



## CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road  
Canyon Lake, CA 92587

Website: [www.canyonlakeca.gov](http://www.canyonlakeca.gov)

Mayor Kasey Castillo  
Mayor Pro Tem Jeremy Smith

Council Members:

Jordan Ehrenkranz  
Larry Greene  
Dale Welty

City Manager Chris Mann  
City Attorney Steven Graham  
City Clerk Ana V. Sauseda, CMC

## AGENDA

Special Meeting of the Canyon Lake City Council  
Wednesday, February 17, 2021

Open Session 6:00 P.M. – City Hall Council Chamber – 31516 Railroad Canyon Road

### SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020, as a response to mitigating the spread of Coronavirus (COVID-19), this regular meeting of the City Council of the City of Canyon Lake will allow Councilmembers to attend the City Council meeting telephonically from remote locations without requiring notice of or public access to those locations. The City Council Chamber will be closed to the public. Members of the public may observe the City Council meeting by selecting the Live Stream icon on the main page: [www.canyonlakeca.gov](http://www.canyonlakeca.gov), the City's Facebook page, Time Warner/Spectrum Channel 29, or on FIOS/Frontier Channel 39.

In a further effort to allow for social distancing, members of the public may comment electronically by sending an email with their comment to [PublicComment@canyonlakeca.gov](mailto:PublicComment@canyonlakeca.gov). The City Clerk will read these public comment submissions into the record during the "Public Comments" portion of the agenda.

If any member of the public has a disability and desires to request a modification or accommodation of the above procedures, please contact the City Clerk at least 24 hours prior to the meeting at 951-244-8547 or by email at [asauseda@canyonlakeca.gov](mailto:asauseda@canyonlakeca.gov).

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### OPEN SESSION - 6:00 P.M.

#### OPEN SESSION CALLED TO ORDER

#### FLAG SALUTE

#### ROLL CALL

#### APPROVAL OF CITY COUNCIL AGENDA

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#### PUBLIC COMMENT

Any person wishing to address the City Council on any matter on this agenda, is asked to submit their comment electronically by sending an email to [PublicComment@canyonlakeca.gov](mailto:PublicComment@canyonlakeca.gov). No comments on any item not on this agenda will be taken at this special meeting. Public comments submitted through email should be no longer than 250 words and include the name of the person commenting and the agenda item number.

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## BUSINESS ITEMS

- (1) Resolution – Resolution No. 2021-04, Authorizing the City Manager to Enter into an Interlocal Contract with HGACBuy, Establishing the City as an End User (Member) for the Purpose of Participating in Cooperative Purchasing
  
  - (2) Fire Engine Leases
    - Adoption of Resolution 2021-05, A Resolution of the City Council of the City of Canyon Lake, California, Authorizing the City Manager to Execute a Lease/Purchase Agreement with South Coast Fire Equipment for the Purchase of One Type I Structural Fire Engine and Associated Equipment
  
    - Adoption of Resolution 2021-06, A Resolution of the City Council of the City of Canyon Lake, California, Authorizing the City Manager to Execute a Lease/Purchase Agreement with South Coast Fire Equipment for the Purchase of One Type VI Wildland Fire Engine and Associated Equipment
  
  - (3) Mid-Year Budget – Review of the Fiscal Year 2020-21 Mid-Year Budget Review and Projections, and approval of proposed Budget Adjustments
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## ANNOUNCEMENTS

The next regular meeting will be Wednesday, March 3, 2021 at 5:00 for Closed Session & 6:30 p.m. for Open Session

## ADJOURNMENT

## VISION STATEMENT

The vision of the City of Canyon Lake is to be a City that provides a quality of life that makes Canyon Lake the premier place to live in Southern California.

ATTENTION RESIDENTS:

During this period of social distancing, supporting documents, including staff reports, are available for review on the City's website at [www.canyonlakeca.gov](http://www.canyonlakeca.gov) once the agenda has been publicly posted. Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection electronically, by contacting the City Clerk's Office. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If any member of the public has a disability and desires to request a modification or accommodation of the above procedures related to COVID-19, please contact the City Clerk at least 24 hours prior to the meeting at 951-244-8547 or by email at [asauseda@canyonlakeca.gov](mailto:asauseda@canyonlakeca.gov).

February 17, 2021 Special City Council Meeting

STATE OF CALIFORNIA }  
COUNTY OF RIVERSIDE } SS. AFFIDAVIT OF POSTING  
CITY OF CANYON LAKE }

I, Ana V. Sauseda, being duly sworn, depose and say that I am the duly appointed and qualified City Clerk of the City of Canyon Lake and that on February 16, 2021 before the hour of 6:00 p.m., I caused the above notice to be posted as required by Resolution 2019-42 of the City Council of the City of Canyon Lake.

Ana V. Sauseda, CMC  
City Clerk





## STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**DATE:** February 17, 2021

**SUBJECT:** Adoption of Resolution No. 2021-04, Authorizing the City Manager to Execute an Interlocal Contract with HGACBuy, Establishing the City as an End User (Member) for the Purposes of Participating in Cooperative Purchasing

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### Recommendation

That the City Council adopt Resolution No. 2021-04, authorizing the City Manager to enter into an Interlocal Contract with HGACBuy, establishing the City as an end user (member) for the purpose of participating in cooperative purchasing.

### Background

On February 3, 2021, the City Council adopted Urgency Ordinance No. 204, and introduced Ordinance No. 205, amending Section 3.08.270 of the Canyon Lake Municipal Code regarding competitive bidding.

Section 3.08.270 of the Canyon Lake Municipal Code relates to exceptions from the general rule that purchases must be made through a competitive bidding process run by the City. In particular, subsection (e) of Section 3.08.270 authorizes the City to “obtain the materials, supplies, equipment or services from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding[.]”

This provision allows for the practice commonly known as “piggybacking,” where the City uses an existing competitively bid contract as a template to form their own contract directly with the vendor to purchase on the same or similar terms. For public agencies, the competitive bidding process typically must be managed by another government entity. The City does not become a signatory to, or participate in, the original contract, but instead negotiates a new contract with the vendor on the same terms and conditions.

The Houston-Galveston Area Council (H-GAC) is the largest of 24 Councils of Governments (COGs) in Texas, and is a political subdivision of the State of Texas. It has been in existence for more than 40 years. H-GAC's Cooperative Purchasing Program,

known as HGACBuy, was established pursuant to Texas Interlocal Cooperation Act [Texas Local Government Code, Title 7, Chapter 791]. The Act allows local governments and certain non-profits to contract or agree under the terms of the Act to make purchases or provide purchasing services and other administrative functions appropriately established by another government entity. The Interlocal Contract (ILC) is the required legal document that establishes a link between the End User (local governments and certain non-profits) and HGACBuy, and gives the End User access to HGACBuy contracts. H-GAC has established Interlocal Contracts with thousands of End Users throughout Texas and across the United States. Hundreds of California government entities are members of HGACBuy, including cities, counties, school districts and special districts throughout the State. Locally, the County of Riverside, the Cities of Corona, Hemet, Menifee, Moreno Valley, Murrieta and Riverside, the Hemet Unified School District and the Temecula Valley Unified School District, are members.

HGACBuy contracts are established based on the requirements of [Texas Local Government Code, Chapter 252]. Products and services are contracted after having been subjected to either a competitive bid (IFB) or competitive proposal (RFP) process. Contracts are blanket type, usually for a term of two or three years. Use of HGACBuy for purchases by any End Users is strictly at the discretion of that entity. End Users issue their purchase orders to and pay directly the HGACBuy Contractor.

If adopted, Resolution 2021-04 will authorize the City Manager to enter the City into an Interlocal Contract, establishing the City of Canyon Lake as an end user (member) of HGACBuy and giving the City access to HGACBuy contracts.

**Fiscal Impact**

None. Membership in HGACBuy is free of charge. However, it is anticipated that the City will enjoy significant cost savings by purchasing through HGACBuy.

**Attachments**

1. Resolution No. 2021-04
2. Sample HGACBuy Interlocal Contract
3. List of California Government Entities with Memberships in HGACBuy

# ATTACHMENT 1





**RESOLUTION NO. 2021-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERLOCAL CONTRACT WITH HGACBUY, ESTABLISHING THE CITY AS AN END USER (MEMBER) FOR THE PURPOSES OF PARTICIPATING IN COOPERATIVE PURCHASING**

**WHEREAS**, on February 3, 2021, the City Council adopted Urgency Ordinance No. 204, and introduced Ordinance No. 205, amending Section 3.08.270 of the Canyon Lake Municipal Code regarding competitive bidding; and

**WHEREAS**, Section 3.08.270 authorizes the City to “obtain the materials, supplies, equipment or services from a vendor selected in a competitive bidding procedure at least equivalent to that required by this Chapter at the same price as the entity which conducted the bidding;” and

**WHEREAS**, this provision allows for the practice commonly known as “piggybacking,” where the City uses an existing competitively bid contract as a template to form their own contract directly with the vendor to purchase on the same or similar terms; and

**WHEREAS**, the Houston-Galveston Area Council (H-GAC) is the largest of 24 Councils of Governments (COGs) in Texas, is a political subdivision of the State of Texas, and has been in existence for more than 40 years; and

**WHEREAS**, H-GAC's Cooperative Purchasing Program, known as HGACBuy, was established pursuant to Texas Interlocal Cooperation Act [Texas Local Government Code, Title 7, Chapter 791], allowing local governments and certain non-profits to contract or agree under the terms of the Act to make purchases or provide purchasing services and other administrative functions appropriately established by another government entity; and

**WHEREAS**, the Interlocal Contract (ILC) is the required legal document that establishes a link between the End User (local governments and certain non-profits) and HGACBuy, and gives the End User access to HGACBuy contracts; and

**WHEREAS**, H-GAC has established Interlocal Contracts with thousands of End Users across the United States and hundreds of California government entities including cities, counties, school districts and special districts throughout the State; and

**WHEREAS**, there is no cost to the City for membership in HGACBuy.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** Each of the above recitals is true and correct and is adopted by the City Council of the City of Canyon Lake.

**Section 2.** The City Council authorizes the City Manager, or their designee, to do any and all things and to execute and deliver any and all documents necessary for the City of Canyon Lake to become an End User (member) of HGACBuy, including, but not limited to, the execution of an Interlocal Contract for Cooperative Purchasing, provided any agreements or contracts are approved as to form by the City Attorney.

