001	\$403,000	4,415.11	2,869.82
\$403,001	\$404,000	4,426.07	2,876.94
\$404,001	\$405,000	4,437.02	2,884.06
\$405,001	\$406,000	4,447.98	2,891.18

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$406,001	\$407,000	4,458.93	2,898.31
\$407,001	\$408,000	4,469.89	2,905.43
\$408,001	\$409,000	4,480.84	2,912.55
\$409,001	\$410,000	4,491.80	2,919.67
\$410,001	\$411,000	4,502.75	2,926.79
\$411,001	\$412,000	4,513.71	2,933.91
\$412,001	\$413,000	4,524.67	2,941.03
\$413,001	\$414,000	4,535.62	2,948.15
\$414,001	\$415,000	4,546.58	2,955.27
\$415,001	\$416,000	4,557.53	2,962.40
\$416,001	\$417,000	4,568.49	2,969.52
\$417,001	\$418,000	4,579.44	2,976.64
\$418,001	\$419,000	4,590.40	2,983.76
\$419,001	\$420,000	4,601.35	2,990.88
\$420,001	\$421,000	4,612.31	2,998.00
\$421,001	\$422,000	4,623.27	3,005.12
\$422,001	\$423,000	4,634.22	3,012.24
\$423,001	\$424,000	4,645.18	3,019.37
\$424,001	\$425,000	4,656.13	3,026.49
\$425,001	\$426,000	4,667.09	3,033.61
\$426,001	\$427,000	4,678.04	3,040.73
\$427,001	\$428,000	4,689.00	3,047.85
\$428,001	\$429,000	4,699.96	3,054.97
\$429,001	\$430,000	4,710.91	3,062.09
\$430,001	\$431,000	4,721.87	3,069.21
\$431,001	\$432,000	4,732.82	3,076.33
\$432,001	\$433,000	4,743.78	3,083.46
\$433,001	\$434,000	4,754.73	3,090.58
\$434,001	\$435,000	4,765.69	3,097.70
\$435,001	\$436,000	4,776.64	3,104.82
\$436,001	\$437,000	4,787.60	3,111.94
\$437,001	\$438,000	4,798.56	3,119.06
\$438,001	\$439,000	4,809.51	3,126.18
\$439,001	\$440,000	4,820.47	3,133.30
\$440,001	\$441,000	4,831.42	3,140.42
\$441,001	\$442,000	4,842.38	3,147.55
\$442,001	\$443,000	4,853.33	3,154.67
\$443,001	\$444,000	4,864.29	3,161.79
\$444,001	\$445,000	4,875.25	3,168.91
\$445,001	\$446,000	4,886.20	3,176.03
\$446,001	\$447,000	4,897.16	3,183.15
\$447,001	\$448,000	4,908.11	3,190.27
\$448,001	\$449,000	4,919.07	3,197.39
\$449,001	\$450,000	4,930.02	3,204.52
\$450,001	\$451,000	4,940.98	3,211.64

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
\$451,001	\$452,000	4,951.93	3,218.76
\$452,001	\$453,000	4,962.89	3,225.88
\$453,001	\$454,000	4,973.85	3,233.00
\$454,001	\$455,000	4,984.80	3,240.12
\$455,001	\$456,000	4,995.76	3,247.24
\$456,001	\$457,000	5,006.71	3,254.36
\$457,001	\$458,000	5,017.67	3,261.48
\$458,001	\$459,000	5,028.62	3,268.61
\$459,001	\$460,000	5,039.58	3,275.73
\$460,001	\$461,000	5,050.53	3,282.85
\$461,001	\$462,000	5,061.49	3,289.97
\$462,001	\$463,000	5,072.45	3,297.09
\$463,001	\$464,000	5,083.40	3,304.21
\$464,001	\$465,000	5,094.36	3,311.33
\$465,001	\$466,000	5,105.31	3,318.45
\$466,001	\$467,000	5,116.27	3,325.57
\$467,001	\$468,000	5,127.22	3,332.70
\$468,001	\$469,000	5,138.18	3,339.82
\$469,001	\$470,000	5,149.14	3,346.94
\$470,001	\$471,000	5,160.09	3,354.06
\$471,001	\$472,000	5,171.05	3,361.18
\$472,001	\$473,000	5,182.00	3,368.30
\$473,001	\$474,000	5,192.96	3,375.42
\$474,001	\$475,000	5,203.91	3,382.54
\$475,001	\$476,000	5,214.87	3,389.66
\$476,001	\$477,000	5,225.82	3,396.79
\$477,001	\$478,000	5,236.78	3,403.91
\$478,001	\$479,000	5,247.74	3,411.03
\$479,001	\$480,000	5,258.69	3,418.15
\$480,001	\$481,000	5,269.65	3,425.27
\$481,001	\$482,000	5,280.60	3,432.39
\$482,001	\$483,000	5,291.56	3,439.51
\$483,001	\$484,000	5,302.51	3,446.63
\$484,001	\$485,000	5,313.47	3,453.76
\$485,001	\$486,000	5,324.42	3,460.88
\$486,001	\$487,000	5,335.38	3,468.00
\$487,001	\$488,000	5,346.34	3,475.12
\$488,001	\$489,000	5,357.29	3,482.24
\$489,001	\$490,000	5,368.25	3,489.36
\$490,001	\$491,000	5,379.20	3,496.48
\$491,001	\$492,000	5,390.16	3,503.60
\$492,001	\$493,000	5,401.11	3,510.72
\$493,001	\$494,000	5,412.07	3,517.85
\$494,001	\$495,000	5,423.03	3,524.97
\$495,001	\$496,000	5,433.98	3,532.09

