



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road
Canyon Lake, CA 92587

www.canyonlakeca.gov

Chair Kasey Castillo
Member Jennifer Dain

AGENDA

Regular Meeting of the Finance & Planning Committee
Wednesday, March 13, 2024

3:30 P.M. – City Hall Administration Office – 31526 Railroad Canyon Road, Suite 5

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

LIMIT 3 MINUTES

BUSINESS ITEMS

- (1) Presentation of Building Department Statistics
- (2) Approval of Finance & Planning Committee Minutes of February 14, 2023
- (3) Receive and File Claims and Demands of the City
- (4) Presentation of Financial Statements

STAFF COMMENTS

COMMITTEE MEMBER COMMENTS

ADJOURNMENT

Next Meeting Date: April 10, 2024



STAFF REPORT

TO: Finance and Planning Committee

FROM: Nicole Dailey, City Manager

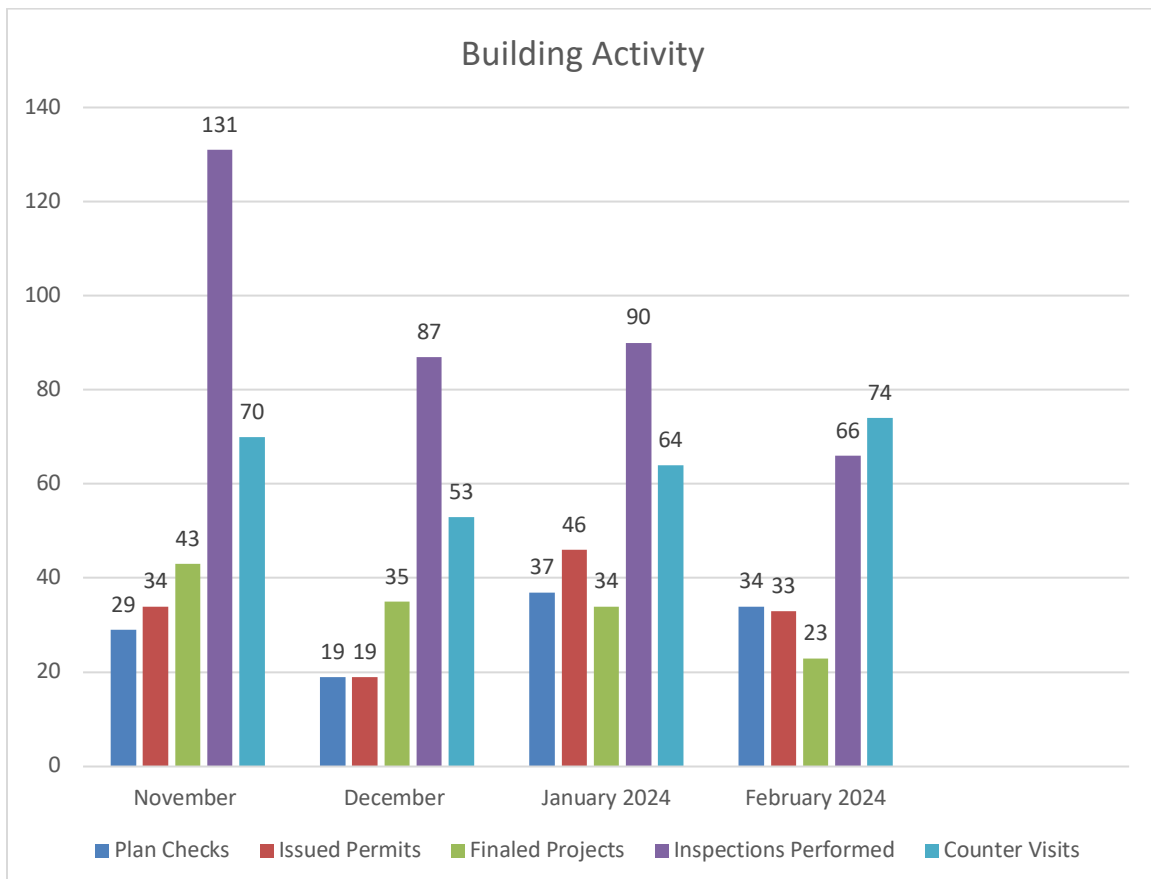
BY: David Harnden, Building Official

DATE: March 13, 2024

SUBJECT: Building Department Activity, February 2024

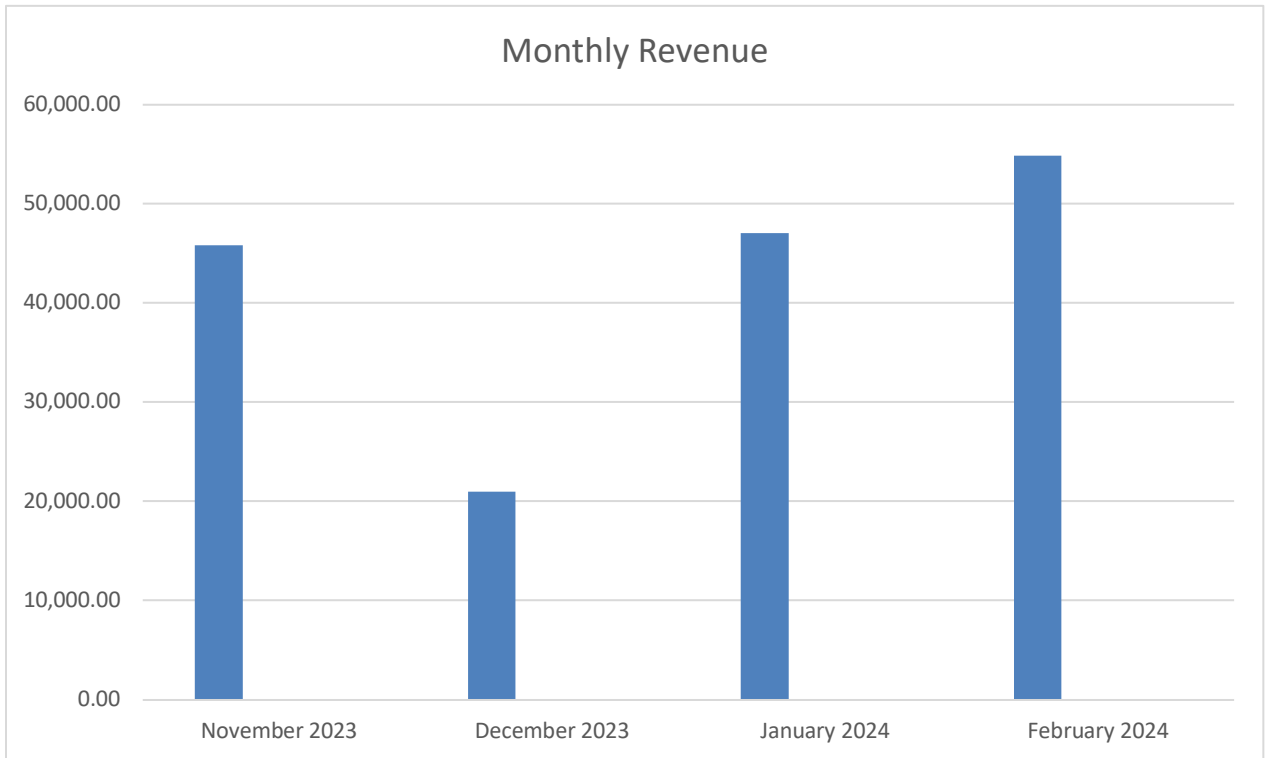
Activity status within the City of Canyon Lake Building Department for the month of **February 2024**. Regular monthly reports will be submitted for your review.

Building & Safety has performed **34** Plan checks; Issued **33** permits; Finaled **23** projects and performed **66** Inspections. There were **74** counter visits to the Building Department.



Revenue

Building & Safety has processed **\$54,880.40** in construction permit fees. (Fire Department Fees not included in this report).



Updates on POA Projects

- **Permit # 20230544 – Shade Structures, Retaining Wall and ADA Ramp**
Location: 22210 Canyon Club
Activity: No activity since revision issued on 01/31/2024

**MINUTES
REGULAR MEETING OF THE CANYON LAKE
FINANCE & PLANNING COMMITTEE
Wednesday, February 14, 2024
3:30 p.m.**

**City Hall Administration
31526 Railroad Canyon Road, Suite 5
Canyon Lake, CA 92587**

CALL TO ORDER

Committee Chair Castillo called the meeting to order at 3:35 p.m.

ROLL CALL

Committee Members Present: Committee Chair Kasey Castillo, Committee Member Jennifer Dain

Staff Present: City Manager Nicole Dailey, City Attorney Steven Graham, Administrative Services Director Mike Borja, Fire Chief Jeff LaTendresse, Finance Director Terry Shea, Deputy Building Official David Harnden

PUBLIC COMMENTS

There were no public comments.