**PASSED, APPROVED, AND ADOPTED** on this 17<sup>th</sup> day of February, 2021.

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Kasey Castillo, Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk

## **ATTACHMENT 2**





**INTERLOCAL CONTRACT  
FOR COOPERATIVE PURCHASING**

ILC  
No.: \_\_\_\_\_  
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and \* \_\_\_\_\_, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at \* \_\_\_\_\_

**WITNESSETH**

**WHEREAS**, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

**WHEREAS**, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

**WHEREAS**, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

**WHEREAS**, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on \* \_\_\_\_\_, and that it desires to contract with H-GAC on the terms set forth below;

**NOW, THEREFORE**, H-GAC and the End User do hereby agree as follows:

**ARTICLE 1: LEGAL AUTHORITY**

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

**ARTICLE 2: APPLICABLE LAWS**

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

**ARTICLE 3: WHOLE AGREEMENT**

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

**ARTICLE 4: PERFORMANCE PERIOD**

The period of this Contract shall be for the balance of the fiscal year of the End User, which began \* \_\_\_\_\_ and ends \* \_\_\_\_\_. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

**ARTICLE 5: SCOPE OF SERVICES**

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through [HGACBuy.com](http://HGACBuy.com) and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

**ARTICLE 6: PAYMENTS**

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

**ARTICLE 7: CHANGES AND AMENDMENTS**

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

**ARTICLE 8: TERMINATION PROCEDURES**

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

**ARTICLE 9: SEVERABILITY**

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

**ARTICLE 10: FORCE MAJEURE**

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

**ARTICLE 11: VENUE**

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

**THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:**

\* \_\_\_\_\_  
Name of End User (local government, agency, or non-profit corporation)

\* \_\_\_\_\_  
Mailing Address

\* \_\_\_\_\_  
City State ZIP Code

\* By: \_\_\_\_\_  
Signature of chief elected or appointed official

\* \_\_\_\_\_  
Typed Name & Title of Signatory

\* \_\_\_\_\_  
Date

**Houston-Galveston Area Council**  
3555 Timmons Lane, Suite 120, Houston, TX 77027

By: \_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

*\*Denotes required fields*

rev. 4/18



**END USER DATA**

Please sign and return the Interlocal Contract, along with this completed form, to H-GAC by emailing it to [cpcontractfax@h-gac.com](mailto:cpcontractfax@h-gac.com) or by faxing it to 713-993-2424. The contract may also be mailed to:

**H-GAC Cooperative Purchasing Program**  
**P.O. Box 22777, Houston, TX 77227-2777**

Name of End User Agency: \_\_\_\_\_ County Name: \_\_\_\_\_  
(Municipality/County/District/etc.)

Mailing Address: \_\_\_\_\_  
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: \_\_\_\_\_

**Official Contact:** \_\_\_\_\_ Title: \_\_\_\_\_  
(Point of Contact for HGACBuy Interlocal Contract) Ph No: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Fx No.: \_\_\_\_\_  
(Street Address/P.O. Box) E-Mail Address: \_\_\_\_\_  
(City) (State) (ZIP Code)

**Authorized Official:** \_\_\_\_\_ Title: \_\_\_\_\_  
(Mayor/City Manager/Executive Director/etc.) Ph No.: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Fx No.: \_\_\_\_\_  
(Street Address/P.O. Box) E-Mail Address: \_\_\_\_\_  
(City) (State) (ZIP Code)

**Official Contact:** \_\_\_\_\_ Title: \_\_\_\_\_  
(Purchasing Agent/Auditor etc.) Ph No.: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Fx No.: \_\_\_\_\_  
(Street Address/P.O. Box) E-Mail Address: \_\_\_\_\_  
(City) (State) (ZIP Code)

**Official Contact:** \_\_\_\_\_ Title: \_\_\_\_\_  
(Public Works Director/Police Chief etc.) Ph No.: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Fx No.: \_\_\_\_\_  
(Street Address/P.O. Box) E-Mail Address: \_\_\_\_\_  
(City) (State) (ZIP Code)

**Official Contact:** \_\_\_\_\_ Title: \_\_\_\_\_  
(EMS Director/Fire Chief etc.) Ph No.: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Fx No.: \_\_\_\_\_  
(Street Address/P.O. Box) E-Mail Address: \_\_\_\_\_  
(City) (State) (ZIP Code)

\* denotes required fields





## **ATTACHMENT 3**





# List of HGACBuy End Users

Select a State to See a List of End Users From That State

California



Filter by Name

**Agency Name**

- (City of) Elk Grove Transit (e-tran) (SACOG) (CA)
- Alameda County Fire Department (CA)
- Alameda County Transportation Commission (CA)
- Alfred Mann Foundation (CA)
- Alpine County (CA)
- Amador County (SACOG) (CA)
- Amador Fire Protection District (CA)
- Amethod Public Schools (CA)
- Anderson Fire Protection District (CA)
- Bay Area Headquarters Authority (CA)
- Big Oak Flat-Groveland Unified School District (CA)

**City**

- Elk Grove
- Dublin
- Oakland
- Valencia
- Markleeville
- Jackson
- Jackson
- Oakland
- Anderson
- San Francisco
- Groveland

|   |                  |
|---|------------------|
| Bonita Unified School District (CA)                                 | San Dimas        |
| Borrego Springs Fire Protection District (CA)                       | Borrego Springs  |
| Boulder Creek Fire Protection District (CA)                         | Boulder Creek    |
| Burbank Paradise Fire Protection District (CA)                      | Modesto          |
| Calaveras County (CA)   | SAN ANDREAS      |
| California Congress of Parents and Teachers 31st District PTSA (CA) | Van Nuys         |
| California State Polytechnic University Pomona (CA)                 | Pomona           |
| California State University East Bay (CA)                           | Hayward          |
| California State University Fullerton (CA)                          | Fullerton        |
| California State University Maritime Academy (CA)                   | Vallejo          |
| California State University Sacramento (SACOG) (CA)                 | Sacramento       |
| California State University Stanislaus (CA)                         | Turlock          |
| California State University, Chico (CA)                             | Chico            |
| California Tahoe Emergency Services Operations Authority (CA)       | South Lake Tahoe |
| Cambria Community Services District (CA)                            | Cambria          |
| Campbell Union School District (CA)                                 | Campbell         |
| CAPE, Inc. (CA)   | Livermore        |
| Casitas Municipal Water District (CA)                               | Oak View         |
| Central Calaveras Fire & Rescue Protection District (CA)            | Mokelumne Hill   |
| Central School District (CA)  | Rancho Cucamonga |
| Chico Unified School District (CA)                                  | Chico            |
| Citrus Heights, City of (SACOG) (CA)                                |                  |
| City Department of Airport Los Angeles (CA)                         | Los Angeles      |
| City of Alameda (CA)  | Alameda          |
| City of Albany (CA)   | Albany           |
| City of Anaheim (CA)  | Anaheim          |
| City of Arcata (CA)   | Arcata           |
| City of Arroyo Grande (CA)  | Arroyo Grande    |
| City of Atascadero (CA)   | Atascadero       |
| City of Atwater (CA)  | Atwater          |
| City of Auburn (CA)   | Auburn           |

|                             |                |
|-----------------------------|----------------|
| City of Baldwin Park (CA)   | Baldwin Park   |
| City of Banning (CA)        | Banning        |
| City of Bell (CA)           | Bell           |
| City of Bell Gardens (CA)   | Bell Gardens   |
| City of Belmont (CA)        | Belmont        |
| City of Benicia (CA)        | Benicia        |
| City of Berkeley (CA)       | Berkeley       |
| City of Beverly Hills (CA)  | Beverly Hills  |
| City of Blythe (CA)         | Blythe         |
| City of Brea (CA)           | Brea           |
| City of Brentwood (CA)      | Brentwood      |
| City of Brisbane (CA)       | Brisbane       |
| City of Buena Park (CA)     | Buena Park     |
| City of Burbank (CA)        | Burbank        |
| City of Calabasas (CA)      | Calabasas      |
| City of Campbell (CA)       | Campbell       |
| City of Carlsbad (CA)       | Carlsbad       |
| City of Carmel (CA)         | Carmel         |
| City of Cathedral City (CA) | Cathedral City |
| City of Chico (CA)          | Chico          |
| City of Chino Hills (CA)    | Chino Hills    |
| City of Chula Vista (CA)    | Chula Vista    |
| City of Clovis (CA)         | Clovis         |
| City of Colton (CA)         | Colton         |
| City of Commerce (CA)       | Commerce       |
| City of Concord (CA)        | Concord        |
| City of Corcoran (CA)       | Corcoran       |
| City of Corning (CA)        | Corning        |
| City of Corona (CA)         | Corona         |
| City of Coronado (CA)       | Coronado       |
| City of Costa Mesa (CA)     | Costa Mesa     |

|                                |                 |
|--------------------------------|-----------------|
| City of Culver City (CA)       | Culver City     |
| City of Cypress (CA)           | Cypress         |
| City of Daly City (CA)         | Daly City       |
| City of Davis (CA)             | Davis           |
| City of Delano (CA)            | Delano          |
| City of Dinuba (CA)            | Dinuba          |
| City of Dixon (CA)             | Dixon           |
| City of Dublin (CA)            | Dublin          |
| City of El Paso de Robles (CA) | Paso Robles     |
| City of El Segundo (CA)        | El Segundo      |
| City of Encinitas (CA)         | Encinitas       |
| City of Escalon (CA)           | Escalon         |
| City of Escondido (CA)         | Escondido       |
| City of Eureka (CA)            | Eureka          |
| City of Fairfield (CA)         | Fairfield       |
| City of Folsom (CA)            | Folsom          |
| City of Fontana (CA)           | Fontana         |
| City of Fortuna (CA)           | Fortuna         |
| City of Foster City (CA)       | Foster City     |
| City of Fountain Valley (CA)   | Fountain Valley |
| City of Fremont (CA)           | Fremont         |
| City of Fresno (CA)            | Fresno          |
| City of Fullerton (CA)         | Fullerton       |
| City of Gardena (CA)           | Gardena         |
| City of Glendale (CA)          | Glendale        |
| City of Grass Valley (CA)      | Grass Valley    |
| City of Hanford (CA)           | Hanford         |
| City of Hayward (CA)           | Hayward         |
| City of Healdsburg (CA)        | Healdsburg      |
| City of Hemet (CA)             | Hemet           |
| City of Imperial Beach (CA)    | Imperial Beach  |

|                                   |                      |
|-----------------------------------|----------------------|
| City of Indian Wells (CA)         | Indian Wells         |
| City of Inglewood (CA)            | Inglewood            |
| City of Irvine (CA)               | Irvine               |
| City of Kerman (CA)               | Kerman               |
| City of Kingsburg (CA)            | Kingsburg            |
| City of La Cañada Flintridge (CA) | La Cañada Flintridge |
| City of La Mesa (CA)              | La Mesa              |
| City of La Mirada (CA)            | La Mirada            |
| City of Lakewood (CA)             | Lakewood             |
| City of Lincoln (CA)              | Lincoln              |
| City of Live Oak (CA)             | Live Oak             |
| City of Livermore (CA)            | Livermore            |
| City of Livingston (CA)           | Livingston           |
| City of Lodi (CA)                 | Lodi                 |
| City of Long Beach (CA)           | Long Beach           |
| City of Los Angeles (CA)          | Los Angeles          |
| City of Loyalton (CA)             | Loyaltonc            |
| City of Madera (CA)               | Madera               |
| City of Manteca (CA)              | Manteca              |
| City of Marina (CA)               | Marina               |
| City of Martinez (CA)             | Martinez             |
| City of Marysville (CA)           | Marysville           |
| City of Menifee (CA)              | Menifee              |
| City of Merced (CA)               | Merced               |
| City of Mill Valley (CA)          | Mill Valley          |
| CITY OF MILLBRAE (CA)             | MILLBRAE             |
| City of Milpitas (CA)             | Milpitas             |
| City of Modesto (CA)              | Modesto              |
| City of Monrovia (CA)             | Monrovia             |
| City of Monterey (CA)             | Monterey             |
| City of Monterey Park (CA)        | Monterey Park        |

|                               |                  |
|-------------------------------|------------------|
| City of Moreno Valley (CA)    | Moreno Valley    |
| City of Mount Shasta (CA)     | Mount Shasta     |
| City of Mountain View (CA)    | Mountain View    |
| City of Murrieta (CA)         | Murrieta         |
| City of Napa (CA)             | Napa             |
| City of Norwalk (CA)          | Norwalk          |
| City of Oakland (CA)          | Oakland          |
| CITY OF OCEANSIDE (CA)        | OCEANSIDE        |
| City of Ontario (CA)          | Ontario          |
| City of Orange (CA)           | Orange           |
| City of Orinda (CA)           | Orinda           |
| City of Orland (CA)           | Orland           |
| City of Oroville (CA)         | Oroville         |
| City of Oxnard (CA)           | Oxnard           |
| City of Palm Springs (CA)     | Palm Springs     |
| City of Palmdale (CA)         | Palmdale         |
| City of Palo Alto (CA)        | Palo Alto        |
| City of Pasadena (CA)         | Pasadena         |
| City of Piedmont (CA)         | Piedmont         |
| City of Placentia (CA)        | Placentia        |
| City of Pleasanton (CA)       | Pleasanton       |
| City of Port Hueneme (CA)     | Port Hueneme     |
| City of Porterville (CA)      | Porterville      |
| City of Portola (CA)          | Portola          |
| City of Poway (CA)            | Poway            |
| City of Rancho Cucamonga (CA) | Rancho Cucamonga |
| City of Redding (CA)          | Redding          |
| City of Reedley (CA)          | Reedley          |
| City of Rialto (CA)           | Rialto           |
| City of Richmond (CA)         | Richmond         |



