CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road
Canyon Lake, CA 92587
www.canyonlakeca.gov

Mayor Jeremy Smith
Mayor Pro Tem Dale Welty
Council Member Kasey Castillo
Council Member Jennifer Dain
Council Member Mark Terry

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

AGENDA

Regular Meeting of the Canyon Lake City Council
Wednesday, February 8, 2023

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

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PUBLIC COMMENT — LIMIT 3 MINUTES

Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to 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. *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.*

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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 REAL PROPERTY NEGOTIATORS – Pursuant to Section 54956.8
   Property: 28730 Vacation Dr., Canyon Lake, CA 92587
   Agency Negotiator: City Manager
   Negotiating Parties: Canyon Lake Property Owners Association
   Under Negotiation: Price and Terms of Payment

C. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – Pursuant to Section 54956.9 (d)(4) – 1 case

D. CONFERENCE WITH LABOR NEGOTIATORS – PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957.6
Agency Designated Representatives: City Council
Unrepresented Employee: City Attorney

E. CONFERENCE WITH LABOR NEGOTIATORS – PUBLIC EMPLOYEE APPOINTMENT - Pursuant to Government Code Section 54957.6
Agency Designated Representatives: City Council
Unrepresented Employee: City Manager

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OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION

FLAG SALUTE

ROLL CALL

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizen of the Month
- Presentation – Outgoing City Manager

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**

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PUBLIC COMMENT **LIMIT 3 MINUTES**

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(9) Ordinance

Adopt an exemption finding the proposed action is exempt from environmental review consistent with CEQA Guidelines Section 15061 (b)(3); and

Approve the Introduction and First Reading of Ordinance No. 230, An Ordinance of the City Council of the City of Canyon Lake, California, Adding Chapter 8.03 to the Canyon Lake Municipal Code Regulating Docks

(10) Discussion - Authorization for Mayor Smith to Attend the Urban Water Institute's Spring Conference

(11) Discussion - Southwest Riverside County Women's Elected Leaders Collaborative

(12) Resolution/Ordinance - Adoption of Resolution No. 2023-07, Amending the Canyon Lake Citywide Fee Schedule in Relation to Special Event Permits; Adoption of Urgency Ordinance No. 231, Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing; and Approving the Introduction and First Reading of Ordinance No. 232, Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing

(13) Report - Orally Report a Summary of Compensation and Approve Employment Agreement Appointing Nicole Dailey City Manager, effective March 1, 2023, and Setting Compensation and Other Terms of Employment

CITY MANAGER COMMENTS

COMMITTEE AND COUNCIL REPORTS/COMMENTS

ANNOUNCEMENTS

The next regular meeting will be **Wednesday, March 8, 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 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.

February 8, 2023 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 February 3, 2023, 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

ITEM NO. 2

STAFF REPORT

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

FROM: **Chris Mann, City Manager**

BY: **Kayla Malin, Accountant and HR Specialist**

DATE: **February 8, 2023**

SUBJECT: **Adoption of Resolution No. 2023-05, Allowing Certain Claims and Demands as Set Forth in Exhibit A**

Recommendation

That the City Council adopt Resolution No. 2023-05, allowing certain claims and demands as set forth in Exhibit A.

Background

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of January 11, 2023.

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. 2023-05

ATTACHMENT 1

RESOLUTION NO. 2023-05

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 February 8, 2023; and

WHEREAS, Exhibit A was presented at the regular meeting of the City Council on February 8, 2023, 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 February 8th, in the amount of $1,599,987.28 as follows:

Payroll Earnings (Gross)	$	127,702.06	(For Month of January)
Payroll Processing Fees	$	619.85	(For Month of January)
Payroll Taxes - Employer		6,103.43	(For Month of January)
On-line Retirement		19,669.40	(For Month of January)
PARS		13,324.88	(For Month of January)
On-line Health		17,587.01	(For Month of January)
Nationwide Deferred Comp.		3,347.74	(For Month of January)
Citizens Business Bank Interest		1,949.05	(For the Month of December)
General	$	1,409,683.86	
TOTAL	$	1,599,987.28	

PASSED, APPROVED AND ADOPTED this 8th day of February, 2023.

Jeremy Smith, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

Exhibit A

Claims and Demands

City of Canyon Lake

Check/Voucher Register - Council Report - Expenditures

From 1/1/2023 Through 1/31/2023

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28699	1/5/2023	CTAI Pacific Greenscape	Landscape Service for Fire Station December 2022	250.00	10	GENERAL
Total 28699	1/5/2023			250.00		
28700	1/5/2023	Geico Casualty Co	Refund to Insurance Co-Customer should not have been billed	429.22	10	GENERAL
Total 28700	1/5/2023			429.22		
28701	1/5/2023	Gina Acuna	Refund to Customer-Customer should not have been billed	1,053.78	10	GENERAL
Total 28701	1/5/2023			1,053.78		
28702	1/5/2023	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 12/23/2022	3,585.02	10	GENERAL
Total 28702	1/5/2023			3,585.02		
28703	1/5/2023	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 12/29/2022	1,284.88	10	GENERAL
Total 28703	1/5/2023			1,284.88		
28704	1/5/2023	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 1/6/2023	3,585.06	10	GENERAL
Total 28704	1/5/2023			3,585.06		
28705	1/5/2023	Nate Volk	Video Broadcast Meeting 12/14/2022	350.00	10	GENERAL
Total 28705	1/5/2023			350.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28706	1/5/2023	OTIS ELEVATOR COMPANY	Annual Service for Elevator 1/1/2023 - 12/31/2023	5,446.80	10	GENERAL
Total 28706	1/5/2023			5,446.80		
28707	1/5/2023	Richard & Marilyn Stovall	Refund EMS Subscription Fee	192.00	10	GENERAL
Total 28707	1/5/2023			192.00		
28708	1/5/2023	Charter Communications	Digital Converter for City Hall 12/22/22-1/21/23	5.55	10	GENERAL
Total 28708	1/5/2023			5.55		
28709	1/5/2023	Toshiba Financial Services	Monthly Copier Lease Admin & City Hall January 2023	799.32	10	GENERAL
Total 28709	1/5/2023			799.32		
28710	1/5/2023	Toshiba America Business Solutions	Fire Station B/W & Color Copies 11/25/22 - 12/24/22	42.03	10	GENERAL
Total 28710	1/5/2023			42.03		
28711	1/10/2023	Applicant Background Information	Background Check for Reserve Hill	98.50	10	GENERAL
Total 28711	1/10/2023			98.50		
28712	1/10/2023	Abila	Accounting Software 1/1/2023 - 1/31/2023	190.46	10	GENERAL
Total 28712	1/10/2023			190.46		
28713	1/10/2023	Bankcard Center	See Credit Card Review 0025	118.56	10	GENERAL
Total 28713	1/10/2023			118.56		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28714	1/10/2023	Bankcard Center	See Credit Card Review 0041	1,376.11	10	GENERAL
Total 28714	1/10/2023			1,376.11		
28715	1/10/2023	Bankcard Center	See Credit Card Review 0058	415.68	10	GENERAL
Total 28715	1/10/2023			415.68		
28716	1/10/2023	Bankcard Center	See Credit Card Review 0066	109.95	10	GENERAL
Total 28716	1/10/2023			109.95		
28717	1/10/2023	Bankcard Center	See Credit Card Review 0776	129.95	10	GENERAL
Total 28717	1/10/2023			129.95		
28718	1/10/2023	Bankcard Center	See Credit Card Review 3081	3,752.06	10	GENERAL
Total 28718	1/10/2023			3,752.06		
28719	1/10/2023	Brennan Calley	Reserve Stipend for December 2022	100.00	10	GENERAL
Total 28719	1/10/2023			100.00		
28720	1/10/2023	CANYON LAKE PEST CONTROL, Steven E. Young	Bi-Monthly Pest Service for City Hall	60.00	10	GENERAL
Total 28720	1/10/2023			60.00		
28721	1/10/2023	Control Pump	Landscape for Booster Station December 2022	375.00	20	GAS TAX
28721	1/10/2023	Control Pump	Pump Repair for Landscape Station	1,275.00	20	GAS TAX
Total 28721	1/10/2023			1,650.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28722	1/10/2023	L.N. Curtis and Sons	Calibration Cylinder-Transportation	467.76	10	GENERAL
28722	1/10/2023	L.N. Curtis and Sons	Turnout Pants	1,497.85	10	GENERAL
Total 28722	1/10/2023			1,965.61		
28723	1/10/2023	Jennifer Dain	Auto Allowance January 2023-Dain	100.00	10	GENERAL
Total 28723	1/10/2023			100.00		
28724	1/10/2023	DATA TICKET	Code Enforcement Citation Processing July 2022-Reissued	190.00	10	GENERAL
28724	1/10/2023	DATA TICKET	Monthly EMS Response Fee July 2022-Reissued	128.00	10	GENERAL
28724	1/10/2023	DATA TICKET	Parking Monthly July 2022-Reissued	100.00	10	GENERAL
Total 28724	1/10/2023			418.00		
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ord. 223-Planning & Zoning	32.50	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ord. 225-Date, Time, Location of Meetings	31.25	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ord. 226-Signing Autho use of digital Sig	32.50	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ord. 228 Cal Codes green bldg Code	40.00	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ordinance 221 - Signs	28.75	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ordinance 224-Planning & Zoning	30.00	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Ordinance 227- Fire Code	35.00	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice for Public Hearing-Approval of Zone Change	48.30	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28725	1/10/2023	FRIDAY FLYER	Legal Notice- Revision and Updating of All City Fees	51.45	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Legal Notice-General Plan Safety Element Update	37.50	10	GENERAL
28725	1/10/2023	FRIDAY FLYER	Winter Wonderland 1/2 Page Ad	400.00	10	GENERAL
Total 28725	1/10/2023			767.25		
28726	1/10/2023	THE GAS COMPANY	Gas Charges for City Hall 11/30/22 to 12/30/22	241.30	10	GENERAL
28726	1/10/2023	THE GAS COMPANY	Gas Charges for 31520 Railroad Cyn Rd. 11/30/22 to 12/30/22	43.22	60	ENTERPR... FUND
Total 28726	1/10/2023			284.52		
28727	1/10/2023	Brennain Gorter	Reimbursement for County License	50.00	10	GENERAL
Total 28727	1/10/2023			50.00		
28728	1/10/2023	Harris & Associates	Professional Services EMS Program 10/30/22-11/28/22	3,000.00	10	GENERAL
Total 28728	1/10/2023			3,000.00		
28729	1/10/2023	Jake Stouffer	Reserve Stipend for December 2022	100.00	10	GENERAL
Total 28729	1/10/2023			100.00		
28730	1/10/2023	Jeremy Smith	Auto Allowance January 2023-Smith	100.00	10	GENERAL
Total 28730	1/10/2023			100.00		
28731	1/10/2023	Jonathan Sasse	Reserve Stipend for December 2022	150.00	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28731	1/10/2023			150.00		
28732	1/10/2023	Kasey Castillo	Auto Allowance January 2023-Castillo	100.00	10	GENERAL
Total 28732	1/10/2023			100.00		
28733	1/10/2023	Knox Company	Knox Gate and Key Switch for Canyon Lake Villas	159.48	10	GENERAL
Total 28733	1/10/2023			159.48		
28734	1/10/2023	Pieter Koopman	Reserve Stipend for December 2022	100.00	10	GENERAL
Total 28734	1/10/2023			100.00		
28735	1/10/2023	LSL CPA's	2022 Governmental Audit-Final	1,800.00	10	GENERAL
Total 28735	1/10/2023			1,800.00		
28736	1/10/2023	Life-Assist, Inc.	Medical Supplies for Fire Station	51.12	10	GENERAL
Total 28736	1/10/2023			51.12		
28737	1/10/2023	League of California Cities	Riverside County Division Meeting-11/14/22	100.00	10	GENERAL
Total 28737	1/10/2023			100.00		
28738	1/10/2023	Matt Luksch	Reserve Stipend for December 2022	100.00	10	GENERAL
Total 28738	1/10/2023			100.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28739	1/10/2023	Mark Terry	Auto Allowance January 2023- Terry	100.00	10	GENERAL
Total 28739	1/10/2023			100.00		
28740	1/10/2023	Morgan Suit	Reserve Stipend for December 2022	50.00	10	GENERAL
Total 28740	1/10/2023			50.00		
28741	1/10/2023	Thomas Mosqueda	Reserve Stipend for December 2022	100.00	10	GENERAL
Total 28741	1/10/2023			100.00		
28742	1/10/2023	MuniServices/ Avenu	Utility User Fee-October 2022 to December 2022	2,500.00	10	GENERAL
Total 28742	1/10/2023			2,500.00		
28743	1/10/2023	PV Maintenance Inc.	Street & Facility Maintenance Services 12/1/22 to 12/31/22	1,502.69	10	GENERAL
28743	1/10/2023	PV Maintenance Inc.	Street & Facility Maintenance Services 12/1/22 to 12/31/22	513.93	20	GAS TAX
Total 28743	1/10/2023			2,016.62		
28744	1/10/2023	PZL, Inc.	Planning Services for December 2022	3,120.00	10	GENERAL
Total 28744	1/10/2023			3,120.00		
28745	1/10/2023	Regional Conservation Authority	MSHCP Additional Fees Collected	312.00	50	AGENCY
Total 28745	1/10/2023			312.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28746	1/10/2023	County Executive Office	Debt Service FY 22/23	29,786.00	10	GENERAL
Total 28746	1/10/2023			29,786.00		
28747	1/10/2023	Riverside County Sheriff Dept. Lake Elsinore	Sheriffs Extra Duty July 4th Weekend 2022	3,746.59	10	GENERAL
Total 28747	1/10/2023			3,746.59		
28748	1/10/2023	James Sanchez	Reserve Stipend for December 2022	200.00	10	GENERAL
Total 28748	1/10/2023			200.00		
28749	1/10/2023	Special District Risk Management Authority	Dental and Vision Insurance for February 2023	1,274.01	10	GENERAL
Total 28749	1/10/2023			1,274.01		
28750	1/10/2023	Sean Rivello	Reserve Stipend for December 2022	150.00	10	GENERAL
Total 28750	1/10/2023			150.00		
28751	1/10/2023	South Coast Emergency Vehicle Services	Repairs to Patrol 1 Vehicle	996.43	10	GENERAL
Total 28751	1/10/2023			996.43		
28752	1/10/2023	STAPLES	Office Supplies for Admin & City Hall	738.10	10	GENERAL
Total 28752	1/10/2023			738.10		
28753	1/10/2023	The Christmas Kings	50% Deposit for Holiday Lighting and Christmas Tree Lease	10,650.00	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28753	1/10/2023	The Christmas Kings	Remaining Balance for Holiday Lighting and Xmas Tree Lease	10,650.00	10	GENERAL
Total 28753	1/10/2023			21,300.00		
28754	1/10/2023	The Code Group, Inc.	Plan Check Services For 10/30/2022 to 11/26/2022	1,026.07	10	GENERAL
Total 28754	1/10/2023			1,026.07		
28755	1/10/2023	The Creative Corner	2022 State of the City Flowers	984.00	10	GENERAL
Total 28755	1/10/2023			984.00		
28756	1/10/2023	Toshiba America Business Solutions	Admin B/W & Color Copies 11/26/22 - 12/25/22	230.23	10	GENERAL
Total 28756	1/10/2023			230.23		
28757	1/10/2023	Turnout Maintenance Company, LLC	Cleaning and Alterations to Turnout Pants	206.00	10	GENERAL
Total 28757	1/10/2023			206.00		
28758	1/10/2023	Dale Welty	Auto Allowance January 2023-Welty	100.00	10	GENERAL
Total 28758	1/10/2023			100.00		
28759	1/10/2023	Willdan	Water Quality Services thru 11/25/2022	4,099.50	10	GENERAL
Total 28759	1/10/2023			4,099.50		
28760	1/10/2023	Willdan Financial Services	Citywide User Fee and Rate Study through 11/25/2022	3,503.00	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28760	1/10/2023			3,503.00		
28761	1/10/2023	Zach Michel	Reserve Stipend for December 2022	50.00	10	GENERAL
Total 28761	1/10/2023			50.00		
28762				0.00		
Total 28762				0.00		
28765	1/24/2023	2 Hot Uniforms, Inc. 2 Hot Activewear	Uniforms for Fire Station	382.73	10	GENERAL
Total 28765	1/24/2023			382.73		
28766	1/24/2023	All State Propane	Propane for Fire Station	288.08	10	GENERAL
Total 28766	1/24/2023			288.08		
28767	1/24/2023	Amazon Capital Services	Office & Equipment for Fire Station	270.11	10	GENERAL
Total 28767	1/24/2023			270.11		
28768	1/24/2023	AMP GLOBAL LLC	Rent for February 2023-31526 Railroad Canyon Rd	2,834.00	10	GENERAL
Total 28768	1/24/2023			2,834.00		
28769	1/24/2023	AMP GLOBAL LLC	Rent for February 2023-31526 Railroad Canyon Rd., Suite 4	430.00	10	GENERAL
Total 28769	1/24/2023			430.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28770	1/24/2023	Andrew Ladeau	Reissue Reserve Stipend for November 2022	100.00	10	GENERAL
Total 28770	1/24/2023			100.00		
28771	1/24/2023	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services Month of December 2022	3,500.00	10	GENERAL
Total 28771	1/24/2023			3,500.00		
28772	1/24/2023	BIO-TOX LABORATORIES	Blood Analysis - 11/23/2022	378.60	10	GENERAL
Total 28772	1/24/2023			378.60		
28773	1/24/2023	CA Dept of tax and Fee Administration	Diesel Fuel Acct # 245-963712 Period Ending 12/31/22	98.00	10	GENERAL
Total 28773	1/24/2023			98.00		
28774	1/24/2023	Champion Trophy	Plaques for Reserves	98.28	10	GENERAL
Total 28774	1/24/2023			98.28		
28775	1/24/2023	CANYON LAKE MERCHANT-S ASSOC.	2023 Assessments for Lots 40, 41, 42, 50, 51, & 52	7,182.00	10	GENERAL
28775	1/24/2023	CANYON LAKE MERCHANT-S ASSOC.	2023 Assessments for Lots 40, 41, 42, 50, 51, & 52	14,364.00	60	ENTERPR... FUND
Total 28775	1/24/2023			21,546.00		
28776	1/24/2023	CANYON LAKE PEST CONTROL, Steven E. Young	City Hall Quarterly Pest Control	105.00	10	GENERAL
Total 28776	1/24/2023			105.00		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28777	1/24/2023	Corelogic Information Solutions, INC.	Database for Code Enforcement, December 2022	144.90	10	GENERAL
Total 28777	1/24/2023			144.90		
28778	1/24/2023	CR&R	Trash Services for Rental Bldg. January 2023	185.33	60	ENTERPR... FUND
Total 28778	1/24/2023			185.33		
28779	1/24/2023	CR&R	Refuse Collections FY22-23 SS1	966,070.07	50	AGENCY
Total 28779	1/24/2023			966,070.07		
28780	1/24/2023	CR&R	Refuse Collections FY21-22 PY Sec SP1	23,562.80	50	AGENCY
Total 28780	1/24/2023			23,562.80		
28781	1/24/2023	CTAI Pacific Greenscape	Landscape Maint Fee for Fire Station January 2023	250.00	10	GENERAL
28781	1/24/2023	CTAI Pacific Greenscape	Landscape Maint Fee For Medians & Parkways January 2023	4,775.00	20	GAS TAX
28781	1/24/2023	CTAI Pacific Greenscape	Landscape Maint Fee for Medians & Parkways November 2022	4,775.00	20	GAS TAX
Total 28781	1/24/2023			9,800.00		
28782	1/24/2023	DATA TICKET	Code Enforcement Citation Processing December 2022	100.00	10	GENERAL
28782	1/24/2023	DATA TICKET	Monthly EMS Response Fee December 2022	100.00	10	GENERAL
28782	1/24/2023	DATA TICKET	Parking Citations September 2022	100.00	10	GENERAL
28782	1/24/2023	DATA TICKET	Parking Monthly Fee December 2022	100.00	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28782	1/24/2023			400.00		
28783	1/24/2023	DFM ASSOCIATES	2023 California Elections Code Book	90.26	10	GENERAL
Total 28783	1/24/2023			90.26		
28784	1/24/2023	Division of the State Architect	Disability & Education Fee Quarter Ended 12/31/2022	228.00	10	GENERAL
Total 28784	1/24/2023			228.00		
28785	1/24/2023	Embroidery & More	City Logo Shirt & Jacket for Council Member-Dain	104.13	10	GENERAL
Total 28785	1/24/2023			104.13		
28786	1/24/2023	Forensic Nurses of SoCal, Inc.	Forensic Assault Exam - 12/31/2022	1,200.00	10	GENERAL
Total 28786	1/24/2023			1,200.00		
28787	1/24/2023	Gladwell Governmental Services, Inc.	Records Retention Legal Review, Update & Advice-FY 22-23	250.00	10	GENERAL
Total 28787	1/24/2023			250.00		
28788	1/24/2023	NANCY GREENHALGH	Retiree Health Insurance January 2023	148.68	10	GENERAL
Total 28788	1/24/2023			148.68		
28789	1/24/2023	NANCY GREENHALGH	Retiree Health Insurance February 2023	148.68	10	GENERAL
Total 28789	1/24/2023			148.68		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28790	1/24/2023	Inland Urgent Care Menifee	New Employee Physical-Brianna	90.00	10	GENERAL
Total 28790	1/24/2023			90.00		
28791	1/24/2023	John Hancock USA	EE & ER Contributions for Semi-Monthly Check Date 1/13/2023	1,284.88	10	GENERAL
Total 28791	1/24/2023			1,284.88		
28792	1/24/2023	John Hancock USA	EE & ER Contributions for Bi-Weekly Check Date 1/20/2023	3,585.04	10	GENERAL
Total 28792	1/24/2023			3,585.04		
28793	1/24/2023	Johnson Controls Security Solutions	Progress Bill Install-Access Control	477.15	10	GENERAL
Total 28793	1/24/2023			477.15		
28794	1/24/2023	Life-Assist, Inc.	Medical Supplies for Fire Station	1,414.15	10	GENERAL
Total 28794	1/24/2023			1,414.15		
28795	1/24/2023	Linde Gas & Equipment Inc.	Fire Station Medical Equipment	140.45	10	GENERAL
28795	1/24/2023	Linde Gas & Equipment Inc.	Medical Supplies for Fire Station	237.72	10	GENERAL
Total 28795	1/24/2023			378.17		
28796	1/24/2023	Nate Volk	Video Broadcast Meeting 1/11/2023	350.00	10	GENERAL
28796	1/24/2023	Nate Volk	Video Broadcast Meeting 9/14/2022	350.00	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 28796	1/24/2023			700.00		
28797	1/24/2023	National Auto Fleet Group	New Vehicle -Ford Explorer 2022	60,239.06	27	MISC GRANT
Total 28797	1/24/2023			60,239.06		
28798	1/24/2023	PARS	Monthly Administrative Fee Ending 11/30/2022	400.00	10	GENERAL
Total 28798	1/24/2023			400.00		
28799	1/24/2023	Pitney Bowes	Supplies- Red Ink	98.36	10	GENERAL
Total 28799	1/24/2023			98.36		
28800	1/24/2023	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for December 2022	5,374.20	10	GENERAL
Total 28800	1/24/2023			5,374.20		
28801	1/24/2023	Regional Conservation Authority	Interest for Permit 20220165	8.68	50	AGENCY
28801	1/24/2023	Regional Conservation Authority	MSHCP Additional Fees Collected	624.00	50	AGENCY
Total 28801	1/24/2023			632.68		
28802	1/24/2023	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 9/22/2022 - 10/19/2022	149,163.67	10	GENERAL
Total 28802	1/24/2023			149,163.67		
28803	1/24/2023	COUNTY OF RIVERSIDE-TLMA	SLF - Nov 23 Costs	578.77	20	GAS TAX
Total 28803	1/24/2023			578.77		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28804	1/24/2023	Riverside County Treasurer - Tax Collector	FY 22-23 Property Taxes 31542 RRCR 2nd Installment	1,298.24	60	ENTERPR... FUND
Total 28804	1/24/2023			1,298.24		
28805	1/24/2023	Riverside County Treasurer - Tax Collector	FY 22-23 Property Taxes 31542 RRCR Suite 1- 2nd Installment	674.56	60	ENTERPR... FUND
Total 28805	1/24/2023			674.56		
28806	1/24/2023	SUN BADGE	Fire Department Badges	243.20	10	GENERAL
Total 28806	1/24/2023			243.20		
28807	1/24/2023	Total Compensation Systems, Inc.	GASB 75 Full Valuation-2nd Installment, 11/16/2022	1,440.00	10	GENERAL
Total 28807	1/24/2023			1,440.00		
28808	1/24/2023	The Code Group, Inc.	Plan Check Services for 11/27/22 - 12/31/22	8,048.58	10	GENERAL
28808	1/24/2023	The Code Group, Inc.	Plan Check Services for 8/28/2022 - 10/01/2022	10,194.47	10	GENERAL
Total 28808	1/24/2023			18,243.05		
28809	1/24/2023	Charter Communications	Fire Statiion Internet Service 1/10/23 - 2/9/23	294.41	10	GENERAL
Total 28809	1/24/2023			294.41		
28810	1/24/2023	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall February 2023	799.32	10	GENERAL
28810	1/24/2023	Toshiba Financial Services	Monthly Copier Lease for Fire Station - February 2023	120.83	10	GENERAL
Total 28810	1/24/2023			920.15		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
28811	1/24/2023	U. S. Bank	See Credit Card Review	7,260.75	10	GENERAL
Total 28811	1/24/2023			7,260.75		
28812	1/24/2023	Willdan	Water Quality Services thru 12/30/22	3,385.00	10	GENERAL
Total 28812	1/24/2023			3,385.00		
28813	1/24/2023	ZF Signature Inc	Medical Director Services for October-December 2022	1,200.00	10	GENERAL
Total 28813	1/24/2023			1,200.00		
EFT 662		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 11/15/22 to 12/14/22	541.21	10	GENERAL
Total EFT 662				541.21		
EFT 663		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/15/22 to 12/14/22	248.56	20	GAS TAX
Total EFT 663				248.56		
EFT 664		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 11/15/22 to 12/14/22	618.79	10	GENERAL
Total EFT 664				618.79		
EFT 665		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/21/22 to 12/20/22	78.76	20	GAS TAX
Total EFT 665				78.76		
EFT 666		SOUTHERN CALIFORNIA EDISON	Electricity for Veterans Park 11/19/22 to 12/19/22	76.19	10	GENERAL
Total EFT 666				76.19		

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT 667		SOUTHERN CALIFORNIA EDISON	Electricity for 31526 RRCR, Suite 3 11/19/22 to 12/19/22	48.22	10	GENERAL
Total EFT 667				48.22		
EFT 668		SOUTHERN CALIFORNIA EDISON	Electricity for Admin 31526 RRCR 11/19/22 to 12/19/22	194.01	10	GENERAL
Total EFT 668				194.01		
EFT 669		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Lights 11/30/22 to 12/28/22	316.19	20	GAS TAX
Total EFT 669				316.19		
EFT 670		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Lights 11/19/22 to 12/19/22	10.75	20	GAS TAX
Total EFT 670				10.75		
EFT 671		Sparkletts	Drinking Water for City Hall & Admin January 2023	183.86	10	GENERAL
Total EFT 671				183.86		
EFT 672		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 11/28/22 to 12/28/22	1,049.38	20	GAS TAX
Total EFT 672				1,049.38		
EFT 673		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 11/28/22 to 12/28/22	358.89	10	GENERAL
Total EFT 673				358.89		
EFT 674		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 11/26/22 to 12/25/22	95.19	10	GENERAL

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT 674				95.19		
EFT 675		ELSINORE VALLEY MUNI WATER DIS	Water for Rental 31520 RRCR 11/26/22 to 12/25/22	64.69	60	ENTERPR... FUND
Total EFT 675				64.69		
EFT 676		ELSINORE VALLEY MUNI WATER DIS	Water for Rental 31542 RRCR 11/26/22 to 12/25/22	80.51	60	ENTERPR... FUND
Total EFT 676				80.51		
EFT 677		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 12/9/22 to 1/8/23	220.29	20	GAS TAX
Total EFT 677				220.29		
EFT 678		SOUTHERN CALIFORNIA EDISON	Electricity for 31540/31542 RRCR 9/14/22 to 12/14/22	2,799.77	60	ENTERPR... FUND
Total EFT 678				2,799.77		
Report Total				1,409,683.86		

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

Vendor ID	Invoice Description	Cash Required
CTAI	Landscape Service for Fire Station December 2022	250.00
Geico	Refund to Insurance Co-Customer should not have been billed	429.22
Gina Acuna	Refund to Customer-Customer should not have been billed	1,053.78
John Hancock	EE & ER Contributions for Semi-Monthly Check Date 12/29/2022	1,284.88
	EE & ER Contributions for Bi-Weekly Check Date 12/23/2022	3,585.02
	EE & ER Contributions for Bi-Weekly Check Date 1/6/2023	3,585.06
Nate Volk	Video Broadcast Meeting 12/14/2022	350.00
OTIS	Annual Service for Elevator 1/1/2023 - 12/31/2023	5,446.80
Stovall	Refund EMS Subscription Fee	192.00
Time Warner	Digital Converter for City Hall 12/22/22-1/21/23	5.55
Toshiba	Monthly Copier Lease Admin & City Hall January 2023	799.32
Toshiba Business Solutions, USA	Fire Station B/W & Color Copies 11/25/22 - 12/24/22	42.03
Report Total		17,023.66

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

Vendor ID	Invoice Description	Cash Required
ABI	Background Check for Reserve Hill	98.50
ABILA	Accounting Software 1/1/2023 - 1/31/2023	190.46
Bankcard	See Credit Card Review 0066	109.95
	See Credit Card Review 0025	118.56
	See Credit Card Review 0041	1,376.11
	See Credit Card Review 3081	3,752.06
	See Credit Card Review 0058	415.68
	See Credit Card Review 0776	129.95
Calley	Reserve Stipend for December 2022	100.00
CL PEST	Bi-Monthly Pest Service for City Hall	60.00
Control Pump	Landscape for Booster Station December 2022	375.00
	Pump Repair for Landscape Station	1,275.00
Curtis	Turnout Pants	1,497.85
	Calibration Cylinder-Transportation	467.76
Dain	Auto Allowance January 2023-Dain	100.00
DATA TICKET	Code Enforcement Citation Processing July 2022-Reissued	190.00
	Monthly EMS Response Fee July 2022-Reissued	128.00
	Parking Monthly July 2022-Reissued	100.00
FRIDAY FLYER	Winter Wonderland 1/2 page Ad	200.00
	Winter Wonderland 1/2 Page Ad	200.00
	Legal Notice for Ordinance 221 - Signs	28.75
	Legal Notice for Public Hearing-Approval of Zone Change	48.30
	Legal Notice for Ordinance 224-Planning & Zoning	30.00
	Legal Notice for Ord. 225-Date, Time, Location of Meetings	31.25
	Legal Notice for Ord. 226- Signing Autho use of digital Sig	32.50
	Legal Notice for Ordinance 227- Fire Code	35.00
	Legal Notice for Ord. 223-Planning & Zoning	32.50
	Legal Notice for Ord. 228 Cal Codes green bldg Code	40.00
	Legal Notice- Revision and Updating of All City Fees	51.45
	Legal Notice-General Plan Safety Element Update	37.50
GAS CO	Gas Charges for City Hall 11/30/22 to 12/30/22	241.30
	Gas Charges for 31520 Railroad Cyn Rd. 11/30/22 to 12/30/22	43.22
Gorter	Reimbursement for County License	50.00
Harris & Associates	Professional Services EMS Program 10/30/22-11/28/22	3,000.00
Jake Stouffer	Reserve Stipend for December 2022	100.00
Jeremy Smith	Auto Allowance January 2023-Smith	100.00
Jonathan Sasse	Reserve Stipend for December 2022	150.00
Kasey Castillo	Auto Allowance January 2023-Castillo	100.00