ROUTINE ITEMS

(1) Presentation of Building Department Statistics

Deputy Building Official Harnden presented the statistics from the Building Department and answered questions from the Committee.

(2) Approval of Finance & Planning Committee Minutes of January 10, 2024

The minutes were approved as is.

(3) Receive and File Claims and Demands of the City

Staff presented the claims and demands and answered questions from the Committee.

(4) Presentation of Financial Statements

Finance Director Shea provided an update on the City's financial statements and answered questions from the Committee.

STAFF COMMENTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 4:32 p.m.

Respectfully Submitted,

Sheryl L. Garcia, MMC, CPM
City Clerk



STAFF REPORT

TO: Finance and Planning Committee

FROM: Nicole Dailey, City Manager

BY: Elizabeth Luna, Executive Assistant and Accounting Technician 1

DATE: March 13, 2024

SUBJECT: Receive and File Claims and Demands of the City

Recommendation

Receive and file.

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 February 14, 2024.

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. 2024-06

ATTACHMENT 1

RESOLUTION NO. 2024-06

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 March 13, 2024; and

WHEREAS, Exhibit A was presented at the regular meeting of the City Council on March 13, 2024, 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 March 13th, in the amount of \$1,611,881.17 as follows:

Payroll Earnings (Gross)	\$ 147,541.06	(For Month of February)
Payroll Processing Fees	\$ 403.65	(For Month of February)
Payroll Taxes - Employer	3,558.23	(For Month of February)
On-line Retirement	16,273.02	(For Month of February)
On-line Health	27,121.64	(For Month of February)
Principal	394.55	(For Month of February)
Aflac	794.44	(For Month of January)
Nationwide Deferred Comp.	7,066.63	(For Month of February)
Citizens Business Bank Interest	1,949.05	(For the Month of January)
General	\$ 1,406,778.90	
TOTAL	<u>\$ 1,611,881.17</u>	

PASSED, APPROVED AND ADOPTED this 13th day of March, 2024.

Dale Welty, Mayor

ATTEST:

Sheryl L. Garcia, MMC, CPM
City Clerk

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

Vendor ID	Invoice Description	Cash Required
Abila	Accounting Software 3/1/24-3/31/24	205.69
All State Propane	Fire Station Propane	232.88
Allstar Fire Equipment,	Fire Station Helmet Supplies	462.95
Amazon	Fire Station Office & Station Supplies	275.44
	Fire Station Office Supplies	115.72
	Fire Station Response Equipment	63.56
	Fire Station Turnout Cleaning Supplies	129.38
ANIMAL FRIENDS	Animal Control Services Month of January 2024	3,500.00
Bound Tree	Fire Station Medical Training Prop	479.55
CL Pest	Monthly Pest Control for Fire Station January	45.00
	Quarterly Pest Control for City Hall	105.00
Canyon Lake Property	Winter Wonderland Set-Up & Take Down	50.00
Cole Huber LLP	Attorney Services/Beck v. City November 2023	156.00
	Attorney Services/General December 2023	8,510.00
	Attorney Services/General November 2023	8,510.00
	Attorney Services/Nuisance Abatement October	52.00
Complete Paperless	Laserfiche Cloud Subscription 1/16/2024-	4,750.00
Control Pump	Landscape Booster Station for January 2024	401.25
CR&R	Refuse Collections FY 23-24 CY SS1	1,041,555.18
CTAI	Landscape for Fire Station January 2024	250.00
	Landscape Maintenance Fee Medians & Parkways	4,775.00
Dain	Auto Allowance February 2024-Dain	100.00
DFM ASSOCIATES	2024 California Elections Code	94.61
Discount Hauling and	Cleaned up and Hauled away Debris from BLM	950.00
Flock Safety	Flock Safety Cameras for Railroad Canyon Road	1,191.78
FRIDAY FLYER	Ordinance 237-Amending Chapter 10.16 Relating	32.55
	Ordinance 238-Catalytic Converters	48.30
	Ordinance 239-Fire Lanes	53.55
	Ordinance 240-Weed Abatement	48.30
	Ordinance No: 238-Catalytic Converters	37.80
	Ordinance No: 240-Weed Abatement	36.75
	Ordinance No: 241-New Addresses & Change of	36.75
	Ordinance No: 242-Regulation of Docks	35.70
	Ordinance No:237-Dogs, Cats, other Animals at	47.25
	Ordinance No:239-Fire Lanes	42.00
	Public Hearing-Increase in Animal Control	56.70
	Public Hearing-New Fee for Assigning Addresses	52.50
GOLDING	Envelopes for City Hall and Admin	649.73
Gordon	Reserve Stipend for January 2024	100.00

