



**AGENDA
REGULAR MEETING
ADMINISTRATION AND FINANCE COMMITTEE**

**John Zaitz
Tim Brown**

**Tuesday, December 06, 2016
8:00 a.m.**

**Canyon Lake Council Chambers
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Accept Meeting Minutes
 - 5.1 November 1, 2016 Page 3
6. Update By Charles Abbot Associates
7. Discussion Regarding Purchasing Policy
8. Review of December 14, 2016 Council Meeting Agenda – Recommendations to Council
 - a. Claims and Demands Page 7
 - b. Credit Card Review
9. Financial Statement Page 29
10. Investment Report Page 31
11. Update Regarding Utility Users Tax Collected to Date Page 39
12. Staff Comments
13. Committee Member Comments
14. Adjournment

Next Meeting Date: January 3, 2017

MINUTES
REGULAR MEETING OF THE CANYON LAKE
ADMINISTRATION AND FINANCE COMMITTEE
Tuesday, November 1, 2016

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

1. Call to Order

The meeting was called to order at 8:08 a.m.

2. Pledge of Allegiance

John Zaitz, Committee Chairman, led the flag salute

3. Roll Call

Present: Chairman Zaitz and Committee Member Brown were present.

4. Public Comments

There were no public comments.

5. Accept Meeting Minutes

6.1 Meeting Minutes October 4, 2016

The minutes were approved as presented.

6. Update By Charles Abbot Associates

An update was provided on building & safety plan checks, permits, and inspections.

Jim Barrett, Building Official, stated that the Eastport Dog Park had not had any inspections requested yet. There was additional discussion regarding the location of the dog park.

There was discussion regarding the planning department and how to expedite some processes, especially for Special Event Permits.

There was discussion regarding the Veteran's Day Special Event Permit.

Jim Barrett, Building Official, announced that the City Council meeting would include adopting the State Building Codes.

There was discussion regarding the boundaries of the road right-of-way along the town center.

There was discussion regarding the landscaping around and behind the fire station, the bid out for replacing fencing along Railroad Canyon Road, landscaping, and permits that had been reviewed.

There was discussion regarding Goetz Road and which City was responsible for maintaining the roadway. There was additional discussion regarding the drains along Goetz Road.

There was discussion regarding the silt trapping basin located on Salt Creek and who was responsible for managing that. There was additional discussion regarding the stream that comes into Canyon Lake from Lake Elsinore.

7. Review of November 2, 2016 Council Meeting Agenda – Recommendation to Council

a. Claims and Demands

There was discussion regarding the Strong Motion Mapping fees. Terry Shea, City Accountant, stated that the fees was a pass through to the State.

There was discussion regarding a payment for a hotel.

There was discussion regarding the payment for maintaining the Special Enforcement vehicle.

There was discussion regarding the cost for maintaining the generator at the Fire Station and what work had been done to it.

There was discussion regarding the process for committing funds to items and how the City Council could be brought in on that process if the amount would be over \$5,000. There was discussion regarding updating the purchasing policy.

The cost for Synoptek was discussed, in addition to customer service issues.

There was discussion regarding the cost to pay for service on the City Council's iPad. There was a recommendation that Council Members that are not using the iPad for City business turn them in and have the service shut off.

There was discussion regarding the costs in the agenda packet for the entryway monument signs.

There was discussion regarding the monthly costs for DataTicket services. There was discussion regarding the possibility of the City managing processing tickets in-house.

There was discussion regarding pulling the check for FORMA, the group that did the study for the BLM land.

There was discussion regarding the payment for detailing the Special and Code Enforcement vehicles.

There was discussion regarding the payment for the animal shelter and the contract.

There was discussion regarding the budget for the Sheriff's Department. The costs were on target for the budget.

b. Credit Card Review

There was no discussion.

8. September Financial Statement

There was no discussion.

9. Investment Report

There was no discussion.

10. Update Regarding Utility Users Tax Collected to Date

There was discussion regarding the differences in the amounts received per quarter between the current year and the previous year, particularly the amount received for water services.

11. Staff Comments

There were no Staff Comments.

12. Committee Member Comments

John Zaitz, Committee Chair, stated he had a concern about the City's reimbursement policy. There was discussion regarding the need for receipts and whether or not the policy had been approved by the Council in the past. There was additional discussion regarding various portions of the reimbursement policy, including the timeliness of submitting reimbursements.

13. Adjournment

The meeting was adjourned at 10:19 a.m.

Respectfully Submitted,

Ariel Hall
City Clerk

City of Canyon Lake
City Council
Staff Report

TO: Mayor and City Council
FROM: Michelle Gomez, Accountant
DATE: November 14, 2016
SUBJECT: List of Demands

Recommendation:

That the City Council adopts a resolution entitled: RESOLUTION NO. 2016-35

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

Background:

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of November 2, 2016.

Budget (or 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:

Resolution
List of Demands

RESOLUTION NO. 2016-35

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

The City Council of the City of Canyon Lake does hereby resolve as follows:

Demands are approved as shown on the Demand\Warrant Register of December 14th, in the amount of \$513,398.97 as follows:

Payroll Earnings (Gross)	\$ 38,714.70	(2nd Half of October & 1st Half of November)
Payroll Taxes - Employer	\$ 640.86	(2nd Half of October & 1st Half of November)
On-line Retirement	4,097.50	(2nd Half of October & 1st Half of November)
On-line Health	733.69	(For the Month of November)
General	469,212.22	(Accounts Payable)
TOTAL	<u>\$ 513,398.97</u>	

PASSED, APPROVED AND ADOPTED this 14th day of December 2016.

Mayor, Timothy Brown

ATTEST:

Stephanie Hunter, Office Specialist

State of California
County of Riverside) ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of the Resolution No. 2016-35 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on December 14, 2016, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Stephanie Hunter, Office Specialist

