



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road
Canyon Lake, CA 92587

Website: www.cityofcanyonlake.org

*Chair Larry Greene
Member Jeremy Smith*

AGENDA

Regular Meeting of the Finance & Planning Committee

Tuesday, June 4, 2019

8:00 A.M.

COUNCIL CHAMBER

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

Limit 3 Minutes

ROUTINE ITEMS

- (1) Accept Meeting Minutes
 - April 30, 2019
- (2) Update by Interwest
- (3) Review of June 5, 2019 Council Meeting Agenda
 - Claims & Demands
 - Credit Card Review
 - Investment Report
 - Expense Report
- (4) April Financial Statements
- (5) Consideration and Adoption of City Budget
 - Approval of Resolution No. 2019-18, Adopting the City's Fiscal Year 2019/20 Budget and Appropriations Limit
 - Approval of Resolution No. 2019-19, Approving the salary and wage Schedule for employees of the City for FY 2019-2020.

STAFF COMMENTS

COMMITTEE MEMBER COMMENTS

ADJOURNMENT

Next Meeting Date: July 2, 2019

This item will be provided on or before the meeting

CITY OF CANYON LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND
FOR THE ONE MONTH AND TEN MONTHS ENDED APRIL 30, 2019

	Current Period Actual	Year-to-Date Actual	Total Budget	% Total of Budget Used
REVENUES				
Taxes	\$ 297,135.67	\$ 2,832,266.59	\$ 4,181,880	67.73
Licenses and Permits	25,342.40	291,809.93	362,700	80.45
Fines	526.52	9,155.18	15,000	61.03
Franchise Fees	112,728.28	223,939.22	332,500	67.35
Investment earnings	15,446.48	68,162.84	70,700	96.41
Intergovernmental	-	3,843	15,100	25.45
Other Income	165.00	7,301.23	28,000	26.08
Total Revenues	<u>451,344.35</u>	<u>3,436,477.99</u>	<u>5,005,880</u>	<u>68.65</u>
EXPENDITURES				
DEPARTMENTS				
City Council	9,119.37	74,012.86	107,247	69.01
City Attorney	-	60,289.69	80,000	75.36
City Manager	23,289.83	371,860.17	383,609	96.94
City Clerk	8,693.85	104,315.96	146,433	71.24
Finance	1,817.19	80,006.92	120,930	66.16
Planning	13,144.70	47,677.77	51,600	92.40
Building & Safety	40,438.89	160,195.67	201,660	79.44
Law Enforcement	126,311.67	981,363.50	1,753,720	55.96
Fire & Medical	418,543.48	815,373.64	2,230,870	36.55
Emergency Preparedness	-	8,235.82	10,900	75.56
Animal Control	34,063.71	125,690.41	141,990	88.52
Public Works Administration	-	15,831.00	42,000	37.69
NPDES	1,114.31	68,806.61	73,141	94.07
Special Enforcement	16,011.23	160,187.35	193,758	82.67
Building & Facility	11,423.44	67,743.56	67,050	101.03
Total Expenditures	<u>703,971.67</u>	<u>3,141,590.93</u>	<u>5,604,908</u>	<u>56.05</u>
Excess (Deficit)	<u>\$ (252,627.32)</u>	<u>\$ 294,887.06</u>	<u>\$ (599,028)</u>	
Fund Balance - Beginning of Year		<u>4,241,303.09</u>		
Fund Balance - January 31, 2019 (before closing)		<u>\$ 4,536,190.15</u> *		

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

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

DATE: June 5, 2019

SUBJECT: Adoption of Resolution No. 2019-18, Approving the City's Fiscal Year 2019-2020 Budget and Appropriations Limit

Recommendation:

City Council review and discuss Resolution No. 2019-18, adopting the budget, appropriating revenue and establishing the appropriations limit for Fiscal Year 2019-2020; and authorizing the City Manager to execute contracts per the budget and Municipal Code.

Background:

The attached budget for Fiscal Year 2019-2020 is presented to the City Council for review.

The historic General Fund revenue detail can be found on budget page 4, and the historic General Fund expenditure detail is on budget page 5. At the bottom of budget page 8, a pie chart identifies General Fund Expenditures by function.

Budget page 9, entitled Fund Balance Summary, of the proposed 2019-2020 budget identifies the City's projected General Fund fund balance at \$3,680,000 at June 30, 2019 (unaudited).

The budget indicates General Fund revenues are estimated to be \$5,186,725 for Fiscal Year 2019-2020. Estimated General Fund expenditures are \$5,871,075. The projected fund balance at June 30, 2020 is \$2,995,650. The budget reflects a General Fund deficit of \$684,350 for Fiscal Year 2019-20. Included in Fiscal Year 2019-20 are the additional costs over the prior fiscal years for fire protection services of over \$915,000 over the actual fire costs from Fiscal Year 2017-18, this is the result of the requirement for a three person engine company.

The major changes from the Fiscal Year 2018-19 budget are as follows:

- Increase of \$53,700 in Property Taxes, based on assessed value growth
- Increase of \$41,650 in Property Tax VLF based assessed value growth
- Increase of \$64,070 in Fire Structure Fees based on actual FY 2018-19 amounts and assessed values
- Increase of \$11,000 in Business License Fees due to the increase in the fee as a result of the Fee Study.
- Increase in the City Manager's Department of \$87,000, for Salaries and Benefits of \$20,965, migrating the servers to the cloud for \$10,000, Insurance costs of \$4,920, hiring a grant consultant for \$12,000, \$13,400 for new computers and monitors for all departments and to purchase a new boat less the cost of the trade-in for \$18,000.
- Decrease in the City Clerk's Department of \$2,000, which includes a decrease of \$20,000 for election costs, offset by increases of \$17,000 to digitize city records and a \$4,000 increase in salaries and benefits. Included in the salaries and benefits is the addition of another part-time Office Specialist offset by the transferring of the salary for the Code Enforcement Officer to the Special Enforcement Department.
- Decrease in the Planning Department of \$9,600 to reflect the current activity.
- Increase in the Building & Safety Department of \$67,600 for a change in the revenue sharing percentage from 67% to 95%.
- Increased the Law Enforcement Budget by \$55,000 before transfers out to the CalCOPS Fund of \$120,000 in FY 2018/19 and \$150,000 in FY 2019/20. The Police Services portion of the contract increased by \$48,500.
- Increased the Fire Budget by \$40,210, which includes 3 months at normal staffing and 9 months at the non-municipal staffing level, (1 Captain and 2 Fire Fighter II's).
- Increased the Animal Control Department Budget by \$11,550, \$430 in debt service costs and \$11,100 in sheltering costs as a result of the City of Canyon Lake's percentage of animal count for 2018 increasing from 2017.
- Increased the Special Enforcement Budget by \$57,000. Of this \$50,930 is for salaries and benefits. The differences are increased hours and benefits for the Supervisor, Code Enforcement Officer's salary and benefits now 100% charged to this Department, eliminated 1 part-time Special Enforcement Officer and increased hourly rates by 2.8%. Operating costs were increased by \$6,500, \$5,000 for safety equipment and \$2,000 for annual training and education.
- Increased the Building and Facilities Maintenance Budget by \$49,000 which is made up of the following:
 1. Rent for City Hall addition \$33,810
 2. Estimated Utilities and other costs for City Hall Addition \$15,700
- For the Gas Tax Special Revenue Fund there is a decrease of \$37,760 in expenditures for the mulch project being completed and a decrease in professional services. There is an increase in revenues of \$14,000.