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

Vendor ID	Invoice Description	Cash Required
Hoffman's Painting	Fire Station Painting Project	17,180.00
	Fire Station Painting Project Add on Propane	875.00
Interwest Consulting	CL-001 General Engineering Services 12/1/23-	2,380.00
	CL-003 Railroad Canyon Road-HSIP Project	18,370.00
Jake Stouffer	Reserve Stipend for January 2024	50.00
Jeremy Smith	Auto Allowance February 2024-Smith	100.00
Kasey Castillo	Auto Allowance February 2024-Castillo	100.00
Koopman	Reserve Stipend for January 2024	100.00
Lawrence Doors	Fire Station Gate Repairs	3,291.75
Life-Assist, Inc.	Fire Station Medical Supplies for Disaster	182.38
League of California	Membership Due for Calendar Year 2024	6,742.00
Longobardo	Reserve Stipend for January 2024	100.00
Luksch	Reserve Stipend for January 2024	100.00
Maitlund	Reserve Stipend for January 2024	50.00
Mark Terry	Auto Allowance February 2024-Terry	100.00
Michel	Reserve Stipend for January 2024	100.00
Mijares	Reserve Stipend for January 2024	150.00
Nicole Dailey	Reimbursement for Flowers - Dain	108.75
PARS	Monthly Administrative Fee Ending November	400.00
Pitney Bowes	Pitney Bowes Lease Meter 12/13/2023-	148.51
PZL, Inc.	Planning Services for January 2024	4,140.00
Red Helmet Training	Fire Station Fire Prevention Training (3 Shifts)	700.00
Rincon	Canyon Lake Housing Element 12/1/23-12/31/23	7,779.75
COUNTY OF RIVERSIDE- SLF- Nov 23 Costs		955.19
TLMA		
SanchezJ	Reserve Stipend for January 2024	150.00
SOUTHERN CALIFORNIA EDISON	Electricity For Rental Building 1/10/24 to 1/18/24	72.18
Sean Rivello	Reserve Stipend for January 2024	50.00
Dan Sitar	Fire Station Nurse Educator Services: RHeaRT	1,000.00
Steve's Towing Inc.	Towed Burnt Razor from BLM	630.00
Stoddart	Reserve Stipend for January 2024	50.00
Syntech Group	Knowbe4 -Procure Security Awareness Training	1,230.00
Time Warner	Digital Converter for City Hall 1/22/24-2/21/24	5.33
	Internet for Fire Station 1/10/24-2/9/24	306.81
Welty	Auto Allowance February 2024-Welty	100.00

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Willdan	EMS User Fee Study thru December 31, 2023	1,472.50
	Water Quality Services thru 12/29/23	2,655.70
		<u>1,150,164.72</u>

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

Vendor ID	Invoice Description	Cash Required
Bankcard	See Credit Card Review 7235	280.10
	See Credit Card Review 0066	107.96
	See Credit Card Review 2637	1,102.25
	See Credit Card Review 2637	681.39
	See Credit Card Review 0776	72.21
	See Credit Card Review 3437	4,134.00
Nate Garcia	Reimbursement Mileage for Stop the Bleed	88.56
SDRMA	Dental and Vision Insurance March 2024	2,282.92
STAPLES	Office Supplies for Admin & City Hall	587.53
The Gas Co	Gas Charges for City Hall 12/29/23-1/29/23	425.44
	Gas Charges for 31520 Railroad Cyn Rd 12/29/23-1/29/23	15.89
Report Total		9,778.25