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22720	11/9/2016	California Labor Law Poster Service	Complete Set of 2017 State & Federal Posters, Nov 2016	79.50	10	GENERAL
Total 22720	11/9/2016			79.50		
22721	11/9/2016	Corelogic Information Solutions, INC.	U.S. Property Detail Report, October 2016	1.25	10	GENERAL
Total 22721	11/9/2016			1.25		
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Maintenance of tree's by neighboring house's fence; Oct 2016	1,800.00	10	GENERAL
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Repair of broken sprinkler at Fire Station; 8/26/16	40.30	10	GENERAL
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Repair of broken sprinkler at Fire Station; 9/28/16	40.30	10	GENERAL
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Landscape Maintenance Services for Fire Station; Oct 2016	250.00	10	GENERAL
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Repaired broken lateral line at Fire Station; 9/12/16	40.71	10	GENERAL
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Landscape Maintenance Services for October 2016	5,200.00	20	GAS TAX
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Repaired broken irrigation line on Railroad Cyn Rd; 9/23/16	93.50	20	GAS TAX
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Install metal mesh privacy & pest prev-pump station;5/16/16	60.75	20	GAS TAX
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Irrigation Repair Broken Valve on Railroad Canyon; Sept 2016	180.09	20	GAS TAX
22722	11/9/2016	CTAI PACIFIC GREENSCAPE	Irrigation repair broken valve S Railroad Cyn Rd; Sept '16	180.09	20	GAS TAX
Total 22722	11/9/2016			7,885.74		
22723	11/9/2016	Executive Cleaning Services, LLC	Cleaning Services for November 2016	925.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22723	11/9/2016			925.00		
22724	11/9/2016	MR. WINDOW & CO.	Window Cleaning (In & Out); 10/20/16	60.00	10	GENERAL
Total 22724	11/9/2016			60.00		
22725	11/9/2016	Nootbaar Plumbing & Drain	Womens toilet replaced in City Hall; 10/20/16	685.00	10	GENERAL
Total 22725	11/9/2016			685.00		
22726	11/9/2016	SOUTHERN CALIFORNIA EDISON	Electricity Bill (Signals) - 9/28/16 to 10/28/16	394.55	20	GAS TAX
22726	11/9/2016	SOUTHERN CALIFORNIA EDISON	Electricity Bill (signals); 9/21/16 to 10/21/16	91.71	20	GAS TAX
Total 22726	11/9/2016			486.26		
22727	11/9/2016	STAPLES	Office Supplies - Badge Holder & Stock Lanyard; 10/22/16	190.35	10	GENERAL
22727	11/9/2016	STAPLES	Office Supplies - Paper, Dish Soap, Rotating Plug; 10/29/16	162.23	10	GENERAL
Total 22727	11/9/2016			352.58		
22728	11/9/2016	STATE COMP. INS. FUND	Workers Comp for November 2016	1,226.00	10	GENERAL
Total 22728	11/9/2016			1,226.00		
22729	11/9/2016	Stephanie Hunter	Reimbursement for October 2016	79.57	10	GENERAL
Total 22729	11/9/2016			79.57		
22730	11/9/2016	Toshiba Financial Services	Toshiba Copier Payment for 10/15/16 to 11/15/16	719.30	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22730	11/9/2016			719.30		
22731	11/9/2016	XEROX	Copier Payment for September 2016	513.76	10	GENERAL
Total 22731	11/9/2016			513.76		
22732	11/9/2016	JOHN ZAITZ	Reimbursement for Long Beach Convention Center; Oct 2016	204.70	10	GENERAL
Total 22732	11/9/2016			204.70		
22733	11/30/2...	AMERICAN FORENSIC NURSES INC	Blood Draw, October 2016	80.00	10	GENERAL
Total 22733	11/30/2...			80.00		
22734	11/30/2...	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services Sept 2016	3,500.00	10	GENERAL
Total 22734	11/30/2...			3,500.00		
22735	11/30/2...	AT&T	Tracking Number regarding Missing Person, 10/4/16	225.00	10	GENERAL
Total 22735	11/30/2...			225.00		
22736	11/30/2...	BIO-TOX LABORATORIES	Blood Testing Services, October 2016	125.10	10	GENERAL
Total 22736	11/30/2...			125.10		
22737	11/30/2...	CHARLES ABBOTT ASSOCIATES, INC.	Building & Safety; October 2016	8,769.44	10	GENERAL
22737	11/30/2...	CHARLES ABBOTT ASSOCIATES, INC.	Engineering Oct 2016 and Planning Services Aug-Sept 2016	9,275.50	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22737	11/30/2...	CHARLES ABBOTT ASSOCIATES, INC.	Gas Tax Street Maint Services Oct 2016	14,288.54	20	GAS TAX
Total 22737	11/30/2...			32,333.48		
22738	11/30/2...	Canyon Lake Marine and R. V. Repair	EOC Trailer Brakes & Portable Generator Service & Repair	853.05	10	GENERAL
Total 22738	11/30/2...			853.05		
22739	11/30/2...	CANYON LAKE PEST CONTROL, Steven E. Young	Quarterly Spiders Service, Invoice Date: 11/8/16	90.00	10	GENERAL
Total 22739	11/30/2...			90.00		
22740	11/30/2...	Canyon Lake Property Owners Assoc.	Veterans Day Celebration - Podium, tables, & t-cloths; 11/11	355.00	10	GENERAL
Total 22740	11/30/2...			355.00		
22741	11/30/2...	Cook Coatings, Inc.	Overpaid for business license, 11/17/16	21.00	10	GENERAL
Total 22741	11/30/2...			21.00		
22742	11/30/2...	Cota Cole LLP	Attorney Services for Marina Landscape Maint., Oct 2016	861.00	10	GENERAL
22742	11/30/2...	Cota Cole LLP	Attorney Services, Oct 2016	4,882.50	10	GENERAL
Total 22742	11/30/2...			5,743.50		
22743	11/30/2...	CTAI PACIFIC GREENSCAPE	Landscape Maint Nov 2016 Fire Station	250.00	10	GENERAL
22743	11/30/2...	CTAI PACIFIC GREENSCAPE	Landscape Maint Nov 2016 Median and Parkways	5,200.00	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22743	11/30/2...			5,450.00		
22744	11/30/2...	DATA TICKET	Code Enforcement Citation Processing, October 2016	100.00	10	GENERAL
22744	11/30/2...	DATA TICKET	Monthly Citations, October 2016	100.00	10	GENERAL
Total 22744	11/30/2...			200.00		
22745	11/30/2...	Day & Nite Doors	Repairs to two rolling Steel Doors at Fire Station, 6/30/16	351.00	10	GENERAL
Total 22745	11/30/2...			351.00		
22746	11/30/2...	Eagle Graphic Creations Inc.	Plaque for new council member	16.20	10	GENERAL
22746	11/30/2...	Eagle Graphic Creations Inc.	Plaque for outgoing council members	156.60	10	GENERAL
Total 22746	11/30/2...			172.80		
22747	11/30/2...	Jordan Ehrenkranz	Reimbursement for Leage of Cities Conference, 10/4-10/7/16	839.32	10	GENERAL
Total 22747	11/30/2...			839.32		
22748	11/30/2...	ELSINORE VALLEY MUNI WATER DIS	Water Bill; Billing Period: 9/23/16 to 10/24/16	113.70	10	GENERAL
22748	11/30/2...	ELSINORE VALLEY MUNI WATER DIS	Water Bill; Billing Period: 9/26/16 to 10/27/16	224.49	10	GENERAL
22748	11/30/2...	ELSINORE VALLEY MUNI WATER DIS	Water Bill; Billing Period: 9/26/16 to 10/27/16	1,012.92	20	GAS TAX
Total 22748	11/30/2...			1,351.11		
22749	11/30/2...	FRIDAY FLYER	Block Grant Applications, 11/18/2016	32.25	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22749	11/30/2...	FRIDAY FLYER	Ordinance Adoption No. 168, 11/18/16	29.25	10	GENERAL
22749	11/30/2...	FRIDAY FLYER	Public Hearing - Ordinance No. 169, 11/11/16	55.50	10	GENERAL
Total 22749	11/30/2...			117.00		
22750	11/30/2...	Frontier	Fios Internet; Billing Period: 11/10/16 to 12/09/16	147.50	10	GENERAL
22750	11/30/2...	Frontier	Phones; Billing Period: 11/13/16 to 12/12/16	352.92	10	GENERAL
22750	11/30/2...	Frontier	Phones; Billing Period:11/10/16 to 12/9/16	64.03	10	GENERAL
Total 22750	11/30/2...			564.45		
22751	11/30/2...	GOLDING PUBLICATIONS	Window Envelopes with Blue Ink; Invoice Date 11/1/16	105.84	10	GENERAL
Total 22751	11/30/2...			105.84		
22752	11/30/2...	Dawn Haggerty	Reimbursement for Dawn, November 2016	108.00	10	GENERAL
Total 22752	11/30/2...			108.00		
22753	11/30/2...	Jimbo's Concrete Pumping	Refund Overage for Business License	21.00	10	GENERAL
Total 22753	11/30/2...			21.00		
22754	11/30/2...	Montoya Signs	Holiday Window Painting	120.00	10	GENERAL
Total 22754	11/30/2...			120.00		
22755	11/30/2...	Oak Grove Center	Reimb for non exempt business (2013-2016)	143.00	10	GENERAL
Total 22755	11/30/2...			143.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22756	11/30/2...	Pitney Bowes, Inc.	Postage Monthly Lease, December 2016	54.18	10	GENERAL
Total 22756	11/30/2...			54.18		
22757	11/30/2...	Edward Aguirre, c/o Production Video	Video for City Council Meetings Oct - Dec 2016	1,250.00	10	GENERAL
Total 22757	11/30/2...			1,250.00		
22758	11/30/2...	Rogers, Anderson, Malody & Scott, LLP	Accounting Services October 2016	6,700.00	10	GENERAL
Total 22758	11/30/2...			6,700.00		
22759	11/30/2...	JOHN REGUS	December Rent for January 2017	983.45	10	GENERAL
Total 22759	11/30/2...			983.45		
22760	11/30/2...	JOHN REGUS	Rent for Small Conference Room, December 2016	250.00	10	GENERAL
Total 22760	11/30/2...			250.00		
22761	11/30/2...	RIVERSIDE COUNTY FIRE DEPT	Fire Protection Services, 1st Qtr. FY 16/17, July-Sept '16	267,712.13	10	GENERAL
Total 22761	11/30/2...			267,712.13		
22762	11/30/2...	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	Law Enforcement Services 9/15 - 10/12	115,599.95	10	GENERAL
Total 22762	11/30/2...			115,599.95		
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Billing Period 10/20 - 11/19 Conference Lease	33.00	10	GENERAL
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Electricity Bill for City Hall, Period:10/14/16 to 11/15/16	843.37	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Electricity Bill for Fire Station; Period: 10/14 to 11/15/16	119.98	10	GENERAL
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Electricity Bill for Pump Station, Period:10/7/16 to 11/8/16	296.89	20	GAS TAX
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Electricity Bill for Traffic Signals; Period: 9/20-10/20/16	12.95	20	GAS TAX
22763	11/30/2...	SOUTHERN CALIFORNIA EDISON	Billing Period 10/21 - 11/21 Traffic Control	95.32	20	GAS TAX
Total 22763	11/30/2...			1,401.51		
22764	11/30/2...	Special District Risk Management Authority	Vision and Dental Ins Dec 2016	198.79	10	GENERAL
Total 22764	11/30/2...			198.79		
22765	11/30/2...	Sparkletts	Water Service, October 2016	117.48	10	GENERAL
Total 22765	11/30/2...			117.48		
22766	11/30/2...	STAPLES	Office Supplies	152.86	10	GENERAL
22766	11/30/2...	STAPLES	Office Supplies; Invoice Date: 11/12/16	245.09	10	GENERAL
22766	11/30/2...	STAPLES	Rotating Plug Surge, Invoice Date: 11/5/16	21.16	10	GENERAL
Total 22766	11/30/2...			419.11		
22767	11/30/2...	STATE COMP. INS. FUND	Workers Comp, December 2016	1,226.00	10	GENERAL
Total 22767	11/30/2...			1,226.00		
22768	11/30/2...	Synoptek	Help Desk, Managed Server, & Monitoring Service, Oct 2016	1,925.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 11/1/2016 Through 11/30/2016

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22768	11/30/2...			1,925.00		
22769	11/30/2...	TelePacific Communications	Phone Service Period: 11/16/16 to 12/15/16	487.74	10	GENERAL
Total 22769	11/30/2...			487.74		
22770	11/30/2...	Temescal Canyon High School	Donation for Temescal Canyon High - Band for Veterans Day	300.00	10	GENERAL
Total 22770	11/30/2...			300.00		
22771	11/30/2...	Toshiba Financial Services	Monthly Copier Lease 11/15 - 12/15	719.30	10	GENERAL
Total 22771	11/30/2...			719.30		
22772	11/30/2...	U. S. Bank	Hotel, certificate holders&veterans day flowers; 10/10-11/7	2,692.76	10	GENERAL
Total 22772	11/30/2...			2,692.76		
22773	11/30/2...	Verizon Wireless	Cell Phones; Billing Period: 10/4/16 to 11/3/16	333.65	10	GENERAL
22773	11/30/2...	Verizon Wireless	Ipads; Billing Period: 11/4/16 to 12/3/16	239.10	10	GENERAL
Total 22773	11/30/2...			572.75		
22774	11/30/2...	XEROX	Copier Lease; October 2016	513.76	10	GENERAL
Total 22774	11/30/2...			513.76		
Report Total				469,212.22		

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

Vendor ID	Invoice Description	Cash Required
CLLPS	Complete Set of 2017 State & Federal Posters, Nov 2016	79.50
Corelogic	U.S. Property Detail Report, October 2016	1.25
CTAI PACIFIC GREENSCAP	Install metal mesh privacy & pest prev-pump station;5/16/16	60.75
	Irrigation Repair Broken Valve on Railroad Canyon; Sept 2016	180.09
	Irrigation repair broken valve S Railroad Cyn Rd; Sept '16	180.09
	Landscape Maintenance Services for Fire Station; Oct 2016	250.00
	Landscape Maintenance Services for October 2016	5,200.00
	Maintenance of tree's by neighboring house's fence; Oct 2016	1,800.00
	Repair of broken sprinkler at Fire Station; 8/26/16	40.30
	Repair of broken sprinkler at Fire Station; 9/28/16	40.30
	Repaired broken irrigation line on Railroad Cyn Rd; 9/23/16	93.50
	Repaired broken lateral line at Fire Station; 9/12/16	40.71
Executive Cleaning Services, LLC	Cleaning Services for November 2016	925.00
MR. WINDOW	Window Cleaning (In & Out); 10/20/16	60.00
Nootbaar	Womens toilet replaced in City Hall; 10/20/16	685.00
SCE	Electricity Bill (Signals) - 9/28/16 to 10/28/16	394.55
	Electricity Bill (signals); 9/21/16 to 10/21/16	91.71
STAPLES	Office Supplies - Badge Holder & Stock Lanyard; 10/22/16	190.35
	Office Supplies - Paper, Dish Soap, Rotating Plug; 10/29/16	162.23
STATE FUND	Workers Comp for November 2016	1,226.00
Stephanie Hunter	Reimbursement for October 2016	79.57
Toshiba Financial	Toshiba Copier Payment for 10/15/16 to 11/15/16	719.30
XEROX	Copier Payment for September 2016	513.76
ZAITZ	Reimbursement for Long Beach Convention Center; Oct 2016	204.70
Report Total		13,218.66