Vendor ID	Invoice Description	Cash Required
Knox	Knox Gate and Key Switch for Canyon Lake Villas	159.48
Koopman	Reserve Stipend for December 2022	100.00
LANCE, SOLL	2022 Governmental Audit-Final	1,800.00
Life-Assist	Medical Supplies for Fire Station	51.12
LOCC	Riverside County Division Meeting-11/14/22	100.00
Luksch	Reserve Stipend for December 2022	100.00
Mark Terry	Auto Allowance January 2023- Terry	100.00
Morgan Suit	Reserve Stipend for December 2022	50.00
Mosqueda	Reserve Stipend for December 2022	100.00
MuniServices	Utility User Fee-October 2022 to December 2022	2,500.00
PVM	Street & Facility Maintenance Services 12/1/22 to 12/31/22	1,502.69
	Street & Facility Maintenance Services 12/1/22 to 12/31/22	513.93
PZL, Inc.	Planning Services for December 2022	3,120.00
RCA	MSHCP Additional Fees Collected	312.00
riv Co Exec	Debt Service FY 22/23	29,786.00
Riv Co Sheriff Dept Lake Elsinore	Sheriffs Extra Duty July 4th Weekend 2022	3,746.59
SanchezJ	Reserve Stipend for December 2022	200.00
SDRMA	Dental and Vision Insurance for February 2023	1,274.01
Sean Rivello	Reserve Stipend for December 2022	150.00
South Coast Emergency	Repairs to Patrol 1 Vehicle	996.43
STAPLES	Office Supplies for Admin & City Hall	738.10
The Christmas Kings	50% Deposit for Holiday Lighting and Christmas Tree Lease	10,650.00
	Remaining Balance for Holiday Lighting and Xmas Tree Lease	10,650.00
The Code	Plan Check Services For 10/30/2022 to 11/26/2022	1,026.07
The Creative	2022 State of the City Flowers	984.00
Toshiba Business Solutions, USA	Admin B/W & Color Copies 11/26/22 - 12/25/22	230.23
Turnout Maintenance Company	Cleaning and Alterations to Turnout Pants	206.00
Welty	Auto Allowance January 2023-Welty	100.00
Willdan	Water Quality Services thru 11/25/2022	4,099.50
Willdan FS	Citywide User Fee and Rate Study through 11/25/2022	3,503.00
Zach Michel	Reserve Stipend for December 2022	50.00
Report Total		93,935.80

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

Vendor ID	Invoice Description	Cash Required
2 Hot Uniforms	Uniforms for Fire Station	382.73
All State Propane	Propane for Fire Station	288.08
Amazon	Office & Equipment for Fire Station	270.11
AMP	Rent for February 2023-31526 Railroad Canyon Rd	2,834.00
	Rent for February 2023-31526 Railroad Canyon Rd., Suite 4	430.00
Andrew Ladeau	Reissue Reserve Stipend for November 2022	100.00
ANIMAL FRIENDS	Animal Control Services Month of December 2022	3,500.00
BIO-TOX	Blood Analysis - 11/23/2022	378.60
CA Dept of Tax and Fee Admin	Diesel Fuel Acct # 245-963712 Period Ending 12/31/22	98.00
Champion Trophy	Plaques for Reserves	98.28
CL MERCHANTS	2023 Assessments for Lots 40, 41, 42, 50, 51, & 52	14,364.00
	2023 Assessments for Lots 40, 41, 42, 50, 51, & 52	7,182.00
CL PEST	City Hall Quarterly Pest Control	105.00
Corelogic	Database for Code Enforcement, December 2022	144.90
CR&R	Trash Services for Rental Bldg. January 2023	185.33
	Refuse Collections FY22-23 SS1	966,070.07
	Refuse Collections FY21-22 PY Sec SP1	23,562.80
CTAI	Landscape Maint Fee for Fire Station January 2023	250.00
	Landscape Maint Fee for Medians & Parkways November 2022	4,775.00
	Landscape Maint Fee For Medians & Parkways January 2023	4,775.00
DATA TICKET	Parking Citations September 2022	100.00
	Monthly EMS Response Fee December 2022	100.00
	Parking Monthly Fee December 2022	100.00
	Code Enforcement Citation Processing December 2022	100.00
DFM	2023 California Elections Code Book	90.26
DSA	Disability & Education Fee Quarter Ended 12/31/2022	228.00
Embroidery	City Logo Shirt & Jacket for Council Member-Dain	104.13
Forensic	Forensic Assault Exam - 12/31/2022	1,200.00
Gladwell	Records Retention Legal Review, Update & Advice-FY 22-23	250.00
GREENHALGH	Retiree Health Insurance January 2023	148.68
	Retiree Health Insurance February 2023	148.68
Inland Menifee	New Employee Physical-Brianna	90.00
John Hancock	EE & ER Contributions for Bi-Weekly Check Date 1/20/2023	3,585.04
	EE & ER Contributions for Semi-Monthly Check Date 1/13/2023	1,284.88
Johnson Controls	Progress Bill Install-Access Control	477.15

Vendor ID	Invoice Description	Cash Required
Life-Assist	Medical Supplies for Fire Station	891.08
	Medical Supplies for Fire Station	467.28
	Medical Supplies for Fire Station	37.42
	Medical Supplies for Fire Station	13.98
	Medical Supplies for Fire Station	4.39
Linde Gas & Equipment	Fire Station Medical Equipment	140.45
	Medical Supplies for Fire Station	237.72
Nate Volk	Video Broadcast Meeting 9/14/2022	350.00
	Video Broadcast Meeting 1/11/2023	350.00
Natl Auto	New Vehicle -Ford Explorer 2022	60,239.06
PARS	Monthly Administrative Fee Ending 11/30/2022	400.00
Pitney	Supplies- Red Ink	98.36
RAMS	Accounting Services for December 2022	5,374.20
RCA	MSHCP Additional Fees Collected	624.00
	Interest for Permit 20220165	8.68
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 9/22/2022 - 10/19/2022	149,163.67
Riv Co TLMA	SLF - Nov 23 Costs	578.77
Riv Co Treasurer	FY 22-23 Property Taxes 31542 RRCR 2nd Installment	1,298.24
	FY 22-23 Property Taxes 31542 RRCR Suite 1- 2nd Installment	674.56
SUN BADGE	Fire Department Badges	243.20
TCS	GASB 75 Full Valuation-2nd Installment, 11/16/2022	1,440.00
The Code	Plan Check Services for 11/27/22 - 12/31/22	8,048.58
	Plan Check Services for 8/28/2022 - 10/01/2022	10,194.47
Time Warner	Fire Statiion Internet Service 1/10/23 - 2/9/23	294.41
Toshiba	Monthly Copier Lease for Admin & City Hall February 2023	799.32
	Monthly Copier Lease for Fire Station - February 2023	120.83
US Bank	See Credit Card Review	7,260.75
Willdan	Water Quality Services thru 12/30/22	3,385.00
ZF	Medical Director Services for October-December 2022	1,200.00
Report Total		1,291,739.14

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

Payroll Recap & Funding

Semi-Monthly Regular 01/13/2023

Pay Date: 01/13/2023

Payroll Overview

Payroll	Semi-Monthly Regular 01/13/2023
Pay Date	01/13/2023
# Employees	17
# Paid Employees	17
# Pay Statements	18
# Regular	18
# Pay Periods	1
EE's Paid More Than Once	1

Employee Payments

	#	EE's	$ Amount	
Checks Paid By CBIZ HCM	2	1	3,310.04 D	
Direct Deposits Debited	21	16	41,871.42 D	
Total				**45,181.46**
			(D) CBIZ HCM Admin Debit	**-45,181.46**
			Your Remaining Bank Account Liability	**0.00**
Vouchers Printed	2			
Vouchers Suppressed	0			

Taxes

	EIN	EE's	$ Amount	
FIT/EE	33-0449143	16	6,580.39 D	
MEDI/ER	33-0449143	17	894.22 D	
MEDI/EE	33-0449143	17	894.22 D	
SIT:CA/EE	499-0481-6	16	2,480.55 D	
SUTA_SC:CA/ER (0.10%	499-0481-6	17	59.21 D	
SDI:CA/EE	499-0481-6	17	555.06 D	
SUTA:CA/ER (2.00%)	499-0481-6	17	1,184.31 D	
Total				**12,647.96**
			(D) CBIZ HCM Admin Debit	**-12,647.96**
			Your Remaining Tax Liability	**0.00**

Vendor Liabilities

	EE's	$ Amount	
AZ Child Support	1	120.50 D	
Total			**120.50**
		(D) CBIZ HCM Admin Debit	**-120.50**
		Your Remaining Vendor Liability	**0.00**

Billing

Invoice Total	**81.80**
CBIZ HCM Admin Debit	**-81.80**
Amount Due	**0.00**

Total

Total	**58,031.72**
CBIZ HCM Admin Debit	**-58,031.72**
Total of Your Responsibility	**0.00**

Recap

CBIZ HCM Admin Debi	Date	Bank Account #	$ Amount
Billing	01/12/2023	xxxxx5402	81.80
Vendor Payment	01/13/2023	xxxxx5402	120.50
Tax Payment	01/12/2023	xxxxx5402	12,647.96
Empl. Checks SPA	01/12/2023	xxxxx5402	3,310.04
Empl. Dir. Dep. SPA	01/12/2023	xxxxx5402	41,871.42
		Total Debits	**58,031.72**

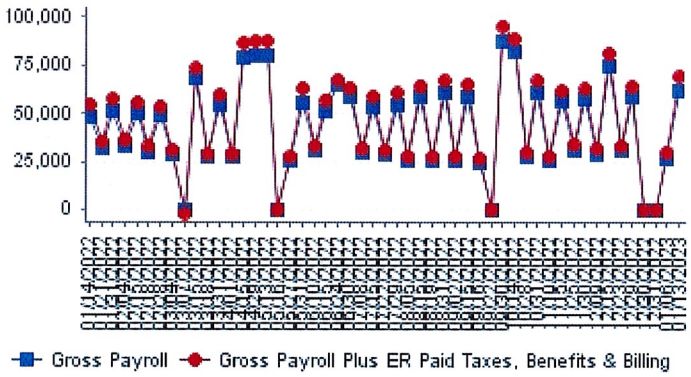
Cash Requirements: xxxxx5402	$ Amount
Billing	81.80
Vendor Payment	120.50
Tax Payment	12,647.96
Empl. Checks SPA	3,310.04
Empl. Dir. Dep. SPA	41,871.42
Total	**58,031.72**

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	61,547.94	
ER Deduction	5,224.56	
ER Tax (Offset)	2,137.74	
Vendor Payment	120.50	
Invoice	81.80	
Invoice Service	81.80	
Invoice Service		81.80
Invoice		81.80
Vendor Payment (Offset)		120.50
ER Tax		2,137.74
Check		3,310.04
ER Deduction (Offset)		5,224.56
Deduction		5,856.26
Tax		10,510.22
Direct Deposit		41,871.42
	69,194.34	**69,194.34**

Comparison To Last Pay Period - Gross Wages

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 01/13/2023
Payroll Status: Open

Miguel Borja Default - #102 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	472.54	-	472.54	PTXCLA	364.58	364.58	537.50	537.50	FIT	642.88	642.88	Checking (7318	150.00	150.00
SAL	-	-	5,208.33	-	5,208.33						MEDI	82.37	82.37	Checking (6836	4,159.75	4,159.75
Totals:	-		5,680.87	-	5,680.87						SIT:CA	230.16	230.16	**Totals:**	4,309.75	4,309.75
											SDI:CA	51.13	51.13			
											Totals:	1,006.54	1,006.54			

Dawn Ecclefield Default - #104 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	76.00	32.41	2,463.16	76.00	2,463.16	457B	50.00	50.00	49.26	49.26	FIT	163.58	163.58	Checking (0780	1,847.47	1,847.47
						HLTH	114.27	114.27	-	-	MEDI	34.77	34.77			
						PTXPEP	166.26	166.26	184.00	184.00	SIT:CA	65.23	65.23			
						Totals:	330.53	330.53	233.26	233.26	SDI:CA	21.58	21.58			
											Totals:	285.16	285.16			

Erin Enriquez Default - #114 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	40.00	24.81	992.40	40.00	992.40	457B	74.43	74.43	-	-	FIT	30.13	30.13	Checking (4708	853.72	853.72
											MEDI	14.39	14.39			
											SIT:CA	10.80	10.80			
											SDI:CA	8.93	8.93			
											Totals:	64.25	64.25			

Jenifer Glenn Default - #128 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	34.00	32.41	1,101.94	34.00	1,101.94	PTXPEP	74.38	74.38	82.31	82.31	FIT	16.09	16.09	Chase (8211)	985.57	985.57
											MEDI	15.98	15.98			
											SIT:CA	-	-			
											SDI:CA	9.92	9.92			
											Totals:	41.99	41.99			

William Gorham Default - #1032 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
SAL	-	-	3,413.48	-	3,413.48	457B	200.00	200.00	-	-	FIT	68.99	68.99	Chase (0467)	3,068.04	3,068.04
Vac	09.50	46.87	445.27	09.50	445.27	HLTH	127.55	127.55	-	-	MEDI	54.10	54.10			
Totals:	09.50		3,858.75	09.50	3,858.75	PTXPEP	260.47	260.47	288.25	288.25	SIT:CA	46.02	46.02			
						Totals:	588.02	588.02	288.25	288.25	SDI:CA	33.58	33.58			
											Totals:	202.69	202.69			

Sorted By: Last, First Name Ascending
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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 01/13/2023
Payroll Status: Open

David Harnden Default - #122 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
SAL	-	-	3,454.12	-	3,454.12	HLTH	79.59	79.59	-	-	FIT	611.06	611.06	Checking (2590	2,617.23	2,617.23
FLOAT	09.50	47.43	450.59	09.50	450.59	PTXPEP	263.57	263.57	291.68	291.68	MEDI	55.46	55.46			
Totals:	09.50		3,904.71	09.50	3,904.71	**Totals:**	343.16	343.16	291.68	291.68	SIT:CA	243.37	243.37			
											SDI:CA	34.43	34.43			
											Totals:	944.32	944.32			

Brianna Hemsley Default - #1038 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
SAL	-	-	2,708.33	-	2,708.33	PTXPEP	182.81	182.81	202.31	202.31	FIT	233.14	233.14	Chase (9787)	2,134.87	2,134.87
											MEDI	39.27	39.27			
											SIT:CA	93.87	93.87			
											SDI:CA	24.37	24.37			
											Totals:	390.65	390.65			

Brandon Hubbard Default - #126 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
OT	05.00	44.03	220.13	05.00	220.13	457B	50.00	50.00	-	-	FIT	182.89	182.89	Check	1,784.49	1,784.49
REG	78.00	29.35	2,289.30	78.00	2,289.30	Life insura	32.70	32.70	-	-	MEDI	34.54	34.54			
Totals:	83.00		2,509.43	83.00	2,509.43	AFL Post	53.30	53.30	-	-	SIT:CA	68.20	68.20			
						HLTH	127.34	127.34	-	-	SDI:CA	21.44	21.44			
						PTXPEP	154.53	154.53	171.01	171.01	**Totals:**	307.07	307.07			
						Totals:	417.87	417.87	171.01	171.01						

Brandon Hubbard Default - #126 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular 2, Pay Stmt. #: ??? (2)**

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
OT	-	-	-	05.00	220.13	457B	-	50.00	-	-	FIT	129.98	312.87	Check	1,525.55	3,310.04
REG	-	-	-	78.00	2,289.30	Life insura	-	32.70	-	-	MEDI	25.18	59.72			
Vac	59.17	29.35	1,736.64	59.17	1,736.64	AFL Post	-	53.30	-	-	SIT:CA	40.30	108.50			
Totals:	59.17		1,736.64	142.17	4,246.07	HLTH	-	127.34	-	-	SDI:CA	15.63	37.07			
						PTXPEP	-	154.53	-	171.01	**Totals:**	211.09	518.16			
						Totals:	-	417.87	-	171.01						

Marlon Johnson Default - #120 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	100.13	-	100.13	CS	120.50	120.50	-	-	FIT	241.02	241.02	Savings (0214)	25.00	25.00
HOL	09.50	30.87	293.27	09.50	293.27	PTXPEP	178.16	178.16	197.16	197.16	MEDI	39.72	39.72	Savings (5932)	100.00	100.00
REG	76.00	30.87	2,346.12	76.00	2,346.12	**Totals:**	298.66	298.66	197.16	197.16	SIT:CA	90.61	90.61	Checking (4236	1,000.00	1,000.00

--More--

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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 01/13/2023
Payroll Status: Open

Marlon Johnson Default - #120 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
Totals:	85.50		2,739.52	85.50	2,739.52						SDI:CA	24.66	24.66	Checking (3798	919.85	919.85
											Totals:	396.01	396.01	**Totals:**	2,044.85	2,044.85

Jeffrey LaTendresse Default - #124 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	125.00	-	125.00	Life insura	290.85	290.85	-	-	FIT	393.76	393.76	Checking (7428	3,489.04	3,489.04
ELECTR	-	-	75.00	-	75.00	PARS	355.80	355.80	355.80	355.80	MEDI	71.69	71.69			
SAL	82.33	-	4,744.05	82.33	4,744.05	**Totals:**	646.65	646.65	355.80	355.80	SIT:CA	298.41	298.41			
Totals:	82.33		4,944.05	82.33	4,944.05						SDI:CA	44.50	44.50			
											Totals:	808.36	808.36			

Mindy LaTendresse Default - #123 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	40.00	24.61	984.40	40.00	984.40	AFL Post	66.33	66.33	-	-	FIT	-	-	Checking (4475	824.11	824.11
						PTXPEP	66.45	66.45	73.53	73.53	MEDI	14.27	14.27			
						Totals:	132.78	132.78	73.53	73.53	SIT:CA	4.38	4.38			
											SDI:CA	8.86	8.86			
											Totals:	27.51	27.51			

Kayla Malin Default - #117 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
SAL	-	-	3,003.92	-	3,003.92	Life insura	9.54	9.54	-	-	FIT	383.44	383.44	Checking (7824	50.00	50.00
Sick	12.00	43.02	516.24	12.00	516.24	HLTH	93.87	93.87	-	-	MEDI	49.99	49.99	Checking (2386	2,527.46	2,527.46
Vac	00.50	43.02	21.51	00.50	21.51	PTXPEP	239.06	239.06	264.56	264.56	SIT:CA	157.28	157.28	**Totals:**	2,577.46	2,577.46
Totals:	12.50		3,541.67	12.50	3,541.67	**Totals:**	342.47	342.47	264.56	264.56	SDI:CA	31.03	31.03			
											Totals:	621.74	621.74			

Christopher Mann Default - #111 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	122.90	-	122.90	457B	312.50	312.50	625.00	625.00	FIT	1,539.00	1,539.00	Checking (2284	5,521.41	5,521.41
Auto	-	-	300.00	-	300.00	Life insura	37.06	37.06	-	-	MEDI	137.12	137.12			
ELECTR	-	-	75.00	-	75.00	PTXPEP	562.50	562.50	622.50	622.50	SIT:CA	636.53	636.53			
SAL	-	-	8,333.33	-	8,333.33	**Totals:**	912.06	912.06	1,247.50	1,247.50	SDI:CA	85.11	85.11			
Totals:	-		8,831.23	-	8,831.23						**Totals:**	2,397.76	2,397.76			

Sorted By: Last, First Name Ascending
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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 01/13/2023
Payroll Status: Open

Rubi Manzano Default - #98 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	499.58	-	499.58	PTXPEP	221.48	221.48	245.11	245.11	FIT	334.79	334.79	Checking (1397	3,037.53	3,037.53
SAL	-	-	2,902.67	-	2,902.67						MEDI	54.82	54.82			
Sick	09.50	39.85	378.58	09.50	378.58						SIT:CA	98.18	98.18			
Totals:	09.50		3,780.83	09.50	3,780.83						SDI:CA	34.03	34.03			
											Totals:	521.82	521.82			

Elizabeth Pereda Default - #1031 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	76.00	29.23	2,221.48	76.00	2,221.48	HLTH	73.79	73.79	-	-	FIT	80.98	80.98	Bank of Americ	1,853.97	1,853.97
						PTXPEP	149.95	149.95	165.94	165.94	MEDI	31.14	31.14			
						Totals:	223.74	223.74	165.94	165.94	SIT:CA	12.32	12.32			
											SDI:CA	19.33	19.33			
											Totals:	143.77	143.77			

Michael Samuels Default - #1002 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	125.00	-	125.00	PARS	286.64	286.64	286.64	286.64	FIT	1,049.28	1,049.28	Wells Fargo (64	2,380.32	2,380.32
ELECTR	-	-	75.00	-	75.00						MEDI	58.32	58.32			
SAL	82.33	-	3,821.91	82.33	3,821.91						SIT:CA	211.15	211.15			
Totals:	82.33		4,021.91	82.33	4,021.91						SDI:CA	36.20	36.20			
											Totals:	1,354.95	1,354.95			

Ana Sauseda Default - #108 — **Pay Date: 01/13/2023 (01/01 - 01/15)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	526.62	-	526.62	457B	66.00	66.00	66.00	66.00	FIT	479.38	479.38	Checking (1177	4,326.08	4,326.08
SAL	-	-	4,908.90	-	4,908.90	PTXCLA	350.00	350.00	516.00	516.00	MEDI	81.09	81.09			
Sick	01.50	60.73	91.10	01.50	91.10	**Totals:**	416.00	416.00	582.00	582.00	SIT:CA	173.74	173.74			
Totals:	01.50		5,526.62	01.50	5,526.62						SDI:CA	50.33	50.33			
											Totals:	784.54	784.54			

Report Total

# of EE's - 17 / # of Statements - 18

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
125CO	-	1,971.77	-	1,971.77	457B	752.93	752.93	740.26	740.26	FIT	6,580.39	6,580.39	Direct Deposit	41,871.42	41,871.42
Auto	-	300.00	-	300.00	Life insuran	370.15	370.15	-	-	MEDI	894.22	894.22	Check	3,310.04	3,310.04
ELECTR	-	225.00	-	225.00	AFL Post	119.63	119.63	-	-	SIT:CA	2,480.55	2,480.55	**Totals:**	45,181.46	45,181.46

--More--

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 01/13/2023
Payroll Status: Open

Report Total

# of EE's - 17 / # of Statements - 18

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
HOL	09.50	293.27	09.50	293.27	CS	120.50	120.50	-	-	SDI:CA	555.06	555.06			
OT	05.00	220.13	05.00	220.13	HLTH	616.41	616.41	-	-	**Totals:**	10,510.22	10,510.22			
REG	420.00	12,398.80	420.00	12,398.80	PARS	642.44	642.44	642.44	642.44	MEDI	894.22	894.22			
SAL	164.66	42,499.04	164.66	42,499.04	PTXCLA	714.58	714.58	1,053.50	1,053.50	SUTA_SC:CA	59.21	59.21			
Sick	23.00	985.92	23.00	985.92	PTXPEP	2,519.62	2,519.62	2,788.36	2,788.36	SUTA:CA	1,184.31	1,184.31			
FLOAT	09.50	450.59	09.50	450.59	**Totals:**	5,856.26	5,856.26	5,224.56	5,224.56	**ER Totals:**	2,137.74	2,137.74			
Vac	69.17	2,203.42	69.17	2,203.42						**All Totals:**	12,647.96	12,647.96			
Totals:	700.83	61,547.94	700.83	61,547.94											

Sorted By: Last, First Name Ascending
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City of Canyon Lake (Default)
31516 Railroad Canyon Rd
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Payroll Recap & Funding

Semi-Monthly Regular 01/31/2023

Pay Date: 01/31/2023

Payroll Overview

Payroll		Semi-Monthly Regular 01/31/2023
Pay Date		01/31/2023
# Employees		21
# Paid Employees		21
# Regular	21	
# Pay Periods		1

Employee Payments

	#	EE's	$ Amount	
Direct Deposits Debited	26	21	44,416.97 D	
Total				**44,416.97**
			(D) CBIZ HCM Admin Debit	**-44,416.97**
			Your Remaining Bank Account Liability	**0.00**
Vouchers Printed	0			
Vouchers Suppressed	0			

Taxes

	EIN	EE's	$ Amount	
FIT/EE	33-0449143	16	6,388.05 D	
MEDI/ER	33-0449143	21	871.68 D	
MEDI/EE	33-0449143	21	871.68 D	
SIT:CA/EE	499-0481-6	15	2,411.18 D	
SUTA_SC:CA/ER (0.10%	499-0481-6	20	36.51 D	
SDI:CA/EE	499-0481-6	21	541.02 D	
SUTA:CA/ER (2.00%)	499-0481-6	20	730.10 D	
Total				**11,850.22**
			(D) CBIZ HCM Admin Debit	**-11,850.22**
			Your Remaining Tax Liability	**0.00**

Vendor Liabilities

	EE's	$ Amount	
AZ Child Support	1	120.50 D	
Total			**120.50**
		(D) CBIZ HCM Admin Debit	**-120.50**
		Your Remaining Vendor Liability	**0.00**

Billing

Invoice Total	**67.20**
CBIZ HCM Admin Debit	**-67.20**
Amount Due	**0.00**

Total

Total	**56,454.89**
CBIZ HCM Admin Debit	**-56,454.89**
Total of Your Responsibility	**0.00**

Recap

CBIZ HCM Admin Debi	Date	Bank Account #	$ Amount
Billing	01/30/2023	xxxxx5402	67.20
Vendor Payment	01/31/2023	xxxxx5402	120.50
Tax Payment	01/30/2023	xxxxx5402	11,850.22
Empl. Dir. Dep. SPA	01/27/2023	xxxxx5402	44,416.97
		Total Debits	**56,454.89**

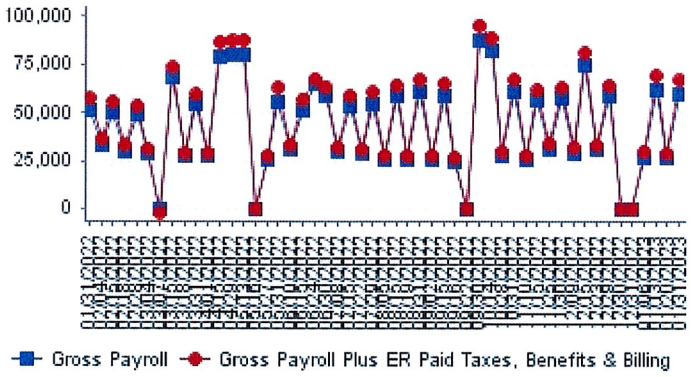
Cash Requirements: xxxxx5402	$ Amount
Billing	67.20
Vendor Payment	120.50
Tax Payment	11,850.22
Empl. Dir. Dep. SPA	44,416.97
Total	**56,454.89**

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	59,902.08	
ER Deduction	5,129.08	
ER Tax (Offset)	1,638.29	
Vendor Payment	120.50	
Invoice Service	67.20	
Invoice	67.20	
Invoice		67.20
Invoice Service		67.20
Vendor Payment (Offset)		120.50
ER Tax		1,638.29
ER Deduction (Offset)		5,129.08
Deduction		5,273.18
Tax		10,211.93
Direct Deposit		44,416.97
	66,924.35	**66,924.35**

Comparison To Last Pay Period - Gross Wages

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 01/31/2023
Payroll Status: Open

Miguel Borja Default - #102 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	472.54	-	945.08
ADMLV	19.00	63.26	1,201.94	19.00	1,201.94
HOL	09.50	63.26	600.97	09.50	600.97
SAL	-	-	3,405.42	-	8,613.75
Totals:	28.50		5,680.87	28.50	11,361.74

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PTXCLA	364.58	729.16	537.50	1,075.00

Taxes	Amt	YTD Amt
FIT	642.88	1,285.76
MEDI	82.38	164.75
SIT:CA	230.16	460.32
SDI:CA	51.13	102.26
Totals:	1,006.55	2,013.09

Net Pay	Amt	YTD Amt
Checking (7318	150.00	300.00
Checking (6836	4,159.74	8,319.49
Totals:	4,309.74	8,619.49

Kasey Castillo Default - #110 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Monthly Regular, Pay Stmt. #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
SAL	-	-	300.00	-	300.00

No Deductions

Taxes	Amt	YTD Amt
FIT	-	-
MEDI	4.35	4.35
SIT:CA	-	-
SDI:CA	2.70	2.70
Totals:	7.05	7.05

Net Pay	Amt	YTD Amt
Checking (1979	292.95	292.95

Jennifer Dain Default - #121 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Monthly Regular, Pay Stmt. #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
SAL	-	-	300.00	-	300.00

No Deductions

Taxes	Amt	YTD Amt
FIT	-	-
MEDI	4.35	4.35
SIT:CA	-	-
SDI:CA	2.70	2.70
Totals:	7.05	7.05

Net Pay	Amt	YTD Amt
Checking (0347	292.95	292.95

Dawn Ecclefield Default - #104 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
HOL	09.50	32.41	307.90	09.50	307.90
REG	71.00	32.41	2,301.11	147.00	4,764.27
Sick	14.50	32.41	469.95	14.50	469.95
Totals:	95.00		3,078.96	171.00	5,542.12

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	50.00	100.00	50.00	99.26
HLTH	114.27	228.54	-	-
PTXPEP	207.83	374.09	230.00	414.00
Totals:	372.10	702.63	280.00	513.26

Taxes	Amt	YTD Amt
FIT	232.49	396.07
MEDI	43.72	78.49
SIT:CA	109.83	175.06
SDI:CA	27.14	48.72
Totals:	413.18	698.34

Net Pay	Amt	YTD Amt
Checking (0780	2,293.68	4,141.15

Erin Enriquez Default - #114 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
REG	44.00	24.81	1,091.64	84.00	2,084.04

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	81.87	156.30	-	-

Taxes	Amt	YTD Amt
FIT	39.31	69.44
MEDI	15.83	30.22
SIT:CA	12.82	23.62
SDI:CA	9.83	18.76
Totals:	77.79	142.04

Net Pay	Amt	YTD Amt
Checking (4708	931.98	1,785.70

Sorted By: Last, First Name Ascending
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City of Canyon Lake (Default)
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United States

Payroll Register (By Pay Statements)

Register Alpha Last Name

Payroll: Semi-Monthly Regular 01/31/2023
Payroll Status: Open

Jenifer Glenn Default - #128 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
REG	34.00	32.41	1,101.94	68.00	2,203.88

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PTXPEP	74.38	148.76	82.31	164.62

Taxes	Amt	YTD Amt
FIT	16.09	32.18
MEDI	15.98	31.96
SIT:CA	-	-
SDI:CA	9.91	19.83
Totals:	41.98	83.97

Net Pay	Amt	YTD Amt
Chase (8211)	985.58	1,971.15

William Gorham Default - #1032 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
HOL	09.50	46.87	445.27	09.50	445.27
SAL	-	-	3,413.48	-	6,826.96
Vac	-	-	-	09.50	445.27
Totals:	09.50		3,858.75	19.00	7,717.50

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	200.00	400.00	-	-
HLTH	127.55	255.10	-	-
PTXPEP	260.47	520.94	288.25	576.50
Totals:	588.02	1,176.04	288.25	576.50

Taxes	Amt	YTD Amt
FIT	68.99	137.98
MEDI	54.10	108.20
SIT:CA	46.02	92.04
SDI:CA	33.58	67.16
Totals:	202.69	405.38

Net Pay	Amt	YTD Amt
Chase (0467)	3,068.04	6,136.08

David Harnden Default - #122 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
HOL	09.50	47.43	450.59	09.50	450.59
SAL	-	-	3,003.53	-	6,457.65
Sick	09.50	47.43	450.59	09.50	450.59
FLOAT	-	-	-	09.50	450.59
Totals:	19.00		3,904.71	28.50	7,809.42

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
HLTH	79.59	159.18	-	-
PTXPEP	263.57	527.14	291.68	583.36
Totals:	343.16	686.32	291.68	583.36

Taxes	Amt	YTD Amt
FIT	611.06	1,222.12
MEDI	55.47	110.93
SIT:CA	243.37	486.74
SDI:CA	34.43	68.86
Totals:	944.33	1,888.65

Net Pay	Amt	YTD Amt
Checking (2590	2,617.22	5,234.45

Brianna Hemsley Default - #1038 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
HOL	09.50	32.89	312.46	09.50	312.46
SAL	-	-	2,395.87	-	5,104.20
Totals:	09.50		2,708.33	09.50	5,416.66

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PTXPEP	182.81	365.62	202.31	404.62

Taxes	Amt	YTD Amt
FIT	233.14	466.28
MEDI	39.27	78.54
SIT:CA	93.87	187.74
SDI:CA	24.38	48.75
Totals:	390.66	781.31