<b>Building Permit Fees - Suggested</b>			
<b>Total Valuation</b>		<b>Building Permit Fee</b>	<b>Plan Check Fee</b>
<b>\$496,001</b>	<b>\$497,000</b>	5,444.94	3,539.21
<b>\$497,001</b>	<b>\$498,000</b>	5,455.89	3,546.33
<b>\$498,001</b>	<b>\$499,000</b>	5,466.85	3,553.45
<b>\$499,001</b>	<b>\$500,000</b>	5,477.80	3,560.57
<b>\$500,001</b>	<b>and up</b>	\$5477.8 plus \$10.96 per addn'l \$1,000 in valuation or a portion thereof	\$3560.57 plus \$16.85 per addn'l \$1,000 in valuation or a portion thereof

**ENGINEERING FEES**

#	Description	Current Fee/Charge	Unit	Notes
<b>ENCROACHMENT FEES</b>				
1.1	Permit Processing	\$297.14	per project	
1.2	Encroachment Permit Issued to Utility Purveyors	\$356.57		
1.3	Minor Plan Check	\$416.00		
1.4	Minor Inspection/Traffic Control	\$237.71	per day	
1.5	Extensive Work Requiring Traffic Control, pavement restoration and construction oversite - existing right-of-way	3.5 % of construction cost	Deposit	
<b>2</b>	<b>Engineering Plan Check Fees</b>			
2.1	New Development - Improvement Plan Check	3.5 % of construction cost	Deposit	
2.2	New Development - Improvement Inspection	3.5 % of construction cost	Deposit	
2.3	Final Map Filing (Phasing Plan)	\$5,000.00	Deposit	
2.4	Final Map Filing	\$5,000.00	Deposit	
<b>Grading Fees (Subdivision)</b>				
3	Grading Plan Review Fees - Per Sheet	\$713.13		
<b>Other fees:</b>				
4	Additional plan reviews required by changes, additions or revisions to approved plan (minimum charge – one half hour)	\$237.71		
<b>Grading Permit Fees</b>				
5.1	0 to 500 cubic yards	\$475.42		
5.2	501 cubic yards	\$475.42	base fee @ 500 cu yds	
5.3	each additional 100 cubic yards	\$23.72		
5.4	1001 cubic yards	\$594.28	base fee @ 1,001 cu yds	
5.5	each additional 1,000 cubic yards	\$89.14		
5.6	5001 cubic yards	\$950.85	base fee @ 5,001 cu yds	
5.7	each additional 1,000 cubic yards	\$23.77		
5.8	10001 cubic yards	\$1,069.70	base fee @ 10,001 cu yds	
5.9	each additional 10,000 cubic yards	\$39.63		
5.1	100001 cubic yards	\$1,426.27	base fee @ 100,001 cu yds	
5.11	each additional 10,000 cubic yards	\$142.63		
<b>Other Inspections and Fees</b>				