- For the Measure A Special Revenue Fund there is an increase in projected revenues of \$12,000 and a decrease in \$100,000 in debt service costs as both outstanding loans will be fully repaid.
- For the AQMD Special Revenue Fund there are no proposed expenditures at this time, Staff will research new projects and bring them to the Council during the fiscal year.
- For the Law Enforcement Grants Special Revenue Fund there is an increase in projected revenues of \$15,000 and increase in expenditures of \$11,000.
- In the Capital Projects Fund there are no proposed projects at this time.

Budget (or Fiscal) Impact:

See attached Proposed Budget document.

Attachments:

1. Resolution No. 2019-18
2. Proposed Budget
3. Exhibit A 2019-20 Appropriations Limit Computation

ATTACHMENT 1

RESOLUTION 2019-18

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE
ADOPTING THE BUDGET, APPROPRIATING REVENUE AND
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-2020**

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed budget for the 2019-2020 fiscal year commencing July 1, 2019 and ending June 30, 2020, and

WHEREAS, the City Council held a Council Meeting to discuss the proposed budget on June 5, 2019 where all interested persons were provided the opportunity to be heard, and

WHEREAS, the City Council has considered the same budget and comments thereon, and has determined it is necessary for the efficient management of the City that certain sums of revenue be appropriated to the various departments, officers, agencies and activities of the City, and

WHEREAS, an appropriations limit must be established for FY 2019-2020 to meet the legal requirements of Article XIII B of the California Constitution, including the designation of certain revenues as tax proceeds, as set forth in said budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE RESOLVES AND ORDERS AS FOLLOWS:

Section 1. For the Fiscal Year ending June 30, 2020, the appropriations limit has been computed using the change in population for the City of Canyon Lake and the change in California per capita personal income as set out in Section 7901 of the Government Code. The appropriations limit for the fiscal year ending June 30, 2020 is established at \$6,159,276 as verified by calculations attached "Exhibit A".

Section 2. The City Council hereby identifies and authorizes a total estimated Operations, Debt Service and Capital Budget for FY 2019-2020 in the amount of \$6,210,348 with reserves and balances of \$5,214,677 and appropriates said amount from revenues of the City to the departments, functions and funds as contained in the Budget and authorizes the City Manager to carry out the City's expenditures in conformity herewith.

PASSED, APPROVED AND ADOPTED this 5th day of June, 2019.

Larry Greene, Mayor

Attest:

Ana V. Sauseda, Deputy City Clerk

ATTACHMENT 2

**City of Canyon Lake
Revenue Summary by Fund
Fiscal Year 2019-20**

Fund Type & Name	Actual Revenue 2016-17	Actual Revenue 2017-18	Budgeted Revenue 2018-19	Proposed Revenue 2019-20
GENERAL FUND				
General Fund	\$ 4,826,852	\$ 5,090,848	\$ 5,005,880	\$ 5,186,725
SPECIAL REVENUE FUNDS				
Gas Tax	206,378	317,080	463,240	477,200
Measure A	170,673	183,940	185,500	197,500
AQMD Trust	13,368	12,588	13,200	13,200
Law Enforcement Grants	129,107	139,416	125,000	140,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 519,526	\$ 653,024	\$ 786,940	\$ 827,900
DEBT SERVICE FUND				
Debt Service	\$ -	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ 22,717	\$ 13,946	\$ -	\$ -
TOTAL	\$ 5,369,095	\$ 5,757,818	\$ 5,792,820	\$ 6,014,625

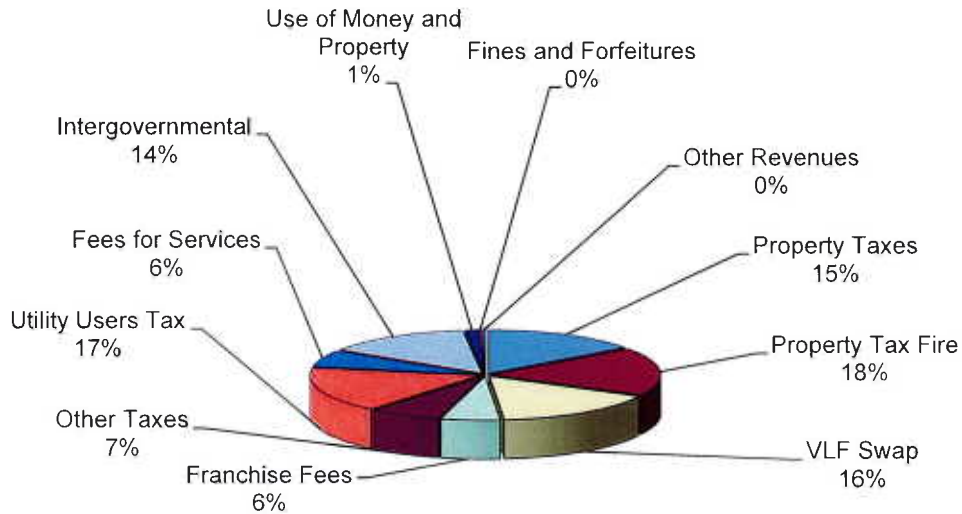
**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2019-20**

Fund Type & Name	Actual Revenue 2016-17	Actual Revenue 2017-18	Budgeted Revenue 2018-19	Proposed Revenue 2019-20
GENERAL FUND				
Property Taxes	\$ 793,335	\$ 824,638	\$ 842,200	\$ 895,900
Property Taxes Fire	994,817	1,033,118	1,010,930	1,075,000
VLF Swap	843,600	877,260	912,350	954,000
Sales Tax	240,026	291,586	236,400	261,000
Utility Users Tax	1,015,711	1,006,730	1,032,000	1,012,000
Franchise Fees	327,992	335,153	332,500	334,500
Other Taxes	148,407	141,890	148,000	148,000
Fees for Services	316,885	383,917	362,700	383,300
Intergovernmental	18,605	74,699	15,100	14,000
Use of Money and Property	32,503	39,965	70,700	72,025
Fines and Forfeitures	26,646	22,128	15,000	15,000
Other Revenues	68,325	59,764	28,000	22,000
Total General Fund	\$ 4,826,852	\$ 5,090,848	\$ 5,005,880	\$ 5,186,725
SPECIAL REVENUE FUNDS				
Gas Tax				
Intergovernmental Revenue	\$ 208,846	\$ 317,885	\$ 462,240	\$ 476,200
Use of Money and Property	(2,468)	(805)	1,000	1,000
Measure A				
Intergovernmental Revenue	171,438	184,294	185,000	197,000
Use of Money and Property	(765)	(354)	500	500
AQMD Trust				
Intergovernmental Revenue	13,640	12,695	13,000	13,000
Use of Money and Property	(272)	(107)	200	200
Law Enforcement Grants				
Intergovernmental Revenue	129,324	139,416	125,000	140,000
Use of Money and Property	(217)	-	-	-
Miscellaneous Grants Fund				
Intergovernmental Revenue	-	-	-	-
Total Special Revenue	\$ 519,526	\$ 653,024	\$ 786,940	\$ 827,900