Net Pay	Amt	YTD Amt
Chase (9787)	2,134.86	4,269.73

Marlon Johnson Default - #120 — Pay Date: 01/31/2023 (01/16 - 01/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	100.13	-	200.26
HOL	09.50	30.87	293.27	19.00	586.54
REG	66.50	30.87	2,052.86	142.50	4,398.98
Totals:	76.00		2,446.26	161.50	5,185.78

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
CS	120.50	241.00	-	-
PTXPEP	158.36	336.52	175.26	372.42
Totals:	278.86	577.52	175.26	372.42

Taxes	Amt	YTD Amt
FIT	196.13	437.15
MEDI	35.47	75.19
SIT:CA	69.06	159.67
SDI:CA	22.01	46.67
Totals:	322.67	718.68

Net Pay	Amt	YTD Amt
Savings (0214)	25.00	50.00
Savings (5932)	100.00	200.00
Checking (4236	1,000.00	2,000.00
Checking (3798	719.73	1,639.58
Totals:	1,844.73	3,889.58

Sorted By: Last, First Name Ascending
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City of Canyon Lake (Default)
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United States

Payroll Register (By Pay Statements)

Register Alpha Last Name

Payroll: Semi-Monthly Regular 01/31/2023
Payroll Status: Open

Jeffrey LaTendresse Default - #124 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	125.00	-	250.00
ELECTR	-	-	75.00	-	150.00
HOL	09.50	57.62	547.39	09.50	547.39
SAL	63.33	-	3,649.27	145.66	8,393.32
FLOAT	09.50	57.62	547.39	09.50	547.39
Totals:	82.33		4,944.05	164.66	9,888.10

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
Life insura	41.55	332.40	-	-
PARS	355.80	711.60	355.80	711.60
Totals:	397.35	1,044.00	355.80	711.60

Taxes	Amt	YTD Amt
FIT	393.76	787.52
MEDI	71.69	143.38
SIT:CA	298.41	596.82
SDI:CA	44.49	88.99
Totals:	808.35	1,616.71

Net Pay	Amt	YTD Amt
Checking (7428	3,738.35	7,227.39

Mindy LaTendresse Default - #123 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
REG	45.00	24.61	1,107.45	85.00	2,091.85

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
AFL Post	66.33	132.66	-	-
PTXPEP	74.75	141.20	82.73	156.26
Totals:	141.08	273.86	82.73	156.26

Taxes	Amt	YTD Amt
FIT	-	-
MEDI	16.06	30.33
SIT:CA	6.91	11.29
SDI:CA	9.97	18.83
Totals:	32.94	60.45

Net Pay	Amt	YTD Amt
Checking (4475	933.43	1,757.54

Kayla Malin Default - #117 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
HOL	09.50	43.02	408.69	09.50	408.69
SAL	-	-	3,132.98	-	6,136.90
Sick	-	-	-	12.00	516.24
Vac	-	-	-	00.50	21.51
Totals:	09.50		3,541.67	22.00	7,083.34

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
Life insura	3.18	12.72	-	-
HLTH	93.87	187.74	-	-
PTXPEP	239.06	478.12	264.56	529.12
Totals:	336.11	678.58	264.56	529.12

Taxes	Amt	YTD Amt
FIT	383.44	766.88
MEDI	50.00	99.99
SIT:CA	157.28	314.56
SDI:CA	31.03	62.06
Totals:	621.75	1,243.49

Net Pay	Amt	YTD Amt
Checking (7824	100.00	150.00
Checking (2386	2,483.81	5,011.27
Totals:	2,583.81	5,161.27

Christopher Mann Default - #111 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	122.90	-	245.80
Auto	-	-	300.00	-	600.00
ELECTR	-	-	75.00	-	150.00
HOL	09.50	101.22	961.59	09.50	961.59
SAL	-	-	7,371.74	-	15,705.07
Totals:	09.50		8,831.23	09.50	17,662.46

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	312.50	625.00	625.00	1,250.00
Life insura	12.35	49.41	-	-
PTXPEP	562.50	1,125.00	622.50	1,245.00
Totals:	887.35	1,799.41	1,247.50	2,495.00

Taxes	Amt	YTD Amt
FIT	1,539.00	3,078.00
MEDI	137.11	274.23
SIT:CA	636.53	1,273.06
SDI:CA	85.10	170.21
Totals:	2,397.74	4,795.50

Net Pay	Amt	YTD Amt
Checking (2284	5,546.14	11,067.55

Rubi Manzano Default - #98 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	499.58	-	999.16
HOL	09.50	39.85	378.58	09.50	378.58
SAL	-	-	2,902.67	-	5,805.34

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PTXPEP	221.48	442.96	245.11	490.22

Taxes	Amt	YTD Amt
FIT	334.79	669.58
MEDI	54.82	109.64
SIT:CA	98.18	196.36

Net Pay	Amt	YTD Amt
Checking (1397	3,037.54	6,075.07

--More--

Sorted By: Last, First Name Ascending
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City of Canyon Lake (Default)
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United States

Payroll Register (By Pay Statements)

Register Alpha Last Name

Payroll: Semi-Monthly Regular 01/31/2023
Payroll Status: Open

Rubi Manzano Default - #98 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
Sick	-	-	-	09.50	378.58						SDI:CA	34.02	68.05			
Totals:	09.50		3,780.83	19.00	7,561.66						**Totals:**	521.81	1,043.63	-		

Elizabeth Pereda Default - #1031 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
HOL	09.50	29.23	277.69	09.50	277.69	HLTH	113.95	187.74	-	-	FIT	138.31	219.29	Bank of Americ	2,250.73	4,104.70
REG	76.00	29.23	2,221.48	152.00	4,442.96	PTXPEP	187.44	337.39	207.43	373.37	MEDI	38.61	69.75			
Sick	09.50	29.23	277.69	09.50	277.69	**Totals:**	301.39	525.13	207.43	373.37	SIT:CA	23.85	36.17			
Totals:	95.00		2,776.86	171.00	4,998.34						SDI:CA	23.97	43.30			
											Totals:	224.74	368.51			

Michael Samuels Default - #1002 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	125.00	-	250.00	PARS	286.64	573.28	286.64	573.28	FIT	1,049.28	2,098.56	Wells Fargo (64	2,380.33	4,760.65
ELECTR	-	-	75.00	-	150.00						MEDI	58.32	116.64			
HOL	09.50	46.42	440.99	09.50	440.99						SIT:CA	211.15	422.30			
SAL	72.83	-	3,380.92	155.16	7,202.83						SDI:CA	36.19	72.39			
Totals:	82.33		4,021.91	164.66	8,043.82						**Totals:**	1,354.94	2,709.89			

Ana Sauseda Default - #108 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	526.62	-	1,053.24	457B	66.00	132.00	66.00	132.00	FIT	479.38	958.76	Checking (1177	4,326.06	8,652.14
HOL	09.50	60.73	576.94	09.50	576.94	PTXCLA	350.00	700.00	516.00	1,032.00	MEDI	81.10	162.19			
SAL	-	-	3,846.12	-	8,755.02	**Totals:**	416.00	832.00	582.00	1,164.00	SIT:CA	173.74	347.48			
Sick	-	-	-	01.50	91.10						SDI:CA	50.34	100.67			
FLOAT	09.50	60.73	576.94	09.50	576.94						**Totals:**	784.56	1,569.10			
Totals:	19.00		5,526.62	20.50	11,053.24											

Jeremy Smith Default - #109 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Monthly Regular, Pay Stmt. #: ??? (1)**

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
SAL	-	-	300.00	-	300.00			No Deductions			FIT	-	-	Checking (3997	292.95	292.95
											MEDI	4.35	4.35			
											SIT:CA	-	-			
											SDI:CA	2.70	2.70			
											Totals:	7.05	7.05			

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

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United States

Payroll Register (By Pay Statements)

Register Alpha Last Name

Payroll: Semi-Monthly Regular 01/31/2023
Payroll Status: Open

Mark Terry Default - #1033 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD
SAL	-	-	300.00	-	300.00			No Deductions		

Taxes	Amt	YTD Amt
FIT	-	-
MEDI	4.35	4.35
SIT:CA	-	-
SDI:CA	2.70	2.70
Totals:	7.05	7.05

Net Pay	Amt	YTD Amt
Mark A Terry (9	292.95	292.95

Dale Welty Default - #118 — **Pay Date: 01/31/2023 (01/16 - 01/31)** — **Type: Monthly Regular, Pay Stmt. #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deduction	EE Amt	EE YTD	ER Amt	ER YTD
SAL	-	-	300.00	-	300.00			No Deductions		

Taxes	Amt	YTD Amt
FIT	30.00	30.00
MEDI	4.35	4.35
SIT:CA	-	-
SDI:CA	2.70	2.70
Totals:	37.05	37.05

Net Pay	Amt	YTD Amt
Checking (0107	262.95	262.95

Report Total

# of EE's - 21 / # of Statements - 21

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt
125CO	-	1,971.77	-	3,943.54
ADMLV	19.00	1,201.94	19.00	1,201.94
Auto	-	300.00	-	600.00
ELECTR	-	225.00	-	450.00
HOL	123.50	6,002.33	133.00	6,295.60
REG	336.50	9,876.48	678.50	19,985.98
SAL	136.16	38,002.00	300.82	80,501.04
Sick	33.50	1,198.23	56.50	2,184.15
FLOAT	19.00	1,124.33	28.50	1,574.92
Vac	-	-	10.00	466.78
Totals:	667.66	59,902.08	1226.32	117,203.95

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	710.37	1,413.30	741.00	1,481.26
Life insuran	57.08	394.53	-	-
AFL Post	66.33	132.66	-	-
CS	120.50	241.00	-	-
HLTH	529.23	1,018.30	-	-
PARS	642.44	1,284.88	642.44	1,284.88
PTXCLA	714.58	1,429.16	1,053.50	2,107.00
PTXPEP	2,432.65	4,797.74	2,692.14	5,309.49
Totals:	5,273.18	10,711.57	5,129.08	10,182.63

Taxes	Amt	YTD Amt
FIT	6,388.05	12,655.57
MEDI	871.68	1,706.18
SIT:CA	2,411.18	4,783.23
SDI:CA	541.02	1,059.01
Totals:	10,211.93	20,203.99
MEDI	871.68	1,706.18
SUTA_SC:CA	36.51	91.60
SUTA:CA	730.10	1,832.04
ER Totals:	1,638.29	3,629.82
All Totals:	11,850.22	23,833.81

Net Pay	Amt	YTD Amt
Direct Deposit	44,416.97	86,288.39

Chris Mann, City Manager

1-26-23
Date

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

CentrallyHR
Phone: 540-345-6600

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Page 5 of 5

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

Payroll Recap & Funding

Bi-Weekly Regular 01/06/2023

Pay Date: 01/06/2023

Payroll Overview

Payroll		Bi-Weekly Regular 01/06/2023
Pay Date		01/06/2023
# Employees		9
# Paid Employees		9
# Regular	9	
# Pay Periods		1

Employee Payments

	#	EE's	$ Amount	
Direct Deposits Debited	10	9	18,998.84 D	
Total				**18,998.84**
			(D) CBIZ HCM Admin Debit	**-18,998.84**
			Your Remaining Bank Account Liability	**0.00**
Vouchers Printed	0			
Vouchers Suppressed	0			

Taxes

	EIN	EE's	$ Amount	
FIT/EE	33-0449143	9	2,962.50 D	
MEDI/ER	33-0449143	9	374.97 D	
MEDI/EE	33-0449143	9	374.97 D	
SIT:CA/EE	499-0481-6	9	946.24 D	
SUTA_SC:CA/ER	499-0481-6	9	25.85 D	
SDI:CA/EE	499-0481-6	9	232.73 D	
SUTA:CA/ER (4.00%)	499-0481-6	9	1,034.41 D	
Total				**5,951.67**
			(D) CBIZ HCM Admin Debit	**-5,951.67**
			Your Remaining Tax Liability	**0.00**

Vendor Liabilities

	EE's	$ Amount	
California Child Support Electronic	1	304.61 D	
Total			**304.61**
		(D) CBIZ HCM Admin Debit	**-304.61**
		Your Remaining Vendor Liability	**0.00**

Billing

Invoice Total	**419.80**
CBIZ HCM Admin Debit	**-419.80**
Amount Due	**0.00**

Total

Total	**25,674.92**
CBIZ HCM Admin Debit	**-25,674.92**
Total of Your Responsibility	**0.00**

Recap

CBIZ HCM Admin Debi	Date	Bank Account #	$ Amount
Billing	01/05/2023	xxxxx5402	419.80
Vendor Payment	01/06/2023	xxxxx5402	304.61
Tax Payment	01/05/2023	xxxxx5402	5,951.67
Empl. Dir. Dep. SPA	01/04/2023	xxxxx5402	18,998.84
		Total Debits	**25,674.92**

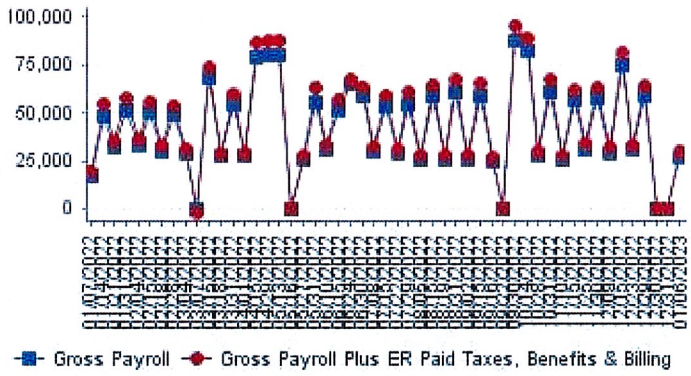
Cash Requirements: xxxxx5402	$ Amount
Billing	419.80
Vendor Payment	304.61
Tax Payment	5,951.67
Empl. Dir. Dep. SPA	18,998.84
Total	**25,674.92**

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	26,415.03	
ER Deduction	1,792.53	
ER Tax (Offset)	1,435.23	
Invoice Service	419.80	
Invoice	419.80	
Vendor Payment	304.61	
Vendor Payment (Offset)		304.61
Invoice Service		419.80
Invoice		419.80
ER Tax		1,435.23
ER Deduction (Offset)		1,792.53
Deduction		2,899.75
Tax		4,516.44
Direct Deposit		18,998.84
	30,787.00	**30,787.00**

Comparison To Last Pay Period - Gross Wages

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: Bi-Weekly Regular 01/06/2023
Payroll Status: Open

Christopher Bratt Default - #1009 — **Pay Date: 01/06/2023 (12/18 - 12/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	115.38	-	115.38	457B	125.00	125.00	-	-	FIT	305.85	305.85	Checking (5177	1,658.48	1,658.48
FLSA	03.00	19.74	59.23	03.00	59.23	HLTH	2.06	2.06	-	-	MEDI	34.56	34.56			
REG	112.00	19.74	2,211.20	112.00	2,211.20	PARS	170.28	170.28	170.28	170.28	SIT:CA	68.13	68.13			
Totals:	115.00		2,385.81	115.00	2,385.81	**Totals:**	297.34	297.34	170.28	170.28	SDI:CA	21.45	21.45			
											Totals:	429.99	429.99			

Nathaniel Garcia Default - #1011 — **Pay Date: 01/06/2023 (12/18 - 12/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	115.38	-	115.38	457B	26.22	26.22	-	-	FIT	405.97	405.97	Checking (2858	1,894.90	1,894.90
FLSA	03.00	22.80	68.40	03.00	68.40	AFL Post	46.53	46.53	-	-	MEDI	39.69	39.69			
REG	112.00	22.80	2,553.60	112.00	2,553.60	PARS	196.65	196.65	196.65	196.65	SIT:CA	102.78	102.78			
Totals:	115.00		2,737.38	115.00	2,737.38	**Totals:**	269.40	269.40	196.65	196.65	SDI:CA	24.64	24.64			
											Totals:	573.08	573.08			

Brennain Gorter Default - #1005 — **Pay Date: 01/06/2023 (12/18 - 12/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
FLSA	03.00	26.33	78.99	03.00	78.99	PARS	227.10	227.10	227.10	227.10	FIT	318.51	318.51	Checking (7031	2,286.41	2,286.41
REG	64.00	26.33	1,685.12	64.00	1,685.12						MEDI	43.91	43.91			
Sick	48.00	26.33	1,263.84	48.00	1,263.84						SIT:CA	124.77	124.77			
Totals:	115.00		3,027.95	115.00	3,027.95						SDI:CA	27.25	27.25			
											Totals:	514.44	514.44			

Matthew Green Default - #1010 — **Pay Date: 01/06/2023 (12/18 - 12/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
FLSA	03.00	22.80	68.40	03.00	68.40	HLTH	327.21	327.21	-	-	FIT	179.39	179.39	Checking (0717	1,801.99	1,801.99
REG	112.00	22.80	2,553.60	112.00	2,553.60	PARS	196.65	196.65	196.65	196.65	MEDI	33.27	33.27			
Totals:	115.00		2,622.00	115.00	2,622.00	**Totals:**	523.86	523.86	196.65	196.65	SIT:CA	62.84	62.84			
											SDI:CA	20.65	20.65			
											Totals:	296.15	296.15			

Damon Myers Default - #1030 — **Pay Date: 01/06/2023 (12/18 - 12/31)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
FLSA	03.00	19.74	59.22	03.00	59.22	457B	50.00	50.00	-	-	FIT	60.98	60.98	Damon Myers (	500.00	500.00
REG	106.00	19.74	2,092.44	106.00	2,092.44	PARS	170.26	170.26	170.26	170.26	MEDI	32.92	32.92	Damon Myers (	1,407.77	1,407.77
Sick	06.00	19.74	118.44	06.00	118.44	**Totals:**	220.26	220.26	170.26	170.26	SIT:CA	27.74	27.74	**Totals:**	1,907.77	1,907.77
Totals:	115.00		2,270.10	115.00	2,270.10						SDI:CA	20.43	20.43			
											Totals:	142.07	142.07			

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

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Page 1 of 3

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 01/06/2023
Payroll Status: Open

Timothy O'Marra Default - #1006 — Pay Date: 01/06/2023 (12/18 - 12/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	27.65	82.95	03.00	82.95
OT	48.00	41.48	1,990.80	48.00	1,990.80
REG	112.00	27.65	3,096.80	112.00	3,096.80
Totals:	163.00		5,170.55	163.00	5,170.55

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
CS	304.61	304.61	-	-
HLTH	225.59	225.59	-	-
PARS	238.48	238.48	238.48	238.48
Totals:	768.68	768.68	238.48	238.48

Taxes	Amt	YTD Amt
FIT	621.94	621.94
MEDI	71.70	71.70
SIT:CA	213.11	213.11
SDI:CA	44.50	44.50
Totals:	951.25	951.25

Net Pay	Amt	YTD Amt
Checking (7461	3,450.62	3,450.62

Humberto Sanchez Default - #1004 — Pay Date: 01/06/2023 (12/18 - 12/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	115.38	-	115.38
FLSA	03.00	23.94	71.82	03.00	71.82
REG	112.00	23.94	2,681.28	112.00	2,681.28
Totals:	115.00		2,868.48	115.00	2,868.48

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	206.48	206.48	206.48	206.48

Taxes	Amt	YTD Amt
FIT	424.67	424.67
MEDI	41.59	41.59
SIT:CA	148.61	148.61
SDI:CA	25.82	25.82
Totals:	640.69	640.69

Net Pay	Amt	YTD Amt
Checking (0482	2,021.31	2,021.31

Nathan Smith Default - #1019 — Pay Date: 01/06/2023 (12/18 - 12/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	19.74	59.23	03.00	59.23
OT	06.00	29.61	177.69	06.00	177.69
REG	112.00	19.74	2,211.20	112.00	2,211.20
Totals:	121.00		2,448.12	121.00	2,448.12

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	170.28	170.28	170.28	170.28

Taxes	Amt	YTD Amt
FIT	355.84	355.84
MEDI	35.50	35.50
SIT:CA	81.95	81.95
SDI:CA	22.03	22.03
Totals:	495.32	495.32

Net Pay	Amt	YTD Amt
Checking (7118	1,782.52	1,782.52

Cory Willis Default - #1008 — Pay Date: 01/06/2023 (12/18 - 12/31) — Type: Regular, Category: Regular, Pay Statement #: ??? (1)

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	25.08	75.25	03.00	75.25
REG	112.00	25.08	2,809.39	112.00	2,809.39
Totals:	115.00		2,884.64	115.00	2,884.64

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	216.35	216.35	216.35	216.35

Taxes	Amt	YTD Amt
FIT	289.35	289.35
MEDI	41.83	41.83
SIT:CA	116.31	116.31
SDI:CA	25.96	25.96
Totals:	473.45	473.45

Net Pay	Amt	YTD Amt
Checking (4024	2,194.84	2,194.84

Report Total

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

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt
125CO	-	346.14	-	346.14
FLSA	27.00	623.49	27.00	623.49
OT	54.00	2,168.49	54.00	2,168.49

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	201.22	201.22	-	-
AFL Post	46.53	46.53	-	-
CS	304.61	304.61	-	-

Taxes	Amt	YTD Amt
FIT	2,962.50	2,962.50
MEDI	374.97	374.97
SIT:CA	946.24	946.24

Net Pay	Amt	YTD Amt
Direct Deposit	18,998.84	18,998.84

--More--

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

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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 01/06/2023
Payroll Status: Open

Report Total

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

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt
REG	954.00	21,894.63	954.00	21,894.63
Sick	54.00	1,382.28	54.00	1,382.28
Totals:	1089.00	26,415.03	1089.00	26,415.03

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
HLTH	554.86	554.86	-	-
PARS	1,792.53	1,792.53	1,792.53	1,792.53
Totals:	2,899.75	2,899.75	1,792.53	1,792.53

Taxes	Amt	YTD Amt
SDI:CA	232.73	232.73
Totals:	4,516.44	4,516.44
MEDI	374.97	374.97
SUTA_SC:CA	25.85	25.85
SUTA:CA	1,034.41	1,034.41
ER Totals:	1,435.23	1,435.23
All Totals:	5,951.67	5,951.67

Net Pay	Amt	YTD Amt

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 Malin
Page 3 of 3

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

Payroll Recap & Funding
Bi-Weekly Regular 01/20/2023

Pay Date: 01/20/2023

Payroll Overview

Payroll		Bi-Weekly Regular 01/20/2023
Pay Date		01/20/2023
# Employees		11
# Paid Employees		11
# Regular	11	
# Pay Periods		1

Employee Payments

	#	EE's	$ Amount	
Direct Deposits Debited	12	11	19,104.79 D	
Total				**19,104.79**
			(D) CBIZ HCM Admin Debit	**-19,104.79**
			Your Remaining Bank Account Liability	**0.00**
Vouchers Printed	0			
Vouchers Suppressed	0			

Taxes

	EIN	EE's	$ Amount	
FIT/EE	33-0449143	9	2,630.77 D	
MEDI/ER	33-0449143	11	372.12 D	
MEDI/EE	33-0449143	11	372.12 D	
SIT:CA/EE	499-0481-6	9	814.48 D	
SUTA_SC:CA/ER (0.10%	499-0481-6	11	24.77 D	
SDI:CA/EE	499-0481-6	11	230.98 D	
SUTA:CA/ER (2.00%)	499-0481-6	11	495.28 D	
Total				**4,940.52**
			(D) CBIZ HCM Admin Debit	**-4,940.52**
			Your Remaining Tax Liability	**0.00**

Vendor Liabilities

	EE's	$ Amount	
California Child Support Electronic	1	304.61 D	
Total			**304.61**
		(D) CBIZ HCM Admin Debit	**-304.61**
		Your Remaining Vendor Liability	**0.00**

Billing

Invoice Total	**51.05**
CBIZ HCM Admin Debit	**-51.05**
Amount Due	**0.00**

Total

Total	**24,400.97**
CBIZ HCM Admin Debit	**-24,400.97**
Total of Your Responsibility	**0.00**

Recap

CBIZ HCM Admin Debi	Date	Bank Account #	$ Amount
Billing	01/19/2023	xxxxx5402	51.05
Vendor Payment	01/20/2023	xxxxx5402	304.61
Tax Payment	01/19/2023	xxxxx5402	4,940.52
Empl. Dir. Dep. SPA	01/19/2023	xxxxx5402	19,104.79
		Total Debits	**24,400.97**

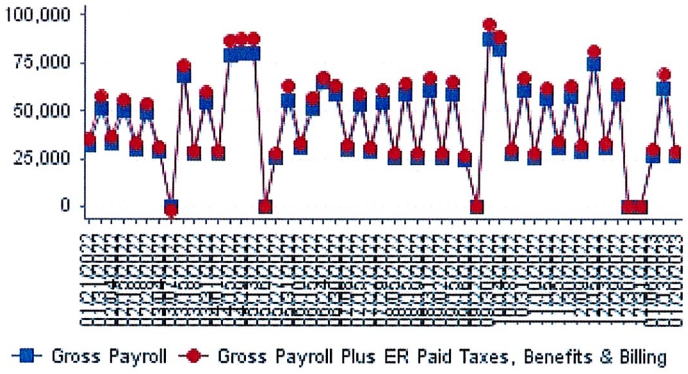
Cash Requirements: xxxxx5402	$ Amount
Billing	51.05
Vendor Payment	304.61
Tax Payment	4,940.52
Empl. Dir. Dep. SPA	19,104.79
Total	**24,400.97**

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	26,215.33	
ER Deduction	1,792.53	
ER Tax (Offset)	892.17	
Vendor Payment	304.61	
Invoice Service	51.05	
Invoice	51.05	
Invoice		51.05
Invoice Service		51.05
Vendor Payment (Offset)		304.61
ER Tax		892.17
ER Deduction (Offset)		1,792.53
Deduction		3,062.19
Tax		4,048.35
Direct Deposit		19,104.79
	29,306.74	**29,306.74**

Comparison To Last Pay Period - Gross Wages

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: Bi-Weekly Regular 01/20/2023
Payroll Status: Open

Christopher Bratt Default - #1009 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	115.38	-	230.76	457B	125.00	250.00	-	-	FIT	306.09	611.94	Checking (5177	1,623.20	3,281.68
FLSA	03.00	19.74	59.23	06.00	118.46	Life insura	36.90	36.90	-	-	MEDI	34.60	69.16			
REG	112.00	19.74	2,211.20	224.00	4,422.40	HLTH	-	2.06	-	-	SIT:CA	68.26	136.39			
Totals:	115.00		2,385.81	230.00	4,771.62	PARS	170.28	340.56	170.28	340.56	SDI:CA	21.48	42.93			
						Totals:	332.18	629.52	170.28	340.56	**Totals:**	430.43	860.42			

Nathaniel Garcia Default - #1011 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
125CO	-	-	115.38	-	230.76	457B	26.22	52.44	-	-	FIT	405.97	811.94	Checking (2858	1,894.91	3,789.81
FLSA	03.00	22.80	68.40	06.00	136.80	AFL Post	46.53	93.06	-	-	MEDI	39.69	79.38			
REG	112.00	22.80	2,553.60	224.00	5,107.20	PARS	196.65	393.30	196.65	393.30	SIT:CA	102.78	205.56			
Totals:	115.00		2,737.38	230.00	5,474.76	**Totals:**	269.40	538.80	196.65	393.30	SDI:CA	24.63	49.27			
											Totals:	573.07	1,146.15			

Brennain Gorter Default - #1005 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
FLSA	03.00	26.33	78.99	06.00	157.98	PARS	227.10	454.20	227.10	454.20	FIT	427.13	745.64	Checking (7031	2,609.37	4,895.78
OT	12.50	39.50	493.69	12.50	493.69						MEDI	51.06	94.97			
REG	112.00	26.33	2,948.96	176.00	4,634.08						SIT:CA	175.28	300.05			
Sick	-	-	-	48.00	1,263.84						SDI:CA	31.70	58.95			
Totals:	127.50		3,521.64	242.50	6,549.59						**Totals:**	685.17	1,199.61			

Jonathan Grant Default - #1007 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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	44.00	21.94	965.36	44.00	965.36			No Deductions			FIT	-	-	Checking (2679	942.67	942.67
											MEDI	14.00	14.00			
											SIT:CA	-	-			
											SDI:CA	8.69	8.69			
											Totals:	22.69	22.69			

Matthew Green Default - #1010 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

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
FLSA	03.00	22.80	68.40	06.00	136.80	Life insura	47.20	47.20	-	-	FIT	181.44	360.83	Checking (0717	1,768.29	3,570.28
OT	00.50	34.20	17.10	00.50	17.10	HLTH	327.21	654.42	-	-	MEDI	33.53	66.80			
REG	112.00	22.80	2,553.60	224.00	5,107.20	PARS	196.65	393.30	196.65	393.30	SIT:CA	63.97	126.81			
Totals:	115.50		2,639.10	230.50	5,261.10	**Totals:**	571.06	1,094.92	196.65	393.30	SDI:CA	20.81	41.46			
											Totals:	299.75	595.90			

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

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Page 1 of 3

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 01/20/2023
Payroll Status: Open

Ryan Moore Default - #1015 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
REG	24.00	19.74	473.83	24.00	473.83

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
No Deductions				

Taxes	Amt	YTD Amt
FIT	-	-
MEDI	6.87	6.87
SIT:CA	-	-
SDI:CA	4.26	4.26
Totals:	11.13	11.13

Net Pay	Amt	YTD Amt
Checking (7953	462.70	462.70

Damon Myers Default - #1030 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	19.74	59.22	06.00	118.44
REG	112.00	19.74	2,210.88	218.00	4,303.32
Sick	-	-	-	06.00	118.44
Totals:	115.00		2,270.10	230.00	4,540.20

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	50.00	100.00	-	-
PARS	170.26	340.52	170.26	340.52
Totals:	220.26	440.52	170.26	340.52

Taxes	Amt	YTD Amt
FIT	60.98	121.96
MEDI	32.91	65.83
SIT:CA	27.74	55.48
SDI:CA	20.43	40.86
Totals:	142.06	284.13

Net Pay	Amt	YTD Amt
Damon Myers (	500.00	1,000.00
Damon Myers (	1,407.78	2,815.55
Totals:	1,907.78	3,815.55

Timothy O'Marra Default - #1006 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	27.65	82.95	06.00	165.90
OT	-	-	-	48.00	1,990.80
REG	112.00	27.65	3,096.80	224.00	6,193.60
Totals:	115.00		3,179.75	278.00	8,350.30

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
Life insura	80.40	80.40	-	-
CS	304.61	609.22	-	-
HLTH	225.59	451.18	-	-
PARS	238.48	476.96	238.48	476.96
Totals:	849.08	1,617.76	238.48	476.96

Taxes	Amt	YTD Amt
FIT	217.80	839.74
MEDI	42.84	114.54
SIT:CA	40.97	254.08
SDI:CA	26.59	71.09
Totals:	328.20	1,279.45

Net Pay	Amt	YTD Amt
Checking (7461	2,002.47	5,453.09

Humberto Sanchez Default - #1004 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
125CO	-	-	115.38	-	230.76
FLSA	03.00	23.94	71.82	06.00	143.64
REG	112.00	23.94	2,681.28	224.00	5,362.56
Totals:	115.00		2,868.48	230.00	5,736.96

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	206.48	412.96	206.48	412.96

Taxes	Amt	YTD Amt
FIT	424.67	849.34
MEDI	41.60	83.19
SIT:CA	148.61	297.22
SDI:CA	25.82	51.64
Totals:	640.70	1,281.39

Net Pay	Amt	YTD Amt
Checking (0482	2,021.30	4,042.61

Nathan Smith Default - #1019 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	19.74	59.23	06.00	118.46
OT	-	-	-	06.00	177.69
REG	112.00	19.74	2,211.20	224.00	4,422.40
Totals:	115.00		2,270.43	236.00	4,718.55

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	170.28	340.56	170.28	340.56

Taxes	Amt	YTD Amt
FIT	313.20	669.04
MEDI	32.92	68.42
SIT:CA	68.90	150.85
SDI:CA	20.44	42.47
Totals:	435.46	930.78

Net Pay	Amt	YTD Amt
Checking (7118	1,664.69	3,447.21

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

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Page 2 of 3

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 01/20/2023
Payroll Status: Open

Cory Willis Default - #1008 — **Pay Date: 01/20/2023 (01/01 - 01/14)** — **Type: Regular, Category: Regular, Pay Statement #: ??? (1)**

Pay Typ	Hrs	Rate	Amt	YTD Hrs	YTD Amt
FLSA	03.00	25.08	75.25	06.00	150.50
OT	00.50	37.63	18.81	00.50	18.81
REG	112.00	25.08	2,809.39	224.00	5,618.78
Totals:	115.50		2,903.45	230.50	5,788.09

