

MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, May 31, 2018
Open Session – 12:00 p.m.

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

Open Session – 12:00 p.m.

1. Call Open Session to Order

Mayor Warren called the meeting to order at 12:00 p.m.

2. Flag Salute

Flag Salute was led by Mayor Vicki Warren.

3. Roll Call

Present: Council Members Bonner, Ehrenkranz, Haggerty, Mayor Pro Tem Greene, and Mayor Warren.

4. Approval of the City Council Agenda

Moved by Greene, seconded by Haggerty to approve the agenda as presented.

Motion carried 5-0 with Council Members Bonner, Ehrenkranz, Haggerty, Mayor Pro Tem Greene and Mayor Warren voting aye.

5. Public Comment

There were no public comments.

6. Review and Discussion of 2018-2019 Proposed City Budget

City Manager Palmer provided the staff report.

Accountant, Terry Shea, discussed the Tax Revenue Sources.

It was discussed that the assessed home value was updated every fiscal year and this year's budget was based off last fiscal year's assessed valuation with a 3% increase.

Accountant Shea discussed revenue from licenses, permits and fees and the City was projecting upward. There was discussion regarding Construction/Building Permit Fees and 67% of the projected \$270,000.00 revenue would go to Charles Abbott Associates (CAA) for their fee, business license revenue was projected the same, and the library lease was raised.

There was discussion regarding the cost for Charles Abbott Associates (CAA) and the City's other options of hiring City staff or going out for Request for Proposal (RFP).

Shea discussed the Motor Vehicle License Fee, miscellaneous income and the Veteran's Donations.

There was discussion regarding the fees for blood/alcohol analysis and towing costs and recouping costs.

There was discussion regarding recouping costs for damage to done to City property.

Shea discussed the General Fund Department Expenditures and the expenditure increase to the building department was due to the increase in revenues and the 67% paid to CAA.

There was discussion regarding the budgeted amount of \$42,000.00 for the Public Works Department and that was a number given by CAA based on projected projects.

There was discussion regarding the Emergency Preparedness budget.

Shea discussed the increase to the Law Enforcement and Fire budget and the decrease to the Animal Control budget.

There was discussion regarding the cost for Fire for the fiscal year 2014/2015.

There was further discussion regarding the Law Enforcement budget.

Shea discussed NPDES and the Special Enforcement budget and explained that benefits were projected higher due to CalPERS and Unfunded Liability Payment were higher.

Mike Borja, Administrative Services Manager, clarified that the majority of the Emergency Preparedness budget was for CodeRed and the City satellite phones.

There was discussion regarding using Ariel Hall on an as needed basis as a consultant during the elections.

There was discussion regarding deferring full payment to Fire until the City had a response regarding the SAFER Grant.

Shea further discussed the General Fund Expenditures.

There was discussion regarding the cost increase for Fire services of approximately \$700,000.00 and the proposed General Fund Budget was anticipating a deficit of \$538,923.00.

Shea continued to discuss the General Fund Department Services Expenditures.

There was discussion regarding the City Attorney budget.

Shea continued to discuss the General Fund Department Services Expenditures.

City Manager Palmer stated the City was looking into using the Property Owners Association (POA) for janitorial and on call service.

There was discussion regarding Senate Bill 1 (SB1), gas tax funds and maintenance along Railroad Canyon Road.

Shea discussed the Measure A Fund that was used to pay back the Riverside County Transportation Commission (RCTC) Loan and County General Fund Loan. It was stated there was one more year after this year for both loans and Measure A Funds could only be spent on transportation and road maintenance.

There was discussion regarding AQMD funds.

There was discussion regarding the Law Enforcement Grants.

There was discussion regarding \$376,000.00 that could be used towards Capital Improvement Projects and the City currently does not have any projects planned.

Shea discussed a Fund Balance Analysis that compared past fiscal years with and without Utility Users Tax (UUT) Revenues.

Shea discussed the City's Public Safety Expenditures and the General Government used 15% of the budget, Development Services used 10% of the budget and Public Safety used 75% of the budget.

There was discussion regarding the completion of the Fee Study.

There was discussion regarding the UUT and that item would be brought to Council in July to discuss details for the November Election.

Council Member Bonner stepped away from the dias at 12:58 p.m.

There was further discussion regarding the UUT percentage, the history of other Cities and it would be further discussed at the July City Council Meeting.

Council Member Bonner returned to the dias at 1:00 p.m.

There was discussion regarding funding security for POA events.

There was discussion regarding the UUT on the November Ballot.

There was discussion that the City had not paid for Deputies for Taco Tuesday for some time and Special and Code Enforcement would not attending this year.

City Manager Palmer and Accountant Shea discussed proposed salary increase options.

It was discussed that staff would leave the proposed budget and salary proposal the same and it would be further discussed during the City Council Meeting.

There was discussion regarding fire inspection fees and this topic would be brought back at the July City Council Meeting.

7. Announcements

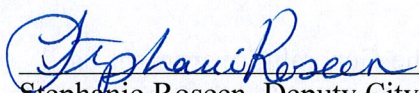
City Manager Palmer discussed BLM surplussing land.

The next regular City Council meeting was scheduled for June 6, 2018 at 6:30 p.m. for Open Session.

8. Adjournment

Mayor Warren adjourned the meeting at 1:20 p.m.

Respectfully submitted,


Stephanie Roseen, Deputy City Clerk