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| City of Ridgecrest (CA)       | Ridgecrest       |
| City of Riverside (CA)        | Riverside        |
| City of Rocklin (CA)          | Rocklin          |
| City of Roseville (CA)        | Roseville        |
| City of Sacramento (CA)       | Sacramento       |
| City of Salinas (CA)          | Salinas          |
| City of San Bruno (CA)        | San Bruno        |
| City of San Buenaventura (CA) | Ventura          |
| City of San Clemente (CA)     | San Clemente     |
| City of San Diego (CA)        | San Diego        |
| City of San Dimas (CA)        | San Dimas        |
| City of San Leandro (CA)      | San Leandro      |
| City of San Luis Obispo (CA)  | San Luis Obispo  |
| City of San Marcos (CA)       | San Marcos       |
| City of San Marino (CA)       | San Marino       |
| City of San Mateo (CA)        | San Mateo        |
| City of San Rafael (CA)       | San Rafael       |
| City of San Ramon (CA)        | San Ramon        |
| City of Santa Barbara (CA)    | Santa Barbara    |
| City of Santa Clara (CA)      | Santa Clara      |
| City of Santa Clarita (CA)    | Santa Clarita    |
| City of Santa Cruz (CA)       | Santa Cruz       |
| City of Santa Rosa (CA)       | Santa Rosa       |
| City of Santee (CA)           | Santee           |
| City of Sausalito (CA)        | Sausalito        |
| City of Seaside (CA)          | Seaside          |
| City of Selma (CA)            | SELMA            |
| City of Soledad (CA)          | Soledad          |
| City of South Gate (CA)       | South Gate       |
| City of South Lake Tahoe (CA) | South Lake Tahoe |
| City of South Pasadena (CA)   | South Pasadena   |

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| City of South San Francisco (CA)             | South San Francisco |
| City of Stockton (CA)                        | Stackton            |
| City of Tracy (CA)                           | Tracy               |
| City of Turlock (CA)                         | Turlock             |
| City of Tustin (CA)                          | Tustin              |
| City of Ukiah (CA)                           | Ukiah               |
| City of Vacaville (CA)                       | Vacaville           |
| City of Vallejo (CA)                         | Vallejo             |
| City of Victorville (CA)                     | Victorville         |
| City of Visalia (CA)                         | Visalia             |
| City of Vista (CA)                           | Vista               |
| City of Walnut Creek (CA)                    | Walnut Creek        |
| City of Wasco (CA)                           | Wasco               |
| City of Wasco (CA)                           | Wasco               |
| City of West Covina (CA)                     | West Covina         |
| City of West Sacramento (CA)                 | West Sacramento     |
| City of Westlake Village (CA)                | Westlake Village    |
| City of Wheatland (CA)                       | Wheatland           |
| City of Willits (CA)                         | Willits             |
| City of Willows (CA)                         | Willows             |
| City of Woodland (CA)                        | Woodland            |
| City of Yreka (CA)                           | Yreka               |
| City of Yuba City (CA)                       | Yuba City           |
| Coachella Valley Water District (CA)         | Coachella           |
| Coastside Fire Protection District (CA)      | Half Moon Bay       |
| Cold Spring School District (CA)             | Santa Barbara       |
| Colfax, City of (SACOG) (CA)                 | Colfax              |
| College of the Sequoias (CA)                 | Visalia             |
| Community Health Center Network, Inc. (CA)   | San Leandro         |
| Contra Costa Community College District (CA) | Martinez            |
| Contra Costa County (CA)                     | Martinez            |

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| Cosumnes Community Services District (CA)              | Elk Grove       |
| Cottonwood Fire Protection District (CA)               | Cottonwood      |
| County of Butte (CA)                                   | Oroville        |
| County of Fresno (CA)                                  | Fresno          |
| County of Glenn (CA)                                   | Willows         |
| County of Kern (CA)                                    | Bakersfield     |
| County of Kings (CA)                                   | Hanford         |
| County of Marin (CA)                                   | San Rafael      |
| County of Mendocino (CA)                               | Ukiah           |
| County of Nevada (CA)                                  | Nevada City     |
| County of Orange (CA)                                  | Santa Ana       |
| County of Placer (CA)                                  | Auburn          |
| County of Riverside (CA)                               | Riverside       |
| County of Sacramento (CA)                              | Sacramento      |
| County of San Benito (CA)                              | Hollister       |
| County of San Bernardino (CA)                          | San Bernardino  |
| County of San Diego (CA)                               | San Diego       |
| County of San Luis Obispo (CA)                         | San Luis Obispo |
| County of San Mateo (CA)                               | Redwood City    |
| County of Sonoma (CA)                                  | Santa Rosa      |
| County of Sutter (CA)                                  | Yuba City       |
| County of Ventura (CA)                                 | Ventura         |
| County of Yuba (CA)                                    | Marysville      |
| CSU Channel Islands - California State University (CA) | Camarillo       |
| Denair Community Services District (CA)                | Denair          |
| Downey Unified School District (CA)                    | Downey          |
| Dublin, City of (CA)                                   | Dublin          |
| East Bay Regional Park District (CA)                   | Oakland         |
| East Contra Costa Fire Protection District (CA)        | Brentwood       |
| Eastern Municipal Water District (CA)                  | Perris          |
| Ebbetts Pass Fire District (CA)                        | Arnold          |

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|---|-----------------|
| El Camino Irrigation District (CA)  | Gerber          |
| El Dorado County (SACOG) (CA)   | Placerville     |
| El Dorado Hills County Water District (CA)  | El Dorado Hills |
| El Dorado Irrigation District (CA)  | Placerville     |
| El Dorado Transportation District (El Dorado County Transit Authority) (SACOG) (CA) | Diamond Springs |
| Elk Grove Unified School District (SACOG) (CA)                                      | Elk Grove       |
| Elk Grove, City of (SACOG) (CA)   | Elk Grove       |
| Exeter District Ambulance (CA)  | Exeter          |
| Forestville Fire Protection District (CA)   | Forestville     |
| Fort Bragg Fire Protection Authority (CA)   | Fort Bragg      |
| Galt, City of (SACOG) (CA)  | Galt            |
| Gold Coast Transit (CA)   | Oxnard          |
| Golden Gate Bridge, Highway and Transportation District (CA)                        | San Francisco   |
| Guerneville School District (CA)  | Guerneville     |
| Hayfork Fire Protection District (CA)   | Hayfork         |
| Helix Water District (CA)   | El Cajon        |
| Hemet Unified School District (CA)  | Hemet           |
| Housing Authority of the County of Alameda (CA)                                     | Hayward         |
| Humboldt Community Services District (CA)   | Eureka          |
| Irvine Ranch Water District   | Irvine          |
| Isleton, City of (SACOG) (CA)   | Isleton         |
| IVCSD - Indian Valley Community Services District (CA)                              | Greenville      |
| Jurupa Unified School District (CA)   | Jurupa Valley   |
| Kelseyville Fire Protection District (CA)   | KELSEYVILLE     |
| Korean Churches for Community Development (CA)                                      | Los Angeles     |
| Lakeside Fire Protection District (CA)  | Lakeside        |
| Lamont Public Utility District (CA)   | Lamont          |
| Las Gallinas Valley Sanitary District (CA)  | San Rafael      |
| Lathrop, City of (SACOG) (CA)   | Lathrop         |
| Lathrop-Manteca Fire Protection District (CA)                                       | Lathrop         |
| Linda Fire Protection District (CA)   | Marysville      |

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|---|------------------|
| Linden-Peters Fire Protection District (CA)       | Linden           |
| Loleta Fire Protection District (CA)              | Loleta           |
| Long Beach Public Transportation Co. (CA)         | Long Beach       |
| Long Beach Water Department (CA)                  | Long Beach       |
| Loomis, Town of (SACOG) (CA)                      | Loomis           |
| Los Angeles Child Guidance Clinic (CA)            | Los Angeles      |
| Los Angeles Mission, Inc. (CA)                    | Los Angeles      |
| Los Angeles Unified School District (CA)          | Pico Rivera      |
| Los Rios Community College District (SACOG) (CA)  | Sacramento       |
| Madera County (CA)                                | Madera           |
| Mammoth Lakes Fire Protection District (CA)       | Mammoth Lakes    |
| Meeks Bay Fire Protection District (CA)           | Meeks Bay        |
| Mendocino Transit Authority (CA)                  | Ukiah            |
| Menlo Park City School District (CA)              | Atherton         |
| Menlo Park Fire Protection District (CA)          | Menlo Park       |
| Merced County (CA)                                | Merced           |
| Milpitas Unified School District (CA)             | Milpitas         |
| Modesto City Schools (CA)                         | Modesto          |
| Mojave Public Utility District (CA)               | Mojave           |
| Mono County (CA)                                  | Bridgeport       |
| Monterey County (CA)                              | Salinas          |
| Monterey County Regional Fire District (CA)       | Salinas          |
| Morago-Orinda Fire District (CA)                  | Moraga           |
| Murrieta Fire Protection District (CA)            | Murrieta         |
| Napa County (CA)                                  | Napa             |
| National Community Renaissance of California (CA) | Rancho Cucamonga |
| Nevada County (SACOG) (CA)                        | Nevada City      |
| Nevada County Consolidated Fire District (CA)     | Grass Valley     |
| Nevada Irrigation District (SACOG) (CA)           | Grass Valley     |
| North Bay Fire (CA)                               | Sebastopol       |
| North Central Fire Protection District (CA)       | Kerman           |

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|---|-----------------|
| North County Fire Authority (CA)  | Daly City       |
| North County Fire Protection District (CA)                                      | Fallbrook       |
| North County Fire Protection District of Monterey County (CA)                   | Castroville     |
| North of the River Recreation and Park District (CA)                            | Bakersfield     |
| North Tahoe Fire Protection District (CA)                                       | Tahoe City      |
| Norwalk-La Mirada Unified School District (CA)                                  | Norwalk         |
| Novato Fire Protection District (CA)  | Novato          |
| Ontario International Airport Authority (CA)                                    | Ontario         |
| Orange County Fire Authority (CA)   | Irvine          |
| Orleans Volunteer Fire Department (CA)  | Orleans         |
| Penryn Fire Protection District (CA)  | Penryn          |
| Placer County (SACOG) (CA)  | Auburn          |
| Placer County Transportation District (Placer County Transit (PCT) (SACOG) (CA) | Auburn          |
| Placer County Water Agency (CA)   | Auburn          |
| Placerville, City of (SACOG) (CA)   | Placerville     |
| Port of Stockton (CA)   | Stockton        |
| Presidio Trust (CA)   | San Francisco   |
| Public Health Foundation Enterprises (CA)                                       | Industry        |
| Ramona Unified School District (CA)   | Ramona          |
| Rancho Cordova, City of (SACOG) (CA)  | Rancho Cordova  |
| Rancho Santa Fe Fire Protection District (CA)                                   | Rancho Santa Fe |
| Redwood Coast Wellness Center (CA)  | Gualala         |
| Resort Improvement District #1 (CA)   | Whitethorn      |
| Ripon, City of (SACOG) (CA)   | Ripon           |
| River Oak Center for Children (CA)  | Sacramento      |
| Rodeo-Hercules Fire Protection District (CA)                                    | Hercules        |
| Roseville Transit (SACOG) (CA)  | Roseville       |
| Ross Valley Paramedic Authority (CA)  | Woodacre        |
| Russian River Fire Protection District (CA)                                     | Guerneville     |
| Sac Metro Fire (Sacramento Metropolitan Fire District) (SACOG) (CA)             | Mather          |
| Sacramento Area Council of Governments (CA)                                     | Sacramento      |