**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2019-20**

Fund Type & Name	Actual Revenue 2016-17	Actual Revenue 2017-18	Budgeted Revenue 2018-19	Proposed Revenue 2019-20
CAPITAL IMPROVEMENT FUND				
Capital Projects				
Intergovernmental Revenue	\$ 22,717	\$ 13,946	\$ -	\$ -
Other Revenues	-	-	-	-
Transfers In	-	-	-	-
Total Capital Projects	\$ 22,717	\$ 13,946	\$ -	\$ -
TOTAL	\$ 5,369,095	\$ 5,757,818	\$ 5,792,820	\$ 6,014,625

Revenue Summary by Type



**City of Canyon Lake
Fiscal Year 2019-20**

General Fund Revenue Detail

Code	Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
Taxes					
4020	Base Property Tax (S)	\$ 710,889	\$ 740,822	\$ 755,800	\$ 806,100
4030	Base Property Tax (U)	32,861	32,755	34,000	35,400
4032	Property Tax Fire	994,817	1,033,118	1,010,930	1,075,000
4040	Homeowner-S Exemption Reimb	8,901	8,818	8,900	8,900
4050	Real Property Transfer Tax	86,112	84,642	84,000	84,000
4060	Property Tax-Py (S)	21,473	20,205	26,700	26,700
4070	Property Tax -Py (U)	2,057	1,768	2,300	2,300
4080	Property Tax 2345/Cur/Sup	12,586	14,516	10,200	11,800
4090	Property Tax 2345/Py/Sup	4,568	5,754	4,300	4,700
4705	Property Tax Vlf Swap	843,600	877,260	912,350	954,000
4100	Sales & Use Tax	240,026	291,586	236,400	261,000
4130	Utility Users Tax	1,015,711	1,006,730	1,032,000	1,012,000
4150	Franchise Fee - Cable Tv	130,378	130,083	132,000	134,000
4160	Transient Lodging Tax	62,295	57,248	64,000	64,000
4170	Edison Franchise Fee	108,070	113,789	114,000	114,000
4180	Refuse Disposal Franchise Fee	87,274	89,627	84,800	84,800
4190	So. Cal Gas Franchise Fee	2,270	1,654	1,700	1,700
	Subtotal Taxes	\$ 4,363,888	\$ 4,510,375	\$ 4,514,380	\$ 4,680,400
Licenses, Permits & Fees					
4200	Construction/Bldg Permit Fee	\$ 223,863	\$ 274,097	\$ 270,000	\$ 280,000
4201	CBSC Green Fees	334	655	600	600
4202	SMIP Fees	848	1,686	1,500	1,500
4210	Conditionl Use Fee	-	2,000	-	-
4220	Site Plan Review	17,391	19,444	10,000	10,000
4225	Credit Card Convenience Fee	1,116	1,687	2,400	2,000
4231	Grading Fees	600	-	1,000	1,000
4250	Encroachment Fees	3,500	6,300	2,200	2,200
4786	Cable Access Fee	18,779	26,061	24,000	24,000
4450	Foreclosure Fees	1,747	1,573	2,000	2,000
4400	Business License Fee	48,707	50,414	49,000	60,000
	Subtotal Licenses, Permits & Fees	\$ 316,885	\$ 383,917	\$ 362,700	\$ 383,300
Use of Money & Property					
4690	Library Lease Income	\$ 42,979	\$ 44,369	\$ 45,700	\$ 47,025
4695	Multi-Purpose Lease Income	25	-	-	-
4900	Interest Income	(10,501)	(4,404)	25,000	25,000
	Subtotal Use of Money & Property	\$ 32,503	\$ 39,965	\$ 70,700	\$ 72,025
Intergovernmental					
4700	Motor Vehicle License Fee	\$ 4,785	\$ 5,733	\$ 4,900	\$ 5,000
4590	Grant Revenues (Emergency)	13,820	4,423	-	-
4596	AVA Funds	-	-	9,200	8,000
	Grant Revenues (DUI, Etc)	-	64,543	1,000	1,000
	Subtotal Intergovernmental	\$ 18,605	\$ 74,699	\$ 15,100	\$ 14,000
Fines & Forfeitures					
4600	Court, Vehicle & Parking Fees	\$ 26,646	\$ 22,128	\$ 15,000	\$ 15,000
Other Income					
4790	Miscellaneous	\$ 68,325	\$ 33,350	\$ 25,000	\$ 17,000
4791	Insurance Reimbursements	-	24,092	-	-
4793	Veterans Donations	-	2,322	3,000	5,000
		\$ 68,325	\$ 59,764	\$ 28,000	\$ 22,000
	TOTAL REVENUE	\$ 4,826,852	\$ 5,090,848	\$ 5,005,880	\$ 5,186,725

City of Canyon Lake Fiscal Year 2019-20				
General Fund Expenditure Detail				
Department	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
City Council				
Personnel	\$ 22,791	\$ 21,110	\$ 21,702	\$ 21,351
Operations & Maintenance	42,745	51,510	44,545	49,625
City Attorney				
Operations & Maintenance	93,583	111,881	80,000	64,000
City Manager				
Personnel	268,310	275,369	283,539	304,504
Operations & Maintenance	97,866	114,820	100,070	134,670
Capital Outlay	-	-	-	31,400
City Clerk				
Personnel	155,073	87,158	108,033	111,998
Operations & Maintenance	29,117	22,232	38,400	36,300
Finance				
Personnel	2,852	3,810	4,080	3,600
Operations & Maintenance	114,620	159,976	116,850	113,650
Planning				
Operations & Maintenance	44,485	46,193	51,600	42,000
Building & Safety				
Operations & Maintenance	141,421	188,397	201,660	269,260
Law Enforcement				
Operations & Maintenance	1,542,853	1,628,467	1,753,720	1,778,934
Fire				
Operations & Maintenance	1,118,775	1,340,699	2,223,870	2,264,080
Capital Outlay	4,262	118,002	7,000	-
Emergency Preparedness				
Operations & Maintenance	10,540	16,409	10,900	9,700
Animal Control				
Operations & Maintenance	143,973	187,507	141,990	153,540
Public Works				
Operations & Maintenance	100,846	90,072	42,000	40,000
NPDES				
Personnel	15,222	11,410	5,861	-
Operations & Maintenance	70,379	68,767	67,280	77,000
Special Enforcement				
Personnel	90,362	158,080	171,803	222,733
Operations & Maintenance	35,365	29,005	21,955	28,440
Capital Outlay	1,449	46,268	-	-
Building & Facilities Maintenance				
Operations & Maintenance	70,856	65,749	65,250	114,290
Capital Outlay	-	-	1,800	-
TOTAL EXPENDITURES	\$ 4,217,745	\$ 4,842,891	\$ 5,563,908	\$ 5,871,075