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

Vendor ID	Invoice Description	Cash Required
2 Hot Uniforms	Fire Station Uniforms for Limited Term	449.14
ABI	Fire Station Background Checks-Nunez and Boatright	245.95
Amazon	Fire Station Supplies	144.07
AMP	Rent for March 2024-31526 Railroad Canyon Rd., Suite 5	2,834.00
	Rent for March 2024-31526 Railroad Canyon Rd., Suite 4	430.00
BIO-TOX	Blood Analysis, 1/17/2024	739.55
Bound Tree	Fire Station Medical Supplies	387.08
CBSC	Permit Valuation October through December 2023	209.70
CL PEST	Monthly Rodent Bait for Fire Station January 2024	40.00
Co of Riv EMD	Quarterly Emergency Services for October -December 2023	6,250.00
Colantuono, Highsmith & Whatley	Attorney Fees for adv. Richard Beck Services thru 1/31/2024	8,432.50
Concentra	Fire Station FF Medical Exams-Nunez & Boatright	396.00
Corelogic	Database for Code Enforcement January 2024	149.25
CR&R	Trash Services for Rental Bldg. February 2024	201.12
CTAI	Planting Removal & Services on RRCR Center Medium	11,020.00
DATA TICKET	Monthly EMS Response Fee January 2024	101.00
	Code Enforcement Citation Processing January 2024	100.00
	Monthly Parking Fee January 2024	100.00
Delgado	Janitorial Services Plus Cleaning 31520 February 2024	1,180.50
	Janitorial Services Plus Cleaning 31520 February 2024	159.00
DEPT OF CONSER	Strong Motion Instrumentation & Seismic Hazard Oct-Dec 23	578.33
DOJ	Fingerprints for January 2024	96.00
Fan4LifeDecals	Fire Station Helmet Identifiers & Side Decal	510.43
GREENHALGH	Retiree Health Insurance March 2024	184.72
Holt Architecture	City Hall and Council Chambers Renovation Project	2,568.00
Inland Fleet	Fire Station E-1 Windshield Repairs	80.00
Jim Foley Trucking	Sand for Fire Station, 2/1/2024	490.08
John Hancock	EE & ER Contributions fro Bi-Weekly Check Date 2/16/24	3,944.48
	EE & ER Contributions for Bi-Weekly Check Date 2/2/24	3,944.48
	EE & ER Contributions for Semi-Monthly Check Date 1/31/24	1,394.11
	EE & ER Contributions for Semi-Monthly Check Date 2/15/24	1,394.11
Johnson Controls	Security Services Installation Charge for City Hall	637.65

Date: 2/21/24
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City of Canyon Lake
Invoices Selected for Payment - COUNCIL CHECK REPORT

Vendor ID	Invoice Description	Cash Required
Liebert Cassidy Whitmore	ERC Membership w/Premium Liebert Library Subscription	3,035.00
Life-Assist	Fire Station EMS Enhancement Funds Drug Box	437.65
LOCC	Membership Dues for Riverside County Division 2024	100.00
Mark Terry	Reimbursement for Car Fuel/ 2024 Mayors & Council Academy	27.13
	Per Diem for Conference/2024 Mayors & Council Academy	50.00
	Reimbursement for Airport Parking/2024 Mayors & Council Acad	60.00
	Reimbursement for Car Rental/2024 Mayors & Council Academy	248.92
PARS	Monthly Administrative Fees Ending December 2023	400.00
PETTY CASH	Petty Cash Reimbursement, 1/31/2024	105.00
Pitney	Supplies-Red Ink	99.28
Pitney Bowes - Purchase Power	Refill Meter, 1/25/2024	601.00
PNC Equipment	Fire Station Engine 1 Lease Payment 3/26/23-3/25/24	84,151.24
	Fire Station Patrol 1 Lease Payment 3/26/2023-3/25/2024	41,063.05
PORAC RMT	PORAC Contributions for February 2024	450.00
PVM	Street & Facility Maintenance Services 1/1/24-1/31/24	1,569.89
RCA	MSHCP Fees Collected January 2024	4,236.00
Riv Co Fire	Dispatch Services FY 23/24 Qtr 1	31,870.40
Riv Co Treasurer	FY 21-22 Property Taxes for 31542 RRCR 2nd Installment	661.34
	Supplemental Tax Bill for 31542 RRCR Ste 1-1st Installment	179.99
	Supplemental Tax Bill 31542 RRCR Ste 1-2nd Installment	163.64
SunRun	Refund for Cancelled Job for Battery Systems Permit#20230480	632.00
	Refund for Cancelled Job for Main/Sub Panel Permit#20230417	632.00
Syntech	Malware Protection-FortiGate Renewal 2/16/2024-2/16/2027	2,891.70
	Install Chrome Extension -Gravity	700.00
	Microsoft Subscriptions & Programs 2/1/24-2/29/24	1,471.00
	Configure Labtop for PT Staff- Madalyne & Ashley	525.00
	Configure HP Computer for Staff-Jessica	525.00
	Configure HP Computer for Staff-Mike	525.00
	Monthly IT Support 2/1/2024-2/29/2024	2,865.00