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| Sacramento Area Sewer District (CA)                     | Sacramento             |
| Sacramento Children's Home (CA)                         | Sacramento             |
| Sacramento County (SACOG) (CA)                          | Sacramento             |
| Sacramento Fire Department (SACOG) (CA)                 | Sacramento             |
| Sacramento Metropolitan Fire District (CA)              | Sacramento             |
| Sacramento Municipal Utilities District (SACOG) (CA)    | Sacramento             |
| Sacramento Regional Fire/EMS Communications Center (CA) | Sacramento             |
| Sacramento Regional Sanitation District (SACOG) (CA)    | Elk Grove              |
| Sacramento Regional Transit District (SACOG) (CA)       | Sacramento             |
| San Bernardino Regional Water Resources Authority (CA)  | San Bernardino         |
| San Diego Unified School District (CA)                  | San Diego              |
| San Joaquin County (CA)                                 | Stockton               |
| San Joaquin Regional Transit District (CA)              | Stockton               |
| San Juan Unified School District (SACOG) (CA)           | Carmichael             |
| San Juan Water District (SACOG) (CA)                    | Granite Bay            |
| San Mateo Consolidated Fire Department (CA)             | Foster City            |
| San Miguel Consolidated Fire Protection District (CA)   | Spring Valley          |
| San Ramon Valley Fire Protection District (CA)          | San Ramon              |
| Santa Barbara Unified School District (CA)              | Santa Barbara          |
| Santa Cruz City Schools (CA)                            | Soquel                 |
| Santa Cruz County (CA)                                  | Watsonville            |
| Santa Margarita Catholic High School (CA)               | Rancho Santa Margarita |
| Santa Maria Public Airport District (CA)                | Santa Maria            |
| Santa Rosa City Schools (CA)                            | Santa Rosa             |
| Seaside County Sanitation District (CA)                 | Seaside                |
| Shasta County (CA)                                      | Redding                |
| Shasta Lake Fire Protection District (CA)               | Shasta Lake            |
| Sierra College (SACOG) (CA)                             | Rocklin                |
| Skid Row Housing Trust (CA)                             | Los Angeles            |
| Solano County (CA)                                      | Fairfield              |
| Sonoma County Fire District (CA)                        | Windsor                |

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| South Monterey County Fire Protection Distirct (CA)                              | Monterey         |
| South Placer Fire District (CA)  | Granite Bay      |
| South Tahoe Public Utility District (CA)   | South Lake Tahoe |
| Southern Marin Fire Protection District (CA)                                     | Mill Valley      |
| Southwest Transportation Agency (CA)   | Caruthers        |
| St. Vincent de Paul Village, Inc. (CA)   | San Diego        |
| Stanislaus Consolidated Fire Protection District (CA)                            | Riverbank        |
| Stanislaus County (CA)   | Modesto          |
| Stanislaus County Office of Education (CA)                                       | Modesto          |
| State Center Community College (CA)  | Fresno           |
| Stege Sanitary District (CA)   | El Cerrito       |
| Sunline Transit Agency (CA)  | Thousand Palms   |
| Sunnyvale School District (CA)   | Sunnyvale        |
| Survivors of Torture, Intl. (CA)   | San Diego        |
| Sutter County (SACOG) (CA)   | Yuba City        |
| Tahoe City Public Utility District (CA)  | Tahoe City       |
| Temecula Valley Unified School District (CA)                                     | Temecula         |
| The Regents of the University of California, on behalf of the Merced Campus (CA) | Merced           |
| Thermalito Water and Sewer District (CA)   | Oroville         |
| Town of Apple Valley (CA)  | Apple Valley     |
| Town of Hillsborough (CA)  | Hillsborough     |
| Town of Los Gatos (CA)   | Los Gatos        |
| Town of Moraga (CA)  | Moraga           |
| Town of Truckee (CA)   | Truckee          |
| Truckee Fire Protection District (CA)  | Truckee          |
| Truckee, City of (SACOG) (CA)  | Truckee          |
| Tulare County (CA)   | Farmersville     |
| Twain Harte Community Services District (CA)                                     | Twain Harte      |
| UC San Francisco (CA)  | San Francisco    |
| Union Sanitary District (CA)   | Union City       |
| United Cerebral Palsy of Sacramento and Northern California (CA)                 | Sacramento       |



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| University of California Davis (SACOG) (CA)                 | Davis         |
| University of California, Irvine (CA)                       | Irvine        |
| University of California, Santa Cruz (CA)                   | Santa Cruz    |
| Val Verde Unified School District (CA)                      | Perris        |
| Vallejo Flood and Wastewater District (CA)                  | Vallejo       |
| Valley Center Fire Protection District (CA)                 | Valley Center |
| Victor Valley Transit Authority (CA)                        | Hesperia      |
| Vista Hill Foundation (CA)                                  | San Diego     |
| West Bay Sanitary District (CA)                             | Menlo Park    |
| Willits Kids Club, Inc. (CA)                                | Willits       |
| Wilton Fire Protection District (CA)                        | Wilton        |
| Winters, City of (SACOG) (CA)                               | Winters       |
| Yolo County (CA)  | Woodland      |
| Yolo County Transportation District (SACOG) (CA)            | Woodland      |
| Yolo Emergency Communications Agency (CA)                   | Woodland      |
| Yuba Community College District (SACOG) (CA)                | Yuba City     |
| Yuba County (SACOG) (CA)                                    | Marysville    |
| Yuba County Water District (Yuba Water Agency) (SACOG) (CA) | Marysville    |
| Yuba-Sutter Transit Authority (SACOG) (CA)                  | Marysville    |

## News & Events

**End User  
Orientation  
(/events/Event-**

**Contractor  
Orientation  
(/events/Event-**

**Response  
Opening Live  
Meeting -  
SC01-21A**





## STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *C M*

**BY:** Jeff LaTendresse, Interim Fire Chief

**DATE:** February 17, 2021

**SUBJECT:** Adoption of Resolution No. 2021-05, Authorizing the City Manager to Execute a Lease Purchase Agreement with South Coast Fire Equipment for the Purchase of One Type I Structural Fire Engine and Associated Equipment; and  
Adoption of Resolution No. 2021-06, Authorizing the City Manager to Execute a Lease Purchase Agreement with South Coast Fire Equipment for the Purchase of One Type VI Wildland Fire Engine and Associated Equipment.

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### Recommendation

That the City Council adopt Resolution No. 2021-05 and Resolution No. 2021-06, authorizing the City Manager to execute separate lease purchase agreements with South Coast Fire Equipment for one (1) Type I structural fire engine and associated equipment for a cost of \$719,662.29; and, for one (1) Type VI wildland fire engine and associated equipment for a cost of \$261,920.31.

### Background

At the November 4, 2020 City Council meeting, the City Council authorized the City Manager to take such actions as necessary to prepare the City of Canyon Lake to begin Fire Department operations on January 1, 2022. A feasibility analysis, prepared by Emergency Services Consulting International (ESCI), was presented at the November 4<sup>th</sup> City Council meeting. In the analysis prepared by ESCI, it was recommended that the City of Canyon Lake should purchase two (2) fire engines; a Type I structural fire engine and a Type VI wildland fire engine. ESCI identified that the fire engines should be lease purchased for a period of ten years and identified an estimated cost of \$725,000 for the Type I and \$250,680 for the Type VI. Each fire engine was to be equipped with Self-Contained Breathing Apparatus (SCBA), a mobile radio and portable radios.

City Council Resolution 2020-48, which was established at the November 4, 2020 City Council meeting, also stated that time is of the essence regarding the establishment of a

municipal fire department by January 1, 2022. Typically, when ordering a new fire engine, agencies anticipate waiting almost a year before delivery occurs. To expedite delivery of the new engine, in a previous agenda item this evening, the City Council was set to consider joining the Houston-Galveston Area Council (H-GAC) cooperative purchasing program, known as HGACBuy, which is a nationwide, government procurement service that allows local governments access to cooperative, competitive procurement processes. By utilizing HGACBuy the City takes advantage of a completed procurement process and obtain competitive pricing for complex assets, the City saves considerable time avoiding lengthy bidding procedures and receives competitive pricing.

The process to identify the vendor for the two apparatus was a result of who could deliver the fire engines prior to the start-up for the new fire department. South Coast Fire Equipment of Ontario, CA, provides Pierce fire engines to many agencies in California, including four in Riverside County (Murrieta, Riverside City, Palm Springs, and Cathedral City). Upon contacting South Coast Fire Equipment, they advised not only could they meet our delivery time but could provide a high-quality engine under budget. This Type I fire engine will be equipped with air bags and rollover protection to protect the firefighters. The fire engine will feature a “clean cab” concept that keeps the firefighters protective clothing in compartments rather than in the cab. By separating this clothing, the firefighters will have reduced exposure to the carcinogens attached to the protecting gear. Additionally, the engine will have the ability to “pump and roll” on wildland fires, typically something that is usually only done with specialty wildland fire apparatus. Equipment that is included with the purchase of the engine includes four (4) SCBA, four (4) spare SCBA bottles, three (3) ladders, and a fire radio connected to headsets for the firefighters to protect their hearing. No portable radios were included; however, the cost of this engine, at \$719,662.29 is \$5,337 under what was estimated by ESCI in their feasibility analysis. Annual lease payments for this engine will be \$84,151.24. This fire engine will meet or exceed all industry standards for fire apparatus, commonly know as the National Fire Protection Association Standard 1901.

South Coast Fire Equipment is also a vendor for Firematic fire apparatus. Firematic specializes in wildland fire apparatus and rescue vehicles. As with Pierce, Firematic sells equipment across the United States with Riverside City, Kern County, Compton and National City as some of their local customers. This engine will be based off a Dodge 5500 diesel truck chassis and will have four-wheeled drive capability and has “pump and roll” capability. Type VI wildland fire engines typically have small fire pumps; this engine will have a mid-size pump so that it could also respond to smaller fires involving vehicles and trash and could support operations on a structure fire. This feature will give the engine a dual capability while not reducing its ability to respond to wildland fires, it will have an increased capability. The engine will also be equipped with a mobile radio and will be able to utilize the lake as a water source if needed. This dual capability was not considered by ESCI in the feasibility analysis when they estimated the cost of the Type VI fire engine. The dual capable Type VI wildland fire engine will cost \$261,920.31, a \$11,240 increase from what was proposed in the ESCI analysis. Also, a ten-year lease purchase term was not available, thus the lease purchase term will be for seven years with an annual payment of \$41,063.05. The fire engine will also meet or exceed all appropriate industry standards, commonly known as National Fire Protection Association Standard 1906.

Should the City Council adopt Resolution 2021-05 and Resolution 2021-06, the City Manager will place an order with South Coast Fire Equipment for one (1) Type I structural fire engine and one (1) Type VI wildland fire engine. Delivery of the new fire engines is expected in November of this year, which should provide adequate time to outfit the engines and have them ready for service on January 1, 2022. To ensure there will be no lapse in fire and life safety services, the Interim Fire Chief will develop a redundant plan to ensure apparatus are available to support fire department operations.