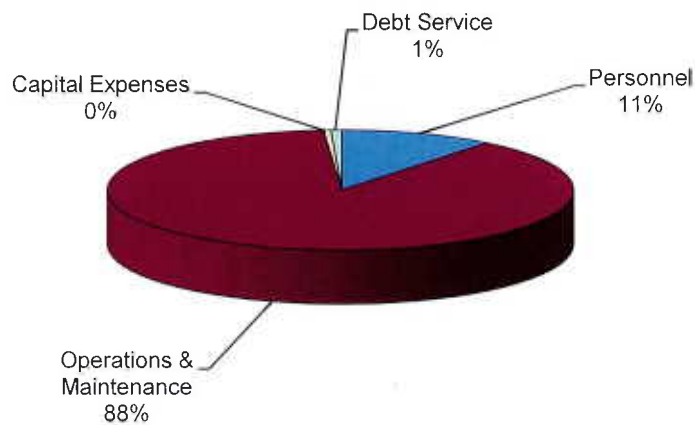
**City of Canyon Lake
Expenditure Summary by Fund
Fiscal Year 2019-20**

Fund Type & Name	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
GENERAL FUND				
General Fund	\$ 4,217,745	\$ 4,842,891	\$ 5,563,908	\$ 5,871,075
SPECIAL REVENUE FUNDS				
Gas Tax	\$ 254,793	\$ 610,903	\$ 190,560	\$ 152,800
Measure A	142,001	147,001	147,000	46,473
AQMD Trust	-	46,132	-	-
Law Enforcement Grants	99,999	129,000	129,000	140,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 496,793	\$ 933,036	\$ 466,560	\$ 339,273
DEBT SERVICE FUND				
Debt Service	\$ 6,390	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ 29,427	\$ 13,946	\$ -	\$ -
TOTAL	\$ 4,750,355	\$ 5,789,873	\$ 6,030,468	\$ 6,210,348

**City of Canyon Lake
Expenditure Summary by Category
Fiscal Year 2019-20**

CATEGORY/TYPE	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
Personnel	\$ 449,221	\$ 556,937	\$ 552,909	\$ 664,186
Operations & Maintenance	3,537,482	4,780,693	5,000,640	5,468,289
Capital Expenses	33,248	305,242	152,600	31,400
Debt Service	281,945	147,001	147,000	46,473
Transfers Out	4,056	-	-	-
TOTAL	\$ 4,305,952	\$ 5,789,873	\$ 5,853,149	\$ 6,210,348

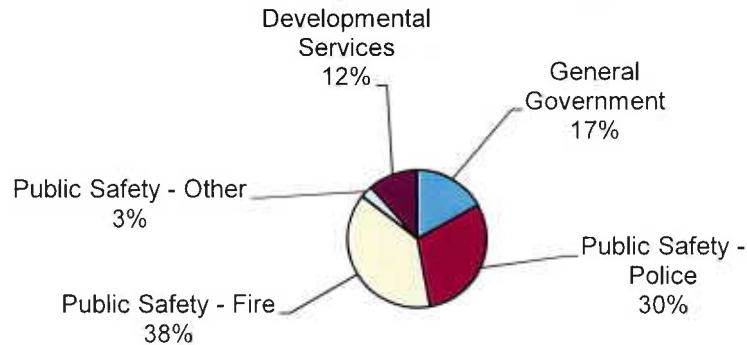
Expenditures by Category Fiscal Year 2018-19



**City of Canyon Lake
General Fund Budget Expenditure Summary
Fiscal Year 2019-20**

Department/Division	Personnel	O & M	Capital	Total
GENERAL GOVERNMENT				
100 City Council	\$ 21,351	\$ 49,625	\$ -	\$ 70,976
200 City Attorney	-	64,000	-	64,000
310 City Manager	304,504	134,670	31,400	470,574
320 City Clerk	111,998	36,300	-	148,298
330 Finance	3,600	113,650	-	117,250
550 P W Building & Fac Maint	-	114,290	-	114,290
SUBTOTAL	\$ 441,453	\$ 512,535	\$ 31,400	\$ 985,388
DEVELOPMENT SERVICES				
350 Planning	\$ -	\$ 42,000	\$ -	\$ 42,000
360 Building and Safety	-	269,260	-	269,260
510 Public Works Administration	-	40,000	-	40,000
515 NPDES	-	77,000	-	77,000
520 Special Enforcement	222,733	28,440	-	251,173
SUBTOTAL	\$ 222,733	\$ 456,700	\$ -	\$ 679,433
PUBLIC SAFETY				
410 Law Enforcement	\$ -	\$ 1,778,934	\$ -	\$ 1,778,934
420 Fire & Medical Aid	-	2,264,080	-	2,264,080
425 Emergency Preparedness	-	9,700	-	9,700
430 Animal Control	-	153,540	-	153,540
SUBTOTAL	\$ -	\$ 4,206,254	\$ -	\$ 4,206,254
TOTAL	\$ 664,186	\$ 5,175,489	\$ 31,400	\$ 5,871,075

General Fund Budget Expenditures by Function



**City of Canyon Lake
Fund Balance Summary
Fiscal Year 2019-20**

Fund Type & Name	Estimated Available Balance 06/30/19	+	Estimated Revenues 2019-20	=	Funds Available 2019-20	-	Budgeted Appropriations 2019-20	=	Estimated Available Balance 06/30/20
GENERAL FUND									
General Fund	\$ 3,680,000		\$ 5,186,725	*	\$ 8,866,725		\$ 5,871,075	*	\$ 2,995,650
SPECIAL REVENUE FUNDS									
Gas Tax	\$ 775,000		\$ 477,200		\$ 1,252,200		\$ 152,800		\$ 1,099,400
Measure A	400,000		197,500		597,500		46,473		551,027
AQMD Trust	93,500		13,200		106,700		-		106,700
Law Enforcement Grants	90,000		140,000		230,000		140,000		90,000
Miscellaneous grants	21,600		-		21,600		-		21,600
TOTAL SPECIAL REVENUE	\$ 1,380,100		\$ 827,900		\$ 2,208,000		\$ 339,273		\$ 1,868,727
DEBT SERVICE FUND									
Debt Service	\$ -		\$ -		\$ -		\$ -		\$ -
CAPITAL IMPROVEMENT FUND									
Capital Projects	\$ 350,300		\$ -		\$ 350,300		\$ -		\$ 350,300
TOTAL	\$ 5,410,400	+	\$ 6,014,625	=	\$ 11,425,025	-	\$ 6,210,348	=	\$ 5,214,677