Date: 2/21/24
05:00:33 PM

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

Vendor ID	Invoice Description	Cash Required
The Code	Plan Check Services for July 30 to August 26 2023	764.20
	Plan Check Services for 8/27/2023 to 9/30/2023	4,381.02
Time Warner	Internet for Fire Station 2/10/24-3/09/24	306.81
Toshiba	Monthly Copier Lease for Fire Station March 2024	120.83
	Monthly Copier Lease for Admin & City Hall March 2024	799.32
US Bank	See Credit Card Review	3,277.59
Welty	Per Diem for Conference/2024 Mayors & Council Members Academ	50.00
Willdan	Water Quality Services thru 1/26/24	2,380.50
Report Total		241,747.75

City of Canyon Lake
 Check/Voucher Register - Checks Prior Month
 From 2/1/2024 Through 2/29/2024

Check Number	Vendor Name	Effective Date	Check Amount
EFT 882	SOUTHERN CALIFORNIA EDISON	2/1/2024	740.01
EFT 883	SOUTHERN CALIFORNIA EDISON	2/1/2024	281.70
EFT 884	SOUTHERN CALIFORNIA EDISON	2/1/2024	626.16
EFT 885	SOUTHERN CALIFORNIA EDISON	2/8/2024	12.42
EFT 886	SOUTHERN CALIFORNIA EDISON	2/8/2024	579.98
EFT 887	SOUTHERN CALIFORNIA EDISON	2/8/2024	54.54
EFT 888	SOUTHERN CALIFORNIA EDISON	2/8/2024	6.94
EFT 889	SOUTHERN CALIFORNIA EDISON	2/8/2024	274.36
EFT 890	SOUTHERN CALIFORNIA EDISON	2/8/2024	71.33
EFT 891	SOUTHERN CALIFORNIA EDISON	2/8/2024	150.61
EFT 892	SOUTHERN CALIFORNIA EDISON	2/8/2024	476.76
EFT 893	Sparkletts	2/8/2024	58.46
EFT 894	SOUTHERN CALIFORNIA EDISON	2/21/2024	193.81
EFT 895	ELSINORE VALLEY MUNI WATER DI:	2/21/2024	90.28
EFT 896	ELSINORE VALLEY MUNI WATER DI:	2/21/2024	73.32
EFT 897	ELSINORE VALLEY MUNI WATER DI:	2/21/2024	106.99
EFT 898	ELSINORE VALLEY MUNI WATER DI:	2/21/2024	529.61
EFT 899	ELSINORE VALLEY MUNI WATER DI:	2/21/2024	760.90
Report Total			<u>5,088.18</u>

Credit Card Review

California Bank & Trust Statement dated 1/28/24

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Embroidery and More	City Apparel for Mayor Dale Welty	\$ 163.67	10-100-6830
2	Amazon	Office Supplies	\$ 31.10	10-320-6210
3	Amazon	Office Supplies	\$ 26.93	10-320-6210
4	Amazon	Office Supplies	\$ 13.46	10-320-6210
5	Amazon	Office Supplies	\$ 11.70	10-320-6210
6	Amazon	Office Supplies	\$ 33.24	10-320-6210
			\$ 280.10	

Account Breakdown

City Council Promotion and Advertising	10-100-6830	\$ 163.67
City Clerk Office Expense and Supplies	10-320-6210	\$ 116.43
		\$ 280.10

Check Figure \$ -

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

California Bank & Trust Statement dated 1/28/24

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Tommy's Express	Car Wash January 2024	\$ 10.00	10-310-6415
2	Tommy's Express	Car Wash January 2024	\$ 87.96	A \$ 43.98 10-520-6415 \$ 21.99 10-360-6415 \$ 21.99 10-310-6415
3	Tommy's Express	Car Wash January 2024	\$ 10.00	10-310-6415
			<u>\$ 107.96</u>	

Account Breakdown

City Manager Vehicle Maintenance	10-310-6415	\$ 41.99
Building & Safety Vehicle Maintenance	10-360-6415	\$ 21.99
Vehicle Maintenance	10-520-6415	\$ 43.98
		<u>\$ 107.96</u>

Check Figure \$

*Copies for City Council
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California Bank & Trust Statement dated 1/28/24

