

MINUTES
SPECIAL MEETING OF THE CANYON LAKE
FINANCE AND PLANNING COMMITTEE
Monday, June 4, 2018
8:00 a.m.

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

1. Call to Order

Committee Chair Greene called the meeting to order at 8:00 a.m.

2. Pledge of Allegiance

Committee Member Bonner led the flag salute.

3. Roll Call

Present: Committee Chair Greene
 Committee Member Bonner

4. Public Comments

There were no public comments.

5. Accept Meeting Minutes

5.1 May 1, 2018

Committee Chair Bonner requested an update regarding the sign for the Canyon Cowboy and approval from the Merchant Owners Association (MOA).

Committee Chair Bonner requested an update regarding permits for the main gate entrance and Marcella Garza, Building and Safety Department, stated there would be an update during Item 6.

Committee Chair Bonner requested an update regarding a phone call to the City Manager from the Bureau of Land Management (BLM).

The minutes were accepted as presented.

6. Update by Charles Abbott Associates

Committee Chair Bonner stated the Slurry Seal Project was done very well.

Marcella Garza, Building and Safety Department, provided the statistics from the Building Department. She discussed the City Planner had been waiting on approval from the MOA

regarding the sign permit for the Canyon Cowboy. Marcella also stated the Property Owners Association (POA) main gate water feature had been finalized and the POA had pulled another permit for a 200 square foot Marine/Office Patrol building located on Village Way Drive.

There was discussion regarding the POA Amphitheater and there had not been any permits pulled.

Margaret Monson, Public Works, discussed the Slurry Seal Project.

There was discussion regarding areas along Railroad Canyon Road that the surface of the Slurry Seal had been worn due to large truck traffic and the purpose of a slurry seal is to rejuvenate the top layer of the existing asphalt.

Margaret discussed the finalizing of the Slurry Seal project and the striping and street sweeping that would take place.

There was discussion regarding road striping near the entrance to Skylink.

There was discussion that there had not been any reported claims for damage.

Margaret discussed that All American placed an additional 14,000 square feet of slurry at no cost to the City.

It was discussed that the slurry seal was done beyond City limits for blending purposes.

Margaret discussed the contractor's average asphalt mix.

Margaret further discussed the finalizing for the Slurry Seal Project.

There was discussion regarding renting space from the POA for All American to stage their equipment during the Slurry Seal Project.

Margaret Monson discussed the Railroad Canyon Road Wrought Iron Fence Repair Project Phase 2 and it was discussed the City would wait to move forward until the City had received a final bill from All American.

There was discussion regarding 7 trees located in the median that were dead and under warranty and the irrigation system and water reservoir for the median should be monitored during the hotter months.

There was discussion regarding the status of the Charles Abbott Associates audit.

7. Review of June 6, 2018 Council Meeting Agenda – Recommendations to Council

a. Claims and Demands

There was discussion regarding payment to Aflac and it was a pass through cost and the employees pay for Aflac through their insurance benefits.

There was discussion regarding Animal Friends of the Valleys billings.

There was discussion regarding check number 24273 to California Consulting, LLC.

There was discussion regarding check number 24271 to American Forensic Nurses Inc. for blood draws done by the Sheriff's Department and future cost to contract cities.

There was discussion regarding check number 24276 for irrigation repair.

There was discussion regarding check number 35380 and there was a check printing error.

There was discussion regarding check number 24283 for annual maintenance for the boat.

There was discussion regarding check number 24284 to The LEW Edwards Group for professional services in regards to the Users Utility Tax.

There was discussion regarding check number 24287 for the 2018 Toyota Highlander.

There was discussion regarding repairs to the City's GMC Yukon.

There was discussion regarding checks paid prior to claims and demands being approved at the City Council meeting.

There was discussion regarding payments to Charles Abbott Associates (CAA).

There was discussion regarding check number 24304 and the Sexual Assault Response Team (SART) Exam.

There was discussion regarding cost recovery in regards to the Athey Case.

There was further discussion regarding the repair to the GMC Yukon.

There was further discussion regarding the Sheriff's Blood/Alcohol Testing.

There was discussion regarding Western Riverside Council of Governments (WRCOG), Transportation Uniform Mitigation Fee (TUMF) had risen to \$8,873.00 for each new home build.

There was discussion regarding the check report.

b. Credit Card Review

There was discussion regarding payment for the Jeep tires.

There was discussion regarding the payment for the Samsung TVs.

8. Investment Report

There was discussion regarding forgetting to discuss the investment report during the budget workshop and the City may want to look into not having a money manager in the future.

9. Expense Report Review

There was no discussion regarding the expense report.

10. April 2018 Financial Statement

There was no discussion regarding the financial statement.

11. UUT Quarterly Update

There was no discussion regarding the UUT quarterly update.

12. 2018/2019 FY Budget Review

It was discussed that the only change to the budget that had been made, since Council meet individually with the City Manager and Accountant, was the addition of \$600.00 to the City Council salaries for the month of December to accommodate for the two open positions.

It was discussed that the salaries would still need to be discussed at the City Council Meeting.

There was discussion regarding step increases for salaries.

There was discussion regarding future projections for the City budget.

13. Staff Comments

City Manager Palmer gave an update for Building and Safety and stated Happy Camp did not require a permit and he would have Code Enforcement look into the Amphitheater.

There was further discussion regarding financial projections for fire.

There was discussion regarding the contract between the County and Cal Fire.

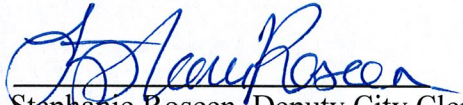
14. Committee Member Comments

There were no Committee Member comments.

15. Adjournment

The meeting was adjourned at 9:20 a.m.

Respectfully Submitted,


Stephanie Roseen, Deputy City Clerk