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$324.01	0%	\$324.00	\$27
\$386.56	0%	\$386.00	\$29
\$449.11	0%	\$449.00	\$33
\$261.47	0%	\$261.00	\$23
Variable	NA	3.5 % of construction cost	\$0
Variable	NA	3.5 % of construction cost	\$0
Variable	NA	3.5 % of construction cost	\$0
Variable	NA	\$5,000.00	\$0
Variable	NA	\$5,000.00	\$0
\$761.84	0%	\$761.00	\$48
\$261.47	0%	\$261.00	\$23
\$511.65	0%	\$511.00	\$36
\$511.65	0%	\$511.00	\$36
\$25.02	0%	\$25.00	\$1
\$636.75	0%	\$636.00	\$42
\$93.82	1%	\$93.00	\$4
\$1,012.02	0%	\$1,012.00	\$61
\$25.02	0%	\$25.00	\$1
\$1,137.12	0%	\$1,137.00	\$67
\$41.70	2%	\$41.00	\$1
\$1,512.39	0%	\$1,512.00	\$86
\$151.24	0%	\$151.00	\$8

**ENGINEERING FEES**

#	Description	Current Fee/Charge	Unit	Notes
6	Inspections outside of normal business hours (*minimum charge – two hours)	Actual Cost using FBHR (2 hr. min.)	per hour	
7	Re-inspection fees assessed under provisions of Section 305 (g)	Actual Cost using FBHR	per hour	Includes up to 3 plan checks
<b>Fats, Oil and Grease (FOG) Fees</b>				
8	Food Service Establishment with Grease Control Device (billed monthly); covers 1 insp/yr - see below	\$35.64		
9	Food Service Establishment without Grease Control Device (billed monthly; covers 2 insp/yr) - see below	\$142.57		
10	Food Service Establishment - Re-Inspection	\$35.64		
<b>Stormwater Management/ NPDES</b>				
<b>11 Projects Under Construction</b>				
	Construction Site Inspection (includes 2 visits)	\$71.28		
<b>12 Existing Businesses</b>				
12.1	NPDES Site Initial Inspection (includes 2 visits)	\$71.28		
12.2	Follow-up Compliance Inspection	\$35.64		
13	Water Quality Management Plan (WQMP)	\$986.49		
<b>Hourly Rates</b>				
14	Engineer	\$238.00		
15	Environmental Engineer	\$238.00		

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost using FBHR (2 hr. min.)	\$0
NA	NA	Actual Cost using FBHR	\$0
\$75.71	1%	\$75.00	\$39
\$200.80	0%	\$200.00	\$57
\$75.71	1%	\$75.00	\$39
\$136.38	0%	\$136.00	\$65
\$136.38	0%	\$136.00	\$65
\$73.83	1%	\$73.00	\$37
\$1,012.02	0%	\$1,012.00	\$26
\$261.47	0%	\$261.00	\$23
\$261.47	0%	\$261.00	\$23



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Temecula, CA 92590-4856  
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## **ATTACHMENT 2**





**NOTICE OF PUBLIC HEARING**  
**REVISION AND UPDATING OF ALL CITY FEES**

**NOTICE HEREBY IS GIVEN** that on December 14, 2022, at 6:30 p.m. or as soon thereafter as it may be heard, during the regular City Council meeting, the City Council of the City of Canyon Lake will hold a Public Hearing to consider the revision and updating of all City fees, including an annual CPI automatic inflator.

Copies of the proposed new and increased fees along with the document supporting the calculation of such proposed rates prepared by the City's independent consultant and are on file for inspection in the Office of the City Clerk, at 31516 Railroad Canyon Rd, Canyon Lake, CA 92587.

If approved, the fee increases generally will be effective February 15, 2023, and thereafter.

At the public hearing, the City Council will hear all comments regarding the proposed rate increase. All interested persons are invited to attend.

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.

For additional information contact City Hall at (951) 244-2955 or at 31516 Railroad Canyon Road, Canyon Lake, CA 92587. City Hall is open Monday through Thursday from 8 a.m. to 5 p.m.

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Ana V. Sauseda, CMC  
City Clerk  
City of Canyon Lake

**Published 11/25/2022**



## **ATTACHMENT 3**



# City of Canyon Lake

## User Fee Study



# What are User Fees?

- Provide private benefit with limited or no community benefit
- State law requires that 1) individual use of the service must be voluntary, and 2) fees must reasonably relate to the services provided
- Fee levels & cost recovery determined through City Council fee adoption
- Does not include development impact fees, utility rates, taxes, etc.