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

Vendor ID	Invoice Description	Cash Required
AMERICAN FORENSIC	Blood Draw, October 2016	80.00
ANIMAL FRIENDS	Animal Control Services Sept 2016	3,500.00
AT&T National	Tracking Number regarding Missing Person, 10/4/16	225.00
BIO-TOX	Blood Testing Services, October 2016	125.10
CHARLES ABBOTT	Building & Safety; October 2016	8,769.44
	Engineering Oct 2016 and Planning Services Aug-Sept 2016	9,275.50
	Gas Tax Street Maint Services Oct 2016	14,288.54
CL Marine	EOC Trailer Brakes & Portable Generator Service & Repair	853.05
CL PEST	Quarterly Spiders Service, Invoice Date: 11/8/16	90.00
CL PROPERTY OWNERS	Veterans Day Celebration - Podium, tables, & t-cloths; 11/11	355.00
Cook Coatings, Inc.	Overpaid for business license, 11/17/16	21.00
Cota Cole	Attorney Services for Marina Landscape Maint., Oct 2016	861.00
	Attorney Services, Oct 2016	4,882.50
CTAI PACIFIC GREENSCAP	Landscape Maint Nov 2016 Fire Station	250.00
	Landscape Maint Nov 2016 Median and Parkways	5,200.00
DATA TICKET	Code Enforcement Citation Processing, October 2016	100.00
	Monthly Citations, October 2016	100.00
Day & Nite Doors	Repairs to two rolling Steel Doors at Fire Station, 6/30/16	351.00
Eagle	Plaque for new council member	16.20
	Plaque for outgoing council members	156.60
Ehrenkranz	Reimbursement for Leage of Cities Conference, 10/4-10/7/16	839.32
EVMWD	Water Bill; Billing Period: 9/23/16 to 10/24/16	113.70
	Water Bill; Billing Period: 9/26/16 to 10/27/16	1,012.92
	Water Bill; Billing Period: 9/26/16 to 10/27/16	224.49
FRIDAY FLYER	Block Grant Applications, 11/18/2016	32.25
	Ordinance Adoption No. 168, 11/18/16	29.25
	Public Hearing - Ordinance No. 169, 11/11/16	55.50
Frontier	Fios Internet; Billing Period: 11/10/16 to 12/09/16	147.50
	Phones; Billing Period: 11/13/16 to 12/12/16	227.84
	Phones; Billing Period: 11/13/16 to 12/12/16	125.08
	Phones; Billing Period: 11/10/16 to 12/9/16	64.03
GOLDING	Window Envelopes with Blue Ink; Invoice Date 11/1/16	105.84
Haggerty	Reimbursement for Dawn, November 2016	108.00
Jimbo's Concrete Pumping	Refund Overage for Business License	21.00
Montoya	Holiday Window Painting	120.00

Date: 11/30/16
03:02:27 PM

Page: 1

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

Vendor ID	Invoice Description	Cash Required
Oak Grove Center	Reimb for non exempt business (2013-2016)	143.00
Pitney Bowes	Postage Monthly Lease, December 2016	54.18
Prod. Video	Video for City Council Meetings Oct - Dec 2016	1,250.00
RAMS	Accounting Services October 2016	6,700.00
REGUS	December Rent for January 2017	983.45
	Rent for Small Conference Room, December 2016	250.00
Riv Co Fire	Fire Protection Services, 1st Qtr. FY 16/17, July-Sept '16	267,712.13
Riv Co Sheriff Acctg	Law Enforcement Services 9/15 - 10/12	115,599.95
SCE	Billing Period 10/20 - 11/19 Conference Lease	33.00
	Billing Period 10/21 - 11/21 Traffic Control	95.32
	Electricity Bill for City Hall, Period:10/14/16 to 11/15/16	843.37
	Electricity Bill for Fire Station; Period: 10/14 to 11/15/16	119.98
	Electricity Bill for Pump Station, Period:10/7/16 to 11/8/16	296.89
	Electricity Bill for Traffic Signals; Period: 9/20-10/20/16	12.95
SDRMA	Vision and Dental Ins Dec 2016	198.79
Sparkletts	Water Service, October 2016	117.48
STAPLES	Office Supplies	152.86
	Office Supplies; Invoice Date: 11/12/16	245.09
	Rotating Plug Surge, Invoice Date: 11/5/16	21.16
STATE FUND	Workers Comp, December 2016	1,226.00
Synoptek	Help Desk, Managed Server, & Monitoring Service, Oct 2016	1,925.00
TelePacific	Phone Service Period: 11/16/16 to 12/15/16	487.74
Temescal H S	Donation for Temescal Canyon High - Band for Veterans Day	300.00
Toshiba Financial	Monthly Copier Lease 11/15 - 12/15	719.30
US Bank	Hotel, certificate holders&veterans day flowers; 10/10-11/7	2,692.76
VerizonW	Cell Phones; Billing Period: 10/4/16 to 11/3/16	333.65
	Ipads; Billing Period: 11/4/16 to 12/3/16	239.10
XEROX	Copier Lease; October 2016	513.76
Report Total		455,993.56

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 10/31/2016
Process: 2016103101
Period: 10/16/2016 to 10/31/2016

Report Total

Employees	14	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	
Female	6	125CO	125 Cash		1176.25	PTAXE	Pre-Tax P	474.55	CA	California ST	19250.33	734.33	CAETT	CA Edu & T	1500.00	1.50	
Male	6	Reg	Regular	356.00	18713.65	PTXPE	Pre-Tax P	501.52	CASDI	CA SDI - Eir	18726.40	168.54	CASUI	California ST	1500.00	78.00	
		Sick	Sick	13.00	336.50				FITW	Federal Incoi	19250.33	2108.59	MED-R	Medicare - E	20226.40	293.28	
									MED	Medicare	20226.40	293.27					
					Total Earnings		Total Deductions	976.07		Total Employee Taxes	20226.40	3304.73		Total Employer Taxes	372.78	Net Amt	15945.60

Gwen D Palmer
Aaron Palmer, City Manager

11/2/16
Date

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 11/15/2016
Process: 2016111501
Period: 11/01/2016 to 11/15/2016

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Feeney, Michael S	Reg	Regular	33.00	854.04			CA	California ST	854.04	11.48	CAETT	CA Edu & T	0.00	0.00				0.00
Emp Id							CASDI	CA SDI - Etr	854.04	7.69	CASUI	California ST	0.00	0.00				0.00
Rate							FTW	Federal Incoi	854.04	94.72	MED-R	Medicare - E	854.04	12.38				12.38
							MED	Medicare	854.04	12.39								12.38
Total Earnings			33.00	854.04	Total Deductions	0.00	Total Employee Taxes			126.28	Total Employer Taxes			12.38				12.38

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Helgemo Dickson	Reg	Regular	40.00	920.00			CA	California ST	920.00	11.52	CAETT	CA Edu & T	0.00	0.00				0.00
Emp Id							CASDI	CA SDI - Etr	920.00	8.28	CASUI	California ST	0.00	0.00				0.00
Rate							FTW	Federal Incoi	920.00	49.94	MED-R	Medicare - E	920.00	13.34				13.34
							MED	Medicare	920.00	13.34								13.34
Total Earnings			40.00	920.00	Total Deductions	64.40	Total Employee Taxes			83.08	Total Employer Taxes			13.34				13.34

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Henery, Ivan R	Reg	Regular	30.00	840.00			CA	California ST	840.00	11.18	CAETT	CA Edu & T	0.00	0.00				0.00
Emp Id							CASDI	CA SDI - Etr	840.00	7.56	CASUI	California ST	0.00	0.00				0.00
Rate							FTW	Federal Incoi	840.00	92.61	MED-R	Medicare - E	840.00	12.18				12.18
							MED	Medicare	840.00	12.18								12.18
Total Earnings			30.00	840.00	Total Deductions	0.00	Total Employee Taxes			123.53	Total Employer Taxes			12.18				12.18

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Voshall, Jean M	Reg	Regular	40.50	1090.26			CA	California ST	1090.26	219.90	CAETT	CA Edu & T	0.00	0.00				0.00
Emp Id							CASDI	CA SDI - Etr	1090.26	9.81	CASUI	California ST	0.00	0.00				0.00
Rate							FTW	Federal Incoi	1090.26	130.15	MED-R	Medicare - E	1090.26	15.81				15.81
							MED	Medicare	1090.26	15.81								15.81
Total Earnings			40.50	1090.26	Total Deductions	0.00	Total Employee Taxes			375.67	Total Employer Taxes			15.81				15.81

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Total Earnings			143.50	3704.30	Total Deductions	64.40	Total Employee Taxes			708.56	Total Employer Taxes			53.71				53.71

Report Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
9	125CO	125 Cash	38.00	1176.25	PTAXF	Pre-Tax P	CA	California ST	1731.55	716.34	CAETT	CA Edu & T	0.00	0.00				0.00
4	Hol	Holiday	299.25	289.75	PTXPE	Pre-Tax P	CASDI	CA SDI - Etr	18488.30	166.39	CASUI	California ST	0.00	0.00				0.00
3	Reg	Regular	41.25	16330.05			FTW	Federal Incoi	17531.55	1850.13	MED-R	Medicare - E	18488.30	268.08				268.08
	Sick	Sick		692.25			MED	Medicare	18488.30	268.09								268.08
Total Earnings			378.50	18488.30	Total Deductions	956.75	Total Employee Taxes			3000.95	Total Employer Taxes			268.08				268.08

Curran 20/11/16

Arnon Palmer, City Manager

Date 11/16/16

U S BANK Statement dated 11/7/2016

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	MSFT	Microsoft 365 Monthly Fee	\$ 387.50	10-310-6610
2	Marriott	Hotel	\$ 694.98	10-310-6510
3	Marriott	Hotel	\$ 234.36	10-100-6510
4	FastSigns	Monument Sign? <i>Table throws</i>	\$ 325.89	10-310-6210
5	Creative Filing Systems	Certificate Holders - <i>Proclamation</i>	\$ 614.10	10-310-6210
6	Stater Brothers	Council Snacks	\$ 41.84	10-100-6510
7	Joe's Hardware	Couch Cord & Comfort Surge	\$ 29.73	10-310-6210
8	Canyon Lake Flower	Veterans Day Event	\$ 138.22	10-100-6830
9	Canyon Lake Flower	Veterans Day Event	\$ 218.70	10-100-6830
10	Late Payment Charge	Late Payment Charge	\$ 7.44	10-310-6210
			\$ 2,692.76	
Account Breakdown				
	City Manager Advertising	10-310-6220		
	Professional/Specialized Services	10-310-6610	\$ 417.23	
	City Council Snacks/City Council Conference/Meeting/Travel Exp	10-100-6510	\$ 41.84	
	Postage	10-310-6210		
	Special Department Expense	10-320-6220	\$ 947.43	
	City Manager Conference/Meeting/Travel Exp	10-310-6510	\$ 929.34	
	Sandbags	10-425-6220		
	Building Maint.	10-550-6610		
	Veterans Day/Transportation	10-100-6830	\$ 356.92	
			\$ 2,692.76	
			Check Figure	\$ -

OK to pay 11/16/16

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



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

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

Menu **Payment Request Acceptance**

- Billing and Payments
- Super Funded Accounts
- Rate Plan Details
- Payment Accounts

Your request for payment has been accepted.