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
PARS	216.35	432.70	216.35	432.70

Taxes	Amt	YTD Amt
FIT	293.49	582.84
MEDI	42.10	83.93
SIT:CA	117.97	234.28
SDI:CA	26.13	52.09
Totals:	479.69	953.14

Net Pay	Amt	YTD Amt
Checking (4024	2,207.41	4,402.25

Report Total

# of EE's - 11 / # of Statements - 11

Pay Typ	Hrs	Amt	YTD Hrs	YTD Amt
125CO	-	346.14	-	692.28
FLSA	27.00	623.49	54.00	1,246.98
OT	13.50	529.60	67.50	2,698.09
REG	1076.00	24,716.10	2030.00	46,610.73
Sick	-	-	54.00	1,382.28
Totals:	1116.50	26,215.33	2205.50	52,630.36

Deduction	EE Amt	EE YTD	ER Amt	ER YTD
457B	201.22	402.44	-	-
Life insuran	164.50	164.50	-	-
AFL Post	46.53	93.06	-	-
CS	304.61	609.22	-	-
HLTH	552.80	1,107.66	-	-
PARS	1,792.53	3,585.06	1,792.53	3,585.06
Totals:	3,062.19	5,961.94	1,792.53	3,585.06

Taxes	Amt	YTD Amt
FIT	2,630.77	5,593.27
MEDI	372.12	747.09
SIT:CA	814.48	1,760.72
SDI:CA	230.98	463.71
Totals:	4,048.35	8,564.79
MEDI	372.12	747.09
SUTA_SC:CA	24.77	50.62
SUTA:CA	495.28	1,529.69
ER Totals:	892.17	2,327.40
All Totals:	4,940.52	10,892.19

Net Pay	Amt	YTD Amt
Direct Deposit	19,104.79	38,103.63

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

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Page 3 of 3

Credit Card Review

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	CCMF 2023	Annual Member Dinner	$ 75.00	10-310-6220
2	The Canyon Cowboy	Working Lunch -Conference Development	$ 43.56	10-310-6510
3				
			$ 118.56	

Account Breakdown

Conference/Meeting/Travel Expense	10-310-6510	$ 43.56
City Manager Dept. Expense	10-310-6220	$ 75.00
		$ 118.56

Check Figure $ -

Copies for City Council as directed by the Finance Committee

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT								
1	USPS	Office Supplies- Stamps	$ 96.00	10-310-6210								
2	Alliant Insurance Services	Premium Winter Wonderland	$ 563.00	10-100-6830								
3	The Home Depot	Winter Wonderland Supplies	$ 29.33	10-100-6830								
4	Canyon Lake Market	Winter Wonderland Staff Lunch	$ 35.22	10-100-6830								
5	Hot Dog on A Stick	Winter Wonderland Staff Dinners	$ 53.32	10-100-6830								
6	Hot Dog on A Stick	Winter Wonderland Staff Dinners	$ 8.75	10-100-6830								
7	So Cheesy Food Trucj	Winter Wonderland Staff Dinners	$ 18.40	10-100-6830								
8	So Cheesy Food Trucj	Winter Wonderland Staff Dinners	$ 9.20	10-100-6830								
9	Amazon Prime	Membership fee	$ 16.15	10-310-6210								
10	Verizon	CLFD - M2M Ddevice	$ 28.04	10-421-6310								
11			$ 160.24	A	23.92	10-360-6310	$ 54.96	10-421-6310	$ 47.84	10-520-6310	$33.52	10-550-6320
12			$ 358.46	A	50.39	10-360-6310	$ 156.90	10-421-6310	$ 151.17	10-520-6310		
			$ 1,376.11									

Account Breakdown

Promotion and Advertising	10-100-6830	$ 717.22
City Manager Office Expense	10-310-6210	$ 112.15
Building Dept Communications	10-360-6310	$ 74.31
Fire Department Communications	10-421-6310	$ 239.90
Code Enforcement Communications	10-520-6310	$ 199.01
Building & Facilities Professional/Specialized Services	10-550-6320	$33.52
		$ 1,376.11

Check Figure $ -

Copies for City Council as directed by the Finance Committee

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	MedPro Disposal	18 Gallon Medical Waste Container	$ 215.00	10-421-6220
2	Canyon Lake Market	Winter Wonderland Staff Dinners	$ 51.18	10-100-6830
3	Hot Dog on a Stick	Winter Wonderland Staff Dinner	$ 13.99	10-100-6830
4	So Cheesy Food Truck	Winter Wonderland Staff Dinners	$ 23.00	10-100-6830
5	So Cheesy Food Truck	Winter Wonderland Staff Dinners	$ 13.80	10-100-6830
6	Apple.com	Monthly icloud Storage	$ 2.99	10-421-6310
7	Lowes	Diesel Exhaust Fluid for Fire Engines	$ 95.72	10-421-6425
			$ 415.68	

Account Breakdown

Promotion and Advertising	10-100-6830	$ 101.97
Fire Department Departmental Expense	10-421-6220	$ 215.00
Fire Department Communications	10-421-6310	$ 2.99
Fire Department Fuel & Lubricants	10-421-6425	$ 95.72
		$ 415.68

Check Figure $ -

Copies for City Council as directed by the Finance Committee

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Tommy's Express	Monthly car wash subscription Decemeber 2022	$ 43.98	10-310-6415
2	Tommy's Express	Monthly car wash subscription December 2022	$ 21.99	10-360-6415
3	Tommy's Express	Monthly car wash subscription December 2022	$ 43.98	10-520-6415
4				
			$ 109.95	

Account Breakdown

City Manager Vehicle Maintenance	10-310-6415	$ 21.99
Building & Safety Vehicle Maintenance	10-360-6415	$ 43.98
Vehicle Maintenance	10-520-6415	$ 43.98
		$ 109.95

Check Figure $ -

Copies for City Council as directed by the Finance Committee

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Pack Wrap & Post	Postage for shipping scene lights	$ 60.31	10-421-6210
2	Shell Oil	Fuel for B-1	$ 69.64	10-421-6425
3				
			$ 129.95	

Account Breakdown

Fire Department Office Expense & Supplies	10-421-6210	$ 60.31
Fire Department Fuels and Lubricants	10-421-6425	$ 69.64
		$ 129.95

Check Figure $ -

Copies for City Council as directed by the Finance Committee

California Bank & Trust Statement dated 12-28-22

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Sam Ash Music	Special Events Equipment	$ 2,904.80	10-100-6830
2	Amazon	Swag for Winter Wonderland	$ 215.48	10-100-6830
3	Amazon	Winter Wonderland	$ 201.20	10-100-6830
4	Staples	Office Supplies	$ 30.96	10-310-6210
5	Staples	Office Supplies	$ 152.23	10-310-6210
6	Lowes	Supplies for Winter Wonderland	$ 84.79	10-100-6830
7	Melody Thai Cuisine	Staff Working Lunch	$ 71.98	10-320-6220
8	USPS	Office Supplies- Stamps	$ 120.00	10-310-6210
9	Amazon	Swag for Winter Wonderland	$ 141.97	10-100-6830
10	Amazon	Swag for Winter Wonderland	$ 110.16	10-100-6830
11	Cal True Value	Office Supplies	$ 31.83	10-310-6210
12	Amazon	Refund for Winter Wonderland	$ (215.48)	10-100-6830
13	Amazon	Refund for Office Supplies	$ (97.86)	10-310-6210
			$ 3,752.06	

Account Breakdown

Promotion and Advertising	10-100-6830	$ 3,442.92
City Manager Office Expense	10-310-6210	$ 237.16
City Clerk Dept Expense	10-320-6220	$ 71.98
		$ 3,752.06

Check Figure $ -

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US BANK Statement dated 1/6/2023

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT	
	Quartermaster	Bullet Proof vest-Code Enforcement	$ 1,318.41	10-520-6220	
	CACEO	Membership Dues	$ 100.00	10-520-6520	
	CACEO	Application Fee	$ 200.00	10-520-6520	
	CACEO	Module 3 Academy Course - Code Enforcement	$ 900.00	10-520-6520	
	Adobe Photography	Photography Plan (20GB)	$ 9.99	10-310-6210	
	Vincent Communications	Remote Speaker Microphones	$ 1,824.20	10-421-6220	
	Arlo Technologies	Camera Monitoring Subscription-City Hall	$ 9.99	10-550-6610	
	Downs Energy	Fuel for Fire 1 & 2	$ 549.94	10-421-6425	
	Arlo Technologies	Camera Monitoring Subscription-Administration	$ 14.99	10-550-6610	
	Downs Energy	Fuel for Fire 1 & 2	$ 633.65	10-421-6425	
	Adobe	Acrobat Pro Subscription	$ 119.95	A	23.99 10-320-6220 $ 23.99 10-360-6220 $ 71.97 10-421-6220
12	Frontier Communications	City Hall Internet	$ 202.49	10-550-6320	
13	Adobe AcroPro	Monthly Subscription-Mann	$ 14.99	10-310-6210	
14	Zoom	Monthly Subscription Virtual Meetings	$ 15.58	10-310-6310	
15	Paperless Post	City Clerks Departmental Expense	$ 35.00	10-320-6220	
16	Paperless Post	City Clerks Departmental Expense	$ 35.00	10-320-6220	
17	Amazon	Election Certificate Frames	$ 65.58	10-320-6220	
18	Michaels Stores	Office Supplies	$ 86.18	10-320-6220	
19	Luna Grill	Closed Session Meal	$ 182.74	10-100-6225	
20	In-n-Out	2023 Winter Wonderland Deposit	$ 500.00	10-100-6830	
21	Top Golf	Staff Christmas Party	$ 250.01	10-310-6855	
22	Target	Office Supplies	$ 31.23	10-320-6210	
23	Staples	Office Supplies	$ 160.83	10-310-6210	
			$ 7,260.75		

Account Breakdown

City Council Meeting Expense	10-100-6225	$ 182.74
Promotion and Advertising	10-100-6830	$ 500.00
City Manager Office Expense	10-310-6210	$ 185.81
City Manager Communication	10-310-6310	$ 15.58
Office Expense and Supplies	10-320-6210	$ 31.23
City Clerk Departmental Expense	10-320-6220	$ 245.75
City Manager Contingency	10-310-6855	$ 250.01
Building Dept Expense	10-360-6220	$ 23.99
Fire Department Fuel & Lubricants	10-421-6425	$ 1,183.59
Fire Department Expense	10-421-6220	$ 1,896.17
Special Enforcement Misc. Expense	10-520-6220	$ 1,318.41
Code Enforcement Membership Dues	10-520-6520	$ 1,200.00
Building & Facilities Utilities	10-550-6320	$ 202.49
Building & Facilities Professional/Specialized Services	10-550-6610	$ 24.98
		$ 7,260.75

Check Figure $ -

Copies for City Council as directed by the Finance Committee

Reporting

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

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

Your request for payment has been accepted

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

Total Payment Amount: $5,700.47

1002275597	01/04/2023	100000016993774	Employer Contribution, PEPRA, 26189, CalPERS, 12/16/2022 - 12/31/2022	EFT - Debit	Citizens Business Bank -5402	$3,932.39
1002275598	01/04/2023	100000016993734	Employer Contribution, Classic, 1684, CalPERS, 12/16/2022 - 12/31/2022	EFT - Debit	Citizens Business Bank -5402	$1,768.08

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Build: v10.5.0.c Baseline: 221213_151120_v10.5_Int.8634 **UID: 318**

CM

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

Payment Request Acceptance

Your request for payment has been accepted

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

Payment Setup Total

Total Payment Amount: $7,076.06

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1002283480	01/17/2023	100000017021803	Employer Contribution, PEPRA, 26189, CalPERS, 01/01/2023 - 01/15/2023	EFT - Debit	Citizens Business Bank -5402	$5,307.98
1002283481	01/17/2023	100000017021759	Employer Contribution, Classic, 1684, CalPERS, 01/01/2023 - 01/15/2023	EFT - Debit	Citizens Business Bank -5402	$1,768.08

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Build: v10.5.0.c Baseline: 221213_151120_v10.5_Int.8634 **UID: 318**

CM

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

Payment Request Acceptance

Your request for payment has been accepted

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

Payment Setup Total

Total Payment Amount: $6,892.87

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1002291151	01/27/2023	100000017021824	Employer Contribution, PEPRA, 26189, CalPERS, 01/16/2023 - 01/31/2023	EFT - Debit	Citizens Business Bank -5402	$5,124.79
1002291152	01/27/2023	100000017021781	Employer Contribution, Classic, 1684, CalPERS, 01/16/2023 - 01/31/2023	EFT - Debit	Citizens Business Bank -5402	$1,768.08

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Build: v10.6 Baseline: 230118_152341_v10.6_Int.3063 **UID: 318**

Reporting

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

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

Your request for payment has been accepted

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

Total Payment Amount: $6,679.39

1002275660	01/04/2023	100000017029960	Health PA Billing - Non-PERS	EFT - Debit	Citizens Business Bank -5402	$6,679.39

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Build: v10.5.0.c Baseline: 221213_151120_v10.5_Int.8634 **UID: 318**

(VL1

Reporting

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

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

Your request for payment has been accepted

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

Total Payment Amount: $10,907.62

1002275656	01/04/2023	100000017029947	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	$10,907.62

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Build: v10.5.0.c Baseline: 221213_151120_v10.5_Int.8634 **UID: 318**

Aflac

Online Billing Electronic Payment Confirmation

Hello CITY OF CANYON LAKE

Your payment has been submitted and will be applied to your Aflac invoice when received.

Account number: KWK51
Invoice number: 170700
Billing Period: December
Amount Billed: 693.74
Payment Date: 01/05/2023
Payment amount: 693.74
Bank Account Type: Checking
Bank Routing Number: XXXXX4149
Bank Account Number: XXXXX5402

We appreciate your business

Thank you
Aflac

**IF YOU HAVE ANY QUESTIONS ABOUT YOUR STATEMENT,
PLEASE E-MAIL onlineServices@aflac.com OR CALL 1-800-99-AFLAC(1-800-992-3522).**

CM

Transaction Log

Principal®

One Time Payment Confirmation for 1164655-10001

Transaction Submitted Date:

01/30/2023

Transaction Submitted By:

CANYONLAKE90

Status: Pending

Pending Reason: Under Manual Review

Payment Amount:$397.07

Bank Account:XXXXX5402

Feedback

Pending Transactions

Participant's Last Name, First Name and Initial	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
Bratt, Christopher	12/23/2022	2,270.44	170.28	170.28
Garcia, Nathaniel	12/23/2022	2,622.00	196.65	196.65
Gorter, Brennain	12/23/2022	3,027.95	227.10	227.10
Green, Matthew	12/23/2022	2,622.00	196.65	196.65
Myers, Damon	12/23/2022	2,270.10	170.26	170.26
O'Marra, Timothy	12/23/2022	3,179.75	238.48	238.48
Sanchez, Humberto	12/23/2022	2,753.10	206.48	206.48
Smith, Nathan	12/23/2022	2,270.10	170.26	170.26
Willis, Cory	12/23/2022	2,884.64	216.35	216.35
	Totals	**$ 23,900.08**	**$ 1,792.51**	**$ 1,792.51**

Total Participants 9

Total Contributions $ 3,585.01

Check Date: 12/23/2022

City of Canyon Lake

Participant's Last Name, First Name and Initial	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
LaTendresse, Jeff	12/29/2022	4,744.05	355.80	355.80
Samuels, Michael	12/29/2022	3,821.91	286.64	286.64
	Totals	**$ 8,565.96**	**$ 642.44**	**$ 642.44**

Total Participants **2**

Total Contributions $ 1,284.88

Check Date:
12/29/2022

Participant's Last Name, First Name and Initial	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
Bratt, Christopher	1/6/2023	2,270.43	170.28	170.28
Garcia, Nathaniel	1/6/2023	2,622.00	196.65	196.65
Lorter, Brennain	1/6/2023	3,027.95	227.10	227.10
Green, Matthew	1/6/2023	2,622.00	196.65	196.65
Myers, Damon	1/6/2023	2,270.10	170.26	170.26
O'Marra, Timothy	1/6/2023	3,179.75	238.48	238.48
Sanchez, Humberto	1/6/2023	2,753.10	206.48	206.48
Smith, Nathan	1/6/2023	2,270.43	170.28	170.28
Willis, Cory	1/6/2023	2,884.64	216.35	216.35
	Totals	**$ 23,900.40**	**$ 1,792.53**	**$ 1,792.53**

Total Participants 9

Total Contributions $ 3,585.06

Check Date: 1/6/2023

City of Canyon Lake

CM

Participant's Last Name, First Name and Initial	SS#	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
LaTendresse, Jeff		1/13/2023	4,744.05	355.80	355.80
Samuels, Michael		1/13/2023	3,821.91	286.64	286.64
		Totals	**$ 8,565.96**	**$ 642.44**	**$ 642.44**
Total Participants	**2**				
				Total Contributions	**$ 1,284.88**

Check Date:
1/13/2023

CM

Participant's Last Name, First Name and Initial	Pay Period End Date	Wages	Employer Contribution	Employee Contribution
Bratt, Christopher	1/20/2023	2,270.43	170.28	170.28
Garcia, Nathaniel	1/20/2023	2,622.00	196.65	196.65
Gorter, Brennain	1/20/2023	3,027.86	227.09	227.09
Green, Matthew	1/20/2023	2,622.00	196.65	196.65
Myers, Damon	1/20/2023	2,270.10	170.26	170.26
O'Marra, Timothy	1/20/2023	3,179.75	238.48	238.48
Sanchez, Humberto	1/20/2023	2,753.10	206.48	206.48
Smith, Nathan	1/20/2023	2,270.43	170.28	170.28
Willis, Cory	1/20/2023	2,884.64	216.35	216.35
	Totals	**$ 23,900.31**	**$ 1,792.52**	**$ 1,792.52**

Total Participants **9**

Total Contributions **$ 3,585.05**

Check Date: 1/20/2023

City of Canyon Lake

Nationwide®

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	01-04-2023
Submission time	2:46:37 PM
Pay date	01-06-2023
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	01-06-2023

Nationwide®

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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	01-19-2023
Submission time	4:10:27 PM
Pay date	01-20-2023
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	01-23-2023

CM

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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	01-13-2023
Submission time	8:33:40 PM
Pay date	01-13-2023
Payment amount	$1,369.50
Debit ACH account	Citizens Business Bank
Bank routing number	*****4149
Bank account number	*****5402
Debit account type	Checking
Debit ACH draft date	01-18-2023

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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	01-13-2023
Submission time	8:35:44 PM
Pay date	01-13-2023
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	01-18-2023

CW

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

FastPay

Payroll detail payment submission

Plan name	CITY OF CANYON LAKE OBRA
Plan number	0035273002
Pay Center	CITY OF CANYON LAKE OBRA
Submission date	01-26-2023
Submission time	5:33:06 PM
Pay date	01-31-2023
Payment amount	$81.87
Debit ACH account	Citizens Business Bank
Bank routing number	*****4149
Bank account number	*****5402
Debit account type	Checking
Debit ACH draft date	01-30-2023

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	01-26-2023
Submission time	5:34:07 PM
Pay date	01-31-2023
Payment amount	$1,369.50
Debit ACH account	Citizens Business Bank
Bank routing number	*****4149
Bank account number	*****5402
Debit account type	Checking
Debit ACH draft date	01-30-2023

MINUTES

SPECIAL MEETING OF THE CANYON LAKE CITY COUNCIL
Wednesday, January 11, 2023

City Council Chamber
31516 Railroad Canyon Road
Canyon Lake, CA 92587

THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE SCHEDULED FOR JANUARY 11, 2023, WAS CANCELLED.

Respectfully Submitted,

_____
Ana V. Sauseda, CMC
City Clerk

MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, January 11, 2023

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, Mayor Pro Tem 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 REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8
Property: 28730 Vacation Drive, Canyon Lake, CA
Agency Negotiator: City Manager
Negotiating Parties: Canyon Lake Property Owner's Association
Under Negotiation: Price and Terms of Payment

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant Exposure to Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9
Number of Cases (1)

Mayor Smith added the following item to the closed session agenda:

D. PUBLIC EMPLOYEE APPOINTMENT – Pursuant to Government Code Section 54957 –
Title: City Manager

CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code Section 54957.6
City Negotiator: Jeremy Smith, Mayor
Unrepresented Employee: City Manager

The City Council entered Closed Session at 5:01 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.

Councilmember Mark Terry called for a moment of silence in honor of fallen Deputy Isaiah Cordero.

INVOCATION

Invocation was led by Larry Smith.

FLAG SALUTE

Flag Salute was led by City Manager Chris Mann.

ROLL CALL

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

Absent:

CLOSED SESSION REPORT

City Manager Mann stated there was no reportable action.

APPROVAL OF THE CITY COUNCIL AGENDA

Motion and second by Councilmember Castillo/Mayor Pro Tem Welty to approve the agenda.

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

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizen of the Month

Mayor Smith recognized Susan Gamble as citizen of the month for January.

- Student of the Month

The student of the month was unable to attend.

- Small Business Emergency Relief Grant

Mayor Smith presented Robin Henry of Studio One Hair Salon with the Small Business Emergency Relief Grant.

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update

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

- Canyon Lake Property Owners Association Update

Board Director Alex Cook gave an update on behalf of the Canyon Lake Property Owners Association.

- Chamber of Commerce Update

President John Grande gave an update on behalf of the Chamber of Commerce.

PUBLIC SAFETY UPDATE

❖ Sheriff

Captain Rayls introduced Will Edwards as the new Lieutenant for the City of Canyon Lake and 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. 2023-01 Approving Claims and Demands of the City

(3) Minutes - Approval of City Council Minutes
- December 14, 2022 – Regular City Council Meeting

(4) Resolution - Adoption of Resolution No. 2023-02, Amending the Public Works Service Agreement with PV Maintenance Inc. and the City of Canyon Lake for Street & Facility Maintenance Services

(5) Resolution - Adoption of Resolution No. 2023-03, Authorizing the Extension of the Service Fee Collected on Behalf of the Riverside County Abandoned Vehicle Abatement Service Authority Until May 2034

Motion and second by Mayor Pro Tem Welty/Councilmember Terry to approve the consent calendar.

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

PULLED CONSENT CALENDAR ITEMS

BUSINESS ITEMS

(6) Receive & File – Review of Fiscal Year 2021-2022 Audited Financial Statements

Presentation by Finance Director Terry Shea.

There were no public comments.

Motion and second by Councilmembers Castillo/Dain to receive and file the Fiscal Year 2021-2022 Audited Financial Statements .

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

(7) Resolution – Adoption of Resolution No. 2023-04, Authorizing the Mayor to Sign the Termination Agreement Regarding Western Community Energy

Presentation by City Manager Chris Mann.

There were no public comments.

Motion and second by Mayor Smith/Councilmember Castillo to adopt Resolution No. 2023-04.

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

(8) Discussion - Designation of Voting Delegates for the Southern California Association of Governments (SCAG) 2023 Regional Conference and General Assembly

Presentation by City Clerk Ana Sauseda.

There were no public comments.

Motion and second by Councilmembers Castillo/Dain to appoint Mayor Pro Tem Welty as the delegate and Mayor Smith as the alternate.

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

(9) 2023 City Council Goals - Discussion and Possible Adoption of Proposed Goals

Presentation by City Manager Chris Mann.

There were no public comments.

Motion and second by Councilmembers Castillo/Dain to adopt the 2023 City Council Goals as discussed.

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

CITY MANAGER COMMENTS

There were no comments.

COMMITTEE AND COUNCIL REPORTS/COMMENTS

- **COUNCILMEMBER DAIN**

Councilmember Dain was honored to represent the City of Canyon Lake at the Student of the Month event and discussed attending her first RCA meeting. Lastly, she congratulated the staff members who announced their resignation from the City of Canyon Lake and wished them well in the future but expressed how sad she was to see them go.

- **MAYOR PRO TEM WELTY**

Mayor Pro Tem Welty attended his first meeting with the Environmental and Energy committee with SCAG and also spoke about attending the City's roundtable meeting. Lastly he expressed his appreciation for the Winter Wonderland event.

- **COUNCILMEMBER CASTILLO**

Councilmember Castillo attended the swearing-in of Sheriff Chad Bianco along with Councilmember Terry and Mayor Smith. She spoke about attending the Finance & Planning Committee along with her new committee member, Councilmember Dain. Lastly, she announced that at the Staff Christmas Party, she beat her husband, City Manager Chris Mann, & Mayor Smith at Top Golf.

- **COUNCILMEMBER TERRY**

Councilmember Terry was honored to have attended the swearing-in of Sheriff Chad Bianco. He thanked Darcy & the entire staff at the Elsinore Valley Municipal Water district for their hospitality and providing him with a tour. He attended the League of California Cities Division meeting in Coachella. Lastly, on a personal note, he addressed the City Manager & City Clerk and expressed how happy he was for them.

- **MAYOR SMITH**

Mayor Smith was honored to have attended multiple swearing-in ceremonies throughout the county. He gave the monthly real estate update. He gave a brief update from RTA and announced that he had been nominated as Vice-Chair. Lastly, he reflected on how amazing it is to be a part of this community and part of the City Council.

ANNOUNCEMENTS

Mayor Smith announced that the next City Council meeting would take place on Wednesday, February 8, 2023, at 5:00 p.m. for closed session and 6:30 p.m. for open session.

ADJOURNMENT

Mayor Smith adjourned the open session meeting and reconvened back into closed session at 8:37 p.m.

Closed Session adjourned at 10:25 p.m.

Respectfully submitted,

_____
Ana V. Sauseda, CMC
City Clerk

ITEM NO. 4

STAFF REPORT

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

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

DATE: **February 8, 2023**

SUBJECT: **Approval of Amended Legal Services Agreement with Cole Huber LLP for City Attorney Services**

Recommendation

It is recommended that the City Council approve the attached amended Legal Services Agreement with Cole Huber LLP for City Attorney Services

Background

As part of the City's budget process, the City Manager and City Attorney regularly monitor and confer regarding the legal services required by and provided to the City of Canyon Lake, with the mutual goal of keeping the City's legal expenses at an affordable and consistent level. The billing methodology negotiated by the City has been successful in achieving this goal and has resulted in significant savings from the hourly billing method used in prior years.

Since the agreement was first approved in 2019, the effective billing rate for the City's law firm ($185/hour) has not changed. The proposed increase in the effective billing rate accounts for the rise in Consumer Price Index changes over this period and is consistent with the billing rate established for other municipalities in Riverside County (most recently the proposed rates have been adopted by the cities of Indio and Yucaipa).

Fiscal Impact

Increased expenditures in account number 10-200-6610 in the amount of $2,200 per month for attorney services.

Attachments

1. Legal Services Agreement

ATTACHMENT 1

LEGAL SERVICES AGREEMENT BETWEEN CITY OF CANYON LAKE AND COLE HUBER LLP

THIS AGREEMENT for legal services is entered into by and between the City of Canyon Lake (hereinafter referred to as "City") and Cole Huber LLP (hereinafter referred to as "Law Firm"), as of March 1, 2023 (the "Effective Date").

SECTION 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Law Firm shall provide to City the services described in the Scope of Work attached hereto and incorporated herein as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. This Agreement shall begin on the Effective Date and shall continue unless the Agreement is otherwise terminated as provided for in Section 7.

1.2 Standard of Performance. Law Firm shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Law Firm is engaged in the geographical area in which Law Firm practices its profession. Law Firm shall prepare all work products required by this Agreement in a substantial, first-class manner and shall conform to the standards of quality normally observed by a person practicing in Law Firm's profession.

1.3 Assignment of Personnel. Law Firm shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons for any reason other than a characteristic protected under state employment laws and the California Rules of Professional Conduct, Law Firm shall, immediately upon receiving notice from City of such desire, reassign such person or persons.

1.4 Time. Law Firm shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.2 above and to satisfy Law Firm's obligations hereunder.

SECTION 2. COMPENSATION. City agrees to pay Law Firm in accordance with the Compensation Schedule provided in Exhibit B for services to be performed and reimbursable costs incurred under this Agreement. The rates and charges outlined in the Compensation Schedule shall be valid through at least January 1, 2024. Law Firm may adjust the rates and charges under this Agreement on January 1, 2024 and each year thereafter if: (i) the adjustment to rates and charges does not exceed the increase in the Consumer Price Index for All Urban Consumers (CPI-U) for the Riverside Area and (ii) Law Firm has provided the City at least 90 days' notice of its intent to adjust rates and charges. City shall pay Law Firm for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Law Firm for services rendered pursuant to this Agreement. Law Firm shall submit all invoices to City in the manner specified herein. Except as specifically authorized by the City, Law Firm shall not bill City for duplicate services performed by more than one person.

Law Firm and City acknowledge and agree that compensation paid by City to Law Firm under this Agreement is based upon Law Firm's invoices only, and City has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Law Firm shall submit invoices not more often than once a month during the term of this Agreement (unless requested otherwise by City), based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- The beginning and ending dates of the billing period;
- A Task Summary containing the amount of any prior billings, the total due for the period being billed for, and any outstanding sums remaining unpaid; and
- The applicable time entries showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense.

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed and for authorized reimbursable costs incurred. City shall have thirty (30) days from receipt of an invoice to pay Law Firm.

2.3 Reimbursable Expenses. Reimbursable expenses are specified in Exhibit B, and expenses not listed in Exhibit B are not chargeable to City.

2.4 Payment of Taxes. Law Firm is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.5 Payment upon Termination. In the event that City or Law Firm terminates this Agreement pursuant to Section 7 of this Agreement, the City shall compensate the Law Firm for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Law Firm shall maintain adequate logs and timesheets in order to verify costs incurred to that date.

2.6 Authorization to Perform Services. Law Firm is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization (written or verbal) from City.

SECTION 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Law Firm shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Law Firm only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Law Firm's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall the City be obligated to furnish any facility that may involve incurring

any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

SECTION 4. INSURANCE REQUIREMENTS. Before beginning any work under this Agreement, Law Firm, at its own cost and expense, shall procure and maintain professional malpractice insurance in the amount of not less than $2 million per occurrence throughout the term of this Agreement. Law Firm shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects to the City, and that such insurance is in effect prior to commencing work under this Agreement. Law Firm shall maintain the insurance policy required by this section throughout the term of this Agreement. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution.

4.1 Variation. City may approve a variation in the insurance requirements upon a determination that the coverage, scope, limit, and form of such insurance is either not commercially available, or that the City's interests are otherwise fully protected.

4.2 Notice of Reduction in Coverage. In the event that any coverage required by this section is reduced, limited, or materially affected in any other manner, Law Firm shall provide written notice to City at Law Firm's earliest possible opportunity, and in no case later than five (5) days after Law Firm is notified of the change in coverage.

4.3 Remedies. In addition to any other remedies City may have if Law Firm fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option, exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Law Firm's breach:

4.3.1. Order Law Firm to stop work under this Agreement or withhold any payment that becomes due to Law Firm hereunder, or both stop work and withhold any payment, until Law Firm demonstrates compliance with the requirements hereof; and/or

4.3.2 Terminate this Agreement.

SECTION 5. STATUS OF LAW FIRM.

5.1 Independent Contractor. At all times during the term of this Agreement, Law Firm shall be an independent contractor and shall not be an employee of the City. City shall have the right to control Law Firm only insofar as the results of Law Firm's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, City shall otherwise not have the right to control the means by which Law Firm accomplishes services rendered pursuant to this Agreement. Notwithstanding any other city, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Law Firm and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City, and entitlement to any contribution to

be paid by City for employer contributions and/or employee contributions for PERS benefits.

5.2 Law Firm Not Agent. Except as City may specify in writing or as provided by law, Law Firm shall have no authority, express or implied, to act on behalf of the City in any capacity whatsoever as an agent. Law Firm shall have no authority, express or implied, pursuant to this Agreement to bind the City to any obligation whatsoever.

SECTION 6. LEGAL REQUIREMENTS.

6.1 Governing Law. The laws of the State of California shall govern this Agreement.

6.2 Compliance with Applicable Laws. Law Firm and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

6.3 Other Governmental Regulations. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Law Firm and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

6.4 Licenses and Permits. Law Firm represents and warrants to the City that Law Firm and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature legally required to practice their respective professions. Law Firm represents and warrants to City that Law Firm and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals legally required to practice their respective professions. In addition to the foregoing, Law Firm and any subcontractors shall obtain and maintain during the term of this Agreement any required business licenses from City.