# Why Update User Fees

- Subsidies in services impact the General Fund
  - Private & specific benefit services are subsidized by unobligated funding sources
  - Reduces ability to fund general & community benefits
- Decreased department funding typically results in understaffing and reduces service quality
- Cost recovery knowledge and planning
  - Provides clarity of pressures on City resources
  - Enables City to strategize and set fees to benefit of the City and community
  - State requirements for reasonable cost-based fees

# User Fee Objectives & Steps

- Determine full cost of providing services or programs
  - Review fee schedules based on service delivery
  - Identify potential new fees (not currently collected)
  - Using fully-burdened rates, calculate full cost recovery
- Update fees for services based on cost analysis
  - Incorporate or establish cost recovery goals
    - Subsidies allow access to services and facilitate compliance
  - Identify appropriate fee levels that:
    - Enhance reasonability and applicability
    - Maintain consistency with local policies and objectives
    - Maintain legal compliance with state law

# Scope of the Study

- Review and calculate cost of providing services and related fees charged by the following departments and divisions:
  - Finance & Administration
  - Animal Control
  - Fire
  - Building
  - Planning
  - Engineering

# Data & City Staff Participation

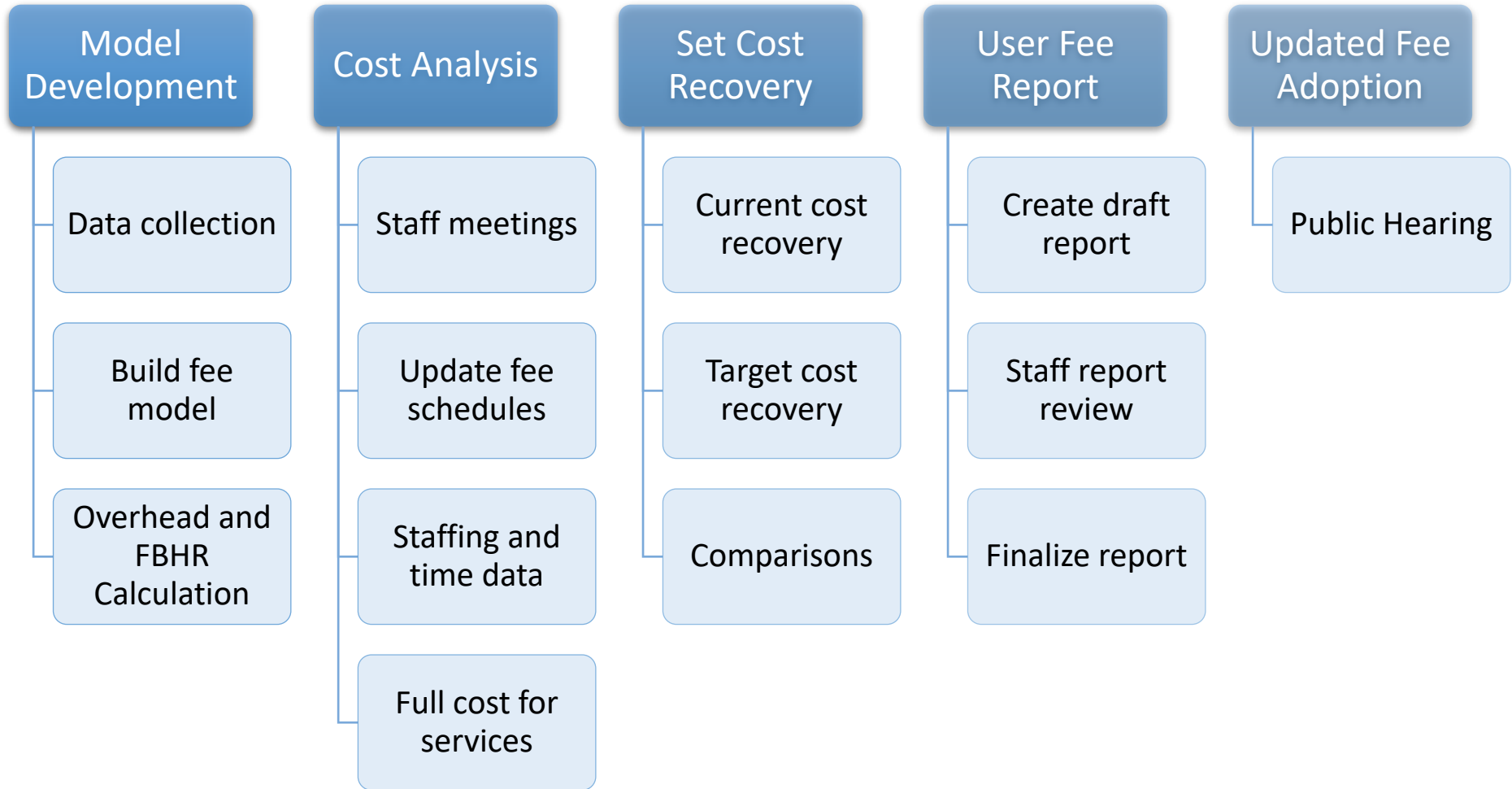
- Primary types of data used:
  - Expenditure data
  - Staffing structures
  - Central service/Indirect overhead
  - Productive/billable hours
  - Time estimates to complete tasks
  - City/Department input, feedback and policies
- Staff support throughout process essential to ensure analysis fidelity