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	The Home Depot	Repairs to Vehicle Charging Cords	\$ 92.44	10-421-6410
2	The Home Depot	New Lights for Exterior Station	\$ 16.14	27-400-7001
3	HomeDepot.com	New Lights for Exterior Station	\$ 211.41	27-400-7001
4	HomeDepot.com	New Lights for Exterior Station	\$ 453.84	27-400-7001
5	Apple.com	Monthly iCloud Storage	\$ 0.99	10-421-6310
6	Staples	Printing of 2023 Annual Report	\$ 228.88	10-421-6240
7	The Home Depot	Storage Containers for Turnouts	\$ 185.35	10-421-6231
8	Dreamseats LLC	Chair Repairs	\$ 19.00	10-421-6220
9	Costco	Station Supplies	\$ 184.11	10-421-6220
10	Arlo Technologies	Fire Station Security Cameras	\$ 391.48	10-550-8007
			\$ 1,783.64	

Account Breakdown

Fire Department Fleet & Equipment Maintenance	10-421-6410	\$ 92.44
Fire Department Printing	10-421-6240	\$ 228.88
Fire Department Departmental Expense	10-421-6220	\$ 203.11
Fire Department Communications	10-421-6310	\$ 0.99
Fire Department Emergency Response Equip	10-421-6231	\$ 185.35
Building & Facilities Maint. Furniture & Equip.	10-550-8007	\$ 391.48
Fire Station Upgrades	27-400-7001	\$ 681.39
		\$ 1,783.64

Check Figure \$

*Copies for City Council
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California Bank & Trust Statement dated 1/28/24

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Chevron	Fuel for B-1	\$ 72.21	10-421-6425
			<u>\$ 72.21</u>	

Account Breakdown

Fire Department Fuels and Lubricants	10-421-6425	\$ 72.21
		<u>\$ 72.21</u>
		\$ -

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as directed by
the Finance Committee*

California Bank & Trust Statement dated 1/28/24

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	CACID	Membership Renewal-Dawn	\$ 100.00	10-520-6520
2	Amazon Prime	Prime Membership Fee	\$ 16.15	10-310-6210
3	Embroidery and More	City Council Jacket & Shirt	\$ 221.07	10-100-6830
4	FestSigns	Sign for Building Dept	\$ 1,216.52	10-360-6220
5	Amazon	Office Supplies	\$ 9.69	10-310-6210
6	O'Reilly	Vehicle Supplies	\$ 52.18	10-520-6415
7	Tycos Integrated Security	Security Services for City Hall	\$ 166.12	10-550-6610
8	Verizon Wireless	New Ipad & Ipad & Sim Card Devices	\$ 1,438.91	A
9	Verizon Wireless	Cell Phones (City Hall & Fire Station)	\$ 732.76	A
10	Lowe's	Office Supplies	\$ 164.20	10-310-6210
11	Cal True Value	Office Supplies	\$ 16.40	10-310-6210
			\$ 4,134.00	

Account Breakdown

City Council Promotion and Advertising	10-100-6830	\$ 221.07
City Manager Office Expense	10-310-6210	\$206.44
Building Dept Communications	10-360-6310	\$150.84
Building Departmental Expense	10-360-6220	\$ 1,216.52
Fire Department Communications	10-421-6310	\$267.50
Code Enforcement Communications	10-520-6310	\$ 484.60
Code Enforcement Vehicle Maintenance	10-520-6415	\$ 52.18
Code Enforcement Membership Dues	10-520-6520	\$ 100.00
Building & Facilities Utilities	10-550-6320	\$67.24
Building & Facilities Professional/Specialized Ser	10-550-6610	\$ 164.22
Fire & Life Saving Equipment	10-421-8017	\$981.49
		\$ 4,134.00

Check figure \$

Copies for City Council
as directed by
the Finance Committee

US BANK Statement dated 2/6/24

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Downs Energy	Fuel for Fire 1 & 2	\$ 136.11	10-421-6425
2	Ario Technologies	City Hall Security Cameras	\$ 12.99	10-550-6610
3	Downs Energy	Fuel for Fire 1, 2 & 3/ Fire 1 Red Dye	\$ 414.06	10-421-6425
4	Zoom	Zoom Subscription for Meetings	\$ 16.62	10-310-6210
5	Ario Technologies	Admin Office Security Cameras	\$ 17.99	10-550-6610
6	Downs Energy	Fuel for Fire 1 & 2 /Fire 1 Red Dye	\$ 292.14	10-421-6425
7	Adobe	Acrobat Pro Subscriptions	\$ 311.87	A
8	Adobe	Creative Cloud All Apps 100GB	\$ 29.99	10-110-6210
9	Frontier Comm.	Internet for City Hall & Admin Office	\$ 205.35	10-550-6320
10	CAL ICMA	Conference Registration Nooks	\$ 60.00	10-310-6510
11	Canyon Lake Golf & Country Club	Closed Session Meal -1/10/2024	\$ 250.36	10-100-6225
12	Staber Brothers	Water for Council Meeting	\$ 14.44	10-100-6220
13	SRCAR	Registration for Jessica	\$ 55.00	10-310-6510
14	Amazon	Office Supplies Return Credit	\$ (16.37)	10-310-6210
15	Marriott Monterey	Mayors and Council Members Academy-Welby	\$ 390.46	10-100-6510
16	Marriott Monterey	Mayors and Council Members Academy-Terry	\$ 686.74	10-100-6510
			\$ 3,277.59	