6.5 Nondiscrimination and Equal Opportunity. Law Firm shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Law Firm under this Agreement. Law Firm shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement.

Law Firm shall include the provisions of this subsection in any subcontract approved by the City.

SECTION 7. TERMINATION AND MODIFICATION.

7.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Law Firm. Such written notification must provide an effective date of cancellation.

Law Firm may cancel this Agreement upon sixty (60) days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Law Firm shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Law Firm delivering to City copies of any or all reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Law Firm prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder. Originals of attorney work product shall remain the property of Law Firm.

7.2 Amendments. The parties may amend this Agreement only by a writing signed by all the parties.

7.3 Assignment. City and Law Firm recognize and agree that this Agreement contemplates personal performance by Law Firm and is based upon a determination of Law Firm's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Law Firm. Law Firm may not assign this Agreement or any interest therein without the prior written approval of the City Manager.

7.4 Survival. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Law Firm shall survive the termination of this Agreement.

7.5 Options Upon Breach by Law Firm. If Law Firm materially breaches any of the terms of this Agreement, City's remedies shall include but not be limited to the following:

7.5.1 Immediate termination of the Agreement;

7.5.2 Retention of the plans, reports, documents, and any other work product prepared by Law Firm pursuant to this Agreement; and/or

7.5.3 Retention of a different law firm to complete any work described in Exhibit A remaining unfinished by Law Firm.

SECTION 8. KEEPING AND STATUS OF RECORDS.

8.1 Records Created as Part of Law Firm's Performance. Law Firm hereby agrees to deliver copies of all reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Law Firm prepares or obtains pursuant to this Agreement to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Law Firm agree that, until final approval by City, all data, plans, specifications, reports and other

documents are confidential and will not be released to third parties without prior written consent of both parties.

8.2 Law Firm's Books and Records. Law Firm shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Law Firm pursuant to this Agreement.

SECTION 9. MISCELLANEOUS PROVISIONS.

9.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees (including reasonable costs and disbursements) in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

9.2 Venue. In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the Superior Court for the County of Riverside.

9.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

9.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

9.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.

9.6 Conflict of Interest. Law Firm may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Law Firm in a "conflict of interest," as that term is defined in the rules of professional responsibility governing Law Firm's profession, unless such conflict may be waived by City and City chooses to waive such conflict in writing.

Law Firm shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code section 1090 *et seq.*

Law Firm hereby warrants that although it has previously performed, and is currently performing, legal services for the City as an independent contractor, it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Law Firm were an employee, agent, appointee, or official of the City in the previous 12 months, Law Firm warrants that it did not participate in any manner in the forming of this Agreement. Law Firm understands that, if this Agreement is made in

violation of Government Code section 1090 *et seq.*, the entire Agreement is void and Law Firm will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Law Firm will be required to reimburse the City for any sums paid to the Law Firm. Law Firm understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code section 1090 and, if applicable, will be disqualified from holding public office in the State of California.

9.8 Solicitation. Law Firm agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

9.9 Notices.

Any written notice to Law Firm shall be sent to:

Cole Huber LLP
Attn: Steven Graham
2855 E. Guasti Road, Suite 402
Ontario, CA 91761

Any written notice to City shall be sent to:

City of Canyon Lake
Attn: Mayor
31516 Railroad Canyon Road
Canyon Lake, CA 92587

9.10 Integration. This Agreement, including attachments, represents the entire and integrated agreement between City and Law Firm and supersedes all prior negotiations, representations, or agreements, either written or oral.

9.11 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

9.12 Authorized Signature. Each person and party signing this Agreement warrants that he/she has the authority to execute this Agreement on behalf of the principal and that the party will be bound by such signature.

[Signature Page Follows]

LEGAL SERVICES AGREEMENT BETWEEN
CITY OF CANYON LAKE AND COLE HUBER LLP

The parties have executed this Agreement as of the Effective Date.

CITY	**LAW FIRM**
CITY OF CANYON LAKE	COLE HUBER LLP
By: _____ Jeremy Smith, Mayor	By_____ Derek Cole, Managing Partner
ATTEST:	
_____ Ana V. Sauseda, CMC City Clerk	By_____ Steven P. Graham, Partner

EXHIBIT A – SCOPE OF WORK

The following services shall be provided under this Agreement:

CITY ATTORNEY SERVICES

Law Firm shall provide all general counsel services customarily provided to public agencies such as the City, which include the following:

Advise the City Council, Commissions, other City officials, and staff on legal matters pertaining to municipal government, including the Brown Act and parliamentary procedures for running meetings;

Attend all City Council and other meetings as requested by the City Council and City Manager;

Provide legal advice, consultations and opinions to the City Council, City Manager, and staff;

Prepare and/or review all ordinances, resolutions, municipal contracts, and other contracts and agreements entered into by the City;

Alert the City in a timely manner on new State or Federal legislation or judicial decisions that may impact the City and propose appropriate action(s) to assure compliance;

Inform the City Council and recommend changes to City ordinances and policies as needed;

Research and submit legal opinions on municipal or other legal matters as requested by the City Council or City Manager;

Review memorandums of understanding and provide guidance on personnel matters, labor relations and policies and procedures affecting employees, including employee discipline or procedures to assure compliance;

Provide legal work pertaining to land use issues including, but not limited to, property acquisitions, property disposals, public improvements, easements, dedications, the California Environmental Quality Act and public utilities;

Enforce City codes, zoning regulations, and building standards through administrative and judicial actions;

Initiate and prosecute any necessary criminal actions required to enforce municipal ordinances;

Review documents, policies, and forms to ensure compliance with current laws;

Coordinate and monitor the work and cost of special legal counsel;

Promptly respond to calls, e-mails, and correspondence from the City Council, City Officials and staff; and

Perform other non-litigation or non-specialized legal duties as requested by the City Council or City Manager.

LITIGATION SERVICES

Upon authorization by the City, Law Firm shall represent the City in any judicial action or any administrative proceeding. Representation of the City shall include:

Preparation for and attendance at court hearings (except for hearings relating to work performed on behalf of the City to prosecute code violations and perform enforcement code functions);

Drafting of pleadings, motions, memoranda, court forms, and other litigation documents;

Research and analysis of claims, defenses, and remedies;

Drafting and responding to discovery;

Coordinating, reviewing, and summarizing discovery and document productions;

Preparing for, attending and summarizing depositions, including witness preparation and preparation of post-deposition summaries or reports;

Preparation of administrative records;

Meetings with client representatives, opposing counsel, and others concerning the litigation;

Trial and trial preparation; and

Other tasks as may be necessary to the successful completion of the litigation.

EXHIBIT B

COMPENSATION SCHEDULE AND REIMBURSABLE EXPENSES

Retainer Rates: City shall pay Law Firm $8,510 per month based on the parties' understanding that Law Firm shall, on average, devote 37 hours of attorney time to the City Attorney Services described in Exhibit A (and assuming an average hourly rate of $230.00). The parties shall review the hours spent per month at each annual anniversary after the effective date of this contract to determine whether 37 hours is an accurate measure for setting the monthly retainer. If the parties determine a different number should be utilized, they shall attempt to agree upon a mutual decrease or increase of the monthly retainer and shall reflect their resolution in writing.

Exceptions from Retainer:

Any land use, environmental, or other work that the City is being reimbursed for by a third-party shall not be subject to the retainer and will be invoiced to the City at the Firm's market rates set by Law Firm. Such work will be tracked on a per-project basis and the City shall only be responsible for payment of funds reimbursed to the City by the third-party.

Labor and personnel issues are exempt from the retainer, including: reviewing memorandums of understanding, labor relations and policies and procedures affecting employees, including employee discipline or procedures to assure compliance. Any work assigned will be invoiced to the City at rates agreeable to the City Manager.

Litigation Services shall be provided at the following rates:

LITIGATION SERVICES: RATES	
Attorneys (Blended):	$260.00/hour
Paralegals/Law Clerks:	$175.00/hour

Costs shall be paid as follows:

COSTS	
Duplication/reproduction fees (50 pages or more)	Actual cost if performed by outside service; $0.15 if performed in-house
Vehicle travel originating from Firm's Ontario office (Litigation Only)	Applicable IRS rate per mile x number of miles
Extraordinary postage or overnight delivery costs	Actual Cost

Costs incurred in the course of investigation, research, negotiation or litigation will also be invoiced monthly. The following list of charges is included by way of example:

Parking and toll fees	Actual Cost
Extraordinary postage or overnight delivery costs	Actual Cost
Court filing fees	Actual Cost

Attorney services (includes service of process fees, arbitrators, and mediators)	Actual Cost
Messenger services	Actual Cost
Witness fees	Actual Cost
Expert fees	Actual Cost
Westlaw research	Prorated so the City would pay its proportionate share
Accurint or other database research fees	Actual Cost
Data conversion costs and forensic IT work	Actual Costs
FedEx, OnTrac Overnight, or other one-day delivery services	Actual Cost
Duplication/reproduction fees (50 pages or more)	Actual cost if performed by outside service; $.15/copy if in-house
Any other expense not listed above that becomes necessary for the successful resolution of a client matter	Actual Cost

ITEM NO. 5

STAFF REPORT

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

FROM: **Chris Mann, City Manager**

DATE: **February 8, 2023**

SUBJECT: **Approval of Purchase and Sale Agreement with Canyon Lake Property Owners Association – Fire Station No. 1, for property located at 28730 Vacation Drive, Canyon Lake, CA**

Recommendation

1) That the City Council review, discuss and take possible action to approve the Purchase and Sale Agreement with Canyon Lake Property Owners Association for a portion of the property located at 28730 Vacation Drive, Canyon Lake CA (Assessor Parcel Number 353-101-002); and
2) Find the purchase of the property is in conformance with the General Plan; and
3) Authorize the City Manager to execute all documents necessary to complete the purchase; and
4) Direct the Finance Director to make the necessary budget adjustments.
5) Find that the purchase is exempt from CEQA as it can be seen with certainty that the purchase will have no significant effect on the environment and under the "Existing Facilities" exemption (CEQA Guidelines §15301).

Background and Analysis

On January 1, 2022, the City of Canyon Lake began operations at Fire Station No. 1 when the Canyon Lake Fire Department came online. The fire station was constructed almost 40 years ago on land owned by the Canyon Lake Property Owners Association (POA). The POA historically leased the property to the City of Canyon Lake for $1 per year and the fire station has been used by both the Canyon Lake Volunteer Fire Company before transitioning to Riverside County Fire Department (CalFIRE). The property is currently zoned Community Facility.

Fire Station No. 1 is located at 28730 Vacation Drive. The parcel consists of both the fire station and a portion of the parking lot supporting access to the north lake. The City is proposing a partial purchase of the property as depicted in the attached map limited solely to the portion with the fire station. The remainder portion with the parking lot would stay with the POA.

The City initiated the process to consider eminent domain when negotiations with the POA came to an impasse. The City had originally sought a continuation of the previous arrangement the POA had with the City while CalFire/Riverside County occupied the station, with the City paying $1 per year on a long term lease while the property provided fire services to the community.

However, in 2022, the POA's General Manager informed the City Manager that the POA Board was no longer willing to lease the fire station to the City for $1 per year or to provide the City with a long-term lease. The POA Board sought "market rent" in the amount of $115,944 per year and the ability to terminate the lease with only 60 days' notice.

These terms were generally unacceptable to the City. Fire Station No.1 is the only fire station within the city limits, and it would take significantly longer than 60 days to relocate its operations if the POA terminated the lease. The City needs long term stability to ensure continuation of operations and to justify the expenditure of public funds for maintenance and futures upgrades to the facility. Furthermore, the City was concerned that the POA calculation for "market rent" was based on rents paid by commercial businesses and not by public agencies using an existing facility built by the community to provide that public service.

In lieu of a lease, the City also explored the possibility of a donation or sale of the fire station by the POA to the City. The General Manager of the POA informed the City that the POA's rules prohibited the sale or donation of property valued at more than $200,000 to the City without a vote of the membership of the POA.

Unable to negotiate a donation, sale, or come to acceptable terms on a lease, the City began exploring the possibility of obtaining ownership through eminent domain. The process included a survey of the area containing the fire station and an appraisal. The appraisal determined the value of the property at $1,390,000. Although the City had been informed by the POA that the Board would be unable to approve a sale, the City was nevertheless obligated to make an offer to purchase the property at the price determined through appraisal.

The POA Board met in executive session and voted to accept the City's offer despite previously advising the City that they did not have the legal authority to do so.

Based on this new representation of the POA Board that eminent domain would not be necessary and that they could approve the sale, the City Attorney's Office was directed to prepare a Purchase and Sale Agreement for consideration by the City Council. The Agreement would be to purchase the fire station for $1,390,000 with additional terms related to due diligence inspections and ability of the POA to convey good title. Of particular interest to the City will be obtaining assurances that the POA Board does in fact have the legal authority to convey the property to the City.

The purchase of the property is necessary for the community interest in health and safety. It is already compliant with all the provisions of the California Environmental Quality Act

("CEQA") and has been determined that this purchase is exempt from CEQA under the "Common Sense" exemption and as an existing facility.

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Attachments

1. Purchase and Sale Agreement (To Be Distributed at Meeting)

ITEM NO. 6

STAFF REPORT

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

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

BY: **Terry Shea, Finance Director**

DATE: **February 8, 2023**

SUBJECT: **Review of the Fiscal Year 2022-23 Mid-Year Budget Review, Projections, and Approval of Proposed Budget Adjustments**

Recommendation

That the City Council review the Fiscal Year 2022-23 Mid-Year Budget report and approve the recommended budget adjustments.

Background

In June 2022, the City Council adopted Resolution 2022-36, approving the Fiscal Year 2022-23 Budget and Appropriations Limit. The adopted General Fund budget included $7,241,000 in revenues and $6,829,781 in expenditures for a budgeted surplus of $411,219. Through December, the City Council has approved additional appropriations of $67,648 for the Housing Element, increase in professional services for the economic development consultant, salaries & benefits for changing part-time Accounting Technician position to fulltime, additional funds for the City's Golf Tournament, and for painting the exterior of City Hall. The results of the changes as described above decreased the proposed surplus to $343,571.

Discussion

Actual revenues through December 2022 with projections for the remainder of the fiscal year are higher than anticipated by $140,699. The largest projected increases are in Property Tax Fire $105,000, and Construction/Building Permit Fees $24,000. The proposed adjustment for revenues is as follows:

10-000-4032	Property Tax Fire	$ 50,000

Actual expenditures through December 2022 with projections for the remainder of the fiscal year are in line with the original budget, with anticipated savings in the City Manager Department for professional fees and contingency items and the City Fire Department, due to lower costs in benefits. However, certain line items are over, and some items need to be added to the budget. The increases and proposed budget adjustments are as follows:

1)	10-100-6830	$5,000 Increase for additional support of the Chamber of Commerce.
2)	10-100-6830	$5,000 Increase for Junior Lifeguard transportation.
3)	10-100-6225	$29,182 Increase for video streaming services for Council meetings, includes $25,060 in onetime costs.
4)	10-200-6610	$2,200 Increase in monthly general rate for attorney services.
5)	10-310-6010	$8,300 Salary increase for Administrative Services Director.
6)	10-310-6080	$1,000 Increase in benefits for Administrative Services Director.
7)	10-310-6610	$8,000 Increase for contract consultant for City Manager.
8)	10-310-6610	($20,000) Decrease in government relations.
9)	10-310-6610	$20,000 Increase for contract events coordinator.
10)	10-310-6310	$5,000 Increase in government outreach.
11)	10-310-6010	$53,000 Increase for vacation and administration leave payout.
12)	10-320-6010	$8,000 Increase in salaries and wages for additional costs.
13)	10-320-6010	$10,000 Increase for vacation and administration leave payout.
14)	10-320-6080	$400 Increase for vacation and administration leave payout.
15)	10-320-6610	($35,000) Decrease for election services.
16)	10-330-6610	$30,000 Increase for accounting services to cover for maternity leave.
17)	10-360-6610	$5,000 Increase in consultant for plan checks services.
18)	10-360-6610	$10,000 Increase for temporary Bldg. Permit Technician
19)	10-421-6720	$1,700 Increase for tree trimming at Fire Station.
20)	10-421-6410	($1,000) Decrease to reflect actual costs.
21)	10-421-6440	$1,000 Increase for additional mileage reimbursement.
22)	10-421-6815	$44,000 Increase for new turnouts for Fire Department personnel.
23)	10-421-6020	$9,600 Increase for benefits included in salary for health insurance allowance and equipment reimbursement.
24)	10-421-6087	($40,000) Decrease for actual health care costs.
25)	10-425-6610	$5,000 Increase for Emergency Services Coordinator.
26)	10-520-6220	$1,800 Increase for equipment & uniforms for Code Enforcement.
27)	10-510-6610	$5,000 Increase for on call public works services.
28)	10-515-6520	$4,300 Increase for additional costs.
29)	10-550-6330	$6,300 Increase for additional costs for the tree rental.
30)	10-550-6610	$560 Increased janitorial & window cleaning services.
31)	10-550-6610	$3,100 Increase for Hazmat disposal services.
32)	27-000-6225	$15,818 Increase for video streaming services for Council meetings, includes $8,000 in onetime costs.

Please see the attached worksheet for the recommended Budget Adjustments.

Fiscal Impact

If the proposed Budget Adjustments are approved, the planned budgeted surplus for Fiscal Year 2022-2023 goes from $411,219 to a surplus of $207,129.

Attachments

1. Mid-Year Review and Expenditures - General Fund
2. Mid-Year Proposed Budget Adjustments

ATTACHMENT 1

CITY OF CANYON LAKE
MID-YEAR REVIEW - REVENUES AND EXPENDITURES
10 - GENERAL FUND
FISCAL YEAR 2022-23

REVENUES	Year-to-Date Actual 31-Dec-22	Projected January to June	Projected FY 2022/23	Amended Budget	% Total of Budget Used Mid-Year	% Total of Budget Used Yearend	Variance
PROPERTY TAXES	$ 809,826	$ 2,749,799	$ 3,559,625	$ 3,481,000	23.26	102.26	$ 78,625
SALES TAXES	120,585	286,000	406,585	400,000	30.15	101.65	6,585
UTILITY USERS	480,193	588,000	1,068,193	1,050,000	45.73	101.73	18,193
TRANSIENT LODGING TAX	22,903	63,000	85,903	80,000	28.63	107.38	5,903
BUSINESS LICENSE FEES	64,288	45,600	109,888	110,000	58.44	99.90	(112)
COURT, VEHICLE, PARKING	10,808	10,500	21,308	21,300	50.74	100.04	8
FRANCHISE FEES	121,619	484,339	605,958	604,100	20.13	100.31	1,858
INTEREST INCOME	1,813	17,500	19,313	25,000	7.25	77.25	(5,687)
PERMITS AND FEES	338,101	282,070	620,171	582,800	58.01	106.41	37,371
EMS SUBSCRIPTION FEE	7,607	796,800	804,407	802,000	0.95	100.30	2,407
LEAP GRANT	-	25,000	25,000	35,000	-	71.43	(10,000)
MOTOR VEHICLE FEE	-	8,800	8,800	8,800	-	100.00	-
GRANTS	(530)	7,800	7,270	15,000	(3.53)	48.47	(7,730)
MISCELLANEOUS	32,478	6,800	39,278	26,000	124.92	151.07	13,278
TOTAL REVENUES	**$ 2,009,691**	**$ 5,372,008**	**$ 7,381,699**	**$ 7,241,000**	**27.75**	**101.94**	**$ 140,699**

EXPENDITURES	Year-to-Date Actual 31-Dec-22	Projected January to June	Projected FY 2022/23	Amended Budget	% Total of Budget Used Mid-Year	% Total of Budget Used Yearend	Variance
CITY COUNCIL							
SALARIES AND BENEFITS	10,066	9,760	19,826	19,840	50.74	99.93	14
OPERATIONS AND MATERIALS	71,321	37,030	108,351	142,125	50.18	76.24	33,774
	81,387	**46,790**	**128,177**	**161,965**	50.25	79.14	**33,788**
CITY ATTORNEY							
CONTRACT SERVICES	26,629	76,500	103,129	110,000	24.21	93.75	6,871
	26,629	**76,500**	**103,129**	**110,000**	24.21	93.75	**6,871**

	Year-to-Date Actual 31-Dec-22	Projected January to June	Projected FY 2022/23	Amended Budget	% Total of Budget Used Mid-Year	% Total of Budget Used Yearend	Variance
CITY MANAGER							
SALARIES AND BENEFITS	$ 275,139	$ 289,520	$ 564,659	$ 607,965	45.26	92.88	$ 43,306
OPERATIONS AND MATERIALS	72,218	79,987	152,205	202,840	35.60	75.04	50,635
	347,357	**369,507**	**716,864**	**810,805**	42.84	88.41	**93,941**
CITY CLERK							
SALARIES AND BENEFITS	115,508	86,700	202,208	194,240	59.47	104.10	(7,968)
OPERATIONS AND MATERIALS	18,133	40,130	58,263	100,450	18.05	58.00	42,187
	133,640	**126,830**	**260,470**	**294,690**	45.35	88.39	**34,220**
FINANCE							
SALARIES AND BENEFITS	69,801	92,400	162,201	176,984	39.44	91.65	14,783
CONTRACT SERVICES	82,780	52,800	135,580	111,200	74.44	121.92	(24,380)
OPERATIONS AND MATERIALS	58,700	6,566	65,266	68,385	85.84	95.44	3,119
	211,281	**151,766**	**363,047**	**356,569**	59.25	101.82	**(6,478)**
PLANNING							
CONTRACT SERVICES	43,910	145,000	188,910	211,200	20.79	89.45	22,290
	43,910	**145,000**	**188,910**	**211,200**	20.79	89.45	**22,290**
BUILDING & SAFETY							
SALARIES AND BENEFITS	83,465	95,460	178,925	193,538	43.13	92.45	14,613
CONTRACT SERVICES	10,563	45,000	55,563	64,970	16.26	85.52	9,407
OPERATIONS AND MATERIALS	5,585	9,545	15,130	18,230	30.64	83.00	3,100
	99,613	**150,005**	**249,618**	276,738	36.00	90.20	**27,120**
LAW ENFORCEMENT							
CONTRACT SERVICES	349,346	1,424,000	1,773,346	1,816,700	19.23	97.61	43,354
OPERATIONS AND MATERIALS	14,050	44,300	58,350	58,800	23.89	99.23	450
CAPITAL OUTLAY	-	6,000	6,000	6,000	-	100.00	-
	363,395	**1,474,300**	**1,837,695**	**1,881,500**	19.31	97.67	**43,805**

	Year-to-Date Actual 31-Dec-22	Projected January to June	Projected FY 2022/23	Amended Budget	% Total of Budget Used Mid-Year	% Total of Budget Used Yearend	Variance
CITY FIRE DEPARTMENT							
SALARIES AND BENEFITS	$ 540,800	$ 596,505	$ 1,137,305	$ 1,250,383	43.25	90.96	$ 113,078
DEBT SERVICE	-	125,215	125,215	125,215	-	100.00	-
OPERATIONS AND MATERIALS	66,214	164,270	230,484	254,335	26.03	90.62	23,851
CONTRACT SERVICES	4,936	120,500	125,436	134,940	3.66	92.96	9,504
STARTUP COSTS	1,712	-	1,712	-	#DIV/0!	#DIV/0!	(1,712)
	613,662	**1,006,490**	**1,620,152**	**1,764,873**	34.77	91.80	**144,721**
EMERGENCY PREPAREDNESS							
OPERATIONS AND MATERIALS	6,250	36,650	42,900	37,900	16.49	113.19	(5,000)
	6,250	**36,650**	**42,900**	**37,900**	16.49	113.19	**(5,000)**
ANIMAL CONTROL							
CONTRACT SERVICES	53,956	93,446	147,402	151,290	35.66	97.43	3,888
	53,956	**93,446**	**147,402**	**151,290**	35.66	97.43	**3,888**
PUBLIC WORKS ADMINISTRATION							
CONTRACT SERVICES	1,100	5,250	6,350	10,000	11.00	63.50	3,650
	1,100	**5,250**	**6,350**	**10,000**	11.00	63.50	**3,650**
NPDES							
OPERATIONS AND MATERIALS	85,676	30,000	115,676	127,000	67.46	91.08	11,324
	85,676	**30,000**	**115,676**	**127,000**	67.46	91.08	**11,324**
CODE ENFORCEMENT							
SALARIES AND BENEFITS	148,354	133,800	282,154	313,120	47.38	90.11	30,966
OPERATIONS AND MATERIALS	8,331	24,215	32,546	44,050	18.91	73.89	11,504
	156,685	**158,015**	**314,700**	**357,170**	43.87	88.11	**42,470**
BUILDING & FACILITY							
OPERATIONS AND MATERIALS	219,095	100,132	319,227	329,730	66.45	96.81	10,503
CAPITAL IMPROVEMENTS	11,360	6,300	17,660	16,000	71.00	110.38	(1,660)
	230,455	**106,432**	**336,887**	**345,730**	66.66	97.44	**8,843**
TOTAL EXPENDITURES	**$ 2,454,997**	**$ 3,976,981**	**$ 6,431,978**	**$ 6,897,430**	35.59	93.25	**465,451.61**
EXCESS (DEFICIT) REVENUES OVER EX	**$ (445,307)**	**$ 1,395,027**	**$ 949,720**	**$ 343,570**			

ATTACHMENT 2

CITY OF CANYON LAKE
MID-YEAR PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2022-23 BUDGET ADJUSTMENTS

Account#	Account Name	Reason for Adjustment	Mid-Year Adj.	Amended Budget FY 2022/23	Mid-Year Adjustment	Adjusted Budget FY 2022/23
	GENERAL FUND REVENUES					
10-000-4032	Property Tax Fire	Revenues are higher than anticipated	$ 50,000	$ 1,210,000	$ 50,000	$ 1,260,000
		Increase in Revenues			**$ 50,000**	
		Original General Fund Budget - Revenues			$ 7,241,000	
		Adjusted General Fund Budget - Revenues			**$ 7,291,000**	
	GENERAL FUND EXPENDITURES					
City Council						
10-100-6830	Promotion & Advertising	Chamber of Commerce support	$ 5,000	$ 92,825	$ 5,000	$ 102,825
10-100-6830	Promotion & Advertising	Junior Lifeguard transportation	$ 5,000		$ 5,000	
10-100-6225	Council Meeting Expense	Video streaming services ($25,060 onetime costs)	$ 29,182	$ 10,600	$ 29,182	$ 39,782
City Attorney						
10-200-6610	Professional/Specialized Services	Increase in monthly general rate	$ 2,200	$ 110,000	$ 2,200	$ 112,200
City Manager						
10-310-6010	Salaries & Wages	Vacation and Admin Leave payout	$ 53,000	$ 460,000	$ 53,000	$ 521,300
10-310-6010	Salaries & Wages	Salary increase for Administrative Services Mgr.	$ 8,300		$ 8,300	
10-310-6080	Benefits	Salary increase for Administrative Services Mgr.	$ 1,000	$ 147,965	$ 1,000	$ 148,965
10-310-6610	Professional/Specialized Services	Contract for City Manager consultant	$ 8,000	$ 96,840	$ 8,000	$ 104,840
10-310-6610	Professional/Specialized Services	Decrease in government relations	$ (20,000)		$ (20,000)	
10-310-6610	Professional/Specialized Services	Contract Events Coordinator position	$ 20,000		$ 20,000	
10-310-6310	Communications	Increase for additional outrach services	$ 5,000	$ 23,000	$ 5,000	$ 28,000
City Clerk						
10-320-6010	Salaries & Wages	Vacation payout and adjustments	$ 8,000	$ 163,257	$ 8,000	$ 181,257
10-320-6010	Salaries & Wages	Vacation and Admin Leave payout	$ 10,000		$ 10,000	
10-320-6080	Benefits	Vacation and Admin Leave payout	$ 400	$ 30,983	$ 400	$ 31,383
10-320-6610	Professional/Specialized Services	Election canceled	$ (35,000)	$ 50,800	$ (35,000)	$ 15,800

Account#	Account Name	Reason for Adjustment	Mid-Year Adj.	Amended Budget FY 2022/23	Mid-Year Adjustment	Adjusted Budget FY 2022/23
Finance						
10-330-6610	Professional/Specialized Services	Additional support during for staff leave	$ 30,000	$ 111,200	$ 30,000	$ 141,200
Building & Safety						
10-360-6610	Professional/Specialized Services	Increase for plan check consultants	$ 5,000	$ 64,970	$ 5,000	$ 79,970
10-360-6610	Professional/Specialized Services	Increase for temp Building Permit Technician	$ 10,000		$ 10,000	
City Fire Department						
10-421-6020	Salaries FD Mgmt	Adjust for healthcare and equipment allowances	$ 9,600	$ 269,880	$ 9,600	$ 279,480
10-421-6087	Benefits Health Ins	Adjust for estimated actual healthcare costs	$ (40,000)	$ 117,000	$ (40,000)	$ 77,000
10-421-6410	Fleet & Equipment Maint	Decrease to reflect actual costs	$ (1,000)	$ 55,000	$ (1,000)	$ 54,000
10-421-6440	Mileage Reimbursements	Increased costs	$ 1,000	$ 500	$ 1,000	$ 1,500
10-421-6720	Landscape & Maintenance	Increased costs for tree trimming	$ 1,700	$ 4,250	$ 1,700	$ 5,950
10-421-6815	Capital Outlay	New Turnouts for Fire Department personnel	$ 44,000	$ -	$ 44,000	$ 44,000
Emergency Preparedness						
10-425-6610	Professional/Specialized Services	Emergency Services coordinator increase	$ 5,000	$ 20,000	$ 5,000	$ 25,000
Public Works Administration						
10-510-6610	Professional/Specialized Services	On call public works services	$ 5,000	$ 10,000	$ 5,000	$ 15,000
NPDES						
10-515-6520	Membership/Dues/Publications	Adjustment for actual costs	$ 4,300	$ 67,000	$ 4,300	$ 71,300
Code Enforcement						
10-520-6220	Special Department Expense	Equipment & uniforms for Code personnel	$ 1,800	$ 19,000	$ 1,800	$ 20,800
Building & Facilities Maint						
10-550-6330	Rental & Leases	Additional Christmas tree lease and costs	$ 6,300	$ 66,300	$ 6,300	$ 72,600
10-550-6610	Professional & Specialized Serv.	Janitorial and Window Cleaning costs	$ 560	$ 41,100	$ 560	$ 44,760
10-550-6610	Professional & Specialized Serv.	Increase for Hazmat disposal	$ 3,100		$ 3,100	
		Total Budget Adjustments - Expenditures			**$ 186,442**	
		Amended General Fund Budget - Expenditures			$ 6,897,429	
		Adjusted General Fund Budget - Expenditures			**$ 7,083,871**	
		Amended General Fund Budget - Surplus			$ 343,571	
		Adjusted General Fund Budget - Surplus			**$ 207,129**	

Account#	Account Name	Reason for Adjustment	Mid-Year Adj.	Amended Budget FY 2022/23	Mid-Year Adjustment	Adjusted Budget FY 2022/23
	MISCELLANEOUS GRANTS FUND EXPENDITURES					
27-000-6225	Council Meeting Expense	Video streaming services ($8,000 one time costs)	$ 15,818	$ -	$ 15,818	$ 15,818

ITEM NO. 7

STAFF REPORT

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

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

BY: **Terry Shea, Finance Director**

DATE: **February 8, 2023**

SUBJECT: **Adoption of Resolution No. 2023-06, Authorizing Healthcare Benefits for City Council Members and Approving a Budget Adjustment for City Council Members Health, Dental and Vision Care Insurance Costs**

Recommendation

That the City Council adopt Resolution No. 2023-06, authorizing healthcare benefits for City Council Members and approving a Budget Adjustment for City Council Members Health, Dental and Vision Care Insurance Costs.

Background

In April of 2021, the City Council adopted Resolution No. 2021-20 Adopting the "Employee Handbook and Personnel Policy Manual" (Manual), which became effective July 1, 2021.

Per the Manual employees are entitled to the following health, dental and vision insurance coverages.

Chapter VI Benefits
Section 2. Health and Life Insurance

Part (d)
The City of Canyon Lake provides each regular full-time employee 100% of the single-party premium for health, dental and vision insurance, inclusive of prescription drug coverages within the health plans, up to a maximum monthly contribution equal to the "Subscriber" rate for the Anthem Blue Cross Select plan plus the of City dental and vision plans.