* The proposed General Fund Budget anticipates a budgeted deficit of \$ (684,350)

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

General Government
Function - Department

City Council - 100
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6010 Salaries and Wages	\$ 18,900	\$ 18,000	\$ 18,600	\$ 18,000
6080 Benefits	3,891	3,110	3,102	3,351
Personnel Total:	\$ 22,791	\$ 21,110	\$ 21,702	\$ 21,351
OPERATIONS & MAINTENANCE COSTS				
6210 Office Expense and Supplies	\$ -	\$ -	\$ -	\$ -
6220 Departmental Expense	7,641	5,224	7,000	7,480
6510 Conference/Meeting/Travel Exp	6,311	3,204	8,700	9,500
6520 Membership/Dues/Publications	13,952	14,724	15,350	17,850
6610 Professional/Specialized Services	-	14,006	-	-
6830 Promotion and Advertising	14,841	14,352	13,495	14,795
O & M Total:	\$ 42,745	\$ 51,510	\$ 44,545	\$ 49,625
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY				
Personnel	\$ 22,791	\$ 21,110	\$ 21,702	\$ 21,351
Operations & Maintenance	42,745	51,510	44,545	49,625
Capital	-	-	-	-
	\$ 65,536	\$ 72,620	\$ 66,247	\$ 70,976

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

General Government		City Council - 100	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6010	Salaries and Wages	\$ 18,600	\$ 18,000
	City Council Members (5)		
6080	Benefits	3,102	3,351
	Medicare/Workers Comp		
Personnel Total:		\$ 21,702	\$ 21,351
6220	Departmental Expense	\$ 7,000	\$ 7,480
6240	Printing	-	-
	Printing of Council materials		
6510	Conference/Meeting/Travel Exp	8,700	9,500
	League of CA Cities Conference	\$ 8,000	
	League Division Meetings	\$ 500	
	Miscellaneous Meetings	\$ 600	
	Chamber Meetings	\$ 400	
6520	Membership/Dues/Publications	15,350	17,850
	League of CA Cities	\$ 6,000	
	Riverside Division	\$ 100	
	SCAG	\$ 1,220	
	WRCOG	\$ 1,450	
	WRCOG Solid Waste	\$ 2,500	
	LAFCO	\$ 800	
	2-1-1 Riverside County	\$ 380	
	Merchant Owners AssOC (assessment)	\$ 5,400	
6610	Professional/Specialized Services	-	-
	Lobbyist	\$ -	
6830	Promotion and Advertising	13,495	14,795
	Chamber of Commerce	\$ 2,875	
	City Golf Championship	\$ 1,000	
	Veterans Day Celebration	\$ 4,500	
	Christmas Tree Lighting	\$ 2,500	
	Advertisement/Promotion	\$ 1,000	
	Windows	\$ 120	
	Trauma Intervention Program	\$ 1,500	
	Student of the Month	\$ 800	
	Fiesta Days Sponsorship	\$ 500	
O & M Total:		\$ 44,545	\$ 49,625

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

General Government
Function - Department

City Attorney - 200
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6610 Professional/Specialized Services	\$ 93,583	\$ 111,881	\$ 80,000	\$ 64,000
O & M Total:	\$ 93,583	\$ 111,881	\$ 80,000	\$ 64,000
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	93,583	111,881	80,000	64,000
Capital	-	-	-	-
	\$ 93,583	\$ 111,881	\$ 80,000	\$ 64,000

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

General Government		City Attorney - 200	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6610	Professional/Specialized Services Attorney services	\$ 80,000	\$ 64,000
	O & M Total:	\$ 80,000	\$ 64,000
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

General Government
Function - Department

City Manager - 310
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6010 Salaries and Wages	\$ 228,886	\$ 236,529	\$ 218,838	\$ 235,400
6080 Benefits	39,424	38,840	64,701	69,104
Personnel Total:	\$ 268,310	\$ 275,369	\$ 283,539	\$ 304,504
OPERATIONS & MAINTENANCE COSTS				
6210 Office Expense and Supplies	\$ 19,359	\$ 16,240	\$ 18,540	\$ 21,700
6220 Departmental Expense	525	50	300	300
6310 Communications	812	1,313	1,620	1,620
6510 Conference/Meeting/Travel Exp	6,372	3,639	5,600	5,900
6520 Membership/Dues/Publications	-	-	-	1,520
6610 Professional/Specialized Services	40,530	61,791	38,900	63,600
6710 Training and Education	-	-	-	-
6965 Credit Card Fees	952	1,548	1,400	1,400
6840 Liability Property Ins & Deductible	29,316	30,239	33,710	38,630
O & M Total:	\$ 97,866	\$ 114,820	\$ 100,070	\$ 134,670
CAPITAL COSTS				
8010 Computer Upgrade	\$ -	\$ -	\$ -	\$ 13,400
8003 Replacement Boat (net)	-	-	-	18,000
Capital Total:	\$ -	\$ -	\$ -	\$ 31,400
<u>DIVISION SUMMARY</u>				
Personnel	\$ 268,310	\$ 275,369	\$ 283,539	\$ 304,504
Operations & Maintenance	97,866	114,820	100,070	134,670
Capital	-	-	-	31,400
	\$ 366,176	\$ 390,189	\$ 383,609	\$ 470,574

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

General Government		City Manager - 310	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6010	Salaries and Wages	\$ 218,838	\$ 235,400
	City Manager	\$ 142,000	
	Administrative Service Mgr	\$ 93,400	
6080	Benefits	64,701	69,104
	Medical/Dental/PERS/WC/Medicare		
	Personnel Total:	\$ 283,539	\$ 304,504
6210	Office Expense and Supplies	\$ 18,540	\$ 21,700
	General office supplies		
6220	Departmental Expense	300	300
6310	Communications	1,620	1,620
	Telephones	\$ 1,320	
	Service charge IPADs	\$ 300	
6440	Mileage Reimbursement	-	-
6510	Conference/Meeting/Travel Exp	5,600	5,900
	League of CA Cities Conference	\$ 1,400	
	League Division Meetings/Other mtgs	\$ 500	
	ICMA Conference	\$ 2,500	
	League Division City Manager Conf	\$ 1,500	
6520	Membership/Dues/Publications	-	1,520
	ICMA/CCMF Dues	\$ 1,520	
6610	Professional/Specialized Services	38,900	63,600
	Support services IT	\$ 29,400	
	Licensing	\$ 4,000	
	Migrate servers to cloud	\$ 5,000	
	RFP for IT Services	\$ 5,000	
	Server and backup upgrades	\$ 2,000	
	Annual Website update	\$ 4,800	
	Grant consultant	\$ 12,000	
	Web domain	\$ 100	
	Carbonite offsite backup	\$ 1,300	
6840	Liability Property Ins & Deductible	33,710	38,630
	General Liability Premium	\$ 31,100	
	Property Premium	\$ 3,200	
	Cyber	\$ 800	
	Crime Bond	\$ 710	
	ERMA	\$ 2,820	
6965	Credit Card fees	1,400	1,400
	O & M Total:	\$ 100,070	\$ 134,670
8010	Computer Upgrade	\$ -	\$ 13,400
8003	Replacement Boat (net of sale)	-	18,000
	Capital Total:	\$ -	\$ 31,400