- **Please print this page for your records.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will be reflected in your CalPERS account once the payment has been received by CalPERS.
- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

Payment Setup Total
Total Payment Amount: \$733.69

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000782450	11/17/2016	100000014850773	Employer Billing, Health - Medical	EFT - Debit	122234149	\$733.69

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Build: v6.2.0.a Baseline: 161026_092526_v6.2_Int.3380 UID: 318

OK to pay
11/22/16



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

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

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

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Payment Setup Total
Total Payment Amount: \$2,069.97

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000778763	11/09/2016	100000014777932	Employer Contribution, Classic, 1684, CalPERS, 2016/2017	EFT - Debit	122234149	\$1,042.45
1000778764	11/09/2016	100000014780751	Employer Contribution, PEPRA New, 26189, CalPERS, 2016/2017	EFT - Debit	122234149	\$1,027.52

*Ok to pay
11/9/16*



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

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

Menu Payment Request Acceptance

- Billing and Payments
- Super Funded Accounts
- Rate Plan Details
- Payment Accounts

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Payment Setup Total
Total Payment Amount: \$2,027.53

Payment Summary

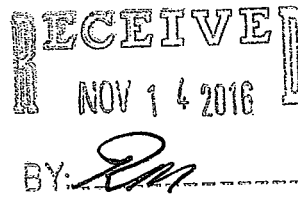
Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1000782445	11/16/2016	100000014777932	Employer Contribution, Classic, 1684, CalPERS, 2016/2017	EFT - Debit	122234149	\$1,000.01
1000782446	11/16/2016	100000014780751	Employer Contribution, PEPPA New, 26189, CalPERS, 2016/2017	EFT - Debit	122234149	\$1,027.52

*Ok to pay
11/22/16*

ITEM 9
CITY OF CANYON LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE-UNAUDITED - PRELIMINARY
GENERAL FUND
FOR THE ONE MONTH AND FOUR MONTHS ENDED OCTOBER 31, 2016

	Oct-16	Oct-16	Variance	Year-to-Date	July-Oct	% Total
	Actual	Budget		Actual	Budget	of Budget Used
REVENUES						
Taxes	\$ 119,448.44	\$ 119,500.00	\$ (51.56)	\$ 410,073.06	\$ 376,500	108.92
Licenses and Permits	15,051.13	23,000.00	(7,948.87)	79,584.81	89,035	89.39
Fines	2,667.50	2,000.00	667.50	3,564.50	4,700	75.84
Franchise Fees	-	21,200.00	(21,200.00)	-	21,200	-
Investment earnings	(10,998.29)	7,060.00	(18,058.29)	3,994.76	22,200	17.99
Intergovernmental	-	-	-	-	-	-
Other Income	958.41	1,000.00	(41.59)	8,793.79	7,000	#DIV/0!
Total Revenues	<u>127,127.19</u>	<u>173,760.00</u>	<u>(46,632.81)</u>	<u>506,010.92</u>	<u>520,635</u>	<u>97.19</u>
EXPENDITURES						
DEPARTMENTS						
City Council	3,667.61	10,726.00	7,058.39	17,242.77	30,664	56.23
City Attorney	5,959.00	6,700.00	741.00	20,301.68	26,800	75.75
City Manager	26,954.17	31,250.00	4,295.83	139,207.11	142,100	97.96
City Clerk	12,841.40	17,053.00	4,211.60	57,186.79	69,412	82.39
Finance	7,102.55	8,010.00	907.45	27,139.27	25,940	104.62
Planning	5,000.00	4,667.00	(333.00)	13,409.37	14,026	95.60
Building & Safety	11,880.97	13,482.00	1,601.03	22,643.77	40,548	55.84
Law Enforcement	226,493.16	273,220.00	46,726.84	332,527.16	291,035	114.26
Fire & Medical	(232,404.08)	303,475.00	535,879.08	10,585.33	306,000	3.46
Emergency Preparedness	-	140.00	140.00	887.55	280	316.98
Animal Control	47,970.41	46,500.00	(1,470.41)	51,470.41	66,500	77.40
Public Works Administration	725.00	3,230.00	2,505.00	42,072.40	12,860	327.16
NPDES	1,767.69	3,332.00	1,564.31	58,645.58	57,488	102.01
Special Enforcement	10,119.11	9,142.00	(977.11)	43,317.54	33,868	127.90
Building & Facility	6,531.07	4,915.00	(1,616.07)	22,425.63	19,660	114.07
Total Expenditures	<u>134,608.06</u>	<u>735,842.00</u>	<u>601,233.94</u>	<u>859,062.36</u>	<u>1,137,181</u>	<u>75.54</u>
Excess (Deficit)	<u>\$ (7,480.87)</u>	<u>\$ (562,082.00)</u>	<u>\$ (647,866.75)</u>	<u>\$ (353,051.44)</u>	<u>\$ (616,546)</u>	
Fund Balance - Beginning of Year				<u>2,332,584.92</u>		
Fund Balance - June 30, 2017 Preliminary (before closing)				<u>\$ 1,979,533.48</u>		*

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



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

STATEMENT FOR THE PERIOD FROM 10/01/2016 TO 10/31/2016
ACCOUNT 1035003119

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

- * PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT
- * ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY
- * PORTFOLIO STATEMENT: A LISTING OF COST AND MARKET VALUE OF ASSETS HELD IN THE PORTFOLIO

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

- * TRANSACTION STATEMENT: A COMPLETE LISTING FOR THE PERIOD GROUPED BY TRANSACTION TYPE.
- * DISCLOSURES: CITIZENS BUSINESS BANK MAY RECEIVE RESEARCH AND OTHER BENEFITS FROM BROKER DEALERS WHICH MAY BE CONSIDERED COMPENSATION TO US. UPON REQUEST WE WILL DISCLOSE DETAILS OF ANY COMPENSATION RECEIVED.
- * TO TRUST BENEFICIARIES: UNDER SECTION 17200 OF CALIFORNIA PROBATE CODE, YOU MAY PETITION THE COURT TO OBTAIN A COURT REVIEW OF THE ACCOUNT AND THE ACTS OF THE TRUSTEE. CLAIMS AGAINST THE TRUSTEE FOR BREACH OF TRUST MUST BE MADE WITHIN THREE YEARS FROM THE DATE OF RECEIPT OF AN ACCOUNTING OR OTHER REPORT DISCLOSING FACTS GIVING RISE TO THE CLAIM.

CITIZENSTRUST™ Account Summary Statement




Statement Period: Oct 01, 2016 Through Oct 31, 2016

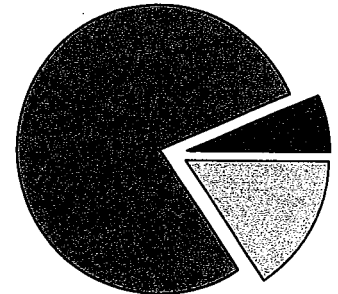


CITY OF CANYON LAKE
31516 RAILROAD CANYON RD
CANYON LAKE, CA 92587

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

Investment Portfolio Summary

Market Value As Of	10/01/2016	10/31/2016	% Of Account
 CASH & CASH EQUIVALENTS	165,865.71	169,064.53	6.4%
 FIXED INCOME	2,056,188.47	2,052,767.27	78.0%
 MISCELLANEOUS	412,297.76	410,239.50	15.6%
Total	2,634,351.94	2,632,071.30	100.0%



Activity Summary

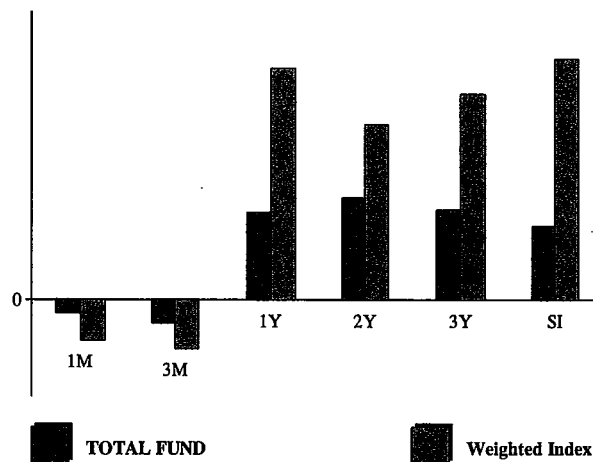
	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,634,351.94	2,598,295.06		
Income	7,771.27	40,679.87	Long Term	8,211.00-
Asset Activity	3,752.78-	39,127.50	Short Term	56.30-
Fees	819.67-	8,333.33-	Total Gains / Losses	8,267.30-
Cash Management	3,198.82-	71,474.04-		13,462.00-
Change In Market Value	2,280.64-	33,776.24		343.19-
Ending Market Value	2,632,071.30	2,632,071.30		

Statement Period: Oct 01, 2016 Through Oct 31, 2016

Performance Summary - Total Returns

	Market Value	1 Month	3 Months	1 Year	2 Years	3 Years	Since Inception 03/01/2010
TOTAL FUND	2,632,071	0.20-	0.35-	1.32	1.54	1.36	1.11
Return On Indexes Weighted Index		0.61-	0.74-	3.50	2.65	3.11	3.64
Return On Indexes Fixed GT (95% FX / 5% C)		0.17-	0.26-	1.71	1.56	1.39	1.75

Return Comparison



PAST RESULTS ARE NOT INDICATIVE OF FUTURE INVESTMENT RESULTS. FUND DATA IS ON A TRADE DATE BASIS. PERFORMANCE RESULTS ARE GROSS OF MANAGEMENT FEES. RETURNS FOR PERIODS LONGER THAN ONE YEAR ARE ANNUALIZED. MARKET VALUE DOES NOT INCLUDE ACCRUED INCOME.