Part (e)
The City will pay 80% of the premium for health, dental and vision insurance for eligible dependents of regular full-time employees. Total City monthly contribution toward these premiums for an employee and their dependents shall not exceed a monthly cost equal to the "Subscriber & 2+ Dependents" rate for the Anthem Blue Cross Select Plan plus the cost of City dental and vision plans.

Part (m)

Cash Out. If an eligible employee receives health insurance coverage through a source outside of the City's benefit plan, they may elect to receive a monthly payment of $250 per month as taxable income in lieu of receiving City health insurance coverage. In order to take advantage of this cash out option, the eligible employee must provide proof of health insurance coverage acceptable to the City.

Discussion

A city may provide health and welfare benefits, such as medical, dental, and life insurance, to members of its city council. Govt C §53201. "Any amounts paid by a city for retirement, health and welfare, and federal social security benefits" are not subject to the salary limits in the Government Code, "provided that the same benefits are available and paid by the city for its employees." Govt C §36516(d).

City Council Members are eligible for the same health benefits at the same contribution level of regular City employees as provided in the City's Manual.

Per the California Government Code Section 53208.5:

"Notwithstanding any other provision of law, the health and welfare benefits of any member of a legislative body of any city, including a charter city, county, including a charter county, city and county, special district, school district, or any other political subdivision of the state shall be no greater than that received by nonsafety employees of that public agency. **In the case of agencies with different benefit structures, the benefits of members of the legislative body shall not be greater than the most generous schedule of benefits being received by any category of nonsafety employees."**

If each Council Member chooses the "Subscriber & 2+ Dependents" the monthly premium for health, dental & vision care would be $2,120.87 with the City's portion being $1,858.29 and the Council Members portion being $262.58. The cost for the City from March 1, 2023, to June 30, 2023, would be $37,165.72.

If a Council Member chooses a higher cost healthcare plan there will be additional monthly costs depending on the plan that is chosen, that would be the responsibility of the Council Member. I have attached the "CalPERS Regional Health Premiums (Active and Annuitants)" effective date: January 1, 2023, which lists the Plans that are available. I have also included the SDRMA 2023 pricing for Dental & Vision insurance.

Unlike other City employees, the City is unable to offer the Part(m) Cash Out. The Attorney General has opined that a local agency cannot make cash payments in lieu of health insurance benefits. 83 Ops Cal Atty Gen 124 (2000).
Please see the attached worksheet for the calculation of the health, dental & vision care insurance.

Fiscal Impact

If the proposed Budget Adjustment is approved, the cost from March 1, 2023, to June 30, 2023, would be $37,166. The annual cost would be $111,500.

Attachments

1. Employee Handbook and Personnel Policy Manual - Chapter VI Benefits Section Health
2. Healthcare, Dental & Vision Premium Calculation
3. CalPERS 2023 Regional Health Premiums (Actives and Annuitants)
4. SDRMA 2023 Dental Benefits Pricing
5. SDRMA 2023 Vision Benefits Pricing
6. Resolution No. 2023-06

ATTACHMENT 1

(f) The City does not participate in the Social Security System.

(g) Newly retired former employees, or employees of another PERS member, are required to sit out for at least 180 days before returning to work for the City to avoid forfeiture of their retired status. Such employees also cannot serve more than 960 hours in a fiscal year. This subsection shall not apply to employees hired to fill a critically needed position, where the appointment has been approved by City Council in a public meeting.

(h) Any public official or employee who is convicted of a felony related to performance of his or her official duties, related to seeking an elected office or appointment, in connection with obtaining benefits, or committed against a child who the official or employee has contact with as part of his or her official duties, forfeits all pension benefits earned or accrued after the date of the conviction.

Section 2. Health and Life Insurance:

At the discretion of the City Manager, the implementation of this section or any portion thereof may be delayed until January 1, 2022. If implementation is delayed by the City Manager, then those portions of the previous Personnel Policies and Procedures and Cafeteria Benefit Plan related to health and life insurance shall continue to be in effect.

(a) All employees of the City are covered with basic benefits as required by law, including State Disability Insurance (SDI), Unemployment Insurance, and Worker's Compensation Insurance.

(b) All regular full-time employees, and all part-time employees that work at least 30 hours per week or 130 hours in a month, are eligible for coverage under the City's medical, dental, vision, and life insurance policies. These benefits may be increased or decreased from time to time at the discretion of the City Council. The City reserves the right to change carriers and/or eliminate any type of coverage at its absolute discretion. No employee has any vested right to any type of insurance coverage or benefits.

(c) Employees may choose to contribute pre-tax dollars to the City's authorized optional benefit plans through a written authorization for payroll deductions.

(d) The City of Canyon Lake provides each regular full-time employee 100% of the single-party premium for health, dental and vision insurance, inclusive of prescription drug coverages within the health plans, up to a maximum monthly contribution equal to the "Subscriber" rate for the Anthem Blue Cross Select plan plus the cost of City dental and vision plans.

(e) The City will pay 80% of the premium for health, dental and vision insurance for eligible dependents of regular full-time employees. Total City monthly contribution toward these premiums for an employee and their dependents shall not exceed a monthly cost equal to the "Subscriber & 2+ Dependents" rate for the Anthem Blue Cross Select plan plus the cost of City dental and vision plans.

(f) Part-time employees that work at least 30 hours per week or 130 hours in a month are eligible for half of the approved monthly contribution amount.

(g) All benefit selections made by an eligible employee are effective for the entire calendar year, January 1 to December 31, unless the employee experiences an eligible change in status or other event as listed in this policy.

1. Open enrollment. All eligible employees will be notified annually of the open enrollment period. Typically, the open enrollment period will occur from the third Monday in September to the second Friday in October. Benefit options may be selected and/or changed during this period. Benefits selected during open enrollment will become effective January 1.

2. Change in status. All eligible employees may change their benefit selections during the plan year if they experience a change in status, and the change in benefits is consistent with the change in status. A selection change is consistent if that change is "on account of" and "corresponds with" a change in status event that affects eligibility for coverage. Change in status includes:

    - Change in marriage status
    - Change in number of dependents
    - Change in employment status
    - Change in the eligibility of dependents
    - Change in residence that directly affects coverage

3. Family and Medical Leave Act (FMLA). Eligible employees who take unpaid FMLA leave may revoke their benefit selections during their unpaid leave. The eligible employee may reinstate their benefit selections on the same terms and conditions upon return from unpaid leave.

4. Judgement, decree or order. Eligible employees may revoke or change their benefit selections if a judgment, decree or order resulting from a divorce, legal separation, annulment, or change in legal custody requires health coverage for an eligible employee's child.

5. Entitlement to Medicare or Medicaid. Eligible employees may revoke or change their benefit selections if the eligible employee, spouse, or other dependent becomes entitled to Medicare or Medicaid.

6. Significant cost or coverage changes. If the cost of an eligible employee's selected Health, Dental or Vision plan increases or decreases during the plan year by more than 20%, the eligible employee may change their selection, or make a corresponding change to any pre-tax contribution they are making.

7. Coverage changes. If the plan coverage that an eligible employee has selected ceases or is significantly curtailed, the eligible employee may revoke their corresponding selection, and/or enroll in a similar plan. Significantly curtailed means that there is an overall reduction in coverage provided by the plan. Loss of coverage means that there is a complete loss of coverage provided by the plan, such as an HMO ceasing to be available in the area that the eligible employee resides.

(h) Health Benefits. The City offers Health Maintenance Organization (HMO) Basic Health Plans, Preferred Provider Organization (PPO) Basic Health Plans, and Exclusive Provider Organization (EPO) Health Plans through the California Public Employee Retirement System (CalPERS) organization. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

(i) Dental Benefits. The City offers Dental Insurance benefits. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

(j) Vision Benefits. The City offers Vision Insurance benefits. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

(k) Life Insurance Benefits. The City offers Life Insurance benefits for the employee only. Spouses and dependents are not eligible for Life Insurance coverage by the City under this policy. However, eligible employees may purchase Life Insurance coverage for their

dependents. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment. Life Insurance coverage may not exceed $50,000 to be eligible under this policy for pre-tax contributions.

(l) Supplemental Insurance Benefits. The City offers Supplemental Insurance benefits for the employee, spouse, and dependents, under this policy. Specific providers and rates may change from time to time. All employees will be notified of providers and rates each year during open enrollment.

(m) Cash Out. If an eligible employee receives health insurance coverage through a source outside of the City's benefit plan, they may elect to receive a monthly payment of $250 per month as taxable income in lieu of receiving City health insurance coverage. In order to take advantage of this cash out option, the eligible employee must provide proof of health insurance coverage acceptable to the City. Eligible employees who become ineligible under other group health plan coverage, due to no fault of their own, are eligible for reinstatement under the City's plan, provided the City is notified within thirty (30) days of the loss of coverage.

1. An eligible employee employed full-time with the City of Canyon Lake on or before April 7, 2021, is "grandfathered in" at their existing monthly payment in lieu of health insurance coverage amount. The dollar amount of the monthly cash out payment shall not exceed the amount the employee was receiving as of April 7, 2021.

    i. If at any time a grandfathered employee moves to a higher/more expensive health plan, that employee shall no longer be "grandfathered," and from that point forward may no longer receive a cash out, excepting that they shall retain their ability to receive a monthly payment of $250 in lieu of receiving City health insurance coverage.

    ii. If at any time a grandfathered employee eliminates or reduces their cash out amount, the lower amount becomes the new maximum cash out that they cannot ever exceed, excepting that they shall retain their ability to receive a monthly payment of $250 in lieu of receiving City health insurance coverage.

ATTACHMENT 2

CITY OF CANYON LAKE
HEALTH CARE COSTS FOR CITY COUNCIL
CITY & EMPLOYEE PORTION OF DEPENDENT HEALTH, DENTAL & VISION PREMIUM
EFFECTIVE JANUARY 1, 2023 - DECEMBER 31, 2023

Anthem Blue Cross Select HMO **PREMIUM**		**Medical** **PERS CARE** **EE + 2 Dependent**	**Delta Dental** **DENTAL** **High Plan PPO** **EE + 2 Dependent**	**VSP Option 5C** **VISION** **Option 5C** **EE + 2 Dependent**	**Monthly Premium**
City Covered Plan + 2 Dependent		$ 1,918.57	$ 147.50	$ 54.80	$ 2,120.87
City Covered Employee Coverage		737.91	52.63	17.41	
Balance		1,180.66	94.87	37.39	
80% Covered by City	80%	944.53	75.90	29.91	
20% Owed by Employee	20%	236.13	$18.97	$7.48	
Balance over Single Member Rate		1,180.66	94.87	37.39	
TOTAL Premium paid by City		1,682.44	128.53	47.32	1,858.29
TOTAL Premium paid by Employee		236.13	$18.97	7.48	262.58
TOTAL Premium		$ 1,918.57	$ 147.50	$ 54.80	$ 2,120.87

Annual City Cost per Council Member	$ 22,299.43
Annual Council Member Cost	3,151.01
	$ 25,450.44
Total Premium Costs	$ 25,450.44
Montly Cost per Council Member	1,858.29
Number of Council Members	5.00
Total Monthly Costs	9,291.43
Fiscal Year 2023 Months	4.00
	$ 37,165.72

Higher Plan Cost

ATTACHMENT 3

Updated: September 30, 2022

CalPERS 2023 Regional Health Premiums (Actives and Annuitants)

Effective Date: January 1, 2023

Region 3*

Los Angeles, Riverside, San Bernardino

Basic Monthly Premiums (B)

Plan	Subscriber	Plan Code	Party Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Blue Cross Select HMO	$737.91	508	1	1	$1,475.82	508	2	2	$1,918.57	508	3	3
Anthem Blue Cross Traditional HMO	942.73	511	1	1	1,885.46	511	2	2	2,451.10	511	3	3
Blue Shield Access+ HMO	738.29	527	1	1	1,476.58	527	2	2	1,919.55	527	3	3
Blue Shield Trio HMO	661.49	452	1	1	1,322.98	452	2	2	1,719.87	452	3	3
Health Net Salud y Más	606.34	532	1	1	1,212.68	532	2	2	1,576.48	532	3	3
Health Net SmartCare	755.29	530	1	1	1,510.58	530	2	2	1,963.75	530	3	3
Kaiser Permanente	754.64	535	1	1	1,509.28	535	2	2	1,962.06	535	3	3
Peace Officers Research Assoc of CA	820.00	594	1	1	1,600.00	594	2	2	2,100.00	594	3	3
PERS Gold	680.37	615	1	1	1,360.74	615	2	2	1,768.96	615	3	3
PERS Platinum	992.59	603	1	1	1,985.18	603	2	2	2,580.73	603	3	3
UnitedHealthcare SignatureValue Alliance	790.46	578	1	1	1,580.92	578	2	2	2,055.20	578	3	3
UnitedHealthcare SignatureValue Harmony	713.55	475	1	1	1,427.10	475	2	2	1,855.23	475	3	3

Supplement/Managed Medicare Monthly Premiums (M)

Plan	Subscriber	Plan Code	Party Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Medicare Preferred PPO	$413.59	517	1	4	$827.18	517	2	5	$1,240.77	517	3	6
Anthem Medicare Preferred PPO with Dental/Vision[1]	413.59	514	1	4	827.18	514	2	5	1,240.77	514	3	6
Anthem Medicare Preferred PPO	413.59	039	1	4	827.18	039	2	5	1,240.77	039	3	6
Anthem Medicare Preferred PPO with Dental/Vision[1]	413.59	075	1	4	827.18	075	2	5	1,240.77	075	3	6
Blue Shield Medicare PPO	361.90	014	1	4	723.80	014	2	5	1,085.70	014	3	6
Blue Shield Medicare PPO with Dental/Vision[2]	361.90	047	1	4	723.80	047	2	5	1,085.70	047	3	6
Kaiser Permanente Senior Advantage	283.25	538	1	4	566.50	538	2	5	849.75	538	3	6
Kaiser Permanente Senior Advantage with Dental[3]	283.25	544	1	4	566.50	544	2	5	849.75	544	3	6
Kaiser Permanente Senior Advantage Summit	336.29	632	1	4	672.58	632	2	5	1,008.87	632	3	6
Kaiser Permanente Senior Advantage Summit with Dental[3]	336.29	638	1	4	672.58	638	2	5	1,008.87	638	3	6
Peace Officers Research Assoc of CA Medicare Supplement	465.00	597	1	4	1,030.00	597	2	5	1,395.00	597	3	6
PERS Gold Medicare Supplement	392.71	618	1	4	785.42	618	2	5	1,178.13	618	3	6
PERS Platinum Medicare Supplement	420.02	607	1	4	840.04	607	2	5	1,260.06	607	3	6
UnitedHealthcare Group Medicare Advantage PPO	299.68	581	1	4	599.36	581	2	5	899.04	581	3	6
UnitedHealthcare Group Medicare Advantage Edge PPO	357.70	623	1	4	715.40	623	2	5	1,073.10	623	3	6
UnitedHealthcare Group Medicare Advantage PPO with Dental/Vision[4]	299.68	587	1	4	599.36	587	2	5	899.04	587	3	6

*For health plan availability by county, please refer to the 2023 Health Benefit Summary or myCalPERS.

[1]Dental and Vision coverage is an additional $38.00 per member per month premium. You will be billed directly for this amount.

[2]Dental and Vision coverage is an additional $38.00 per member per month premium. You will be billed directly for this amount.

[3]Dental benefit is an additional $15.35 per member per month premium. You will be billed directly for this amount.

[4]Dental and Vision coverage is an additional $26.03 per member per month premium. You will be billed directly for this amount.

ATTACHMENT 4

Ancillary Coverages Summary

DELTA DENTAL PPO – RATES GUARANTEED UNTIL JANUARY 1, 2024

*See page 30, note 14 for Plan Selections and Combination Guidelines

DENTAL BENEFITS	Medium Plan		High Plan	
	PPO	Non-PPO	PPO	Non-PPO
Calendar Year Maximum	$1,500 (Per patient per calendar year)	$1,000	$2,000 (Per patient per calendar year)	$1,250
Calendar Year Deductible Individual / Family	$50 / $150 (Waived for Preventive)		$50 / $150 (Waived for Preventive)	
Age Limitations	Dependents to Age 26		Dependents to Age 26	
Diagnostic and Preventive	100%	100%	100%	100%
Oral Exam				
Routine Cleaning				
X-Rays				
Fluoride Treatment				
Space Maintainers				
Specialist Consultations				
Basic Services	80%	80%	80%	80%
Fillings				
Endodontics (Root Canal)				
Periodontics (Gum Treatment)				
Tissue Removal (Biopsy)				
Extractions & Other Oral Surgery				
Sealants				
Major Services	60%	60%	80%	80%
Crown Repair				
Inlays, Onlays				
Cast Restorations				
Bridges				
Partial and Full Dentures				
Orthodontics	50%	50%	50%	50%
Eligible for Benefit	Child & Adult		Child & Adult	
Lifetime Maximum	$500		$1,000	
(Employer Contributes 51-100% of dependent cost):				
Rates				
Employee Only	$40.99		$52.63	
Employee + 1 Dependent	$69.53		$88.58	
Employee + 2 or More Dependents	$109.08		$134.72	
(Employer Contributes 0-50% of dependent cost):				
Rates				
Employee Only	$40.99		$52.63	
Employee + 1 Dependent	$73.85		$93.83	
Employee + 2 or More Dependents	$119.38		$147.50	

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.

ATTACHMENT 5

SDRMA

VSP VISION – RATES GUARANTEED UNTIL JANUARY 1, 2026

*See page 30, note 14 for Plan Selections and Combination Guidelines

VISION BENEFITS	Option 3		Option 4		Option 5	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Co-pay	$15 for Exam and/or Materials		$25 for Exam and/or Materials		$0 for Exam and/or Materials	
Exam	Covered after Co-pay	Plan pays up to: $50	Covered after Co-pay	Plan pays up to: $50	Covered after Co-pay	Plan pays up to: $50
Lenses						
Single	Covered after Co-pay	$50	Covered after Co-pay	$50	Covered	$50
Bifocal	Covered after Co-pay	$75	Covered after Co-pay	$75	Covered	$75
Trifocal	Covered after Co-pay	$100	Covered after Co-pay	$100	Covered	$100
Frames	$130 Allowance 20% off amount over allowance	$70	$130 Allowance 20% off amount over allowance	$70	$130 Allowance 20% off amount over allowance	$70
Contact Lenses - Elective	$130 Allowance	$105	$130 Allowance	$105	$130 Allowance	$105
Contact Lenses - Medically Necessary	Covered after Co-pay	$210	Covered after Co-pay	$210	No Co-pay	$210
Contact Exam and Fitting	Up to $60	$0	Up to $60	$0	Up to $60	$0
Frequency of Services						
Eye Examination	12 months		12 months		12 months	
Lenses	12 months		12 months		12 months	
Frames	24 months		12 months		12 months	
Contact Lenses[1]	12 months		12 months		12 months	
Rates						
Employee Only	$8.03		$10.92		$17.41	
Employee + 1 Dependent	$15.45		$21.42		$34.20	
Employee + 2 or More Dependents	$24.62		$34.09		$54.80	

[1] Contact lenses are in lieu of spectacle lenses and frames

THIS SUMMARY IS INTENDED TO COMPARE COVERAGE BENEFITS ONLY. THE ACTUAL PLAN CONTRACT SHOULD BE CONSULTED FOR A DETAILED DESCRIPTION OF COVERAGE BENEFITS AND LIMITATIONS.

ATTACHMENT 6

RESOLUTION NO. 2023-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING HEALTH CARE BENEFITS FOR CITY COUNCIL MEMBERS AND APPROVING A BUDGET ADJUSTMENT FOR CITY COUNCIL MEMBERS HEALTH, DENTAL AND VISION CARE INSURANCE COSTS

WHEREAS, the City of Canyon Lake City Council approved the "Employee Handbook and Personnel Policy Manual" (Manual) which became effective July 1, 2021; and

WHEREAS, A city may provide health and welfare benefits, such as medical, dental, and life insurance, to members of its city council under Govt Code §53201; and

WHEREAS, "Any amounts paid by a city for retirement, health and welfare, and federal social security benefits" are not subject to the salary limits in the Government Code, "provided that the same benefits are available and paid by the city for its employees." under Govt Code §36516(d).

WHEREAS, City Council Members are eligible for the same health benefits at the same contribution level of regular City employees for non-safety employee plans;

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

Section 1. The City Council authorizes Council Members to receive the same health care benefits as regular City employees effective March 1, 2023, except that Council Members are not eligible for the Part(m) cash out option.

Section 2. The City Council authorizes a budget adjustment in account number 10-100-6080, in the amount of $37,168 for health care benefits for the period from March 1, 2023 to June 30, 2023.

PASSED, APPROVED, AND ADOPTED on this 8th day of February, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

ITEM NO. 8

STAFF REPORT

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

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

BY: **Jim Morrissey, City Planner**

DATE: **February 8, 2023**

SUBJECT: **Adoption of Urgency Ordinance No. 229, Amending the City's Zoning Code Regulating Accessory Dwelling Units and Junior Accessory Dwelling Units to Ensure Consistency with State Regulations and Finding the Action to be Exempt from CEQA; and Approve the Introduction and First Reading of Ordinance No. 233, Amending the City's Zoning Code Regulating Accessory Dwelling Units and Junior Accessory Dwelling Units to Ensure Consistency with State Regulations and Finding the Action to be Exempt from CEQA**

Recommendation

That the City Council:

1. Find the proposed Zoning Ordinance amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 21080.17 of the California Public Resources Code; and

2. Adopt Urgency Ordinance No. 229, amending the city's zoning code regulating accessory dwelling units and junior accessory dwelling units to ensure consistency with state regulations and finding the action to be exempt from CEQA; and

3. Approve the Introduction and First Reading of Ordinance No. 233, amending the city's zoning code regulating accessory dwelling units and junior accessory dwelling units to ensure consistency with state regulations and finding the action to be exempt from CEQA.

Background

The State of California adopted several pieces of legislation related to requirements for Accessory Dwelling Units (ADUs). The City adopted an ordinance to respond to previous State legislation and recently amended the ordinance in early September to increase the size of a permitted unit. The recent State laws, passed by the legislature in late September, contains additional requirements for ADUs that were effective January 1, 2023. If these

changes are not adopted, then the existing provisions of our Zoning Ordinance related to ADUs become null and void.

The new legislation is part of a continuous movement by the State to limit the criteria local governments can apply to ADUs. The State has adopted language that requires "objective standards" be applied to the approval of ADUs. Objective standards are defined as "a standard that involves no personal or subjective judgment by a public official and is uniformly verifiable, as specified." The legislation also specifies building height, setbacks, and processing/notification procedures. In consultation with the City Attorney's office the proposed Ordinance language attempts to meet the State requirement.

Discussion

Staff has provided a summary of the legislation and outline of the items proposed to be modified (see below)

Summary
The overriding reason that the proposed amendments to the regulations for Accessory Dwelling Units (ADUs) in Chapter 90.32 of the Municipal Code are being brought to the City Council is to bring the City Code into compliance with State laws that went into effect on January 1, 2023. The State laws places further limits on a local jurisdiction's ability to regulate ADUs and Junior Accessory Dwelling Units (JADUs). The recommended revisions to Canyon Lake's ADU ordinance would ensure consistency with new requirements being imposed under state laws.

Proposed Changes
a. City may only impose objective standards on all ADUs.
b. The maximum height limitations will vary depending on the type of ADU:
   - A detached ADU that is on a lot with a single-family or multifamily dwelling may be up to 18 feet in height by right, and the ADU be up to two feet taller (for a maximum of 20 feet) if necessary to match the roof pitch of the ADU to that of the main house.
   - If a detached ADU is on a lot with an existing or proposed multistory multifamily dwelling, the ADU may be up to 18 feet in height.
   - An attached ADU may now be up to 25 feet high or as high as allowed for a primary dwelling under the underlying zone, whichever is lower. Currently, local agencies can cap the height of an ADU at 16 feet.

c. An ADU up to 800 square feet can be constructed in the street yard setback if it is determined by the City that an 800 square-foot ADU cannot be constructed anywhere else on the property and outside the 4-foot side and rear yard setbacks. Whereas under current Code requirements ADUs are not allowed in the street yard setback.
d. Construction of an ADU is prohibited from triggering a requirement that fire sprinklers be installed in any existing primary dwelling.
e. If the City denies an ADU application, the City must notify the applicant in writing and provide a full set of comments with a list of items that are defective or deficient and a description of how the application can be remedied, within 60-days of receiving a complete application. Whereas currently City is required to only act on an application within 60-days of receiving a complete application.

Fiscal Impact

No fiscal impact would occur due to the adoption of this ordinance amendment.

Attachments

1. Urgency Ordinance No. 229
2. Ordinance No. 233

ATTACHMENT 1

URGENCY ORDINANCE NO. 229

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING THE CITY'S ZONING CODE REGULATING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO ENSURE CONSISTENCY WITH STATE REGULATIONS; AND FINDING THE ACTION TO BE EXEMPT FROM CEQA

WHEREAS, the City of Canyon Lake, California ("City") is a municipal corporation, duly organized under the constitution and law of the State of California; and

WHEREAS, the Planning and Zoning Laws authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units and junior accessory dwelling units; and

WHEREAS, in recent years, the California Legislature has approved, and the Governor has signed into law, several bills that, among other things, amended Government Code sections 65852.2 and 65852.22 to impose new limits on local authority to regulate accessory dwelling units and junior accessory dwelling units; and

WHEREAS, in 2022, the California Legislature approved, and Governor Gavin Newsome signed new housing laws including Assembly Bill (AB 2221) and Senate Bill 897 (SB 897) that further amend Government Code sections 65852.2 and 65852.22; and

WHEREAS, on January 1, 2023, AB 2221 and SB 897 went into effect and if the City's accessory unit ordinance does not comply with the requirements imposed by both AB 2221 and SB 897, the City's entire existing accessory dwelling unit ordinance becomes null and void until a compliant ordinance is adopted; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of accessory dwelling units and junior accessory dwelling units to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, the City is in the process of studying and formulating regulations for the approval of accessory dwelling units and junior accessory dwelling units without basing solely on the default statutory standards, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values, personal privacy, and fire safety. These threats to public safety, health, and welfare justify adoption of this ordinance as an urgency ordinance to be effective immediately upon adoption by a four-fifths vote of the City Council; and

WHEREAS, this urgency ordinance is exempt from review under the California Environmental Quality Act (CEQA; California Public Resources Code Section 2100, et seq.) and CEQA regulations (Title 14, California Code of Regulations Section 15000, et seq.) pursuant to Government Code Sections 65852.2 of the Government Code, which is California's accessory dwelling unit law and which also regulates junior accessory dwelling units, as defined by section

65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State's accessory dwelling unit law.

WHEREAS, to protect the public safety, health, and welfare, the City Council may adopt this Ordinance as an urgency measure in accordance with Government Code Section 36937, subdivision (b).

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

SECTION 1. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. Under the California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's accessory dwelling unit law, and which also regulates junior accessory dwelling units, as defined by section 65852.22. Therefore, the proposed ordinance implements the State's accessory dwelling unit law.

SECTION 3. Section 9.32 of the City of Canyon Lake Municipal Code is hereby amended as provided in Exhibit "A", attached hereto and incorporated herein by reference.

SECTION 4. This ordinance takes effect immediately upon its adoption by at least a four-fifths (4/5) vote of the City Council.

SECTION 5. Notice of Determination: The Planning Division of the Community Development Department is hereby directed to file a Notice of Determination with the County Clerk of the County of Riverside within five (5) working days of final project approval certifying the City's compliance with the California Environmental Quality Act in approving the Project.

SECTION 6. Severability: If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this resolution irrespective of the invalidity of any portion thereof.

SECTION 7. Notice of Adoption. The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, within 15 days after its adoption.

SECTION 8. The City Clerk shall submit a copy of this ordinance to the Department of Housing and Community Development within 60 days after adoption.

PASSED, APPROVED AND ADOPTED this 8th day of February, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

APPROVED AS TO FORM:

_____
Steven Graham, City Attorney

Exhibit "A"
Amendments to Municipal Code

(follows this page)

CHAPTER 9.32: ACCESSORY DWELLING UNITS

Section

9.32.010 Definitions.

9.32.020 General provisions.

9.32.030 Permitted zones.

9.32.040 On-site parking.

9.32.050 On-site parking, exceptions.

9.32.060 Parking location.

9.32.070 Square footage.

9.32.080 Height.

9.32.090 Setback.

9.32.100 Design and development standards.

9.32.110 Multifamily zones.

9.32.120 Junior ADU standards.

9.32.130 Short-term rentals.

9.32.140 Conveyance.

9.32.010 Definitions.

(a) "Accessory dwelling unit (ADU)" means a residential dwelling unit that is either attached, detached or incorporated within an existing legally constructed structure, which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following: (1) an efficiency unit, as defined in Section 17.958.1 of Health and Safety Code; and (2) a manufactured home, as defined in Section 18007 of the Health and Safety Code.

(b) "Junior accessory dwelling unit (junior ADU)" means a residential dwelling unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.

(c) "Efficiency unit," as defined in Section 17958.1 of the Health and Safety Code, may be permitted for occupancy by no more than two persons and shall not be less than 150

square feet in size. The efficiency unit shall have a bathroom facility and a partial kitchen, with a kitchen sink, cooking appliance, and refrigerator.

(d) Collectively, ADUs and junior ADUs may be referred to in this Chapter as accessory dwelling units.

(Ord. 197, passed 3-4-2020)

9.32.020 General provisions.

Unless otherwise preempted by state law, the design and construction of all newly constructed accessory dwelling units shall comply with all applicable building, housing, zoning and site development standards of this Chapter, including but not limited to standards regarding setbacks, floor area ratio standards, height, and lot coverage. Applicants shall also comply with all applicable fee and charge requirements, and other applicable zoning requirements. Applications deemed complete for accessory dwelling units shall be approved ministerially, ~~with the applicable 60-day review period consistent with state law.~~ and shall be approved or denied without additional permits, discretionary reviews, or hearings, within 60 days after receipt of a complete application.

(Ord. 197, passed 3-4-2020)

(a) Denial. If an application for an ADU or junior ADU is denied, a full set of comments and a list of items that are defective or deficient shall be returned to the applicant with the denial and shall include a description of how the application can be remedied. No application shall be denied solely due to the correction of nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are unrelated to the construction of accessory dwelling units. Notwithstanding the foregoing, any approvals granted under this section shall not constitute authorization for construction of the violation, or waiver of or estoppel against any future enforcement action.

(b) Delay. Applicants may request to delay the 60-day approval period, in which case the 60-day time period is tolled for the period of the requested delay.

9.32.030 Permitted zones.

Accessory dwelling units shall be a permitted use within the City's single-family and multiple-family residential zones.

(Ord. 197, passed 3-4-2020)

9.32.040 On-site parking.

(a) Required parking for accessory dwelling units shall not exceed one parking space per accessory dwelling unit or per bedroom, whichever is less.

(b) When an existing garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit or is converted into an accessory dwelling unit, replacement parking for the primary dwelling unit shall not be required.

(c) When required, on-site parking can be covered, uncovered, tandem or provided through the use of a mechanical automobile parking lift. Tandem parking as defined in this division means that two or more automobiles are parked in a driveway or in any other location on a lot, lined up behind one another.

(Ord. 197, passed 3-4-2020)

9.32.050 On-site parking, exceptions.

Notwithstanding the parking development standards for accessory dwelling units, accessory dwelling units that meet the following State provisions (consistent with AB 68, AB 881, and SB 13) shall not be required to provide on-site parking if:

(a) The accessory dwelling unit is located within one-half mile walking distance of "public transit" within the meaning of Government Code Section 65852.2;

(b) The accessory dwelling unit is located within an architecturally and historic significant historic district;

(c) The accessory dwelling unit is part of the existing primary dwelling unit or an existing accessory structure;

(d) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit; or

(e) When there is a car share vehicle located within one block of the accessory dwelling unit.

(Ord. 197, passed 3-4-2020)

9.32.060 Parking location.

The parking provided on-site can be tandem and in an existing driveway or within any existing setback area, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site, topographical or fire and life safety conditions. When a designated parking area is provided and is not located in the driveway

as tandem, the parking space must meet the minimum required turning radius and backup distance as noted in the Municipal Code.

(Ord. 197, passed 3-4-2020)

9.32.070 Square footage.

(a) All new accessory dwelling units and additions to existing and permitted accessory dwelling units are exempt from compliance with the Floor Area Ratio (FAR), lot coverage, open space, or minimum lot size requirements noted in the Municipal Code unless otherwise specified herein.