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

General Government
Function - Department

City Clerk - 320
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6010 Salaries and Wages	\$ 131,407	\$ 72,528	\$ 80,771	\$ 87,627
6080 Benefits	23,666	14,630	27,262	24,371
Personnel Total:	\$ 155,073	\$ 87,158	\$ 108,033	\$ 111,998
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ 7,061	\$ 4,096	\$ 7,200	\$ 24,200
6240 Printing	801	3,418	4,900	4,900
6440 Mileage Reimbursement	346	-	200	-
6510 Conference/Meeting/Travel Exp	70	1,644	200	700
6520 Membership/Dues/Publications	440	230	1,050	1,000
6610 Professional/Specialized Services	14,498	10,935	24,000	4,000
6710 Training and Education	5,901	1,909	850	1,500
O & M Total:	\$ 29,117	\$ 22,232	\$ 38,400	\$ 36,300
CAPITAL COSTS				
8010 Computer Upgrade	\$ -	\$ -	\$ -	\$ -
Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ 155,073	\$ 87,158	\$ 108,033	\$ 111,998
Operations & Maintenance	29,117	22,232	38,400	36,300
Capital	-	-	-	-
	\$ 184,190	\$ 109,390	\$ 146,433	\$ 148,298

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

General Government		City Clerk - 320	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6010	Salaries and Wages	\$ 80,771	\$ 87,627
	City Clerk	\$ -	
	Deputy City Clerk	\$ 49,420	
	Senior Office Specialist/Code	\$ 19,104	
	Office Specialist Part-time	\$ 19,104	
6080	Benefits	27,262	24,371
	Medical/Dental/PERS/WC/Medicare		
Personnel Total:		\$ 108,033	\$ 111,998
6220	Departmental Expense	\$ 7,200	\$ 24,200
	Meeting taping	\$ 5,300	
	Service charge IPADs	\$ 300	
	Hosted mail subscriptions	\$ 600	
	Digitizing files	\$ 17,000	
	Miscellaneous	\$ 1,000	
6240	Printing	4,900	4,900
6440	Mileage Reimbursement	200	-
6510	Conference/Meeting/Travel Exp	200	700
	Miscellaneous meetings	\$ 200	
6520	Membership/Dues/Publications	1,050	1,000
	Notary	\$ -	
	IIMC	\$ 170	
	Publications	\$ 700	
	So Cal Clerks	\$ 130	
6610	Professional/Specialized Services	24,000	4,000
	City Clerk Consultant/Election	\$ 4,000	
	Election-Registrar of Voters	\$ - *	
6710	Training and Education	850	1,500
O & M Total:		\$ 38,400	\$ 36,300
8010	Computer Replacement	\$ -	\$ -
Capital Total:		\$ -	\$ -

* = One time expenditure.

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

General Government
Function - Department

Finance - 330
Division - Code

Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	2,852	3,810	4,080	3,600
	Personnel Total:	\$ 2,852	\$ 3,810	\$ 4,080	\$ 3,600
	OPERATIONS & MAINTENANCE COSTS				
6210	Office Expense and Supplies	\$ 13,786	\$ 9,151	\$ 9,600	\$ 9,600
6220	Departmental Expense	2,436	2,024	100	-
6530	Software	803	838	850	850
6610	Professional/Specialized Services	87,345	138,463	96,300	93,200
6612	Annual Audit Expense	10,250	9,500	10,000	10,000
6710	Training and Education	-	-	-	-
	O & M Total:	\$ 114,620	\$ 159,976	\$ 116,850	\$ 113,650
	CAPITAL COSTS				
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Personnel	\$ 2,852	\$ 3,810	\$ 4,080	\$ 3,600
	Operations & Maintenance	114,620	159,976	116,850	113,650
	Capital	-	-	-	-
		\$ 117,472	\$ 163,786	\$ 120,930	\$ 117,250

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

General Government		Finance - 330	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6010	Salaries and Wages	\$ -	\$ -
	Accounting Specialist	\$ -	
6080	Benefits	4,080	3,600
	Retiree Medical	\$ 3,600	
Personnel Total:		\$ 4,080	\$ 3,600
6210	Office Expense and Supplies	\$ 9,600	\$ 9,600
	Toshiba lease and supplies		
6220	Departmental Expense	100	-
	Bank charges	\$ 100	
6530	Software	850	850
	Abila MIP Licensing	\$ 850	
6610	Professional/Specialized Services	96,300	93,200
	Contract Accounting Firm	\$ 82,800	
	HDL	\$ 2,500	
	GASB 68 Actuarial PERS	\$ 1,300	
	GASB 75 Actuarial	\$ 2,000	
	Software support plan	\$ 600	
	Payroll service	\$ 4,000	
	Data recovery fee	\$ -	
6612	Annual Audit Expense	10,000	10,000
6710	Training and Education	-	-
	Computer	\$ -	
O & M Total:		\$ 116,850	\$ 113,650
8010	Computer Upgrade	\$ -	\$ -
Capital Total:		\$ -	\$ -

* One time expenditure.

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

Development Services
Function - Department

Planning - 350
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6010 Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080 Benefits	-	-	-	-
Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ -	\$ -	\$ -	\$ -
6616 Regular Planning Services	44,485	46,193	51,600	42,000
6619 General Plan Services	-	-	-	-
O & M Total:	\$ 44,485	\$ 46,193	\$ 51,600	\$ 42,000
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	44,485	46,193	51,600	42,000
Capital	-	-	-	-
	\$ 44,485	\$ 46,193	\$ 51,600	\$ 42,000

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

Development Services		Planning - 350	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6010	Salaries and Wages	\$ -	\$ -
	Planning Tech	\$ -	\$ -
6080	Benefits	-	-
	Medicare, SUI, WC	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ -	\$ -
6616	Regular Planning Services	51,600	42,000
	Contract City Planner	\$ 42,000	
O & M Total:		\$ 51,600	\$ 42,000
None			
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

Development Services
Function - Department

Building & Safety - 360
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6015 Special Enforcement Salary	\$ -	\$ -	\$ -	\$ -
6080 Benefits	-	-	-	-
Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expenses	\$ 1,783	\$ 2,699	\$ 3,260	\$ 3,260
6610 Professional/Specialized Services	139,638	185,698	198,400	266,000
O & M Total:	\$ 141,421	\$ 188,397	\$ 201,660	\$ 269,260
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	141,421	188,397	201,660	269,260
Capital	-	-	-	-
	\$ 141,421	\$ 188,397	\$ 201,660	\$ 269,260