Statement Period: Oct 01, 2016 Through Oct 31, 2016

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Citizens Business Bank Mmkt Fund			
169,064.530	CBBMMKFM1 CITIZENS BUSINESS BANK CBB-CITIZENSTRUST SWEEP ACCOUNT	169,064.53	169,064.53
	Total Citizens Business Bank Mmkt Fund	169,064.53	169,064.53
Total	Cash Equivalents	169,064.53	169,064.53
Total	Cash & Cash Equivalents	169,064.53	169,064.53
Fixed Income Taxable			
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	76,956.00	75,502.70
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	108,555.00	109,598.00
70,000.000	3130A1CE6 FEDERAL HOME LOAN DTD 03/27/14 2% 12/27/2019	71,794.80	70,920.50
100,000.000	3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	99,342.00	100,000.00
50,000.000	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	49,913.50	50,000.00
100,000.000	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	98,993.00	100,000.00
100,000.000	313380FB8 FEDERAL HOME LOAN BANK DTD 08/09/12 1.375% 09/13/2019	100,830.00	99,667.18
92,682.927	313381BG9 FEDERAL HOME LOAN BANK DTD 11/28/2012 CALL .625% 11/28/2016-2013	92,686.63	92,682.93
100,000.000	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	99,569.00	99,909.00
200,000.000	3134G9J40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	199,530.00	200,000.00
50,000.000	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	50,020.00	49,967.50

Statement Period: Oct 01, 2016 Through Oct 31, 2016

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
50,000.000	3136G1C98 FANNIE MAE DTD 02/05/13 1.42% 02/05/2020	50,283.00	50,561.00
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	99,123.00	100,000.00
100,000.000	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	99,829.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	98,786.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	99,802.00	99,959.00
94,953.100	31398R7H2 FANNIE MAE SERIES 2010-M4 DTD 07/01/10 3.819% 06/25/2020	101,246.84	101,599.81
75,000.000	36962G5W0 GENERAL ELECTRIC CAP CORP DTD 04/27/2012 2.3% 04/27/2017	75,487.50	78,075.75
150,000.000	48126EAA5 JPMORGAN CHASE DTD 08/20/2012 2% 08/15/2017	150,930.00	149,340.00
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	201,742.00	203,794.00
25,000.000	713448BN7 PEPSICO INC DTD 01/14/10 4.5% 01/15/2020	27,348.00	28,169.00
Total	Taxable	2,052,767.27	2,059,746.37
Total	Fixed Income	2,052,767.27	2,059,746.37
Miscellaneous			
Certificates Of Deposit			
Other Banks			
100,000.000	02587DA99 AMERICAN EXPR CENTURION MEDIUM-TERM CD DTD 09/16/15 1.6% 09/17/2018	100,814.76	99,975.00
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	103,724.58	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	103,714.76	99,615.00

Statement Period: Oct 01, 2016 Through Oct 31, 2016

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Other Banks			
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	101,985.40	100,000.00
Total Other Banks		410,239.50	399,570.00
Total	Certificates Of Deposit	410,239.50	399,570.00
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
Total Documents		0.00	0.00
Total	Miscellaneous Sundry Assets	0.00	0.00
Total	Miscellaneous	410,239.50	399,570.00
Grand Total Assets		2,632,071.30	2,628,380.90

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,629,696.60	2,645,541.61
Prior Accruals			11,189.67-
Unrealized Appreciation This Period			5,986.66
Current Accruals			6,806.94
Asset Activity	3,752.78-	4,514.52-	3,752.78-
Cash Management	3,198.82-	3,198.82	3,198.82-
Fees	819.67-	0.00	819.67-
Income	7,771.27	0.00	7,771.27
Realized Gain/loss			8,267.30-
Non Cash Asset Changes			
Balances End Of Period	0.00	2,628,380.90	2,638,878.24

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
10/01/16		Beginning Balance		0.00	2,629,696.60

Statement Period: Oct 01, 2016 Through Oct 31, 2016

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Income					
Dividends					
10/03/16		CBBMMKFM1 CITIZENS BUSINESS BANK CBB-CITIZENSTRUST SWEEP ACCOUNT	DIVIDEND	35.33	
Total Dividends				35.33	0.00
Interest					
10/07/16		14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	INTEREST RCVD	1,103.01	
10/07/16		31398R7H2 FANNIE MAE SERIES 2010-M4 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	77.88	
10/12/16		3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	INTEREST RCVD	810.00	
10/17/16		29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	INTEREST RCVD	143.84	
10/17/16		36962G5H3 GENERAL ELECTRIC CAP CORP DTD 10/17/2011 3.35% 10/17/2016	INTEREST RCVD	1,758.75	
10/21/16		24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	ACCRUED INT	1,072.50-	
10/26/16		3134G9J40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	INTEREST RCVD	500.00	
10/26/16		31398R7H2 FANNIE MAE SERIES 2010-M4 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	304.75	
10/27/16		36962G5W0 GENERAL ELECTRIC CAP CORP DTD 04/27/2012 2.3% 04/27/2017	INTEREST RCVD	862.50	
10/28/16		3134G8ZE2 FREDDIE MAC DTD 04/28/16 CALL 1.5% 07/28/2020-2016	INTEREST RCVD	375.00	
10/28/16		31398R7H2 FANNIE MAE SERIES 2010-M4 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	22.71	
10/31/16		3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	INTEREST RCVD	700.00	
10/31/16		69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	INTEREST RCVD	2,150.00	
Total Interest				7,735.94	0.00
Total Income				7,771.27	0.00

Statement Period: Oct 01, 2016 Through Oct 31, 2016

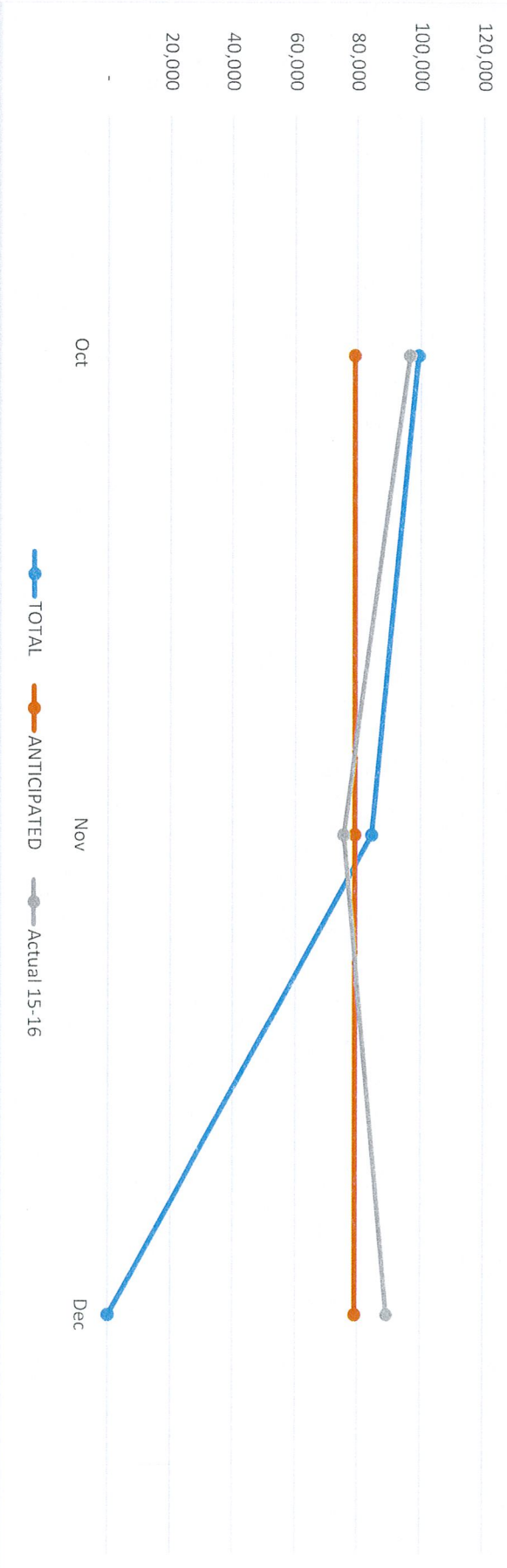
Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Asset Activity					
Assets Purchased					
10/21/16	100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021 3136G4EV1	BUY	109,598.00-	109,598.00
10/28/16	100,000.000	FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	BUY	99,959.00-	99,959.00
Total Assets Purchased				209,557.00-	209,557.00
Assets Sold					
10/26/16	804.220-	31398R7H2 FANNIE MAE SERIES 2010-M4 DTD 07/01/10 3.819% 06/25/2020 3134G8ZE2	NOTE AND MTG PMT	804.22	860.52-
10/28/16	100,000.000-	FREDDIE MAC DTD 04/28/16 CALL 1.5% 07/28/2020-2016	REDEEMED	100,000.00	100,000.00-
Total Assets Sold				100,804.22	100,860.52-
Maturities					
10/17/16	105,000.000-	36962G5H3 GENERAL ELECTRIC CAP CORP DTD 10/17/2011 3.35% 10/17/2016	MATURITY	105,000.00	113,211.00-
Total Maturities				105,000.00	113,211.00-
Total Asset Activity				3,752.78-	4,514.52-
Fees					
10/25/16		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 10/20/2016	DISBURSEMENT	819.67-	
Total Fees				819.67-	0.00
Cash Management					
10/31/16	3,198.820	CBBMMKFM1 NET CASH MANAGEMENT	NET CASH MGMT	3,198.82-	3,198.82
Total Cash Management				3,198.82-	3,198.82
10/31/16		Ending Balance		0.00	2,628,380.90