(b) All new detached accessory dwelling units shall not exceed 1,200 square feet.

(c) When an accessory dwelling unit is attached to the existing primary dwelling unit, the maximum allowed size of that accessory dwelling unit shall be no more than 50% of the main dwelling size, ~~or 850 or 1,000 square feet based on number of bedrooms as noted in preceding Subsection (b), whichever is less.~~ provided such requirement does not restrict an accessory dwelling unit size to less than the standard of at least 850 square feet or at least 1,000 square feet for accessory dwelling units with more than one bedroom.

(d) When a balcony, porch or patio is provided in conjunction with an accessory dwelling unit, if said structure is covered, it shall count towards the total accessory dwelling unit square footage allowance.

(e) The Building Division will determine what is considered a landing or a balcony, porch or patio for the purposes of square footage requirements.

(f) If a cover such as a porch or similar type structure is provided over the main entrance of the accessory dwelling unit, and is supported by posts, 25 square feet of the said cover will not count towards the maximum allowable square footage of the accessory dwelling unit.

(g) Accessory dwelling units may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(Ord. 197, passed 3-4-2020)

9.32.080 Height.

(a) All new accessory dwelling units, attached to the main dwelling unit must comply with the height and setback requirements, ~~allowing up to 16 feet.~~ herein, shall be subject to the maximum height requirements that apply to the primary dwelling in the underlying zoning district, but in no event shall exceed 25 feet in height.

(b) When an accessory dwelling unit is constructed on top of a detached garage, accessory structure, or above another accessory dwelling unit when applicable under this

Code, the maximum top of plate height cannot exceed 16 feet. ~~20 feet as measured from grade level and the maximum height to any architectural features must not exceed 23 feet as measured from grade level.~~

(c) All new detached accessory dwelling units, not constructed on top of a detached garage or accessory structure shall be no more than one (1) story with a maximum top of plate height of 12 feet as measured from grade level and a maximum height of 17 feet to any architectural features.

(d) When an accessory dwelling unit is constructed on top of a garage or accessory structure, the accessory dwelling unit cannot touch grade level, except through support posts. The bottom of the finished floor of the accessory dwelling unit must be above the top of plate of the garage or accessory structure.

(e) Notwithstanding subsection (c) herein, a detached accessory dwelling unit created on a lot within one-half mile walking distance of a major transit stop or a high quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, may be entitled to 18 feet and up to 2 additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

(Ord. 197, passed 3-4-2020)

9.32.090 Setback.

(a) Unless otherwise provided in this Chapter, any new accessory dwelling units must have a minimum setback of four feet to the rear property line and four feet to the side-yard property line with the exception that accessory dwelling units on top of a garage shall maintain a minimum five feet setback from side and rear property lines.

(b) Any new accessory dwelling unit cannot be located closer to the front property line than the prevailing front yard setback for a single family residential zoned lot or minimum required front setback for a multifamily residential zoned lot. An exception to this requirement would be to allow the conversion of existing legal nonconforming building footprint of the main structure or attached accessory structure into an accessory dwelling unit within the main structure that is located within the front yard setback.

(c) When a garage or other accessory structure exists and is legally permitted with City building permits, the existing legal nonconforming setback of the garage or other accessory structure can be maintained. The required minimum four foot rear and side yard setbacks shall still apply to all added space that goes beyond the existing building footprint and/or building envelope of the garage or other accessory structure.

(d) New accessory dwelling units must maintain a five-foot separation from building face to building face, and a four foot separation from eave to eave of any adjacent structure.

(e) No accessory dwelling unit may be located in a way that would prohibit access to a designated parking area or impede safe ingress and egress from a required side, rear, or front setback.

(f) No setback shall be required when an accessory dwelling unit is constructed in the same location and to the same dimensions as an existing legal structure that is converted into an accessory dwelling unit or to a portion of an accessory dwelling unit, even when that structure has been demolished.

(g) When a balcony, porch or patio is provided in conjunction with the accessory dwelling unit and is seven inches above grade level, the balcony, porch or patio must be setback from the rear and side property lines a minimum of four feet.

(h) When a staircase or landing is provided for a new or existing second story accessory dwelling unit, whether attached or detached to the primary dwelling unit, that staircase or landing must provide a minimum four foot setback to the rear and side property line.

(i) If an accessory dwelling unit is under or equal to 800 square feet, front setback requirements cannot prevent an accessory dwelling unit from being built.

(Ord. 197, passed 3-4-2020)

9.32.100 Design and development standards.

(a) The exterior design of the accessory dwelling unit shall match that of the main dwelling in terms of building forms, materials, colors, exterior finishes, roof forms and style of doors and windows. The structure(s) shall retain the appearance of a single-family dwelling, and the accessory dwelling unit shall be integrated into the design of the existing primary dwelling unit on the property or as determined by the City Planner or his/her designee.

(b) The design of an attached accessory dwelling unit shall be compatible with the architectural design of the primary dwelling unit in order to ensure long term compatibility regardless of whether the use of the accessory dwelling unit is continued or terminated. If a separate entrance is provided, it shall be located on the side or rear of the structure and whenever possible located toward interior yard areas. The additional entrance is prohibited from being located on the front of the primary dwelling unit. The second entrance shall be well lit and free of concealment from landscaping to assure safe entrance and exit by the occupants.

(c) All accessory dwelling unit facade elevations visible from any public right of way must provide entries, windows, or other architectural features compatible with the existing primary dwelling unit.

(d) When a garage is converted into an accessory dwelling unit, the garage door must be removed and replaced with windows, door, or other design treatments that are consistent with the overall architectural design of the structure and the primary dwelling unit.

(e) The design and construction of each accessory dwelling unit shall conform to all applicable provisions of the City Municipal Code and other adopted regulations. The accessory dwelling unit shall comply with all provisions of the Code pertaining to the adequacy of water, sewer, electrical, drainage, and fire and emergency services to the property on which the accessory dwelling unit will be located as well as all applicable codes pertaining to building, fire, health, and/or safety. Under no circumstances shall the construction of an accessory dwelling unit trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

(f) The main entrance of a detached ADU must face the same direction as the main entrance for the primary dwelling unit or face the side property lines, whichever is more compatible to the neighborhood character as determined by the City Planner. An ADU entrance proposed to face an alley or rear property line is subject to review and approval by the City Planner.

(Ord. 197, passed 3-4-2020)

9.32.110 Multifamily zones.

All of the provisions of this section shall apply to accessory dwelling units in the Multifamily Zones unless otherwise stated in the following:

(a) ~~No more than two accessory dwelling units can be constructed on a Multifamily zoned lot or on a lot with multiple-family dwelling. These accessory dwelling units must be detached from the primary structure and may be attached or detached from each other.~~ Two detached accessory dwelling units with a four-foot rear and side yard setback, and a maximum height set forth in Government Code Section 65852.2 (c)(2)(D), may be constructed despite limits on lot coverage, floor area ratio, open space, front setback, and minimum lot size.

(b) Accessory dwelling units may be created within a multifamily dwelling structure in areas not used as livable space, such as storage rooms, boiler rooms, passageways, attics, basements, common areas or garages, so long as the converted space complies with state building standards for dwellings. The number of accessory dwelling units so created shall be up to 25% of the existing multifamily dwelling units in the multifamily dwelling structure.

(Ord. 197, passed 3-4-2020)

(c) In new multifamily housing, builders can concurrently propose to build new accessory dwelling units.

9.32.120 Junior ADU standards.

All of the provisions of this section shall apply to a junior ADU unless otherwise stated in the following:

(a) A junior ADU is limited to 500 square feet.

(b) One junior ADU is allowed per residentially zoned lot that includes an existing or proposed single-family dwelling unit structure.

(c) A deed restriction must be recorded and will run with the land prohibiting the sale of the junior ADU separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers.

(d) The deed restriction must include the size and attributes of the junior ADU that conforms to this Section.

(e) The junior ADU must be constructed within the existing walls of the single-family residence.

(f) The junior ADU must include a separate entrance from the main entrance to the single-family residence and an interior entry to the main living area. A second interior doorway may be provided for sound attenuation. (g) The junior ADU must include an efficiency kitchen, which shall include all the following:

(1) A cooking facility with appliances.

(2) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the Junior ADU.

(h) Additional parking may not be required as a condition to grant a permit for a junior ADU.

(i) An inspection, including the imposition of a fee for that inspection to determine whether the junior ADU is in compliance with applicable building standards may be required at any time after the junior ADU has been built.

(j) For the purposes of any fire or life protection ordinance or regulation, a junior ADU shall not be considered a separate or new dwelling unit. This Section shall not preclude the City from adopting an ordinance or regulation relating to fire and life protection requirements within a single-family residence that contains a junior ADU so long as the ordinance or regulation applies uniformly to all single-family residences within the zone regardless of whether the single-family residence includes a junior ADU or not.

(k) For the purposes of providing service for water, sewer, or power, including a connection fee, a junior ADU shall not be considered a separate or new dwelling unit.

(l) A junior ADU requires owner-occupancy as follows: The owner shall reside in either the remaining portion of the single-family residence or the newly created junior ADU. This provision does not apply if the owner is a governmental entity, land trust or housing organization. The property owner shall enter into a restrictive covenant memorializing this restriction with the City that applies to the owner and all successors in interest, in a form acceptable to the City Attorney that will be recorded on the subject property.

(Ord. 197, passed 3-4-2020)

9.32.130 Short-term rentals.

Unless otherwise provided for in the Canyon Lake Municipal Code, accessory dwelling units, which are rented, shall be rented for terms longer than 30 days.

(Ord. 197, passed 3-4-2020)

9.32.140 Conveyance.

Any accessory dwelling unit may be rented separate from the primary residence, but may not be sold or otherwise conveyed separate from the primary residence.

(Ord. 197, passed 3-4-2020)

ATTACHMENT 2

ORDINANCE NO. 233

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING THE CITY'S ZONING CODE REGULATING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO ENSURE CONSISTENCY WITH STATE REGULATIONS; AND FINDING THE ACTION TO BE EXEMPT FROM CEQA

WHEREAS, the City of Canyon Lake, California ("City") is a municipal corporation, duly organized under the constitution and law of the State of California; and

WHEREAS, the Planning and Zoning Laws authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units and junior accessory dwelling units; and

WHEREAS, in recent years, the California Legislature has approved, and the Governor has signed into law, several bills that, among other things, amended Government Code sections 65852.2 and 65852.22 to impose new limits on local authority to regulate accessory dwelling units and junior accessory dwelling units; and

WHEREAS, in 2022, the California Legislature approved, and Governor Gavin Newsome signed new housing laws including Assembly Bill (AB 2221) and Senate Bill 897 (SB 897) that further amend Government Code sections 65852.2 and 65852.22; and

WHEREAS, on January 1, 2023, AB 2221 and SB 897 went into effect and if the City's accessory unit ordinance does not comply with the requirements imposed by both AB 2221 and SB 897, the City's entire existing accessory dwelling unit ordinance becomes null and void until a compliant ordinance is adopted; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of accessory dwelling units and junior accessory dwelling units to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, the City is in the process of studying and formulating regulations for the approval of accessory dwelling units and junior accessory dwelling units without basing solely on the default statutory standards, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values, personal privacy, and fire safety. These threats to public safety, health, and welfare justify adoption of this ordinance as an urgency ordinance to be effective immediately upon adoption by a four-fifths vote of the City Council; and

WHEREAS, this urgency ordinance is exempt from review under the California Environmental Quality Act (CEQA; California Public Resources Code Section 2100, et seq.) and CEQA regulations (Title 14, California Code of Regulations Section 15000, et seq.) pursuant to Government Code Sections 65852.2 of the Government Code, which is California's accessory dwelling unit law and which also regulates junior accessory dwelling units, as defined by section

65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State's accessory dwelling unit law.

WHEREAS, to protect the public safety, health, and welfare, the City Council may adopt this Ordinance as an urgency measure in accordance with Government Code Section 36937, subdivision (b).

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

SECTION 1. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. Under the California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's accessory dwelling unit law, and which also regulates junior accessory dwelling units, as defined by section 65852.22. Therefore, the proposed ordinance implements the State's accessory dwelling unit law.

SECTION 3. Section 9.32 of the City of Canyon Lake Municipal Code is hereby amended as provided in Exhibit "A", attached hereto and incorporated herein by reference.

SECTION 4. Notice of Determination: The Planning Division of the Community Development Department is hereby directed to file a Notice of Determination with the County Clerk of the County of Riverside within five (5) working days of final project approval certifying the City's compliance with the California Environmental Quality Act in approving the Project.

SECTION 5. Severability: If any provision of this ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this resolution irrespective of the invalidity of any portion thereof.

SECTION 6. Notice of Adoption. The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, within 15 days after its adoption.

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SECTION 7. The City Clerk shall submit a copy of this ordinance to the Department of Housing and Community Development within 60 days after adoption.

PASSED, APPROVED AND ADOPTED this _____ of _____, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

APPROVED AS TO FORM:

_____
Steven Graham, City Attorney

Exhibit "A"
Amendments to Municipal Code

(follows this page)

CHAPTER 9.32: ACCESSORY DWELLING UNITS

Section

9.32.010 Definitions.

9.32.020 General provisions.

9.32.030 Permitted zones.

9.32.040 On-site parking.

9.32.050 On-site parking, exceptions.

9.32.060 Parking location.

9.32.070 Square footage.

9.32.080 Height.

9.32.090 Setback.

9.32.100 Design and development standards.

9.32.110 Multifamily zones.

9.32.120 Junior ADU standards.

9.32.130 Short-term rentals.

9.32.140 Conveyance.

9.32.010 Definitions.

(a) "Accessory dwelling unit (ADU)" means a residential dwelling unit that is either attached, detached or incorporated within an existing legally constructed structure, which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An accessory dwelling unit also includes the following: (1) an efficiency unit, as defined in Section 17.958.1 of Health and Safety Code; and (2) a manufactured home, as defined in Section 18007 of the Health and Safety Code.

(b) "Junior accessory dwelling unit (junior ADU)" means a residential dwelling unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A junior accessory dwelling unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.

(c) "Efficiency unit," as defined in Section 17958.1 of the Health and Safety Code, may be permitted for occupancy by no more than two persons and shall not be less than 150

square feet in size. The efficiency unit shall have a bathroom facility and a partial kitchen, with a kitchen sink, cooking appliance, and refrigerator.

(d) Collectively, ADUs and junior ADUs may be referred to in this Chapter as accessory dwelling units.

(Ord. 197, passed 3-4-2020)

9.32.020 General provisions.

Unless otherwise preempted by state law, the design and construction of all newly constructed accessory dwelling units shall comply with all applicable building, housing, zoning and site development standards of this Chapter, including but not limited to standards regarding setbacks, floor area ratio standards, height, and lot coverage. Applicants shall also comply with all applicable fee and charge requirements, and other applicable zoning requirements. Applications deemed complete for accessory dwelling units shall be approved ministerially, ~~with the applicable 60-day review period consistent with state law.~~ and shall be approved or denied without additional permits, discretionary reviews, or hearings, within 60 days after receipt of a complete application.

(Ord. 197, passed 3-4-2020)

(a) Denial. If an application for an ADU or junior ADU is denied, a full set of comments and a list of items that are defective or deficient shall be returned to the applicant with the denial and shall include a description of how the application can be remedied. No application shall be denied solely due to the correction of nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are unrelated to the construction of accessory dwelling units. Notwithstanding the foregoing, any approvals granted under this section shall not constitute authorization for construction of the violation, or waiver of or estoppel against any future enforcement action.

(b) Delay. Applicants may request to delay the 60-day approval period, in which case the 60-day time period is tolled for the period of the requested delay.

9.32.030 Permitted zones.

Accessory dwelling units shall be a permitted use within the City's single-family and multiple-family residential zones.

(Ord. 197, passed 3-4-2020)

9.32.040 On-site parking.

(a) Required parking for accessory dwelling units shall not exceed one parking space per accessory dwelling unit or per bedroom, whichever is less.

(b) When an existing garage, carport, or covered parking structure is demolished in conjunction with the construction of an accessory dwelling unit or is converted into an accessory dwelling unit, replacement parking for the primary dwelling unit shall not be required.

(c) When required, on-site parking can be covered, uncovered, tandem or provided through the use of a mechanical automobile parking lift. Tandem parking as defined in this division means that two or more automobiles are parked in a driveway or in any other location on a lot, lined up behind one another.

(Ord. 197, passed 3-4-2020)

9.32.050 On-site parking, exceptions.

Notwithstanding the parking development standards for accessory dwelling units, accessory dwelling units that meet the following State provisions (consistent with AB 68, AB 881, and SB 13) shall not be required to provide on-site parking if:

(a) The accessory dwelling unit is located within one-half mile walking distance of "public transit" within the meaning of Government Code Section 65852.2;

(b) The accessory dwelling unit is located within an architecturally and historic significant historic district;

(c) The accessory dwelling unit is part of the existing primary dwelling unit or an existing accessory structure;

(d) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit; or

(e) When there is a car share vehicle located within one block of the accessory dwelling unit.

(Ord. 197, passed 3-4-2020)

9.32.060 Parking location.

The parking provided on-site can be tandem and in an existing driveway or within any existing setback area, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site, topographical or fire and life safety conditions. When a designated parking area is provided and is not located in the driveway

as tandem, the parking space must meet the minimum required turning radius and backup distance as noted in the Municipal Code.

(Ord. 197, passed 3-4-2020)

9.32.070 Square footage.

(a) All new accessory dwelling units and additions to existing and permitted accessory dwelling units are exempt from compliance with the Floor Area Ratio (FAR), lot coverage, open space, or minimum lot size requirements noted in the Municipal Code unless otherwise specified herein.

(b) All new detached accessory dwelling units shall not exceed 1,200 square feet.

(c) When an accessory dwelling unit is attached to the existing primary dwelling unit, the maximum allowed size of that accessory dwelling unit shall be no more than 50% of the main dwelling size, ~~or 850 or 1,000 square feet based on number of bedrooms as noted in preceding Subsection (b), whichever is less.~~ provided such requirement does not restrict an accessory dwelling unit size to less than the standard of at least 850 square feet or at least 1,000 square feet for accessory dwelling units with more than one bedroom.

(d) When a balcony, porch or patio is provided in conjunction with an accessory dwelling unit, if said structure is covered, it shall count towards the total accessory dwelling unit square footage allowance.

(e) The Building Division will determine what is considered a landing or a balcony, porch or patio for the purposes of square footage requirements.

(f) If a cover such as a porch or similar type structure is provided over the main entrance of the accessory dwelling unit, and is supported by posts, 25 square feet of the said cover will not count towards the maximum allowable square footage of the accessory dwelling unit.

(g) Accessory dwelling units may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(Ord. 197, passed 3-4-2020)

9.32.080 Height.

(a) All new accessory dwelling units, attached to the main dwelling unit must comply with the height and setback requirements, ~~allowing up to 16 feet.~~ herein, shall be subject to the maximum height requirements that apply to the primary dwelling in the underlying zoning district, but in no event shall exceed 25 feet in height.

(b) When an accessory dwelling unit is constructed on top of a detached garage, accessory structure, or above another accessory dwelling unit when applicable under this

Code, the maximum top of plate height cannot exceed 16 feet. ~~20 feet as measured from grade level and the maximum height to any architectural features must not exceed 23 feet as measured from grade level.~~

(c) All new detached accessory dwelling units, not constructed on top of a detached garage or accessory structure shall be no more than one (1) story with a maximum top of plate height of 12 feet as measured from grade level and a maximum height of 17 feet to any architectural features.

(d) When an accessory dwelling unit is constructed on top of a garage or accessory structure, the accessory dwelling unit cannot touch grade level, except through support posts. The bottom of the finished floor of the accessory dwelling unit must be above the top of plate of the garage or accessory structure.

(e) Notwithstanding subsection (c) herein, a detached accessory dwelling unit created on a lot within one-half mile walking distance of a major transit stop or a high quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, may be entitled to 18 feet and up to 2 additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

(Ord. 197, passed 3-4-2020)

9.32.090 Setback.

(a) Unless otherwise provided in this Chapter, any new accessory dwelling units must have a minimum setback of four feet to the rear property line and four feet to the side-yard property line with the exception that accessory dwelling units on top of a garage shall maintain a minimum five feet setback from side and rear property lines.

(b) Any new accessory dwelling unit cannot be located closer to the front property line than the prevailing front yard setback for a single family residential zoned lot or minimum required front setback for a multifamily residential zoned lot. An exception to this requirement would be to allow the conversion of existing legal nonconforming building footprint of the main structure or attached accessory structure into an accessory dwelling unit within the main structure that is located within the front yard setback.

(c) When a garage or other accessory structure exists and is legally permitted with City building permits, the existing legal nonconforming setback of the garage or other accessory structure can be maintained. The required minimum four foot rear and side yard setbacks shall still apply to all added space that goes beyond the existing building footprint and/or building envelope of the garage or other accessory structure.

(d) New accessory dwelling units must maintain a five-foot separation from building face to building face, and a four foot separation from eave to eave of any adjacent structure.

(e) No accessory dwelling unit may be located in a way that would prohibit access to a designated parking area or impede safe ingress and egress from a required side, rear, or front setback.

(f) No setback shall be required when an accessory dwelling unit is constructed in the same location and to the same dimensions as an existing legal structure that is converted into an accessory dwelling unit or to a portion of an accessory dwelling unit, even when that structure has been demolished.

(g) When a balcony, porch or patio is provided in conjunction with the accessory dwelling unit and is seven inches above grade level, the balcony, porch or patio must be setback from the rear and side property lines a minimum of four feet.

(h) When a staircase or landing is provided for a new or existing second story accessory dwelling unit, whether attached or detached to the primary dwelling unit, that staircase or landing must provide a minimum four foot setback to the rear and side property line.

(i) If an accessory dwelling unit is under or equal to 800 square feet, front setback requirements cannot prevent an accessory dwelling unit from being built.

(Ord. 197, passed 3-4-2020)

9.32.100 Design and development standards.

(a) The exterior design of the accessory dwelling unit shall match that of the main dwelling in terms of building forms, materials, colors, exterior finishes, roof forms and style of doors and windows. The structure(s) shall retain the appearance of a single-family dwelling, and the accessory dwelling unit shall be integrated into the design of the existing primary dwelling unit on the property or as determined by the City Planner or his/her designee.

(b) The design of an attached accessory dwelling unit shall be compatible with the architectural design of the primary dwelling unit in order to ensure long term compatibility regardless of whether the use of the accessory dwelling unit is continued or terminated. If a separate entrance is provided, it shall be located on the side or rear of the structure and whenever possible located toward interior yard areas. The additional entrance is prohibited from being located on the front of the primary dwelling unit. The second entrance shall be well lit and free of concealment from landscaping to assure safe entrance and exit by the occupants.

(c) All accessory dwelling unit facade elevations visible from any public right of way must provide entries, windows, or other architectural features compatible with the existing primary dwelling unit.

(d) When a garage is converted into an accessory dwelling unit, the garage door must be removed and replaced with windows, door, or other design treatments that are consistent with the overall architectural design of the structure and the primary dwelling unit.

(e) The design and construction of each accessory dwelling unit shall conform to all applicable provisions of the City Municipal Code and other adopted regulations. The accessory dwelling unit shall comply with all provisions of the Code pertaining to the adequacy of water, sewer, electrical, drainage, and fire and emergency services to the property on which the accessory dwelling unit will be located as well as all applicable codes pertaining to building, fire, health, and/or safety. Under no circumstances shall the construction of an accessory dwelling unit trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

(f) The main entrance of a detached ADU must face the same direction as the main entrance for the primary dwelling unit or face the side property lines, whichever is more compatible to the neighborhood character as determined by the City Planner. An ADU entrance proposed to face an alley or rear property line is subject to review and approval by the City Planner.

(Ord. 197, passed 3-4-2020)

9.32.110 Multifamily zones.

All of the provisions of this section shall apply to accessory dwelling units in the Multifamily Zones unless otherwise stated in the following:

(a) ~~No more than two accessory dwelling units can be constructed on a Multifamily zoned lot or on a lot with multiple-family dwelling. These accessory dwelling units must be detached from the primary structure and may be attached or detached from each other.~~ Two detached accessory dwelling units with a four-foot rear and side yard setback, and a maximum height set forth in Government Code Section 65852.2 (c)(2)(D), may be constructed despite limits on lot coverage, floor area ratio, open space, front setback, and minimum lot size.

(b) Accessory dwelling units may be created within a multifamily dwelling structure in areas not used as livable space, such as storage rooms, boiler rooms, passageways, attics, basements, common areas or garages, so long as the converted space complies with state building standards for dwellings. The number of accessory dwelling units so created shall be up to 25% of the existing multifamily dwelling units in the multifamily dwelling structure.

(Ord. 197, passed 3-4-2020)

(c) In new multifamily housing, builders can concurrently propose to build new accessory dwelling units.

9.32.120 Junior ADU standards.

All of the provisions of this section shall apply to a junior ADU unless otherwise stated in the following:

(a) A junior ADU is limited to 500 square feet.

(b) One junior ADU is allowed per residentially zoned lot that includes an existing or proposed single-family dwelling unit structure.

(c) A deed restriction must be recorded and will run with the land prohibiting the sale of the junior ADU separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers.

(d) The deed restriction must include the size and attributes of the junior ADU that conforms to this Section.

(e) The junior ADU must be constructed within the existing walls of the single-family residence.

(f) The junior ADU must include a separate entrance from the main entrance to the single-family residence and an interior entry to the main living area. A second interior doorway may be provided for sound attenuation. (g) The junior ADU must include an efficiency kitchen, which shall include all the following:

(1) A cooking facility with appliances.

(2) A food preparation counter and storage cabinets that are of reasonable size in relation to the size of the Junior ADU.

(h) Additional parking may not be required as a condition to grant a permit for a junior ADU.

(i) An inspection, including the imposition of a fee for that inspection to determine whether the junior ADU is in compliance with applicable building standards may be required at any time after the junior ADU has been built.

(j) For the purposes of any fire or life protection ordinance or regulation, a junior ADU shall not be considered a separate or new dwelling unit. This Section shall not preclude the City from adopting an ordinance or regulation relating to fire and life protection requirements within a single-family residence that contains a junior ADU so long as the ordinance or regulation applies uniformly to all single-family residences within the zone regardless of whether the single-family residence includes a junior ADU or not.

(k) For the purposes of providing service for water, sewer, or power, including a connection fee, a junior ADU shall not be considered a separate or new dwelling unit.

(l) A junior ADU requires owner-occupancy as follows: The owner shall reside in either the remaining portion of the single-family residence or the newly created junior ADU. This provision does not apply if the owner is a governmental entity, land trust or housing organization. The property owner shall enter into a restrictive covenant memorializing this restriction with the City that applies to the owner and all successors in interest, in a form acceptable to the City Attorney that will be recorded on the subject property.

(Ord. 197, passed 3-4-2020)

9.32.130 Short-term rentals.

Unless otherwise provided for in the Canyon Lake Municipal Code, accessory dwelling units, which are rented, shall be rented for terms longer than 30 days.

(Ord. 197, passed 3-4-2020)

9.32.140 Conveyance.

Any accessory dwelling unit may be rented separate from the primary residence, but may not be sold or otherwise conveyed separate from the primary residence.

(Ord. 197, passed 3-4-2020)

ITEM NO. 9

STAFF REPORT

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

FROM: **Steven Graham, City Attorney** CM

DATE: **February 8, 2023**

SUBJECT: **Introduction and First Reading of Ordinance No. 230, An Ordinance of the City Council of the City of Canyon Lake, California, Adding Chapter 8.03 to the Canyon Lake Municipal Code Regulating Docks**

Recommendation

That the City Council:

1. Approve the Introduction and First Reading of Ordinance No. 230, Adding Chapter 8.03 to the Canyon Lake Municipal Code Regulating Docks; and

2. Make the determination that the action is exempt from environmental review consistent with CEQA Guidelines Section 15061 (b)(3); and

3. Schedule the second reading and adoption at the next regularly scheduled City Council meeting.

Background and Analysis

Canyon Lake is a popular recreational destination for residents and visitors alike, and the number of docks on the lake has increased in recent years. To ensure the safety and enjoyment of all lake users, protect the lake's water quality, and preserve property rights, it is necessary to regulate the construction, use, and maintenance of docks on Canyon Lake.

The proposed ordinance regulates the design, placement, and maintenance of docks on Canyon Lake within the city limits. The ordinance sets standards and guidelines for dock construction and provides requirements for permit applications. The ordinance also outlines the city's authority to approve, modify, or deny any dock permit application based on compliance with the ordinance and other applicable regulations.

Key Features of the Ordinance:

Construction and design standards: The ordinance requires all docks to be designed and constructed in accordance with applicable state and city regulations and approved by the City prior to construction.

Permit requirements: The ordinance requires all applications for the construction, use, or modification of a dock on Canyon Lake to be submitted to the city with a complete set of plans and specifications, and proof of property ownership for the lakefront property.

Maintenance: The ordinance requires all docks to be maintained in good repair and free of debris.

Attachments

1. Ordinance No. 230

ATTACHMENT 1

ORDINANCE NO. 230

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, ADDING CHAPTER 8.03 TO THE CANYON LAKE MUNICIPAL CODE RELATED TO REGULATION OF DOCKS

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

Section 1. MUNICIPAL CODE AMENDMENT.

Chapter 8.03 is added to the Canyon Lake Municipal Code as provided in the attached Exhibit A.

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

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

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

PASSED APPROVED AND ADOPTED this _____ day of _____, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

APPROVED AS TO FORM:

_____
Steven Graham, City Attorney

Exhibit "A"

Chapter 8.03
Docks and Structures

8.03.010 **Purpose and Intent**
8.03.020 **Definitions**
8.03.030 **Permits and Fees**
8.03.040 **Application**
8.03.050 **Standards**

8.03.010 Purpose and Intent

(a) **Purpose**. To regulate the construction, use, and maintenance of docks within the city for the purposes of ensuring the safety of lake users, the enjoyment of the lake, the protection of water quality, and to preserve property rights.

(b) **Intent.** To provide standards and guidelines for the design, placement, and maintenance of docks within the city limits to ensure that they are safe, functional, and in compliance with city regulations and applicable state laws. This ordinance also aims to ensure that docks are safe and functional, that docks do not harm water quality or interfere with the use and enjoyment of the lake by all users. The city reserves the right to approve, modify, or deny any dock permit application based on compliance with this ordinance and other applicable regulations.

8.03.020 Definitions

Canopy: Overhead shade structure built upon dock's lower (substructure) platform.

City: City of Canyon Lake.

Dilapidated Dock: A dock that (1) has any structural members, roofing, decking, flotation or walkways that are not securely attached and could pose an immediate safety or navigation hazard; (2) is submerged; (3) is not floating upright; (4) has deck floors below water level: (5) is in a state of disrepair, or (6) is otherwise not in full compliance with these minimum requirements.

"Dock" - a structure extending from the shoreline or a fixed platform into the water Canyon Lake for the purpose of providing access to the water for recreational or other purposes.

Dead & Live Load: Dead load means no load placed on deck. Live load means twenty (20) pounds per square foot or concentrated load of 400 pounds placed anywhere on the deck surface, not applied simultaneously.

Encased Flotation: Polyethylene, cement or fiberglass tanks or shells that are filled with a closed cell expansion-type foam that completely fills the tank.

Existing Dock: A dock located on Canyon Lake prior to the effective date of the adoption of this ordinance.

Facility: Structure and/or dock and all associated accessories, such as gangway, anchoring, or storage.

Footprint: The total area including, but not limited to, the length times the width of the floating dock plus the open water slip area and walkways/gangways.

Freeboard: The height measured from the water's surface to the top of the decking.

Frontage: The maximum width of the shoreline within the bounds of a specific property.

Gangway: A walkway used to connect the shoreline to the entrance of the floating dock for safe pedestrian passage under varying surface water elevations.

Exemption: Any variation, change, addition, or alteration from the Requirements for Docks.

Permittee: The shoreline property owner issued a dock permit by the City.

Piers & Wharfs: A platform extending over the surface of the lakebed that is supported by fixed vertical members, such as posts, piles, pillars, girders, or other vertical members, which are permanently anchored into the lakebed.

Pile or Pylons: Piling or pole anchoring system for floating docks, in which the poles are permanently anchored into the lakebed.

Plot Plan: A diagram showing the proposed placement of the dock in relation to existing features of the property and adjacent properties.