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

Development Services		Building & Safety - 360	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
6015	Special Enforcement Salary	\$ -	\$ -
6080	Benefits	-	-
	Medical/Dental/PERS/WC/Medicare \$ -		
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 3,260	\$ 3,260
6610	Professional/Specialized Services	198,400	266,000
	Consulting Services \$ 266,000		
	Software \$ -		
O & M Total:		\$ 201,660	269,260
	None	\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

**Public Safety - Police
Function - Department**

**Law Enforcement - 410
Division - Code**

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ -	\$ -	\$ 370	\$ -
6240 Printing	251	-	500	-
6310 Communications	2	-	-	-
6335 Facility Rate	53,200	61,492	55,810	61,492
6410 Vehicle & Equip Maint/Support	10	2,862	3,600	2,862
6510 Conference/Meeting/Travel Exp	-	-	500	-
6610 Professional/Specialized Services	1,464,527	1,535,266	1,658,420	1,685,060
6845 Booking Fees	7,362	9,774	16,780	10,100
6850 Cal ID	10,901	10,681	11,140	11,020
6861 County RMS System	6,600	8,392	6,600	8,400
O & M Total:	\$ 1,542,853	\$ 1,628,467	\$ 1,753,720	\$ 1,778,934
CAPITAL COSTS				
8001 New Vehicles	-	-	-	-
Capital Total:	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	1,542,853	1,628,467	1,753,720	1,778,934
Capital	-	-	-	-
	\$ 1,542,853	\$ 1,628,467	\$ 1,753,720	\$ 1,778,934

City of Canyon Lake
Budget Detail
Fiscal Year 2019-20

Public Safety - Police		Law Enforcement - 410	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2018-19	Budget 2019-20
	None	\$ -	\$ -
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 370	\$ -
6240	Printing	500	-
6335	Facility Rate	55,810	61,492
6410	Vehicle & Equip Maint/Support	3,600	2,862
6510	Conference/Meeting/Travel Exp	500	-
6610	Professional/Specialized Services	1,658,420	1,685,060
	Police Services (total)	\$ 1,814,500	
6620	Extra Duty	\$ 20,560	
	Less CalCOPS Fund offset	\$ (150,000) #	
6845	Booking Fees	16,780	10,100
	County Booking	\$ 5,000	
6846	Blood/Alcohol Analysis	\$ 5,100	
6850	Cal ID	11,140	11,020
6861	County RMS System	6,600	8,400
O & M Total:		\$ 1,753,720	\$ 1,778,934
8003	Boats	\$ -	\$ -
8001	New Vehicles	-	-
Capital Total:		\$ -	\$ -

= Amount of Law Enforcement costs charged to the Police Grants Fund.

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

Public Safety - Fire
Function - Department

Fire & Medical - 420
Division - Code

Object Acct #	Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PERSONNEL COSTS				
6010 Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080 Benefits	-	-	-	-
Personnel Total:	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6220 Departmental Expense	\$ 12,953	\$ 1,469	\$ 4,480	\$ 6,580
6320 Utilities	3,544	11,994	11,840	14,600
6610 Professional/Specialized Services	1,098,165	1,325,236	2,204,550	2,239,900
6720 Landscape Maint/Repair	4,113	2,000	3,000	3,000
O & M Total:	\$ 1,118,775	\$ 1,340,699	\$ 2,223,870	\$ 2,264,080
CAPITAL COSTS				
8000 Equipment	\$ -	\$ -	\$ -	\$ -
8018 Station Upgrades	4,262	118,002	7,000	-
Capital Total:	\$ 4,262	\$ 118,002	\$ 7,000	\$ -
DIVISION SUMMARY				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	1,118,775	1,340,699	2,223,870	2,264,080
Capital	4,262	118,002	7,000	-
	\$ 1,123,037	\$ 1,458,701	\$ 2,230,870	\$ 2,264,080

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

Public Works - Streets Function - Department		Gas Tax - Fund 20 Division - Code			
Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PROGRAM REVENUES					
4840	Gas Tax 2103	\$ 28,508	\$ 42,412	\$ 60,000	\$ 94,000
4850	Gas Tax 2105	60,016	59,102	68,000	61,300
4860	Gas Tax 2106	41,232	41,694	48,000	42,600
4870	Gas Tax 2107	76,090	76,917	90,000	80,500
4875	Gas Tax 2107.5	3,000	3,000	3,000	3,000
4876	Road Maintenance Rehab	-	63,816	193,240	194,800
5021	Traffic Relief Revenue	-	12,381		
4590	Grant Revenue	-	18,563		
4900	Interest Income	(2,468)	(805)	1,000	1,000
	Program Revenue Total	\$ 206,378	\$ 317,080	\$ 463,240	\$ 477,200
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6610	Professional and Specialized Services	\$ 105,389	\$ 137,500	\$ 33,000	\$ 19,200
6320	Utilities	3,242	3,949	4,200	4,800
6720	Landscape Maintenance	112,136	65,117	93,000	65,000
6721	Street Maintenance	6,679	288,738	15,000	15,000
6722	Signal and Sign Maintenance	14,877	18,913	23,560	27,000
6724	Street Tree Trimming	-	-	5,000	5,000
6723	Reclaimed Water (RRCR)	12,470	15,792	16,800	16,800
	O & M Total:	\$ 254,793	\$ 530,009	\$ 190,560	\$ 152,800
CAPITAL COSTS					
8000	Capital Outlay	\$ -	\$ 80,894	\$ -	\$ -
	Capital Total:	\$ -	\$ 80,894	\$ -	\$ -
<u>DIVISION SUMMARY</u>					
	Total Revenue	\$ 206,378	\$ 317,080	\$ 463,240	\$ 477,200
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	254,793	530,009	190,560	152,800
	Capital	-	80,894	-	-
	Total Expenditures	\$ 254,793	\$ 610,903	\$ 190,560	\$ 152,800
	Surplus/Shortfall	\$ (48,415)	\$ (293,823)	\$ 272,680	\$ 324,400
	Estimated Available Reserves				\$ 775,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

**Public Works - Streets
Function - Department**

**Measure A - Fund 21
Division - Code**

Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
	PROGRAM REVENUES				
4550	Measure A Fees	\$ 171,438	\$ 184,294	\$ 185,000	\$ 197,000
4790	Miscellaneous Income	-	-		
4900	Interest Income	(765)	(354)	500	500
	Program Revenue Total	\$ 170,673	\$ 183,940	\$ 185,500	\$ 197,500
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6955	Interest Expense	\$ 2,091	\$ 1,343	\$ 587	\$ 28
6960	Principal Expense (RCTC advance)	139,910	145,658	83,413	19,261
	Principal Expense (County Loan)	-	-	63,000	27,184
	O & M Total:	\$ 142,001	\$ 147,001	\$ 147,000	\$ 46,473
	CAPITAL COSTS				
8100	None	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 170,673	\$ 183,940	\$ 185,500	\$ 197,500
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	142,001	147,001	147,000	46,473
	Capital	-	-	-	-
	Total Expenditures	\$ 142,001	\$ 147,001	\$ 147,000	\$ 46,473
	Surplus/Shortfall	\$ 28,672	\$ 36,939	\$ 38,500	\$ 151,027
	Estimated Available Reserves				\$ 400,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2019-20**