# Cost of Service Calculation

- Costs included in fully burdened hourly rates
  - Salary & Benefits
  - Services & supply costs
  - Indirect support costs
  - System and maintenance costs
- Hourly rates structured to account for direct work hours



# Summary Steps of the Study



# Finance & Administration

- Time based analysis using fully burdened hourly rates and the time it reasonably takes to provide service.
- Suggested fee notes:
  - An increase to 8 fees;
  - 6 fees would decrease;
  - 3 new Residential Rental Inspection fees and the Code Enforcement Hourly Rate charge would be added, and;
  - 5 fees would remain as currently set.

# Animal Control

- A cost analysis was completed for Animal Control Services based on the cost share of Animal Friends of the Valleys.
- The analysis found that the Dog License Fees and Impound Fees are currently operating at approximately a 98% cost recovery.
- There is no recommendation for any changes to existing fees.
- One new fee for Hobby Breeder's License would be added.

# Fire

- A new fee schedule was needed to incorporate all fees and services provided by the Fire Department
- Time based analysis.
- Suggested fee notes:
  - The newly structured fee schedule consists of 236 fees;
    - Suggested fees are full cost recovery
  - A decrease to the EMS First Responder Fee, and;
  - An increase to the EMS Annual Subscription Fee for Fiscal Year 2023/24

# Building

- Time-based analysis for flat rate fees; suggested fee notes:
  - An increase to 26 fees;
  - 59 fees would decrease;
  - 7 new fees would be added, and;
  - 8 fees would remain as currently set, and;
- For Building Permit fees, suggested fees are based on project valuation.
  - A multiplier was calculated using historical project valuation to determine the amount of cost per valuation dollar needed to recover the full cost of providing service.
  - Full cost multiplier of .02781 for Plan Check and Building Permit services

# Planning

- Mixture of deposit-based fees and flat fees.
- Time-based analysis for flat fees.
- Suggested fee notes:
  - An increase to 19 fees;
  - 2 fees would decrease;
  - 19 fees would remain as currently set, and;
  - The average fee increase for existing Planning services would be at around 5% but actual revenue is dependent on actual

fee activity.

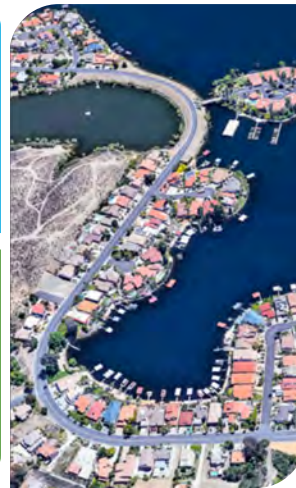
# Engineering

- Primarily-time based analysis.
- Suggested fee notes:
  - An increase to 26 fees;
  - 7 fees would remain as currently set, and;
  - The average estimated fee increase for existing Engineering services would be at around 5%.

# Policy Considerations

- General standard: individuals or groups who receive private benefit from service should pay 100% of cost
- In certain situations, subsidization is an effective public policy tool:
  - Encourage participation
  - Ensure compliance when cost is prohibitive to residents
  - Promote access to services
- Recommend that City utilize inflation factor to annually adjust fees based on CPI, MOU, or another factor
- Comprehensive fee study every 3-5 years

# Questions





## STAFF REPORT

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

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

**BY:** Jeff LaTendresse, Fire Chief

**DATE:** December 14, 2022

**SUBJECT:** Adoption of Resolution No. 2022-64, Acknowledging Receipt of a Report made by the Fire Chief of the Canyon Lake Fire Department Regarding Compliance with the Annual Inspection of Certain Occupancies Pursuant to Section 13146.2 and 13146.3 of the California Health and Safety Code

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### Recommendation

That the City Council adopt Resolution No. 2022-64 acknowledging receipt of a report made by the Fire Chief of the Canyon Lake Fire Department regarding compliance with the annual inspection of certain occupancies pursuant to Section 13146.2 and 13146.3 of the California Health and Safety Code.