### **Fiscal Impact**

There will be no impact in the current fiscal year. The first lease payment will be due in February of FY 2021/22. At that time, an annual payment of \$84,151.24 for the Type I and \$41,063.05 for the Type VI will be due and a similar payment will be made each February. The lease purchase term for the Type I structure fire engine will be ten years and the term for the Type VI wildland fire engine will be seven years. This overall cost is \$9,717 over the estimate in the ESCI analysis; however, the Type VI lease purchase term is three years less.

### **Attachments**

1. Resolution No. 2021-05
2. H-GAC contract for the Pierce Type I fire engine through South Coast Fire Equipment
3. Pierce proposal and 10% cash discount price
4. Lease Purchase Agreement with Piece Financial Solutions for Pierce Type I fire engine for a term of ten years at 2.95%
5. Drawing for Canyon Lake's Pierce Enforcer Type I fire engine
6. Resolution No. 2021-06
7. H-GAC contract for the Firematic Type VI fire engine through South Coast Fire Equipment
8. Pierce proposal and 10% cash discount price
9. Lease Purchase Agreement with Pierce Financial Solution for Firematic Type VI fire engine for a term of seven years at 2.38%
10. Drawing for Canyon Lake's Dodge/Firematic Type VI fire engine



# ATTACHMENT 1





**RESOLUTION NO. 2021-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN LEASE/PURCHASE AGREEMENT WITH SOUTH COAST FIRE EQUIPMENT FOR THE PURCHASE OF ONE TYPE I STRUCTURAL FIRE ENGINE AND ASSOCIATED EQUIPMENT**

**WHEREAS**, on November 4, 2020, the City Council adopted Resolution No. 2020-48, declaring the City of Canyon Lake's intent to establish a municipal fire department and authorizing the City Manager to take such actions as necessary to prepare the City of Canyon Lake to begin fire department operations on January 12, 2022; and

**WHEREAS**, on November 4, 2020, the City Council received a feasibility analysis from Emergency Services Consulting International (ESCI) which identified the need for the new fire department to purchase a Type I structural fire engine to have in service at the date of transition; and

**WHEREAS**, South Coast Fire Equipment is a local vendor for Pierce Manufacturing which provides fire engines for the Cities of Murrieta, Riverside, Palm Springs, and Cathedral City, and is able to deliver a new Enforcer Type I fire engine in a timeframe that will allow the City to take delivery and outfit the engine before the date of transition; and

**WHEREAS**, included in the price of the Type I structural fire engine will be four (4) Self-Contained Breathing Apparatus (SCBA) a mobile radio with headsets and intercom system, and other associated equipment; and

**WHEREAS**, South Coast Fire Equipment has stipulated the Type I structural fire engine will be delivered in November 2021, allowing sufficient time for the apparatus to be equipped for emergency response; and

**WHEREAS**, the Houston-Galveston Area Council (H-GAC) conducted a competitive bid process and has obtained competitive pricing for such vehicles for participating members; and

**WHEREAS**, the City is authorized under the Canyon Lake Municipal Code section 3.08.070 to award contracts for materials, supplies, equipment or services; and

**WHEREAS**, the lease/purchase agreement, at a rate of 2.95% will be for a term of ten years with the first payment of \$84,151.24 due in February 2022.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** Each of the above recitals is true and correct and is adopted by the City Council of the City of Canyon Lake.

**Section 2.** The City Council authorizes the City Manager, or their designee, enter into a lease/purchase agreement for one (1) Type I structural fire engine from South Coast Fire Equipment through H-GAC for a cost of \$719,662.29.

**Section 3.** That included in the lease/purchase will be four (4) SCBA, one (1) mobile radio with headsets and intercom system, and other associated equipment.

**PASSED, APPROVED, AND ADOPTED** on this 17<sup>th</sup> day of February, 2021.

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Kasey Castillo, Mayor

ATTEST:

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Ana V. Sauseda, CMC  
City Clerk

## **ATTACHMENT 2**





### CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only

Contract No.:

FS12-19

Date Prepared:

02/08/21

***This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.***

|                 |                               |              |  |
|-----------------|-------------------------------|--------------|--|
| Buying Agency:  | City of Canyon Lake           | Contractor:  | South Coast Fire Equipment/Pierce Manufacturing  |
| Contact Person: | Jeff LaTendresse              | Prepared By: | Kevin Newell   |
| Phone:          | 951-260-0869                  | Phone:       | 9096739900   |
| Fax:            |                               | Fax:         |  |
| Email:          | JLaTendresse@canyonlakeca.gov | Email:       | orders@southcoastfire.net  |
| Product Code:   | FS19VC07                      | Description: | prcer, 4-Door, Full-Tilt, Aluminum Cab, Aluminum Body, Single Axle, 1250 GPM Pump, Mid-Mount |

**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** \$530,667.00

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

| Description                        | Cost | Description | Cost         |
|------------------------------------|------|-------------|--------------|
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
|                                    |      |             |              |
| Subtotal From Additional Sheet(s): |      |             | \$112,927.00 |
| Subtotal B:                        |      |             | \$112,927.00 |

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary**

| Description                        | Cost | Description | Cost        |
|------------------------------------|------|-------------|-------------|
|                                    |      |             |             |
|                                    |      |             |             |
| Subtotal From Additional Sheet(s): |      |             | \$39,977.00 |
| Subtotal C:                        |      |             | \$39,977.00 |

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B) For this transaction the percentage is: 6.21%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

|                   |   |                          |        |   |             |              |
|-------------------|---|--------------------------|--------|---|-------------|--------------|
| Quantity Ordered: | 1 | X Subtotal of A + B + C: | 683571 | = | Subtotal D: | \$683,571.00 |
|-------------------|---|--------------------------|--------|---|-------------|--------------|

**E. H-GAC Order Processing Charge (Amount Per Current Policy)** Subtotal E: \$2,000.00

**F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation**

| Description               | Cost         | Description | Cost        |
|---------------------------|--------------|-------------|-------------|
| Performance bond          | \$1,674.75   | Sales tax   | \$51,641.04 |
| 100% Pre-Payment Discount | -\$17,235.00 | Tire Fee    | \$10.50     |
| Contract Discount         | -\$2,000.00  | Subtotal F: | \$34,091.29 |

**Delivery Date:** 9-10 months **G. Total Purchase Price (D+E+F):** \$719,662.29



## **ATTACHMENT 3**







**Canyon Lake Fire Department**

100% Pre-Payment Option  
February 8, 2021

If a 100% pre-payment were made at contract signing, the following discount would be applied to the final invoice:

|   | Each                 | Extension            |
|---|----------------------|----------------------|
| <b>One ( 1 ) Pierce 1500 GPM Triple Combination Pumping Engine on an Enforcer Chassis</b> |                      |                      |
|   | \$ 683,571.00        | \$ 683,571.00        |
| 100% Prepayment Discount  | \$ (17,235.00)       | \$ (17,235.00)       |
| <b>APPARATUS COST</b>   | <b>\$ 666,336.00</b> | <b>\$ 666,336.00</b> |
| Sales Tax @ 7.750%  | \$ 51,641.04         | \$ 51,641.04         |
| Performance Bond  | \$ 1,674.75          | \$ 1,674.75          |
| California Tire Fee   | \$ 10.50             | \$ 10.50             |
| Consortium Fee Not Applicable   | \$ -                 | \$ -                 |
| <b>TOTAL PREPAY PURCHASE PRICE</b>  | <b>\$ 719,662.29</b> | <b>\$ 719,662.29</b> |
| Less 100% pre-payment at Contract Signing   | \$ 719,662.29        | \$ 719,662.29        |
| <b>BALANCE DUE AT DELIVERY</b>  | <b>\$0.00</b>        | <b>\$0.00</b>        |

**100% PRE-PAYMENT DISCOUNT SHOWN ABOVE IS AVAILABLE IN TWO WAYS:**

- a) If your department makes a 100% cash pre-payment at contract signing.
- b) If your department signs up for a lease-purchase with Pierce Financial Solutions. This would require no money down and no payments for one (1) year if desired.

- \* Discount for the 100% pre-payment option includes discounts for the chassis, interest, aerial (if applicable), and flooring charges.
- \* Any item added after this option is elected will come at additional cost and will be added to the final invoice.



# ATTACHMENT 4





FINANCIAL SOLUTIONS



# Tax Exempt Lease Purchase

**SALES ORGANIZATION:** South Coast - Bryden  
**LESSEE:** Canyon Lake  
**TYPE OF EQUIPMENT:** One (1) Pierce Enforcer Pumper  
**EQUIPMENT COST:** \$719,662.29  
**CUSTOMER DOWNPAYMENT:** \$0.00  
**TRADE-IN:** \$0.00  
**DELIVERY TIME:** Standard delivery  
**PAYMENT MODE:** Annual In Arrears  
**FIRST PAYMENT DUE DATE:** 1 year after lease commencement  
**LEASE COMMENCEMENT DATE:** Upon contract signing with Pierce

2/9/2021  
**Contact information:**  
 Kim Simon  
 Locator: B4-B230-06-07  
 155 East Broad St  
 Columbus, OH 43215  
 Ph: (800) 820-9041 ext. 1  
 Fax: (866) 852-3101  
 Kim.simon@pnc.com

|                           |                     |
|---------------------------|---------------------|
| <b>Term</b>               | <b>10 years</b>     |
| <b>Number of Payments</b> | <b>10 Annual</b>    |
| <b>Payment Amount</b>     | <b>\$ 84,151.24</b> |

**NOTE: All lease documents must be fully executed within 7 days of the date of this proposal. Failure to receive completed documents may after the final payment schedule due to changes in rates and/or discounts.**

**PERFORMANCE BOND:** To utilize the prepay program, a performance bond is required. Said performance bond shall be paid for directly to Pierce Manufacturing or financed by PNC Equipment Finance as part of the transaction

**ESCROW FUNDING OPTION:** At lease closing, if all of the equipment has not yet been delivered, Lessor will fund an escrow account from which disbursements will be made to the equipment provider(s) upon receipt of a Requisition Request and Certificate of Acceptance from Lessee. Escrow agent will either be Lessor or third-party provider selected by Lessor and approved by Lessee. All escrow earnings will be for the benefit of Lessee. The escrow agent will assess a \$250.00 account set up fee payable at closing.

**TYPE OF FINANCING:** Tax-exempt Lease Purchase Agreement with a \$1.00 buy out option at end of lease term. Said agreement shall be a net lease arrangement whereby lessee is responsible for all costs of operation, maintenance, insurance, and taxes.

**BANK QUALIFICATION:** This proposal assumes that the lessee will not be issuing more than \$10 million in tax-exempt debt this calendar year. Furthermore, it is assumed that the lessee will designate this issue as a qualified tax-exempt obligation per the tax act of 1986.

**LEGAL TITLE:** Legal title to the equipment during the lease term shall vest in the lessee, with PNC Equipment Finance perfecting a first security interest

**AUTHORIZED SIGNORS:** The lessee's governing board shall provide PNC Equipment Finance with its resolution or ordinance authorizing this agreement and shall designate the individual(s) to execute all necessary documents used therein.

**LEGAL OPINION:** The lessee's counsel shall furnish PNC Equipment Finance with an opinion covering this transaction and the documents used herein. This opinion shall be in a form and substance satisfactory to PNC Equipment Finance.

**VOLUNTEER FIRE DEPARTMENTS:** If Lessee is a Volunteer Fire Department, a public hearing under the requirements of Section 147(f) of the Internal Revenue Code of 1986 shall be conducted to authorize this transaction. It is recommended that a notice of the public hearing be published 10 to 14 days in advance of the public hearing.