General Government		AQMD - Fund 25			
Function - Department		Division - Code			
Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
PROGRAM REVENUES					
4580	SCAQMD Fees	\$ 13,640	\$ 12,695	\$ 13,000	\$ 13,000
4900	Interest Income	(272)	(107)	200	200
	Program Revenue Total	\$ 13,368	\$ 12,588	\$ 13,200	\$ 13,200
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
Public Works					
	None	\$ -	\$ -	\$ -	\$ -
	O & M Total:	\$ -	\$ -	\$ -	\$ -
CAPITAL COSTS					
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Vehicle	-	46,132	-	-
	Capital Total:	\$ -	\$ 46,132	\$ -	\$ -
DIVISION SUMMARY					
	Total Revenue	\$ 13,368	\$ 12,588	\$ 13,200	\$ 13,200
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	46,132	-	-
	Total Expenditures	\$ -	\$ 46,132	\$ -	\$ -
	Surplus/Shortfall	\$ 13,368	\$ (33,544)	\$ 13,200	\$ 13,200
	Estimated Available Reserves				\$ 93,500

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

Public Safety - Police Function - Department		Law Enforcement Grants - Fund 26 Division - Code			
Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
	PROGRAM REVENUES				
4575	CAL COPS Revenue	\$ 129,324	\$ 139,416	\$ 125,000	\$ 140,000
4900	Interest Income	(217)	-	-	-
	Program Revenue Total	\$ 129,107	\$ 139,416	\$ 125,000	\$ 140,000
	PERSONNEL COSTS				
414					
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
414					
6610	Professional/Specialized Services	\$ 99,999	\$ 129,000	\$ 129,000	\$ 140,000
	O & M Total:	\$ 99,999	\$ 129,000	\$ 129,000	\$ 140,000
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 129,107	\$ 139,416	\$ 125,000	\$ 140,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	99,999	129,000	129,000	140,000
	Capital	-	-	-	-
	Total Expenditures	\$ 99,999	\$ 129,000	\$ 129,000	\$ 140,000
	Surplus/Shortfall	\$ 29,108	\$ 10,416	\$ (4,000)	\$ -
	Estimated Available Reserves				\$ 90,000

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

General Government Function - Department		Miscellaneous Grants - Fund 27 Division - Code			
Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
	PROGRAM REVENUES				
4585	CDBG Grant	\$ -	\$ -	\$ -	
4590	Grant Revenue	-	-	-	-
4900	Interest Income	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	None	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
100	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	-	-
	Total Expenditures	\$ -	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ -	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ 21,600

City of Canyon Lake
Budget Summary
Fiscal Year 2019-20

Capital Projects Function - Department		Capital Projects - Fund 40 Division - Code			
Object Acct #		Actual 2016-17	Actual 2017-18	Budget 2018-19	Budget 2019-20
	PROGRAM REVENUES				
4590	Grant Revenues	\$ 22,717	\$ 13,946	\$ -	\$ -
5901	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ 22,717	\$ 13,946	\$ -	\$ -
	CAPITAL COSTS				
8318	Vehicle Calming Signs	\$ -	\$ 13,946	\$ -	\$ -
8102	Monument Signs	29,427	-	-	-
	Capital Costs Total:	\$ 29,427	\$ 13,946	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 22,717	\$ 13,946	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	29,427	13,946	-	-
	Total Expenditures	\$ 29,427	\$ 13,946	\$ -	\$ -
	Surplus/Shortfall	\$ (6,710)	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ 350,300

ATTACHMENT 3

“Exhibit A”

CITY OF CANYON LAKE

2019-2020 APPROPRIATIONS COMPUTATION

2018-2019 Appropriations Limit	\$5,893,480
Multiply by Cumulative Growth Factor (See below from “C”)	
2019-2020 Appropriations Limit	\$6,159,276
(a) *Inflation Change = 3.85 %	1.0385 ratio
(b) **Population Change for City = 0.64%	1.0064 ratio
(c) Cumulative Growth Factor Calculation: 1.0385 X 1.0064	1.0451 ratio
* California per capita personal income selected	
** City percentage change	

**City of Canyon Lake
City Council
Staff Report**

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Terry Shea, Accountant

DATE: June 5, 2019

SUBJECT: Adoption of Resolution No. 2019-19, Approving the Salary and Wage Schedule for Employees of the City of Canyon Lake for Fiscal Year 2019/20

Recommendation:

Staff recommends that the City Council approve Resolution No. 2019-19, approving the salary and wage schedule for employees of the City for Fiscal Year 2019/20.

Background:

Each year the City Council approves the salary and wage schedule for employees. The City Manager has reviewed the positions and organizational structure of the City and identified the positions necessary. For Fiscal Year 2019/20 the Salary and Wage Steps were adjusted for inflation using the March 2018 to March 2019 CPI change.

Fiscal Impact:

The salary and wages were increased by 2.8%.

Attachments:

1. Resolution No. 2019-19 - Salary and Wage Schedule for FY 2019-2020

ATTACHMENT 1

RESOLUTION NO. 2019-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, APPROVING THE SALARY AND WAGE SCHEDULE FOR EMPLOYEES OF THE CITY FOR FY 2019-2020

WHEREAS, annually the City Council should adopt a resolution which establishes salaries and wages for its employees; and

WHEREAS, the City Manager has reviewed the staff positions and the organizational structure of the City and identified positions necessary for the City of Canyon Lake.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE RESOLVES AND ORDERS AS FOLLOWS:

Section 1. Exhibit A has been modified to incorporate employee positions, salaries and wages.

Section 2. All other terms and conditions of employment shall remain the same.

Section 3. These changes shall be effective July 1, 2019 and shall continue until modified.

PASSED, APPROVED AND ADOPTED this 5th day of June 2019.

Larry Greene, Mayor

ATTEST:

Ana V. Sauseda, Deputy City Clerk

SALARIES AND WAGES – EXHIBIT A

Salaried Employees	City Manager	Per contract
	City Clerk	Per contract
	Administrative Services Manager	\$83,384 - \$95,892

Hourly Employees

Job Title	Step A	Step B	Step C	Step D	Step E
Office Specialist	14.29/hr	14.87/hr	15.46/hr	16.07/hr	16.72/hr
Senior Office Specialist	18.00/hr	18.72/hr	19.47/hr	20.26/hr	21.07/hr
Deputy City Clerk	22.24/hr	23.13/hr	24.05/hr	25.01/hr	26.01/hr
Code Enforcement Tech	23.29/hr	24.46/hr	25.69/hr	26.97/hr	28.31/hr
Code Enforcement Officer	24.35/hr	25.33/hr	26.34/hr	27.40/hr	28.50/hr
Special Enforcement Officer	24.35/hr	25.33/hr	26.34/hr	27.40/hr	28.50/hr
Senior Special Enforcement Officer	29.65/hr	30.83/hr	32.06/hr	33.34/hr	34.68/hr