### Background

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

### Fiscal Impact

None

### Attachments

1. Resolution No. 2022-64
2. California Health and Safety Code Section 13146.2 to Section 13146.4
3. 2022 Canyon Lake Fire Department State Mandated Inspection Report



# **ATTACHMENT 1**



**RESOLUTION NO. 2022-64**

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

**WHEREAS**, on September 27, 2018, the Governor signed into law Senate Bill No. 1205 (Chapter 854) adding Sections 14146.2 and 14146.3 to the California Health and Safety Code, which became effective on January 1, 2019; and

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

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

**WHEREAS**, The City of Canyon Lake Fire Department has prepared an annual report titled “2022 Canyon Lake Fire Department State Mandated Inspection Report” and dated December 14, 2022, on compliance with the statutory requirement to perform certain annual inspections as required under California Health and Safety Code Sections 13146.2 and 13146.3; and

**WHEREAS**, Senate Bill No. 1205 requires administering authorities to acknowledge receipt of annual reports on the compliance with the requirement to perform annual inspections.

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

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

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

**PASSED, APPROVED, AND ADOPTED** on this 14th day of December, 2022.

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Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk

## **ATTACHMENT 2**



## Cal. Health & Saf. Code § 13146.2

Section 13146.2 - Annual inspection of structures; inspection fee

**(a)** Every city, county, or city and county fire department or district providing fire protection services required by Sections 13145 and 13146 to enforce building standards adopted by the State Fire Marshal and other regulations of the State Fire Marshal shall, annually, inspect all structures subject to subdivision (b) of Section 17921, except dwellings, for compliance with building standards and other regulations of the State Fire Marshal.

**(b)** A city, county, or city and county fire department or district providing fire protection services that inspects a structure pursuant to subdivision (a) may charge and collect a fee for the inspection from the owner of the structure in an amount, as determined by the city, county, or city and county fire department or district providing fire protection services, sufficient to pay the costs of that inspection.

**(c)** A city, county, or city and county fire department or district providing fire protection services that provides related fire and life safety activities for structures subject to subdivision (b) of Section 17921, such as plan review, construction consulting, fire watch, and investigation, may charge and collect a fee from the owner of the structure in an amount, as determined by the city, county, city and county, or district, sufficient to pay the costs of those related fire and life safety activities.

**(d)** The State Fire Marshal, or the State Fire Marshal's authorized representative, who inspects a structure subject to subdivision (b) of Section 17921, except dwellings, for compliance with building standards and other regulations of the State Fire Marshal, may charge and collect a fee for the inspection from the owner of the structure. The State Fire Marshal may also charge and collect a fee from the owner of the structure for related fire and life safety activities, such as plan review, construction consulting, fire watch, and investigation. Any fee collected pursuant to this subdivision shall be in an amount, as determined by the State Fire Marshal, sufficient to pay the costs of that inspection or those related fire and life safety activities.

*Ca. Health and Saf. Code § 13146.2*

Amended by Stats 2019 ch 31 (SB 85),s 9, eff. 6/27/2019.

Amended by Stats 2008 ch 760 (AB 1338),s 6, eff. 9/30/2008.

## Cal. Health & Saf. Code § 13146.3

Section 13146.3 - Inspection of public or private schools

(a) A city, county, or city and county fire department or district providing fire protection services shall inspect every building used as a public or private school within its jurisdiction, for the purpose of enforcing regulations promulgated pursuant to Section 13143, not less than once each year. The State Fire Marshal and the State Fire Marshal's authorized representatives shall make these inspections not less than once each year in areas outside of corporate cities and districts providing fire protection services.

(b) A city, county, or city and county fire department or district that, or the State Fire Marshal or the State Fire Marshal's authorized representative who, inspects a structure pursuant to subdivision (a) may charge and collect a fee for the inspection in an amount sufficient to pay the costs of that inspection.

*Ca. Health and Saf. Code § 13146.3*

Amended by Stats 2019 ch 31 (SB 85),s 10, eff. 6/27/2019.

## Cal. Health & Saf. Code § 13146.4

### Section 13146.4 - Reports on compliance

- (a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3.
- (b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.
- (c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.
- (d) For purposes of this section, "administering authority" means a city council, county board of supervisors, or district board, as the case may be.

*Ca. Health and Saf. Code § 13146.4*

Added by Stats 2018 ch 854 (SB 1205),s 1, eff. 1/1/2019.



## **ATTACHMENT 3**





## CANYON LAKE FIRE DEPARTMENT

### MEMORANDUM

**DATE:** December 14, 2022

**TO:** City Council

**THROUGH:** Chris Mann, City Manager

**FROM:** Jeff LaTendresse

**SUBJECT:** 2022 Canyon Lake Fire Department State Mandated Inspections Report

Health and Safety Code Section 13146.4 was created by Senate Bill 1205 in 2018. The new section requires the Canyon Lake Fire Department to report the completion rates of state mandated annual inspections.