**This proposal will be valid for Seven Days [7] from the above date and is subject to final credit approval by PNC Equipment Finance and approval of the lease documents in PNC Equipment Finance's sole discretion. To render a credit decision, lessee shall provide PNC Equipment Finance with their most recent three years' audited financial statements, copy of their most recent interim financial statement, and current budget.**

Accepted by: \_\_\_\_\_ Proposal submitted by Kim Simon



# ATTACHMENT 5





**Pumper, PUC**  
 Body  
 Pumper, PUC, Aluminum

**CHASSIS**  
 Enforcer Chassis, PUC

**CHASSIS**  
 AXLE, FRONT, CUSTOM  
 19,500 lb TAK-4 Axle  
 AXLE, REAR  
 24,000 lb Meritor Axle  
**ENGINE**  
 505 HP Detroit DD-13

**TRANSMISSION**  
 Allison 5th Gen, 4500 EVS P  
**BUMPER**  
 19" Extended Stainless Steel

**CAB**  
 7010 Enforcer Cab, PUC

**BODY**  
**WATER TANK**  
 500 Gallon Poly Water Tank  
**COMPT, PUMPER, REAR**  
 40.50" FF RollUp Rear Compt w/Tailboard, PUC  
**COMPT, PUMPER, LEFT SIDE**  
 177" RollUp/Lap Full Height & Depth Front & Rear, PUC

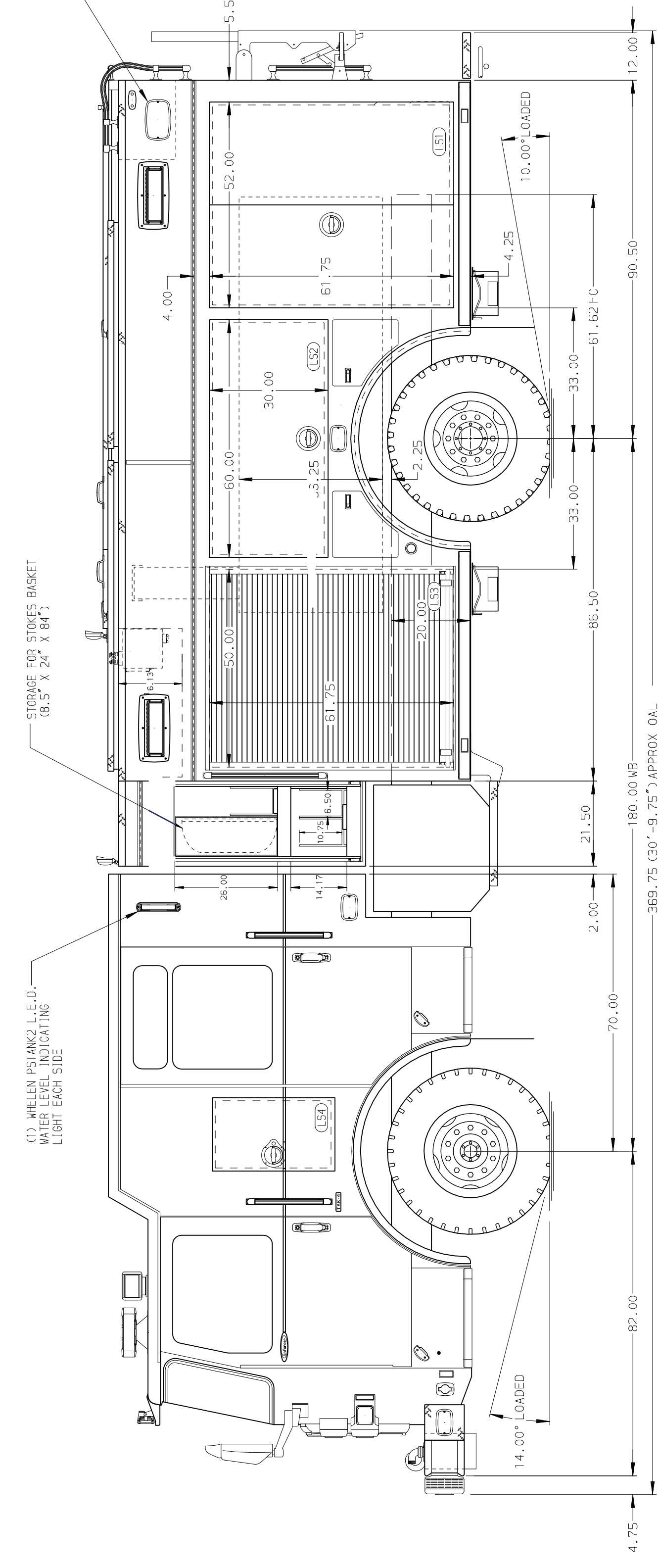
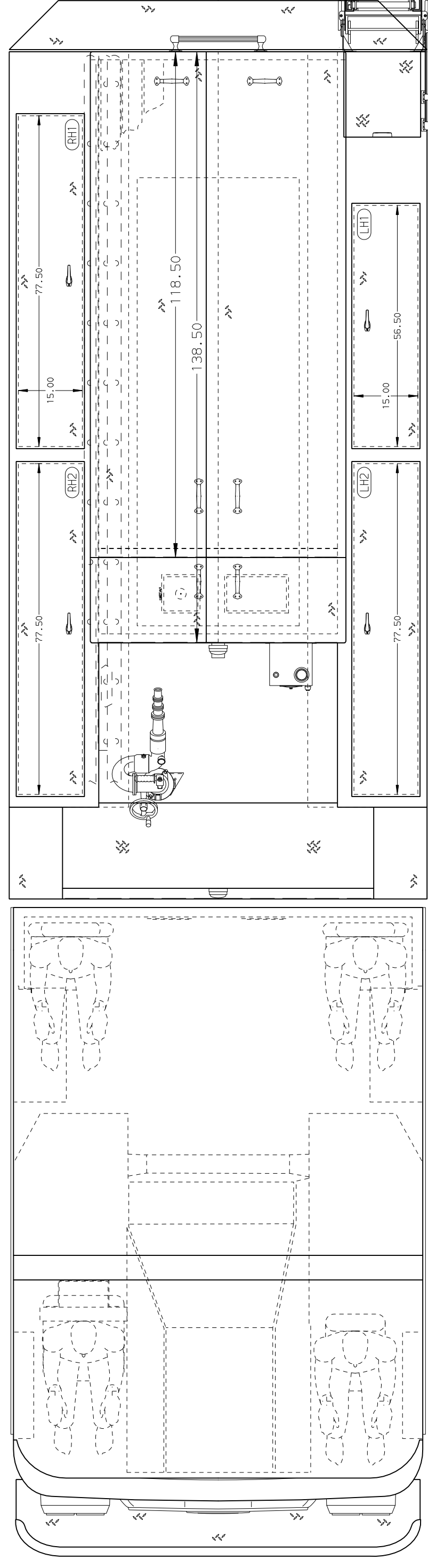
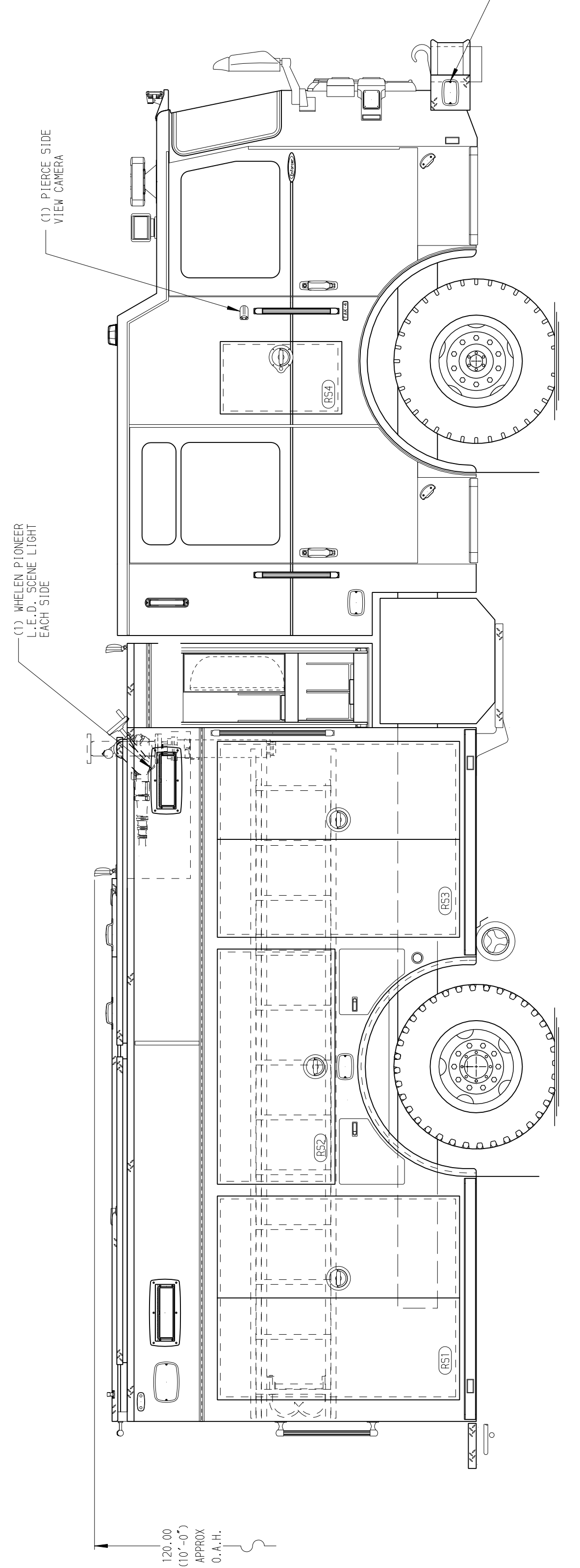
**COMPT, PUMPER, RIGHT SIDE**  
 177" Lap Full Height & Depth Front & Rear, PUC

**FIRE SUPPRESSION**  
**PUMPHOUSE**  
 Control Zone, PUC  
**PUMP**  
 1500 GPM Pierce PUC

**CROSSLAYS, 1.50"**  
 (3) 1.50", Poly Trays, 200"

**CROSSLAYS, 2.50"**  
 2.50" CrossLays Not Required

**GENERATOR**  
 Generator Not Required



|                          |                                    |                           |             |
|--------------------------|------------------------------------|---------------------------|-------------|
| <b>CUSTOMER APPROVAL</b> |                                    | <b>MANUFACTURING INC.</b> |             |
| APPROVED BY:             | DATE:                              | JOB NO. SCALE             | PRELIM DATE |
|                          |                                    | 1:24                      | 1:24        |
| CHASSIS DATA             | TITLE                              | DRAWN BY                  | DATE        |
| MAKE                     | Pierce PUC Pumper Approval Drawing | BST                       | 21JUL20     |
| PIERCE                   | FOR                                | CHECKED BY                | 22JUL20     |
|                          | City of Canyon Lake                | CKN                       |             |
| REV                      | DATE                               | DWG NO.                   | SHEET NO.   |
| 31JUL                    |                                    | 04-7709                   | 1 OF 1      |

**NOTE**  
 DIMENSIONS SHOWN ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS AS MAY OCCUR OR BE NECESSARY IN CONSTRUCTION.  
 MINOR DETAILS NOT SHOWN.