Shoreline: The line at which the lake's water surface comes into contact with dry land. The shoreline will move as water levels change.

Standard Dock: A dock built within the specifications set forth by the Building & Safety Department.

Stiff-Arm Anchoring: Pole anchoring system for floating docks, in which the poles are fixed.

Super Structures: Overhead structure built upon dock's lower (substructure) platform, canopy excluded.

Third party facilities: Any structures/dock built by anyone other than the property owner on EVMWD property.

8.03.030 Permits and Fees

(a) **Permit Required.** It is unlawful for any person to commence, or cause to be commenced, any construction of any dock other similar work governed by this chapter without having first obtained a permit evidencing approval of the city building department of all construction plans, specifications and schematic and working drawings pursuant to which such structure is to be constructed, all as provided in this chapter. After the issuance of such permit and approval of such plans and specifications and other documents, the construction of such approved structure or facility shall be in strict compliance with such approved plans, specifications and documents.

(b) Fees. The City Council may, from time to time, establish fees applicable to this chapter by resolution, including without limitation application fees, permit fees, inspection fees, late fees, and renewal fees.

8.03.040 Application

The applicant for a permit for the construction of any dock or other work of a similar nature governed by this chapter shall submit to the building department of the city the following:

(a) Approval from the Canyon Lake Property Owners' Association (CLPOA) in the form of a stamped approval letter or other such form of approval as determined by the CLPOA.

(b) Three copies of the plot plan depicting
1. Applicant's property lines based on a survey completed in the previous year.
2. Orientation of the dock to property showing adjacent properties, shoreline, and lake.
3. Distances between dock and any other floating structures or markers within 50 feet of dock in all directions.

(c) Scaled Construction Plan Drawings and Specifications for Dock & Gangway:
1. Plan (top) and Profile (side) views, with dimensions drawn to scale (i.e., 1" = 10').
2. Specifications for building material (structural framing, decking, flotation, etc.).
3. Note features of dock (i.e., canopy, electric, number of slips, etc.
4. Estimated weight of completed dock.
5. Flotation buoyancy in pounds per square foot (if applicable).
6. Estimated dead weight freeboard.
7. Total surface (topside) square footage of floats (if applicable).

(d) Drawing and specifications for securing dock (i.e., material, means and methods).

(e) Written description of how dock is designed and maintained to function under changing lake elevations.

(f) If a dock is wired for electricity, the "Check List for Dock Electrical Permit Inspection Form" must be provided and signed by a certified electrician, with proof of C-10 license/certification, before final permit approval.

Within 180 days of the passage of this ordinance the City Manager is directed to prepare and provide to members of the public pre-approved construction standardized plans, (no variations allowed), for standard docks. Any variation from the pre-approved standardized plans will require additional engineering.

8.03.50 General Standards

1. Ownership, construction, operation, use and maintenance of a permitted dock facility are subject to all federal, state, and local laws, as well as rules and regulations now in effect; or those promulgated in the future by the City of Canyon Lake City Council. Failure to abide by these laws, rules, or regulations may be cause for revocation of the permit. (2022 CBC 105.6)

2. If the permittee fails to comply with applicable laws, rules or regulations, the City may revoke the permit and cause the dock to be removed by a contractor or otherwise, and the permittee agrees to pay all costs incurred thereof.

3. The permittee agrees to save, hold harmless and defend the City of Canyon Lake, its officers and/or directors from any and all causes of actions, suits at law or equity, claims or demands from any liability of any nature for, or on account of, any damages to persons or property, including a permitted dock facility, growing out of the ownership, construction, operation, or maintenance by the permittee of the permitted dock facility.

4. Whenever regulations or restrictions imposed by these standards are either more or less restrictive than regulations or restrictions imposed by any governmental authority or other entity that might have authority to regulate docks, the regulations, rules, or restrictions that are more restrictive or impose higher standards shall govern.

5. All docks shall be maintained in good repair and free of debris.

6. The permittee authorizes officials and representatives of the City to enter the property of the permittee as necessary to make inspections and/or other activities under permit. (THIS CONDITION MUST BE ACKNOWLEDGED PRIOR TO ISSUANCE OF PERMIT).

7. Only the owner of record of a shoreline property may be issued a dock permit. A permit must be obtained by each owner of a dock and/or slip. The permit applies to a specific dock, or slip in joint docks, on the specific shoreline property.

8. Storage of docks on the dry land portion of the shoreline property is prohibited. A dock may be temporarily placed on dry land for repair and maintenance purposes for a

maximum of three (3) days. Approval in writing must be obtained from the City to extend the time for repair and maintenance work requiring more than three (3) days.

9. Fixed piers or wharfs for standard docks are prohibited. Fixed piers or wharfs completed prior to the introduction of this ordinance are exempt from this prohibition.

10. Piling docks that are permanently fixed into the sediment are prohibited. Stiff-arm anchored docks utilizing portable anchoring are permitted, subject to the anchoring mechanism being capable of relocation within four (4) hours.

11. Superstructures on standard docks are prohibited with the exception of canopies.

12. Air-filled floats for floating standard docks are prohibited.

13. The use of residential standard docks will be limited to the docking of boats and the storage of gear essential to the operation of watercraft. Storage of flammable and other hazardous substances is prohibited.

DEVELOPMENT STANDARDS

14. Dimensional Requirements for Property:

    Maximum extension into the lake: 60 ft from shoreline
    Maximum width of dock member: 8 ft
    Minimum dock setback from side property lines: 5 ft
    Minimum navigational distance between docks: 15 ft

15. Only one (1) dock is permitted on each shoreline property.

16. Standard dock shall be safely and securely anchored so as not to create a hazard to navigation or block ingress or egress of watercraft.

17. All docks associated with gangways shall be in contact with the shoreline at all times.

18. The placement of a standard dock shall originate on the owner's shoreline property. Joint docks originating from a property adjacent to the owner's shoreline property are acceptable.

DESIGN CRITERIA FOR ALL DOCKS

19. Permit applicants shall, prior to the start of construction, submit plans and specifications of the proposed facility for approval. Engineering details, structural design, anchorage method, construction materials, and type and size of the facility must be included. All plans submitted must have been reviewed, stamped, and signed by a professional engineer certifying the proposed dock will meet or exceed established minimum design and load requirements as established by the National Water Safety Congress and Industry Standards.

20. All dock facilities will be constructed in accordance with approved plans and specifications.

21. A Standard dock must be constructed of such quality material and be securely anchored as to withstand lake level changes and exposure to the sun, strong wind, fast moving water and severe wave action.

22. Minimum Design Loads:

    Deck Loads $\geq$ 50 lbs/ft^2
    Gangways $\geq$ 50 lbs/ft^2
    Wind loads $\geq$ 20 lbs/ft^2

23. All docks shall have a minimum dead weight freeboard of 1 foot and a maximum of 3 feet above the surface of the water. Freeboard under live load conditions shall be a minimum of 6 inches.

24. Docks shall have a gangway attached to the entrance to provide safe pedestrian passage from the shoreline to the floating dock

25. Minimum width of the gangway is 4 feet.

26. Maximum riser height from the surrounding grade to gangway is 7 ½ inches. Maximum slope of gangway is 3 to 1 (horizontal to vertical).
    The gangway shall be securely anchored to the dock and/or the shoreline.

27. The minimum width for walkways on the dock is 4 feet.

28. Wood Material – When wood material is used, it should be designed in accordance with Chapter 25 of The Uniform Building Code, latest edition, as applicable. However, all connections should be secured with galvanized sheet metal, steel plates, metal straps, or treated plywood gussets to resist movement that would otherwise tend to dismantle the structural connections. All wood material in the substructure, including the deck, must be pressure treated with a non-skin-irritating preservative.

29. Aluminum Material – Design of aluminum members shall conform to the current edition of the Aluminum Association Specification for Aluminum Structures. Aluminum welding shall be in accordance with the ANSI/AWS D1.2 gas metal arc welding process. Structural aluminum frames shall be 8" x 2-1/4 x 3/16" C-channel 6000 Series Aluminum extrusions.

30. Steel Material – All steel must be hot-dipped galvanized. When steel material is used, it should be designed to comply with Chapters 27 and 28 of the latest edition of the Uniform Building Code, as applicable, depending on the type of steel used.

31. Decking and deck surfaces (including outdoor carpeting) shall provide a reasonably non- skid surface free from tripping hazards, such as loose material, holes, or tears.

32. A standard dock shall be safely and securely anchored so as not to create a hazard to navigation or block ingress or egress of watercraft.

33. All storage on a dock shall be contained inside a dock box. The maximum size for the dock box shall not exceed thirty-six (36") inches above the deck surface. The dock box shall be securely fastened to the dock.

34. Signage

Dock shall have a "NO TRESPASSING" sign affixed to the shoreline side of the dock that is plainly visible to a person within 20 feet of the dock and be of sufficient durability to withstand the environment.

Dock with electricity shall have a "WARNING – POTENTIAL SHOCK HAZARD – ELECTRICAL CURRENTS MAY BE PRESENT IN THE WATER" sign affixed to the shoreline side of the dock that is plainly visible to a person within 20 feet of the dock and be of sufficient durability to withstand the environment.

Dock shall have the property address AND permit number posted on the lake side of the structure. Characters shall be minimum 4 "and contrasting in color to the background.

35. Floating Dock:

Floats and Flotation Material:

a. Floats and Flotation materials for docks shall be commercially manufactured for marine use. The flotation material shall be expanded foam type and encased in non-corrosive tank or shell. Flotation materials shall be fabricated so as not to become waterlogged, crack, peel, fragment or be subject to loss of beads. Floats shall be resistant to puncture, penetration, damage by animals and fire. Styrofoam flotation must be fully encased in solid polyethylene or concrete or other non-corrosive material.

b. The use of metal drums for flotation is prohibited. Because of the possible release of toxic or polluting substances, and the hazard to navigation from metal drums that become partially filled with water and escape from docks for which they are used for flotation, the use of metal drums for flotation is prohibited.

c. Floats shall be securely affixed to the dock.

OR,

Anchoring Requirements: Commercial Only

d. Specifications stamped by Certified Engineer for anchoring under conditions present at Canyon Lake.

e. Approved Standard Anchoring for Typical Floating Dock Section:

i. This anchoring specification only applies to each dock section having a total surface area of 160 feet (8' x 20') or less, with a dead load freeboard less than eighteen (18') inches.

ii. Each dock section requires two (2) reinforced concrete block anchors placed on the outer lakeside edge of the dock and beneath the dock section. The concrete blocks will have the minimum dimensions of 4' W x 4' L x 10" H, with 3/8" high test galvanized steel chain securely embedded in the concrete and protruding 12-inches above the surface of the weight for attachment to the anchor (chain) rode.

iii. A minimum of 3/8" high-test galvanized steel chain shall be utilized to securely connect the dock to the two concrete anchors in a diagonal pattern beneath the dock. Crossing of the chains reduces sideways movement of the dock and reduces the likelihood that a boat propeller will hit the anchor chain. Leave sufficient slack in the chains to accommodate waves.

iv. Shoreline anchoring of the dock shall consist of two (2) below grade reinforced concrete footings positioned on the outer edge of the dock, with the minimum dimensions of 4' deep x 12" diameter, with 3/8" high test galvanized steel chain securely embedded in the concrete and protruding 12-inches above the surface of the footing for attachment to the anchor (chain) rode.

v. A minimum of 3/8" high-test galvanized steel chain shall be utilized to securely connect the shoreline end of the dock to the two concrete footings in a diagonal pattern beneath the gangway. The chains shall be located underneath the gangway in a safe manner to prevent a tripping hazard.

PERMIT

36. All shoreline property owners with docks and/or slips on Canyon Lake are required to obtain/renew a permit from the City every three years in perpetuity.

37. All shoreline property owners with existing docks on Canyon Lake are required to obtain a "permit number," plaque and license decal from the City within ninety (90)

days of adoption of these Standards for Docks. No fee shall be charged for issuance of a "permit number" plus the first year's annual permit fee if obtained within the ninety-day grace period. However, the cost of the plaque and decal will be the responsibility of the applicant. The City issued permit number is for identification purposes only and does NOT imply that the dock complies with the Standards for Docks.

38. Upon issuance of a dock permit, a permit number will be assigned by the City for a specific dock or slip for a specific shoreline property for identification purposes. The City will provide a plaque with the permit number for the permittee to affix the license decal. The permittee is required to attach the plaque to the dock, so that the permit number is facing the center of the Lake and easily visible from the water by boat.

39. Permittee agrees to promptly pay the permit fee as set forth in the Schedule of Fees. A colored dock permit decal will be returned to permittee that indicates the annual dock permit fee has been paid. The decal shall be affixed to the permit number plaque and prominently displayed. An inspection shall be required every three years prior to the issuance of a permit decal.

40. Existing docks that pose a hazard to the public welfare, navigation, or water quality shall be removed from the waters of Canyon Lake or be repaired to a level that complies with the Standards for Docks after receiving notice from the City.

41. All existing docks shall be in compliance with these Standards for Docks no later than five years after adoption of the standards by the City.

42. If a property with a permitted standard dock is sold, the new owner must apply to the City for a transfer of ownership of the dock and pay the permit fee within thirty (30) days after the property transfer is complete.

43. If ownership of a property with a NON-CONFORMING dock is sold, the new owner must apply to the City for a new dock permit within thirty (30) days that conforms to the Standards for Docks or remove the non-conforming dock.

44. Any dock that has electrical service shall strictly adhere to the regulations set forth in the State of California Fire Code for floating structures and the California Building Code. At the time of application, a certificate of inspection from a state licensed electrician, shall be attached before the permit will be issued. The permittee is required to resubmit a current certificate of inspection to the City every 3 years.

45. Any dock classified "Not Electrically Wired" will not have any permanent electrical supply installed without first applying for a classification change as per City's Safety and Construction Standards. There will be no temporary electrical supply (extension cords, etc.) used and left unattended while it is on the dock or dock walkway. Any temporary electrical supply will be an approved UL Listed Supply Cord and be in good condition with all electrical connectors attached and in use. Any temporary electrical supply will use GFCI receptacles that meet current minimum code requirements.

46. Failure to comply with the terms and conditions of the dock permit may result in revocation.

8.03.050 Violations

(a) Violations Declared a Public Nuisance. Each and every violation of the provisions of this Chapter is hereby deemed unlawful and a public nuisance and may be summarily abated by the City Manager or designee. The City may recover any nuisance abatement costs and/or administrative fines relating to such violations in accordance with Government Code Sections 38773.1 and 38773.5.

(b) Each Violation a Separate Offense. Each and every violation of this Chapter shall constitute a separate violation and shall be subject to all remedies and enforcement measures authorized by this Code. Additionally, as a nuisance per se, any violation of this Chapter shall be subject to injunctive relief, any permit issued pursuant to this Chapter being deemed null and void, disgorgement and payment to the City for any monies unlawfully obtained, costs of abatement, costs of investigation, attorney fees, and any other relief or remedy available at law or in equity. The City may also pursue any and all remedies and actions available and applicable under state and local laws for any violations.

(c) Criminal Penalties. Any person causing, permitting, aiding, abetting, suffering or concealing a violation of this Chapter shall be guilty of a misdemeanor, and may, in the discretion of the City Attorney, be prosecuted as a misdemeanor and upon conviction be subject to a fine not to exceed $1,000 or imprisonment in the City or County jail for a period of not more than six months, or by both such fine and imprisonment. The City Attorney, in his or her sound discretion, may prosecute a violation of this Chapter as an infraction, rather than a misdemeanor, or reduce or agree to the reduction of a previously filed misdemeanor to an infraction. A fourth violation of this Chapter within one year shall be charged as a misdemeanor and may not be reduced to an infraction. Each day a violation is committed or permitted to continue shall constitute a separate offense. The City Manager may grant a hardship waiver to reduce the amount of the fine upon a showing by the responsible party that the responsible party has made a bona fide effort to comply after the first violation and that payment of the full amount of the fine would impose an undue financial burden on the responsible party.

(d) Remedies Cumulative and Not Exclusive. The remedies provided herein are not to be construed as exclusive remedies. The City is authorized to pursue any proceedings or remedies provided by law.

ITEM NO. 10

STAFF REPORT

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

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

DATE: **February 8, 2023**

SUBJECT: **Authorization for Mayor Smith to Attend the Urban Water Institute's Spring Conference**

Recommendation

That the City Council give staff direction regarding Mayor Smith's request to attend the Urban Water Institute's Spring Conference scheduled for February 22nd through 24th, 2023, in Palm Springs, California.

Background

Mayor Smith has requested to attend the Urban Water Institute's Spring Conference scheduled for February 22nd through 24th, 2023, in Palm Springs, California.

Per the Urban Water Institute's website, "…The Urban Water Institute, Inc., was incorporated as a nonprofit public education organization in the State of California in 1993, with the Mission to provide non-partisan information of timely and pertinent interest to the water resource industry, including public agencies and private firms, with particular emphasis on water economics, management and resource policies as they affect consumers and the general economy." This year, the Urban Water Institute has asked Mayor Smith to speak at the event in place of Supervisor Karen Spiegle who is unable to attend.

Each year when the City Council approves the City's budget, contained within the budget is a list of meetings and conferences that members of the City Council may attend at the City's expense. If any member of the City Council wishes to attend a conference at the City's expense that is not contained on that list, approval should be explicitly given by the City Council prior to funds being expended toward that event. As the City is not a member of the Urban Water Institute, the Urban Water Institute's Spring Conference was not included on the list of approved conferences.

Anticipated costs for Mayor Smith's attendance at the Urban Water Institute's Spring Conference would only include hotel accommodation as conference registration will be taken care of by the Urban Water Institute. Currently, much of the funds budgeted this fiscal year for City Council attendance at meetings and conferences have not been spent. Therefore, Mayor Smith's attendance at this conference would not require expenditures beyond what has already been budgeted.

Fiscal Impact

No impact to the General Fund. The amount budgeted in Fiscal Year 2022/2023 for City Council attendance at meetings and conferences will not be exceeded.

Attachments

None

ITEM NO. 11

STAFF REPORT

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

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

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

DATE: **February 8, 2023**

SUBJECT: **Southwest Riverside County Women's Elected Leaders Collaborative**

Recommendation

That the City Council:

1. Acknowledge the Southwest Riverside County Women's Elected Leaders Collaborative as a joint governmental group, of which the City of Canyon Lake is a member; and

2. Direct the City Clerk to add the Southwest Riverside County Women's Elected Leaders Collaborative to the list of annual Committees & Agency Assignments roster.

Background

In the spring of 2022, the City of Canyon Lake received an invitation from Murrieta Councilmember Lori Stone to gather and discuss regional issues along with other female municipal elected officials from Southwest Riverside County. Priority issues established at the initial meeting include, but are not limited to, homelessness, education, regional economic development, healthcare, public safety, and advocating for local control. This group was referred to as the Southwest Riverside County Women's Elected Leaders Collaborative.

Since its initial formation, the Southwest Riverside County Women's Elected Leaders Collaborative has established itself as a working group of current and past female elected City Council members representing cities in Southwest Riverside County. The goal of the group is to address issues from a collaborative and regional perspective to create long-term positive change.

One staff member from each City is invited to attend the group meetings in addition to up to two of the female elected officials from the six cities in Southwest Riverside County. Meetings are generally held once every other month and hosted at a participating city on a rotating basis.

Because this group discusses policy issues that the various City Councils may vote on, it was determined that each City may only appoint up to two City Councilmembers to serve on the joint governmental group at one time to comply with the Brown Act. Currently, Councilmembers Castillo and Dain along with City Clerk Ana Sauseda, have attended the bi-monthly meetings.

Staff recommends that the City Council acknowledge the Southwest Riverside County Women's Elected Leaders Collaborative as a joint governmental group, of which the City of Canyon Lake is a member and direct the City Clerk to add the Southwest Riverside County Women's Elected Leaders Collaborative to the list of annual Committees & Agency Assignments roster.

Fiscal Impact

Participation in the Southwest Riverside County Women's Elected Leaders Collaborative has a fiscal impact of approximately $500 per year to cover the cost of providing lunch whenever the meeting is hosted in the City of Canyon Lake.

Attachments

N/A

ITEM NO. 12

STAFF REPORT

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

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

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

DATE: **February 8, 2023**

SUBJECT: **Adoption of Resolution No. 2023-07, Amending the Canyon Lake Citywide Fee Schedule in Relation to Special Event Permits; Adoption of Urgency Ordinance No. 231, Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing; and Approve the Introduction and First Reading of Ordinance No. 231, Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing**

Recommendation

That the City Council:

1. Adopt Resolution No. 2023-07, Amending the Canyon Lake Citywide Fee Schedule in Relation to Special Event Permits; and

2. Adopt Urgency Ordinance No. 231 - Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing; and

3. Approve the Introduction and First Reading of Ordinance No. 232 - Amending Chapter 11.25 Section 11.25.030 of the Canyon Lake Municipal Code Related to Special Events Permits and Appeal Processing.

Background

On December 14, 2022, the City Council adopted 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. As part of this new fee schedule, a new tier structure was created for special event permits depending on the size and type of event.

During discussions at the December 14, 2022 Finance & Planning Committee meeting, the Committee requested that staff review Special Event Permit Tier 1 – Options A & B and identify a streamlined process to assist the community.

City staff met on January 26, 2023, and determined that an additional tier would be required in order to streamline the permit process as requested by the committee. Staff is recommending the addition of fee ***Item 8 Special Event Permit - Minor.*** This tier would apply to events with 50-100 attendees and require only basic administrative review. The proposed cost of the fee is the lowest of all tiers at $32. The streamlined process will allow for residents to submit their application, pay the fee, and instantly receive approval.

Due to the nature of this fee and its basic administrative review, staff is also recommending a change to the Canyon Lake Municipal Code (CLMC). Currently, all applications for special event permits are required to be filed with the City 30 days before the scheduled event. The change to the CLMC would allow for Special Event Permit- Minor applications to be filed with the city 24 hours prior to the scheduled event.

With the implementation date of March 1, 2023, for all new citywide fees, adoption of Urgency Ordinance No. 231 would be necessary to allow for the change in the CLMC to take effect immediately.

Fiscal Impact

The fiscal impact is unknown at this time as it will depend on the number of applications received by the City.

Attachments

1. Resolution No. 2023-07
2. Urgency Ordinance No. 231
3. Ordinance No. 232

ATTACHMENT 1

RESOLUTION NO. 2023-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING THE CANYON LAKE CITYWIDE FEE SCHEDULE IN RELATION TO SPECIAL EVENT PERMITS

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 fee study was completed and presented to the City Council on December 14, 2022, for adoption; and

WHEREAS, the City Council voted 5-0 to adopt Resolution No. 2022-63 with the exception of the EMS Subscription Program and Residential Rental Program fees and to adopt an exemption from the California Environmental Quality Act (CEQA) finding the proposed comprehensive citywide user fee and rate study adjusting user fees at 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

WHEREAS, per the request of the Canyon Lake Finance & Planning Committee, staff reviewed the adopted fees regarding special event permits in an effort to streamline the permit application process and to provide cost savings to the community; and

WHEREAS, staff determined that adding an additional tier to Item 8 of the fee study titled ***Special Event Permit – Minor*** would accomplish the goals of the Finance & Planning Committee by lowering the cost and would streamline the process to allow for residents to submit their application, pay the fee, and instantly receive approval online.

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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. FEES DETERMINED AND ADOPTED: The City fees as set out in the Report hereby are adopted as set out in Exhibit A.

Section 3. EFFECTIVE DATE: This resolution shall take effect immediately.

PASSED, APPROVED, AND ADOPTED on the 8th day of February, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

Exhibit A

FINANCE ADMINISTATION SERVICES FEES

No.	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee A
	Business License Fee							
1	**Initial application for business license**	$157.41		Plus State Fees	$196.77	23%	$151.00	-$6
1.1	Renewal	$125.79			$39.70	2%	$39.00	-$87
1.2	Initial application for associate business license	$20.00			$113.36	0%	$113.00	$93
1.3	Renewal application for associate business license	$20.00			$39.70	2%	$39.00	$19
1.4	Business License Decal fee (per decal)	$8.00			$21.09	0%	$21.00	$13
1.5	Single Day Vendor Permit	$8.00			$19.85	4%	$19.00	$11
2	**Late fee for business license**							
2.1	30-60 days late	1.5 times fee			NA	NA	1.5 times fee	$0
2.2	60-90 days late	2 times fee			NA	NA	2 times fee	$0
4	**Foreclosure Registration Fee**							
4.1	Code Enforcement	$181.06			$77.57	1%	$77.00	-$104
5	**Credit Card Convenience Fee**	Actual Cost			Variable	0%	Actual Cost	$0
6	**Vehicle Impound Recovery**							
6.1	Sheriff	$150.00			$150.00	0%	$150.00	$0
7	**Fees for Copy of Public Records**							
7.1	Hard Copies	$0.10	per page		$0.30	66%	$0.10	$0
7.2	Flash Drive	$31.61	each		$24.85	3%	$24.00	-$8
8	**Special Event Permit - Minor (50-100 attendees)**	$84.00	cost for service per activity		$59.73	46%	$32.00	-$52
	- Event requiring only administrative plan review.							
8.1	**Special Event Permit - Tier 1 Option A (50-299 attendees)**	$84.00	cost for service per activity		$141.81	55%	$64.00	-$20
	- Event requiring only basic plan review from the Planning Department.							
8.2	**Special Event Permit - Tier 1 Option B (50-299 attendees)**	$84.00	cost for service per activity	additional fees may apply	$359.63	64%	$128.00	$44
	- 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	**Special Event Permit - Tier 2 (300-999 attendees)**	$84.00	cost for service per activity	additional fees may apply	$582.71	56%	$256.00	$172
	- 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	**Special Event Permit - Tier 3 (1,000 + attendees)**	$84.00	cost for service per activity	additional fees may apply	$761.91	33%	$512.00	$428
	- 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).							

ATTACHMENT 2

URGENCY ORDINANCE NO. 231

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTER 11.25 SECTION 11.25.030 OF THE CANYON LAKE MUNICIPAL CODE RELATED TO SPECIAL EVENTS PERMITS AND APPEAL PROCESSING

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

Section 1. MUNICIPAL CODE AMENDMENT.

Section 11.25.030 of the Canyon Lake Municipal Code is hereby amended to read as follows:

> "(a) All applications for special events permits shall be filed with the City at least 30 days before the scheduled event date. The City Manager or his/her designee shall either approve or deny the application within ten days of the date the complete application is filed. The City Manager shall state in writing the reasons for the appeal and the applicant's appeal rights. The applicant shall thereafter have five days to file an appeal with the City Council or its designated subcommittee in the event of denial. The appeal hearing shall occur within five days after receipt thereof. All appeals shall be in writing and list all grounds upon which the appeal is based. The City Council, by resolution, may set appropriate fees for the filing of applications or appeals. If the City does not act to approve or deny the application within the 20-day period, it shall be deemed approved.
>
> (b) Notwithstanding subsection (a) above, the City Manager may approve an application for a special event filed at least 24 hours in advance of the event where (1) the City Manager finds good cause to grant a waiver to the 30-day application requirement or (2) the application meets the requirements for Special Event Permit – Minor and can be reasonably expected to attract no more than 100 attendees. The City Manager may promulgate such rules and regulations as may be necessary to effectuate the purposes of this subsection."

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

Section 3. EFFECTIVE DATE (URGENCY). This Ordinance shall become effective immediately upon adoption by four-fifths of the City Council as this ordinance relates to the immediate preservation of the public peace, heath, or safety, in that it regulates large gatherings of

people and ensures that the City of Canyon Lake is prepared to provide emergency medical services, police protection, and other essential public services to the special event.

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

PASSED APPROVED AND ADOPTED this 8th day of February, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

APPROVED AS TO FORM:

_____
Steven Graham, City Attorney

ATTACHMENT 3

ORDINANCE NO. 232

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING CHAPTER 11.25 SECTION 11.25.030 OF THE CANYON LAKE MUNICIPAL CODE RELATED TO SPECIAL EVENTS PERMITS AND APPEAL PROCESSING

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> "(a) All applications for special events permits shall be filed with the City at least 30 days before the scheduled event date. The City Manager or his/her designee shall either approve or deny the application within ten days of the date the complete application is filed. The City Manager shall state in writing the reasons for the appeal and the applicant's appeal rights. The applicant shall thereafter have five days to file an appeal with the City Council or its designated subcommittee in the event of denial. The appeal hearing shall occur within five days after receipt thereof. All appeals shall be in writing and list all grounds upon which the appeal is based. The City Council, by resolution, may set appropriate fees for the filing of applications or appeals. If the City does not act to approve or deny the application within the 20-day period, it shall be deemed approved.
>
> (b) Notwithstanding subsection (a) above, the City Manager may approve an application for a special event filed at least 24 hours in advance of the event where (1) the City Manager finds good cause to grant a waiver to the 30-day application requirement or (2) the application meets the requirements for Special Event Permit – Minor and can be reasonably expected to attract no more than 100 attendees. The City Manager may promulgate such rules and regulations as may be necessary to effectuate the purposes of this subsection."

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

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

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

PASSED APPROVED AND ADOPTED this _____ day of _____, 2023.

_____
Jeremy Smith, Mayor

ATTEST:

_____
Ana V. Sauseda, CMC
City Clerk

APPROVED AS TO FORM:

_____
Steven Graham, City Attorney

ITEM NO. 13

STAFF REPORT

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

FROM: **Steven Graham, City Attorney** CM

DATE: **February 8, 2023**

SUBJECT: **Orally Report a Summary of Compensation and Approve Employment Agreement Appointing Nicole Dailey City Manager, effective March 1, 2023, and Setting Compensation and Other Terms of Employment**

Recommendation

That the City Council receive the oral report of a Summary of Compensation and Approve Employment Agreement Appointing Nicole Dailey City Manager, effective March 1, 2023, and Setting Compensation and Other Terms of Employment.

Background and Analysis

The City Council has selected Nicole Dailey to serve as Canyon Lake's next City Manager.

Nicole Dailey is an experienced, award-winning public sector and communications expert that is passionate about her career and the organizations she works for. She strives to think outside the box to strategically deliver reliable, professional solutions that have meaningful and lasting impacts on the communities served.

Nicole has more than 17 years of experience working with executive management professionals to identify and achieve strategic goals. From her most recent position as the Deputy City Manager in the City of Lake Elsinore, a community directly adjacent to the City of Canyon Lake and one of California's fastest growing cities, she has worked closely with public agencies throughout Riverside and San Bernardino County to tackle some of their toughest challenges.

Examples include leading the way to reduce homelessness in Lake Elsinore by nearly 50 percent in just four years, achieving momentum in securing funding and identifying practical solutions to improve the long-term water quality of Lake Elsinore, and developing the City's first long-term strategic plan, the Dream Extreme 2040 Plan. Other notable accomplishments include finding, writing, and administering state and local grants worth more than $10 million to implement new, innovative solutions for the City and successfully implementing a comprehensive effort to pass a sales tax initiative, Measure Z, that resulted in a 67 percent approval from voters and generated more than $14 million in additional revenue for the City.

Nicole is passionate about inspiring and engaging public sector employees to serve communities with purpose and determination that aligns with achieving the vision of the City's they serve. During her nine years with the City, Nicole was responsible for developing and hosting the City's strategic planning sessions including joint commission and city council sessions, intergovernmental sessions with other municipal jurisdictions, community sessions regarding sensitive issues including homelessness, downtown activities and development projects, and employee engagement sessions supporting team building and visioning for the organization.

Nicole is eager to apply her unparalleled expertise to strategically move the City of Canyon Lake closer to achieving its goals by taking a thoughtful and passionate approach to delivering exceptional results. She is a self-starter, forward-thinking professional with a proven track record of working with local, state, and federal agencies. Her strong professional relationships sets her apart in her ability to take a collaborative approach to addressing the current and future challenges for the City of Canyon Lake.

Beyond her professional experience, Nicole earned her Masters in Business Administration from the Graziadio School of Business and Management at Pepperdine University in 2015 where she graduated top seven in her class. She also has a Bachelor of Arts Degree from San Diego State University with a Major in Communications and a Minor in Political Science, graduating with Magna Cum Laude. Nicole proudly lives in the City of Lake Elsinore with her long-time partner, Justin, and their four children. They enjoy spending time at softball and baseball games with their kids, sharing special moments with friends and family, and camping whenever possible.

Attachments

1. Employment Agreement to be Provided at Meeting Following Closed Session Negotiations