The state already required annual fire department inspections for all Educational (E), Residential (R-1 and R-2) transient multi-family and non-transient multifamily occupancies in compliance with Health and Safety Code Section 13146.2 and 13146.3. This includes all public and private schools, apartments, condominiums, hotels, and motels. Last year only 6 properties were identified, this year the Fire Department identified 9 properties the meet the State mandate.

The new code section requires that the completion report be presented to the City Council annually by the Canyon Lake Fire Department.

### **Canyon Lake Fire Department 2022 State Mandated Inspections Report**

**December 14, 2022**

**Total Occupancy Inspections Required: 9**

**Total Occupancy Inspections Completed: 9**

<b>Occupancy Type</b>	<b>Total # of Occupancies</b>	<b>Inspected in 2022</b>	<b>% Complete</b>
Group E (Schools)	1	1	100%
Group R-1 (Hotels)	1	1	100%
Group R-2 (Apts/Condos)	7	7	57%
<b>Total E, R-1 and R-2</b>	<b>9</b>	<b>9</b>	<b>66%</b>





ITEM NO. 7

## STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Chris Mann, City Manager *CM*  
**BY:** Ana V. Sauseda, City Clerk  
**DATE:** December 14, 2022  
**SUBJECT:** 2023 Committee & Agency Assignments

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### Recommendation

That the City Council review and appoint Councilmembers to the various committees and agencies and direct the City Clerk to notify respective agencies of any changes and post the FPPC Form 806 to the City's website.

### Background

Every year, the City Council reviews its representatives and alternates to various agencies as well as City committees to determine if any changes or additions are appropriate. Attached is a list of agencies to which the City Councilmembers are currently representing the City.

The City Clerk's Department has posted a Form 806, so action may be taken by the City Council. Following the City Council's selection of representatives, the City Clerk will notify the various agencies of any changes.

### Fiscal Impact

There is no impact.

### Attachments

1. Committee Roster for 2022
2. Blank Committee Roster for 2023



# ATTACHMENT 1



# 2022 Committee & Agency Assignments

## CITY OF CANYON LAKE COMMITTEE ASSIGNMENTS

STANDING COMMITTEES	Chair	Member	Meeting Date	Time	Place
Finance & Planning Committee	JEREMY	KASEY	1st Wednesday	4:00 PM	CL City Hall Administration Office
Canyon Lake Emergency Preparedness Committee	VACANT	DALE			
AD HOC COMMITTEES	Member	Meeting Date	Time	Place	
Veterans Day Committee	KASEY	JENNIFER		CL City Hall Administration Office	
Scholarship Committee	KASEY	JENNIFER		CL City Hall Administration Office	
Spirit of Canyon Lake Award Committee	KASEY	JENNIFER		CL City Hall Administration Office	
9/31 Event Committee	KASEY	JENNIFER		CL City Hall Administration Office	

## REGIONAL AGENCY ASSIGNMENTS

LESJWA - Lake Elsinore San Jacinto Watersheds Authority **	Stipend	Delegate	Alternate	Meeting Date	Time	Place
	None	DALE	KASEY	3rd Thursday	3:00 PM	EVMWD, 31315 Chaney St, Lake Elsinore
Move I-15 Through Temecula Valley Task Force	Stipend	Committee Member	Committee Member	Meeting Date	Time	Place
	None	JEREMY	VACANT	Quarterly	TBD	TBD
Public Entity Risk Management Authority (PERMA) **	Stipend	Member	Alternate	Meeting Date	Time	Place
	None	CHRIS	MIKE	6x per year		Rancho Mirage
RCA - Western Riverside County - Regional Conservation Authority **	Stipend	Board Member to the RCA Board of Directors	Alternate Board Member to the RCA Board of Directors	Meeting Date	Time	Place
	\$100	VACANT	JEREMY	1st Monday	1:00 PM	4080 Lemon St, 1st Floor, Riverside
RCTC - Riverside County Transportation Commission **	Stipend	Commissioner	Commissioner Alternate	Meeting Date	Time	Place
	\$100	JEREMY	VACANT	2nd Wednesday		4080 Lemon St, 1st Floor, Riverside
RTA - Riverside Transit Agency **	Stipend	Director	Alternate Director	Meeting Date	Time	Place
	\$150	JEREMY	VACANT	4th Thursday	2:00PM	4080 Lemon St, 1st Floor, Riverside
SCAG - Southern California Association of Governments Transportation Committee **	Stipend	Transportation Committee Member	*****	Meeting Date	Time	Place
	\$120	JEREMY	*****			
SCFA - Executive Management Committee **	Stipend	Member	*****	Meeting Date	Time	Place
	None	CORY	*****	As Needed		Murieta City Hall
SCFA - JPA (Animal Friends) **	Stipend	Board Member	Alternate Board Member	Meeting Date	Time	Place
	None	JENNIFER	VACANT	As Needed		33751 Mission Trail, Wildomar
VECTOR - Northwest Mosquito & Vector Control District **	Stipend	Trustee	Alternate Trustee	Meeting Date	Time	Place
	\$100	DALE	VACANT	3rd Thursday	3:00 PM	1966 Compton Ave., Corona
WRCOG - Western Riverside Council of Governments Executive Committee **	Stipend	Executive Committee Member	Executive Committee Member Alternate	Meeting Date	Time	Place
	\$150	DALE	VACANT	1st Monday	2:00 PM	4080 Lemon St, 1st Floor, Riverside
WRCOG - Technical Advisory Committee **	Stipend	Committee Member	*****	Meeting Date	Time	Place
	None	CHRIS	*****			