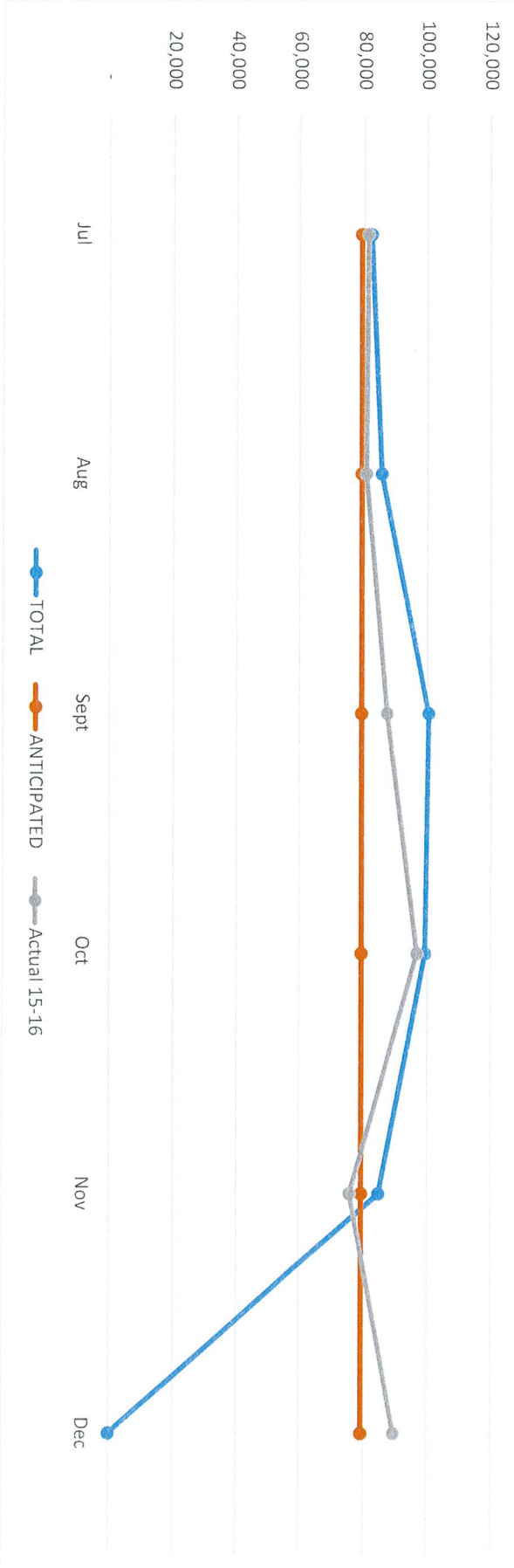
Disclosure

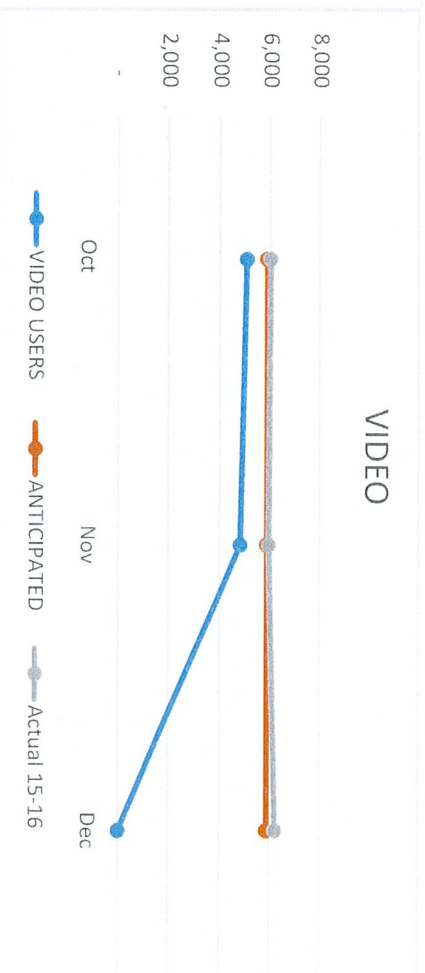
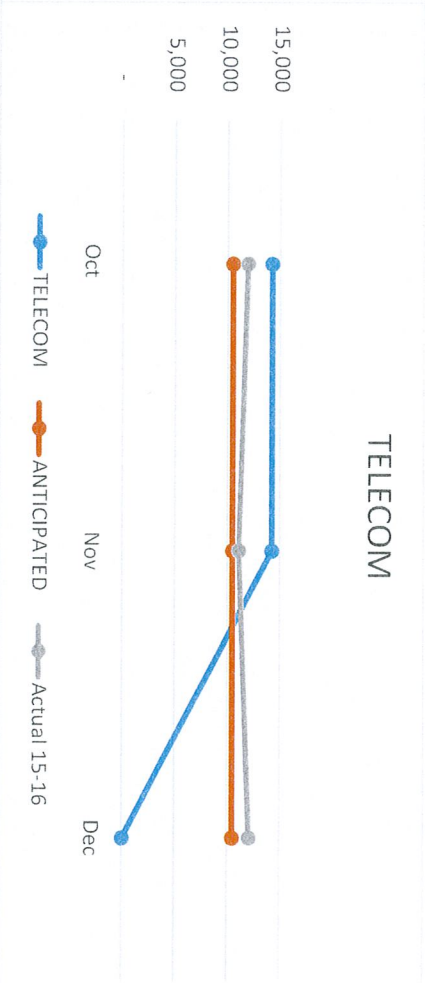
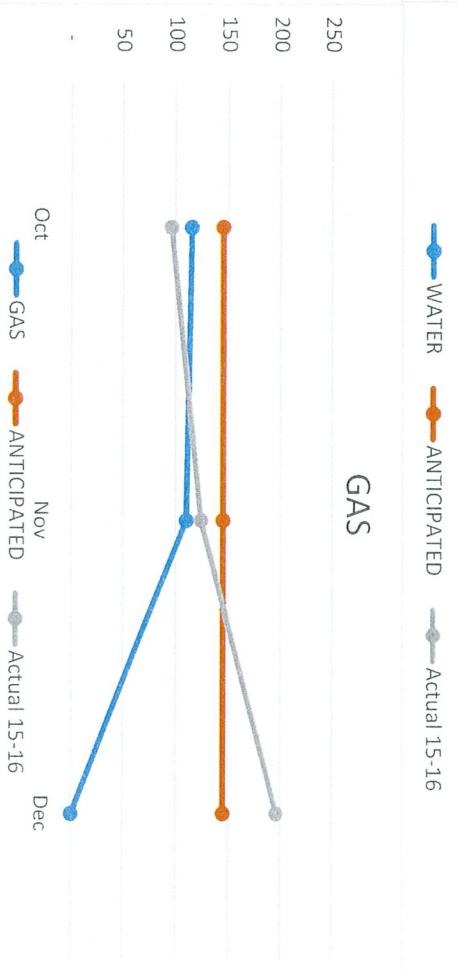
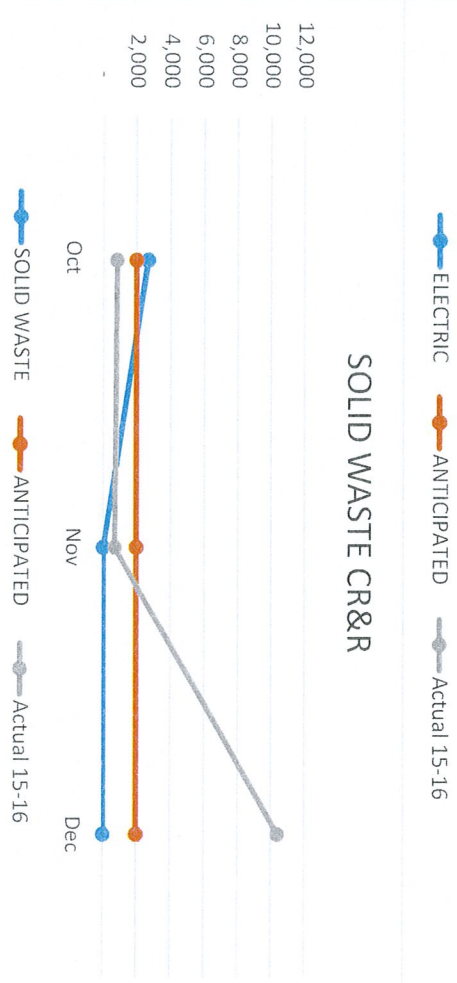
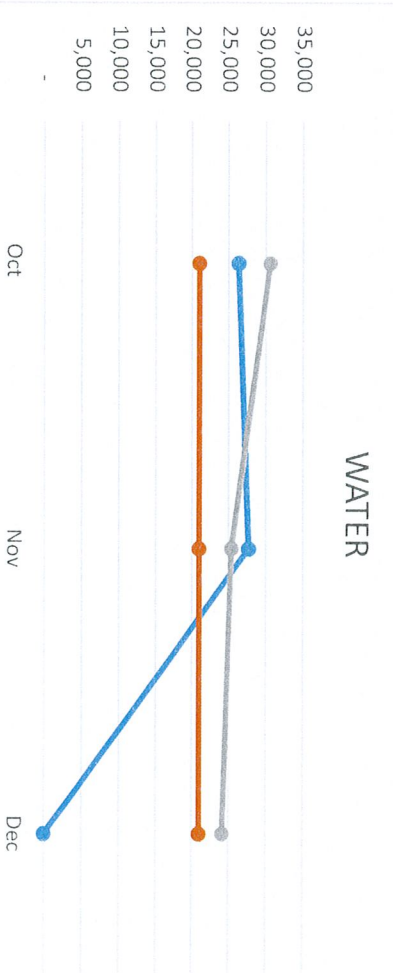
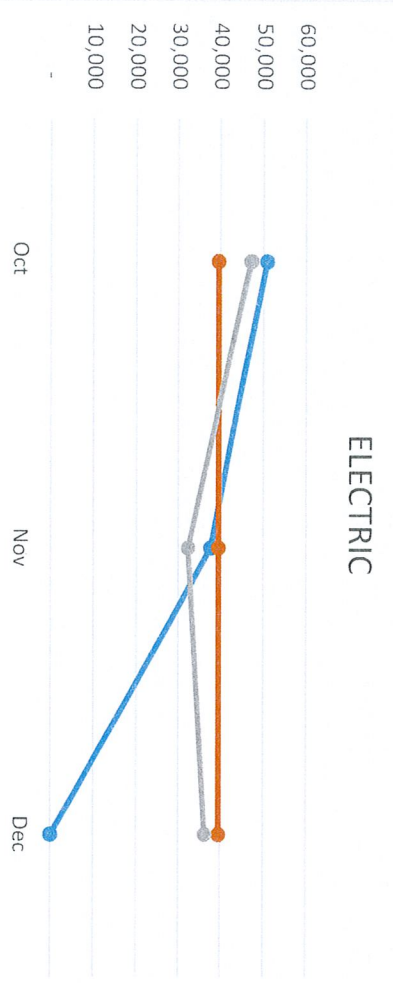
CitizensTrust may receive research and other benefits from Brokers/Dealers which may be considered compensation. Upon request, we will disclose details of any compensation received. We have added an additional benchmark to your performance insert. Call for details.