- SHOULDER RECEPTACLE WITH KUSMALL SUPER AUTO-EJECT LOCATED ON DRIVER SIDE CAB CORNER
- 19" WHEEL CHASSIS LOCATED IN COMPARTMENT PER SHOP ORDER
- BATTERY CHARGE INDICATOR LOCATED ON THE DRIVER SIDE SEAT RISER
- TEN ADJUSTABLE SHELVEYS LOCATED PER SHOP ORDER
- ONE SWING-OUT TOOLBOARD LOCATED PER SHOP ORDER
- HANWAY BOOSTER REEL MODEL SEB534-22-24 WITH CAPACITY FOR 200' OF 1.00" BOOSTER HOSE LOCATED IN COMPARTMENT B1



## **ATTACHMENT 6**



**RESOLUTION NO. 2021-06**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN LEASE/PURCHASE AGREEMENT WITH SOUTH COAST FIRE EQUIPMENT FOR THE PURCHASE OF ONE TYPE VI WILDLAND FIRE ENGINE AND ASSOCIATED EQUIPMENT**

**WHEREAS**, on November 4, 2020, the City Council adopted Resolution No. 2020-48, declaring the City of Canyon Lake's intent to establish a municipal fire department and authorizing the City Manager to take such actions as necessary to prepare the City of Canyon Lake to begin fire department operations on January 12, 2022; and

**WHEREAS**, on November 4, 2020, the City Council received a feasibility analysis from Emergency Services Consulting International (ESCI) which identified the need for the new fire department to purchase a Type VI wildland fire engine to have in service at the date of transition; and

**WHEREAS**, South Coast Fire Equipment is a local vendor for Firematic Manufacturing which provides specialty fire apparatus for the Cities of Riverside, Kern County, Compton and National City, and is able to deliver a new Dodge/Firematic Type VI wildland fire engine in a timeframe that will allow the City to take delivery and outfit the engine before the date of transition; and

**WHEREAS**, included in the price of the Type VI wildland fire engine will be a mid-sized fire pump for dual capability performance in both wildland and other fire scenarios; and

**WHEREAS**, South Coast Fire Equipment has stipulated the Type IV wildland fire engine will be delivered in November 2021, allowing sufficient time for the apparatus to be equipped for emergency response; and

**WHEREAS**, the Houston-Galveston Area Council (H-GAC) conducted a competitive bid process and has obtained competitive pricing for such vehicles for participating members; and

**WHEREAS**, the City is authorized under the Canyon Lake Municipal Code section 3.08.070 to award contracts for materials, supplies, equipment or services; and

**WHEREAS**, the lease/purchase agreement, at a rate of 2.38% will be for a term of seven years with the first payment of 41,063.05 due in February 2022.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** Each of the above recitals is true and correct and is adopted by the City Council of the City of Canyon Lake.

**Section 2.** The City Council authorizes the City Manager, or their designee, enter into a

lease/purchase agreement for one (1) Type VI wildland fire engine from South Coast Fire Equipment through H-GAC for a cost of \$261,920.31.

**Section 3.** That included in the lease/purchase will be a mid-sized pump to provide a dual capability performance in both wildland and other fire scenarios.

**PASSED, APPROVED, AND ADOPTED** on this 17<sup>th</sup> day of February, 2021.

---

Kasey Castillo, Mayor

ATTEST:

---

Ana V. Sauseda, CMC  
City Clerk

## **ATTACHMENT 7**







**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract No.:

FS12-19

Date Prepared:

02/11/21

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

|                 |  |              |  |
|-----------------|--|--------------|--|
| Buying Agency:  | City of Canyon Lake  | Contractor:  | Firematic Supply Co. Inc.                    |
| Contact Person: | Jeff LaTendresse   | Prepared By: | David Horton                                 |
| Phone:          | 951-260-0869   | Phone:       | 631-998-3246                                 |
| Fax:            |  | Fax:         |  |
| Email:          | <a href="mailto:JLaTendresse@canyonlakeca.gov">JLaTendresse@canyonlakeca.gov</a> | Email:       | dhorton@firematic.com                        |
| Product Code:   | <b>MC01</b>  | Description: | <b>Firematic, B.R.A.T. Commercial Pumper</b> |

**A. Product Item Base Unit Price Per Contractor's H-GAC Contract:** \$251,550.00

**B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.**  
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

| Description                               | Cost | Description | Cost   |
|---|------|-------------|--------|
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
|   |      |             |        |
| <b>Subtotal From Additional Sheet(s):</b> |      |             | \$0.00 |
| <b>Subtotal B:</b>                        |      |             | \$0.00 |

**C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary**

| Description                               | Cost        | Description | Cost        |
|---|-------------|-------------|-------------|
| 500 GPM PTO pump in lieu of 1,250 midship | -\$6,475.00 |             |             |
| <b>Subtotal From Additional Sheet(s):</b> |             |             | \$0.00      |
| <b>Subtotal C:</b>                        |             |             | -\$6,475.00 |

**Check:** Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: -2.57%

**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

|                   |   |                          |        |   |                    |              |
|-------------------|---|--------------------------|--------|---|--------------------|--------------|
| Quantity Ordered: | 1 | X Subtotal of A + B + C: | 245075 | = | <b>Subtotal D:</b> | \$245,075.00 |
|-------------------|---|--------------------------|--------|---|--------------------|--------------|

**E. H-GAC Order Processing Charge (Amount Per Current Policy)** **Subtotal E:** \$2,000.00

**F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation**

| Description               | Cost        | Description                    | Cost        |
|---------------------------|-------------|--------------------------------|-------------|
|                           |             | Sales tax                      | \$18,838.31 |
| 100% Pre-Payment Discount | -\$2,000.00 | Tire Fee                       | \$7.00      |
| Contract Discount         | -\$2,000.00 | <b>Subtotal F:</b> \$14,845.31 |             |

**Delivery Date:** 9-10 months **G. Total Purchase Price (D+E+F):** \$261,920.31



## **ATTACHMENT 8**



**PROPOSAL FOR FURNISHING FIRE APPARATUS**

February 9, 2021

Canyon Lake, City of  
 31516 Railroad Canyon Road  
 Canyon Lake, CA 92587



The undersigned is prepared to provide for you, our customer, upon an order being placed by you, for final acceptance by South Coast Fire Equipment, Inc., at its corporate office in Ontario, California, the apparatus and equipment herein named and for the following prices:

|  | <b>Each</b>          | <b>Extension</b>     |
|--|----------------------|----------------------|
| <b>One ( 1 ) Firematic 500 GPM Type 6 Fire Apparatus mounted on a 2021 Dodge 4x4 chassis</b> | \$ 245,075.00        | \$ 245,075.00        |
| Sales Tax @ 7.750%   | \$ 18,993.31         | \$ 18,993.31         |
| <b>APPARATUS COST WITH TAX</b>   | <b>\$ 264,068.31</b> | <b>\$ 264,068.31</b> |
| Performance Bond Not Required  | \$ -                 | \$ -                 |
| California Tire Fee  | \$ 7.00              | \$ 7.00              |
| Consortium Fee Not Applicable  | \$ -                 | \$ -                 |
| <b>TOTAL PURCHASE PRICE</b>  | <b>\$ 264,075.31</b> | <b>\$ 264,075.31</b> |

**PLEASE NOTE THE FOLLOWING ABOUT THIS QUOTATION:**

Payment options are available and are included under separate cover. One of these options may save your department a significant amount of money!

Said apparatus and equipment are to be built by the manufacturer and shipped in accordance with the specifications hereto attached, delays due to strikes, war or international conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about **270-290** calendar days after receipt of this order and the acceptance thereof at our office in Ontario, California, and to be delivered to you at **Canyon Lake**

The specifications herein contained shall form a part of the final contract and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) guidelines for Automotive Fire Apparatus as published at time of bid, except as modified by customer specifications. Any increased costs incurred by the first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customer as an addition to the price set forth above. Unless accepted within 30 days from the specified date, the right is reserved to withdraw this proposition.

Respectfully Submitted,

South Coast Fire Equipment, Inc.

Kevin M. Newell  
 Sales Representative





Canyon Lake, City of  
100% Pre-Payment Option  
February 9, 2021

If a 100% pre-payment were made at contract signing, the following discount would be applied to the final invoice:

|  | Each                 | Extension            |
|--|----------------------|----------------------|
| <b>One ( 1 ) Firematic 500 GPM Type 6 Fire Apparatus mounted on a 2021 Dodge 4x4 chassis</b> | \$ 245,075.00        | \$ 245,075.00        |
| 100% Prepayment Discount   | \$ (2,000.00)        | \$ (2,000.00)        |
| <b>APPARATUS COST</b>  | <b>\$ 243,075.00</b> | <b>\$ 243,075.00</b> |
| Sales Tax @ 7.750%   | \$ 18,838.31         | \$ 18,838.31         |
| Performance Bond Not Required  | \$ -                 | \$ -                 |
| California Tire Fee  | \$ 7.00              | \$ 7.00              |
| Consortium Fee Not Applicable  | \$ -                 | \$ -                 |
| <b>TOTAL PREPAY PURCHASE PRICE</b>   | <b>\$ 261,920.31</b> | <b>\$ 261,920.31</b> |
| Less 100% pre-payment at Contract Signing  | \$ 261,920.31        | \$ 261,920.31        |
| <b>BALANCE DUE AT DELIVERY</b>   | <b>\$0.00</b>        | <b>\$0.00</b>        |

**100% PRE-PAYMENT DISCOUNT SHOWN ABOVE IS AVAILABLE IN TWO WAYS:**

- a) If your department makes a 100% cash pre-payment at contract signing.
  - b) If your department signs up for a lease-purchase with Pierce Financial Solutions. This would require no money down and no payments for one (1) year if desired.
- \* Discount for the 100% pre-payment option includes discounts for the chassis, interest, aerial (if applicable), and flooring charges.
- \* Any item added after this option is elected will come at additional cost and will be added to the final invoice.

## **ATTACHMENT 9**





2/11/2021

# Tax Exempt Lease Purchase

|                                 |                                   |                           |
|---------------------------------|-----------------------------------|---------------------------|
| <b>SALES ORGANIZATION:</b>      | South Coast - Bryden              | Contact information:      |
| <b>LESSEE:</b>                  | Canyon Lake                       | Kim Simon                 |
| <b>TYPE OF EQUIPMENT:</b>       | One (1) Firematic Type 6          | Locator: B4-B230-06-07    |
| <b>EQUIPMENT COST:</b>          | \$261,920.31                      | 155 East Broad St         |
| <b>CUSTOMER DOWNPAYMENT:</b>    | \$0.00                            | Columbus, OH 43215        |
| <b>TRADE-IN:</b>                | \$0.00                            | Ph: (800) 820-9041 ext. 1 |
| <b>DELIVERY TIME:</b>           | Standard delivery                 | Fax: (866) 852-3101       |
| <b>PAYMENT MODE:</b>            | Annual In Arrears                 | Kim.simon@pnc.com         |
| <b>FIRST PAYMENT DUE DATE:</b>  | 1 year after lease commencement   |                           |
| <b>LEASE COMMENCEMENT DATE:</b> | Upon contract signing with Pierce |                           |

|                           |                |
|---------------------------|----------------|
| <b>Term</b>               | <b>7 years</b> |
| <b>Number of Payments</b> | 7 Annual       |
| <b>Payment Amount</b>     | \$ 41,063.05   |

**NOTE: All lease documents must be fully executed within 7 days of the date of this proposal. Failure to receive completed documents may alter the final payment schedule due to changes in rates and/or discounts.**

**PERFORMANCE BOND:** To utilize the prepay program, a performance bond is required. Said performance bond shall be paid for directly to Pierce Manufacturing or financed by PNC Equipment Finance as part of the transaction

**ESCROW FUNDING OPTION:** At lease closing, if all of the equipment has not yet been delivered, Lessor will fund an escrow account from which disbursements will be made to the equipment provider(s) upon receipt of a Requisition Request and Certificate of Acceptance from Lessee. Escrow agent will either be Lessor or third-party provider selected by Lessor and approved by Lessee. All escrow earnings will be for the benefit of Lessee. The escrow agent will assess a \$250.00 account set up fee payable at closing.