## **ATTACHMENT 2**



# 2023 Committee & Agency Assignments

## CITY OF CANYON LAKE COMMITTEE ASSIGNMENTS

STANDING COMMITTEES	Chair	Member	Meeting Date	Time	Place
Finance & Planning Committee			2nd Wednesday	4:00 PM	CL City Hall Administration Office
AD HOC COMMITTEES	Member	Member	Meeting Date	Time	Place
Veterans Day Committee					CL City Hall Administration Office
Scholarship Committee					CL City Hall Administration Office
Split of Canyon Lake Award Committee					CL City Hall Administration Office
9/11 Event Committee					CL City Hall Administration Office

## REGIONAL AGENCY ASSIGNMENTS

	Stipend	Council Liaison	Council Liaison	Meeting Date	Time	Place
Canyon Lake Emergency Preparedness Committee	None			1st Thursday	6:30 PM	Canyon Lake City Hall Council Chamber
LESJWA - Lake Elsinore San Jacinto Watersheds Authority **	Stipend	Delegate	Alternate	Meeting Date	Time	Place
	None			Every Other Month	3:00 PM	EVMWD, 31315 Chaney St, Lake Elsinore
Move I-15 Through Temecula Valley Task Force	Stipend	Committee Member	Committee Member	Meeting Date	Time	Place
	None			Quarterly	TBD	TBD
Public Entity Risk Management Authority (PERMA) **	Stipend	Member	Alternate	Meeting Date	Time	Place
	None			6x per year		Rancho Mirage
RCA - Western Riverside County - Regional Conservation Authority **	Stipend	Board Member to the RCA Board of Directors	Alternate Board Member to the RCA Board of Directors	Meeting Date	Time	Place
	\$100			1st Monday	1:00 PM	4080 Lemon St, 1st Floor, Riverside
RCTC - Riverside County Transportation Commission **	Stipend	Commissioner	Commissioner Alternate	Meeting Date	Time	Place
	\$100			2nd Wednesday		4080 Lemon St, 1st Floor, Riverside
RTA - Riverside Transit Agency **	Stipend	Director	Alternate Director	Meeting Date	Time	Place
	\$150			4th Thursday	2:00PM	4080 Lemon St, 1st Floor, Riverside
SCAG - Southern California Association of Governments Transportation Committee **	Stipend	Transportation Committee Member	*****	Meeting Date	Time	Place
	\$120					
SCFA - Executive Management Committee **	Stipend	Member	*****	Meeting Date	Time	Place
	None			As Needed		Munetta City Hall
SCFA - JPA (Animal Friends) **	Stipend	Board Member	Alternate Board Member	Meeting Date	Time	Place
	None			As Needed		33751 Mission Trail, Wildomar
VECTOR - Northwest Mosquito & Vector Control District **	Stipend	Trustee	Alternate Trustee	Meeting Date	Time	Place
	\$100			3rd Thursday	3:00 PM	1966 Compton Ave., Corona
WRCOG - Western Riverside Council of Governments Executive Committee **	Stipend	Executive Committee Member	Executive Committee Member Alternate	Meeting Date	Time	Place
	\$150			1st Monday	2:00 PM	4080 Lemon St, 1st Floor, Riverside
WRCOG - Technical Advisory Committee **	Stipend	Committee Member	*****	Meeting Date	Time	Place
	None					