TOTAL UJT FOR OCT - DEC

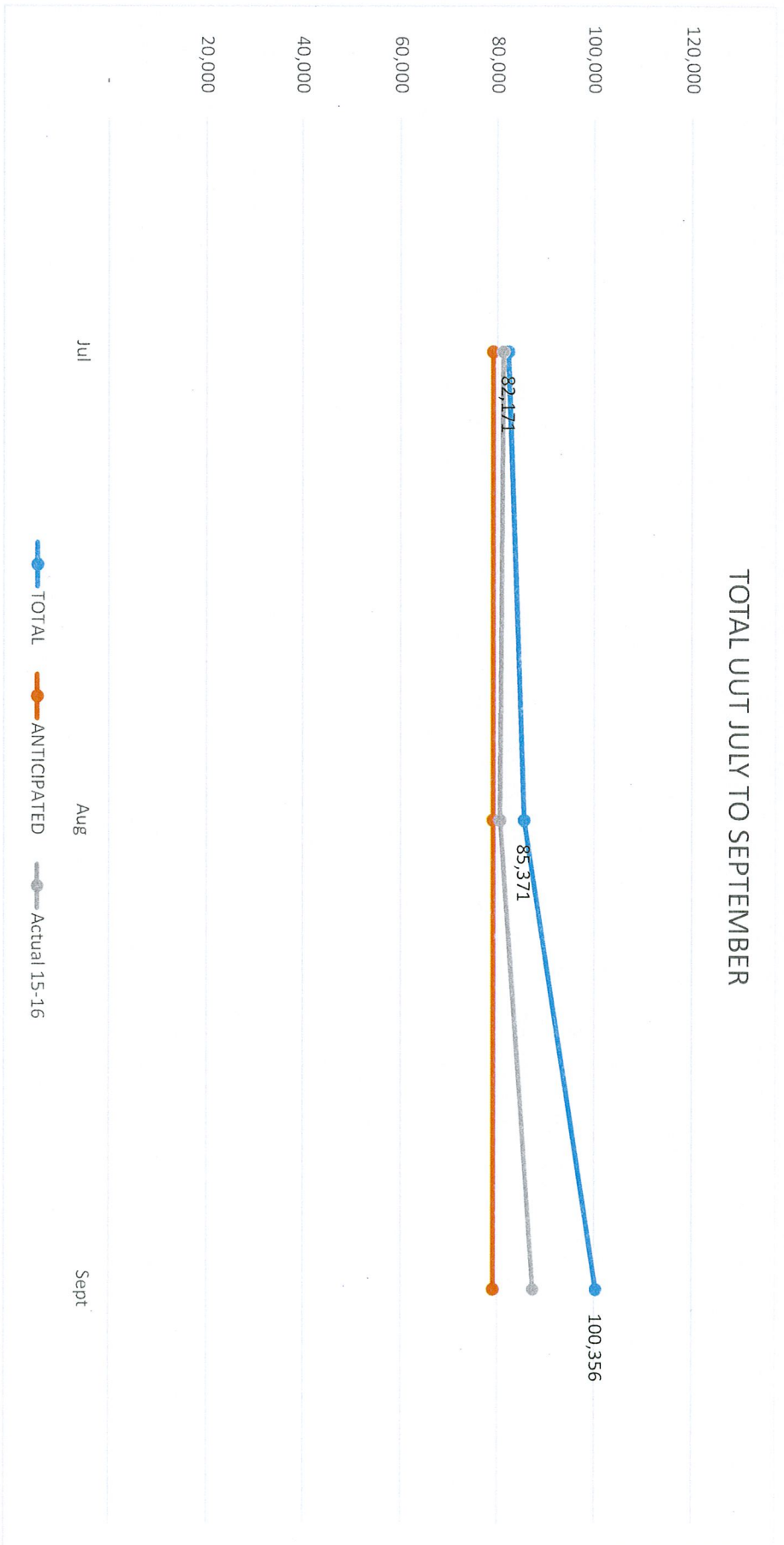


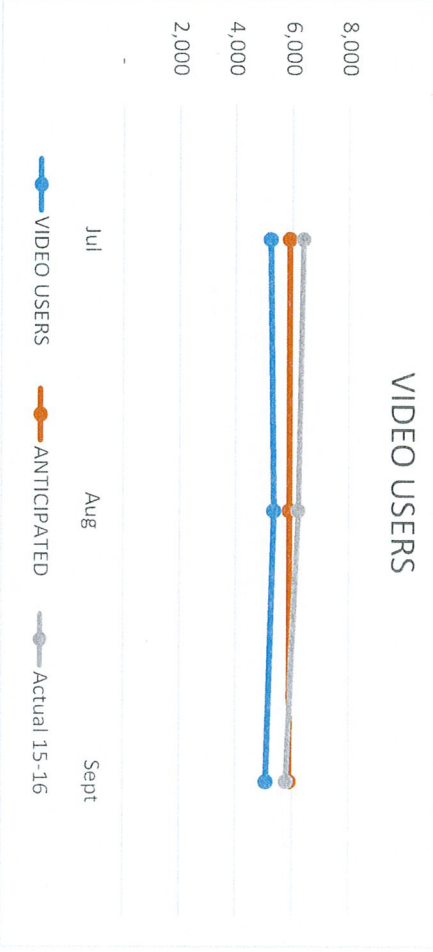
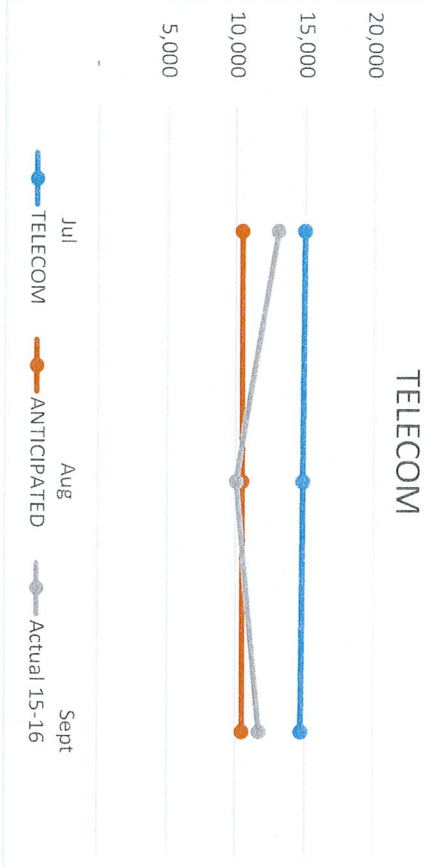
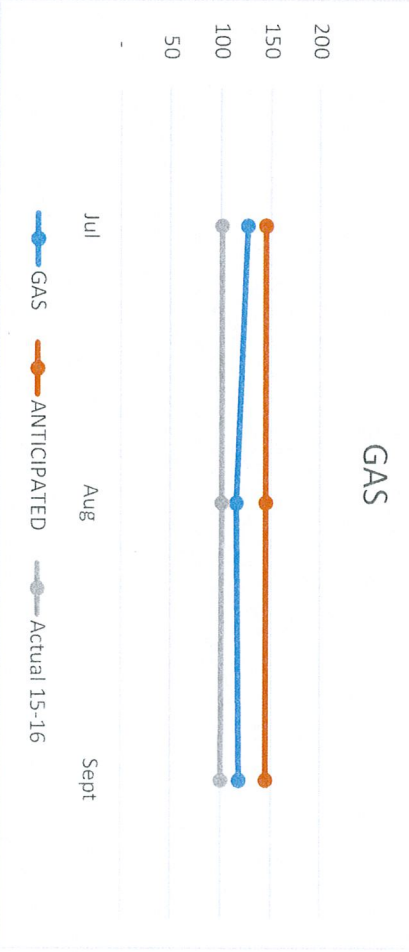
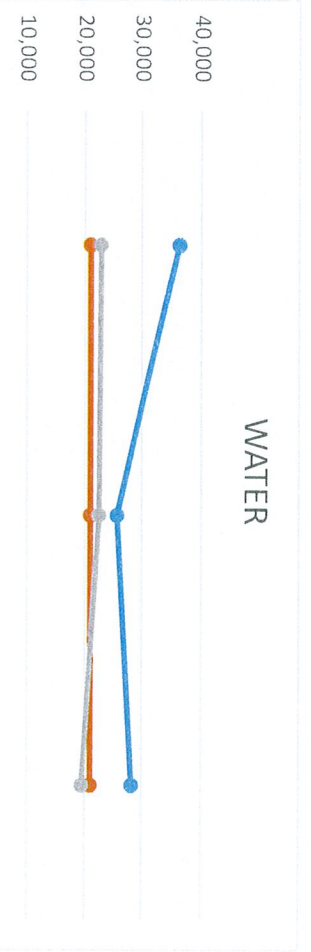
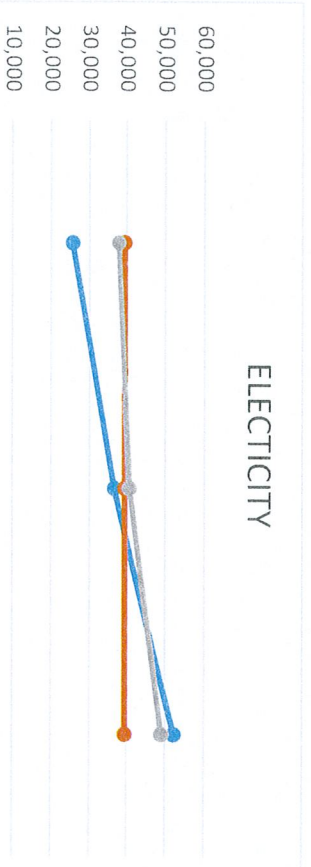
TOTAL JULY TO DEC