Account Breakdown

City Council Dept. Expense	10-100-6220	\$ 13.48
City Council Meeting Expense	10-100-6225	\$ 250.36
Conference/Meeting/Travel Expense	10-100-6510	\$1,277.20
City Manager Office Expense and Supplies	10-310-6210	\$30.24
City Manager Conference/Meeting/Travel Expense	10-310-6510	\$115.00
City Manager Dept. Expense	10-310-6220	\$47.98
City Clerk Departmental Expense	10-420-6220	\$47.98
Building Dept Expense	10-360-6220	\$47.98
Finance Office Expense and Supplies	10-330-6210	\$47.98
Fire Department Fuel & Lubricants	10-421-6425	\$ 1,093.11
Fire Department Expense	10-421-6220	\$73.87
Special Enforcement Misc. Expense	10-520-6220	\$47.98
Building & Facilities Utilities	10-550-6120	\$ 205.35
Building & Facilities Professional/Specialized Ser	10-550-6610	\$ 30.98
		\$ 3,277.59

Check Figure \$

Copies for City Council
as directed by
the Finance Committee

**CITY OF CANYON LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND
FOR THE ONE MONTH AND SEVEN MONTHS ENDING JANUARY 31, 2024**

	Current Period Actual	Year-to-Date Actual	Total Budget	% Total of Budget Used
REVENUES				
Taxes	\$ 1,415,544.95	\$ 2,876,629.56	\$ 5,211,600	55.20
Licenses and Permits	59,630.08	584,601.94	678,600	86.15
Fines	970.13	4,914.04	22,474	21.87
Franchise Fees	-	122,970.35	624,500	19.69
Fees and Subscriptions	428,345.14	449,562.76	892,000	50.40
Investment earnings	11,229.18	109,744.64	28,000	391.95
Intergovernmental	2,816	3,489	60,300	5.79
Other Income	523.50	182,789.63	55,000	332.34
Total Revenues	<u>1,919,059.24</u>	<u>4,334,701.78</u>	<u>7,572,474</u>	<u>57.24</u>

EXPENDITURES

DEPARTMENTS

City Council	16,086.03	144,682.04	173,315	83.48
City Attorney	15,385.50	85,632.00	173,082	49.47
City Manager	93,634.93	513,303.93	834,253	61.53
City Clerk	18,604.70	123,634.31	257,381	48.04
Finance	28,589.37	229,084.71	375,971	60.93
Planning	24,423.50	101,961.65	231,200	44.10
Building & Safety	23,159.86	168,673.38	367,227	45.93
Law Enforcement	259.43	20,168.34	628,998	3.21
City Fire	171,059.00	980,984.60	1,950,053	50.31
Emergency Preparedness	-	6,315.00	29,000	21.78
Animal Control	25,471.00	123,176.00	173,320	71.07
Public Works Administration	-	5,832.69	15,000	38.88
NPDES	-	63,932.00	133,500	47.89
Special Enforcement	29,398.29	211,257.08	402,621	52.47
Building & Facility	18,172.13	388,494.55	505,005	76.93
Transfers to Other Funds	-	-	1,284,692	-
Total Expenditures	<u>464,243.74</u>	<u>3,167,132.28</u>	<u>7,534,618</u>	<u>42.03</u>
 Excess (Deficit)	 <u>\$ 1,454,815.50</u>	 <u>\$ 1,167,569.50</u>	 <u>\$ 37,856</u>	

Fund Balance - Beginning of Year (Audited)

6,413,798.00

Fund Balance - January 31, 2024 (before closing)

\$ 7,581,367.50 *

* Fund Balance is based on modified accrual basis as no closing procedures are performed until year end.