TOTAL UUT JULY TO SEPTEMBER





City of Canyon Lake Utility User Tax

July through December 2016

	Jul	Aug	Sept	1st Quar	Oct	Nov	Dec	2nd Quar	Total
ELECTRIC	25,598	36,714	52,210	114,523	50,796	37,688	-	88,484	203,007
ANTICIPATED	39,622	39,622	39,622	118,866	39,622	39,622	39,622	118,866	237,732
VARIANCE	(\$14,024)	(\$2,908)	\$12,588	(\$4,343)	\$11,174	(\$1,934)	(\$39,622)	(\$30,382)	(\$34,725)
Actual 15-16	\$37,904	\$40,847	\$49,124	\$127,875	\$47,222	\$32,349	\$36,344	\$115,915	\$243,790
WATER	36,262	25,661	28,249	90,173	26,316	27,676	-	53,992	144,164
ANTICIPATED	21,000	21,000	21,000	63,000	21,000	21,000	21,000	63,000	126,000
VARIANCE	\$15,262	\$4,661	\$7,249	\$27,173	\$5,316	\$6,676	(\$21,000)	(\$9,008)	\$18,164
Actual 15-16	\$22,872	\$22,520	\$19,487	\$64,879	\$30,580	\$25,405	\$24,139	\$80,124	\$145,003
SOLID WASTE	-	2,692	-	2,692	2,692	-	-	2,692	5,385
ANTICIPATED	2,000	2,000	2,000	6,000	2,000	2,000	2,000	6,000	12,000
VARIANCE	(\$2,000)	\$692	(\$2,000)	(\$3,308)	\$692	(\$2,000)	(\$2,000)	(\$3,308)	(\$6,615)
Actual 15-16	\$914	\$883	\$1,038	\$2,835	\$830	\$708	\$10,409	\$11,947	\$14,782
GAS	126	115	118	359	115	110	-	225	584
ANTICIPATED	145	145	145	435	145	145	145	435	870
VARIANCE	(\$19)	(\$30)	(\$27)	(\$76)	(\$30)	(\$35)	(\$145)	(\$210)	(\$286)
Actual 15-16	\$101	\$101	\$100	\$302	\$96	\$124	\$196	\$416	\$718
TELECOM	14,960	14,837	14,693	44,490	14,206	14,198	-	28,405	72,895
ANTICIPATED	10,500	10,500	10,500	31,500	10,500	10,500	10,500	31,500	63,000
VARIANCE	\$4,460	\$4,337	\$4,193	\$12,990	\$3,706	\$3,698	(\$10,500)	(\$3,095)	\$9,895
Actual 15-16	\$13,063	\$10,050	\$11,727	\$34,840	\$11,935	\$11,095	\$12,114	\$35,144	\$69,984
VIDEO USERS	5,224	5,351	5,087	15,662	5,078	4,828	-	9,906	25,568
ANTICIPATED	5,900	5,900	5,900	17,700	5,900	5,900	5,900	17,700	35,400
VARIANCE	(\$676)	(\$549)	(\$813)	(\$2,038)	(\$822)	(\$1,072)	(\$5,900)	(\$7,794)	(\$9,832)
Actual 15-16	\$6,390	\$6,216	\$5,782	\$18,388	\$6,030	\$5,967	\$6,226	\$18,223	\$36,611
TOTAL	82,171	85,371	100,356	267,899	99,204	84,500	-	183,704	451,603
ANTICIPATED	79,167	79,167	79,167	237,501	79,167	79,167	79,167	237,501	475,002
VARIANCE	\$3,004	\$6,204	\$21,189	\$30,398	\$20,037	\$5,333	(\$79,167)	(\$53,797)	(\$23,399)
Actual 15-16	\$81,244	\$80,617	\$87,258	\$249,119	\$96,693	\$75,648	\$89,428	\$261,769	\$510,888

Electric	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Constellation New Energy, Inc	21.38	-	31.46	14.08	14.67	-	-	-	-	-	-	-	81.59
Southern California Edison	25,576.80	36,714.31	52,178.67	50,782.04	37,673.58	-	-	-	-	-	-	-	202,925.49
Total	25,598.18	36,714.31	52,210.13	50,796.12	37,688.25	-	-	-	-	-	-	-	203,006.99
Actual 2015-16	37,904.00	40,847.00	49,124.00	47,222.00	32,349.00	36,344.00	42,259.00	45,260.00	35,257.00	27,188.00	21,871.00	25,598.00	441,223.00

Mailed in a Zero Return

Water	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
EMWWD	1,858.95	2,009.30	2,142.91	2,388.57	2,027.05								10,426.78
EVMWWD	34,403.34	23,651.96	26,106.08	23,927.75	25,648.46								133,737.59
Total	36,262.29	25,661.26	28,248.99	26,316.32	27,675.51	-	-	-	-	-	-	-	144,164.37
Actual 2015-16	22,872.00	22,520.00	19,487.00	30,580.00	25,405.00	24,139.00	24,378.00	20,332.00	21,247.00	22,644.00	11,520.00	36,262.00	281,386.00

CR&R CR&R
CR&R

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	-	2,692.36		2,692.36									5,384.72
Actual 2015-16	914.00	883.00	1,038.00	830.00	708.00	10,409.00	830.00	708.00	1,139.00	9,324.00	43,827.00	-	70,610.00

Gas	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
The Gas Company	120.99	111.44	114.54	111.98	105.77								564.77
Xoom Energy, LLC	5.07	3.60	3.25	2.91	4.04								18.87
Total	126.06	115.04	117.79	114.89	109.81	-	-	-	-	-	-	-	583.59
Actual 2015-16	101.00	101.00	100.00	96.00	124.00	196.00	256.00	230.00	163.00	144.00	136.00	126.00	1,773.00

Telecom	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
AT&T Corp	53.28	52.86	56.16	56.22	61.96	-	-	-	-	-	-	-	280.48
Century Link Communications	0.67	0.68	0.72	0.72	0.67	-	-	-	-	-	-	-	3.48
Compliance Solutions - GreatCall, Inc. dba Jitterbug	56.03	56.41	68.12	64.47	74.91	-	-	-	-	-	-	-	319.94
Compliance Solutions - Nextiva, Inc.	25.48	25.72	25.67	25.35	25.48	-	-	-	-	-	-	-	127.70
Compliance Solutions - Ready Wireless, LLC	1.51	0.91	3.12	3.72	-	-	-	-	-	-	-	-	9.26
Compliance Solutions - Spectrotel, Inc.	-	-	-	-	-	-	-	-	-	-	-	-	-
Cricket Wireless LLC	13.28	15.30	11.32	11.33	16.38	-	-	-	-	-	-	-	67.61
Flash Wireless, LLC c/o Avalara, Inc. (FKA Etax Services)	3.07	1.12	1.12	-	-	-	-	-	-	-	-	-	5.31
Frontier California, Inc. (Split)	3,058.52	3,155.99	3,018.81	3,005.69	2,861.68	-	-	-	-	-	-	-	15,100.69
Frontier Communications of America	477.15	472.98	350.31	287.57	432.77	-	-	-	-	-	-	-	2,020.78
Granite Tele LLC	-	1.27	-	-	-	-	-	-	-	-	-	-	1.27
Google North America Inc. c/o Avalara, Inc.	-	-	-	5.31	1.17	-	-	-	-	-	-	-	-
InReach, Inc. c/o Avalara, Inc. (FKA Etax Services)	0.10	0.10	0.09	0.09	0.09	-	-	-	-	-	-	-	0.47
iWireless	-	-	-	-	-	-	-	-	-	-	-	-	-
Level 3 Communications LLC	1.80	1.58	2.47	2.29	2.54	-	-	-	-	-	-	-	10.68
Los Angeles SMSA Limited Part	4,085.56	3,962.58	4,002.22	3,850.81	3,811.78	-	-	-	-	-	-	-	19,712.95
MCI Communications Services, Inc	13.75	14.28	16.06	16.14	10.57	-	-	-	-	-	-	-	70.80
MetroPCS California, LLC	36.02	42.63	38.96	40.94	39.28	-	-	-	-	-	-	-	197.83
New Cingular Wireless PCS LLC	3,340.69	3,318.47	3,370.96	3,232.52	3,226.78	-	-	-	-	-	-	-	16,489.42
OnStar LLC	312.02	15.80	14.67	15.48	15.69	-	-	-	-	-	-	-	373.66
Pacific Bell Telephone Company	5.09	5.01	5.18	5.26	5.19	-	-	-	-	-	-	-	25.73
Spok, Inc	-	-	-	-	-	-	-	-	-	-	-	-	-
Sprint Communications	4.87	2.06	1.63	1.09	1.22	-	-	-	-	-	-	-	10.87
Sprint Spectrum	44.27	48.80	50.85	50.62	42.15	-	-	-	-	-	-	-	236.69
Sprint Telephony PCS, LP Wireless Post Paid	-	-	-	-	-	-	-	-	-	-	-	-	-
Sprint Telephony PCS, LP CA Prepaid Wireless MTS Surcharge	1,995.32	2,183.51	2,116.91	1,968.60	2,069.09	-	-	-	-	-	-	-	10,333.43
Star2star Communications	7.48	-	4.25	7.70	7.70	-	-	-	-	-	-	-	27.13
T-Mobile West	1,154.70	1,159.66	1,231.11	1,251.52	1,194.33	-	-	-	-	-	-	-	5,991.32
TWC Digital Phone LLC	-	-	-	-	-	-	-	-	-	-	-	-	-
U.S Telepacific Corp.	92.90	97.44	95.62	90.20	89.98	-	-	-	-	-	-	-	466.14
Utility Telecom Group, Inc. (UTG)	22.02	22.28	22.10	22.15	22.25	-	-	-	-	-	-	-	110.80
Utility Telephone, Inc	-	-	-	-	-	-	-	-	-	-	-	-	-
Verizon Long Distance, LLC	-	-	-	-	-	-	-	-	-	-	-	-	-
Virgin Mobile USA, LP	106.80	133.83	118.51	125.49	129.67	-	-	-	-	-	-	-	614.30
Vonage American c/o Etax Service	42.50	40.04	59.19	58.61	49.23	-	-	-	-	-	-	-	249.57
Vonage Business Solutions c/o Etax	5.45	6.04	6.52	6.45	5.93	-	-	-	-	-	-	-	30.39
Total	14,960.33	14,837.35	14,692.65	14,206.34	14,198.49	-	-	-	-	-	-	-	72,888.68
Actual 2015-16	13,063.00	10,050.00	11,727.00	11,935.00	11,095.00	12,114.00	12,050.00	11,470.00	17,714.00	14,890.00	16,319.00	14,960.00	157,387.00

Sent in a zero report

Video Users	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Frontier California, Inc.	4,013.99	4,006.40	3,849.82	3,825.60	3,501.71	-	-	-	-	-	-	-	19,197.52
Time Warner Cable Business LLC	33.95	33.95	33.95	33.95	33.95	-	-	-	-	-	-	-	169,754.9
Time Warner Cable Info Services (CA) LLC	1,176.42	1,310.48	1,202.90	1,218.69	1,292.27	-	-	-	-	-	-	-	6,200.76
Total	5,224.36	5,350.83	5,086.67	5,078.24	4,827.93	-	-	-	-	-	-	-	25,568.03
Actual 2015-16	6,390.00	6,216.00	5,782.00	6,030.00	5,967.00	6,226.00	6,193.00	5,897.00	1,084.00	1,144.00	1,144.00	1,210.00	53,283.00