**TYPE OF FINANCING:** Tax-exempt Lease Purchase Agreement with a \$1.00 buy out option at end of lease term. Said agreement shall be a net lease arrangement whereby lessee is responsible for all costs of operation, maintenance, insurance, and taxes.

**BANK QUALIFICATION:** This proposal assumes that the lessee will not be issuing more than \$10 million in tax-exempt debt this calendar year. Furthermore, it is assumed that the lessee will designate this issue as a qualified tax-exempt obligation per the tax act of 1986.

**LEGAL TITLE:** Legal title to the equipment during the lease term shall vest in the lessee, with PNC Equipment Finance perfecting a first security interest

**AUTHORIZED SIGNORS:** The lessee's governing board shall provide PNC Equipment Finance with its resolution or ordinance authorizing this agreement and shall designate the individual(s) to execute all necessary documents used therein.

**LEGAL OPINION:** The lessee's counsel shall furnish PNC Equipment Finance with an opinion covering this transaction and the documents used herein. This opinion shall be in a form and substance satisfactory to PNC Equipment Finance.

**Prepayment:** After the second anniversary of the lease commencement, so long as there is no event of default, on any Rent Payment due date, Lessee shall have the option to purchase all, but not less than all, of the equipment financed by paying to Lessor all Rent Payments and any other amounts then due plus the Termination Value set forth in the Agreement. The Termination Value reflects the outstanding principal balance plus a three percent premium

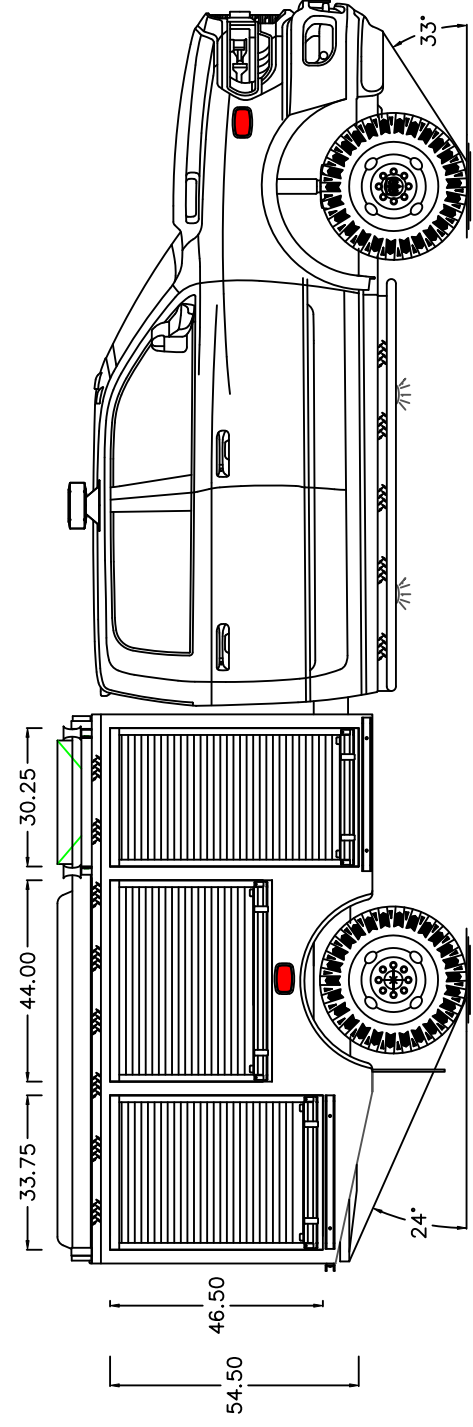
**This proposal will be valid for Seven Days (7) from the above date and is subject to final credit approval by PNC Equipment Finance and approval of the lease documents in PNC Equipment Finance's sole discretion. To render a credit decision, lessee shall provide PNC Equipment Finance with their most recent three years' audited financial statements, copy of their most recent interim financial statement, and current budget.**

Accepted by: \_\_\_\_\_ Proposal submitted by Kim Simon

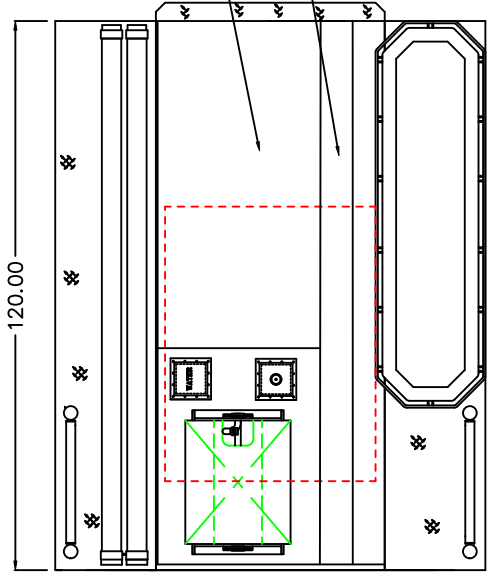
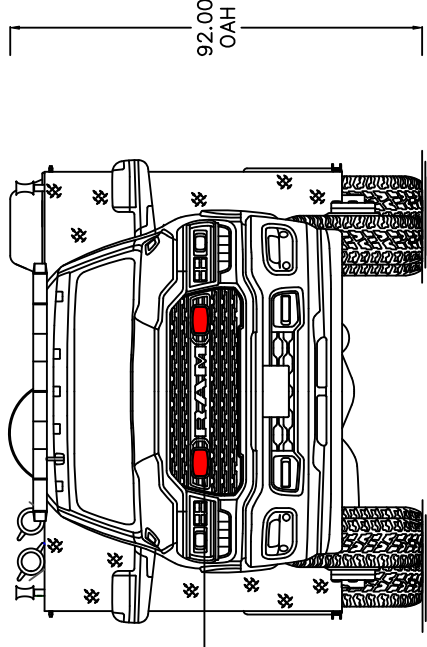


**ATTACHMENT 10**



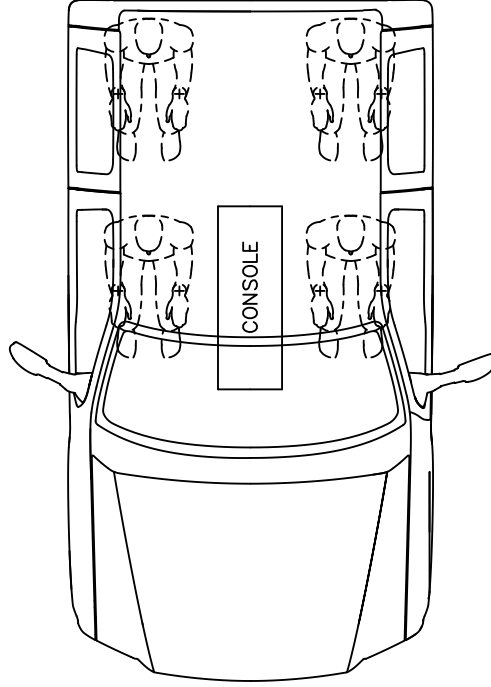


WHELEN M6 SUPER LED WARNING LIGHTS

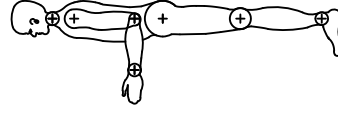
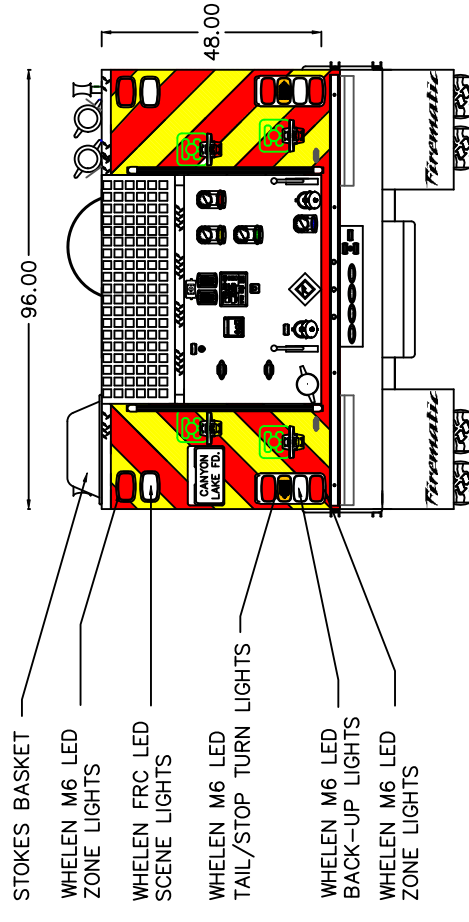
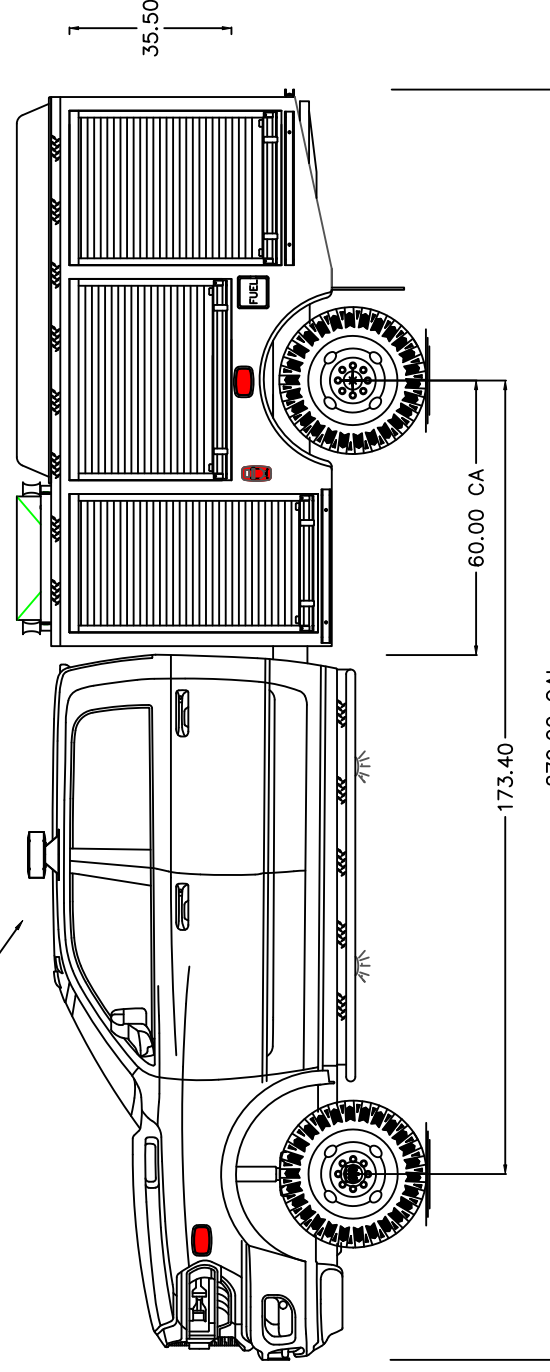


5" HOSEBED AREA

TWO 1.75 PRECONNECT BEDS



WHELEN LED LIGHT BAR



NOTE:  
THIS DRAWING IS CONCEPTUAL AND IS NOT AN EXACT REPRESENTATION OF THE TRUCK DRAWN. DIMENSIONS SHOWN ARE APPROXIMATE AND ARE SUBJECT TO DEVIATION AS MAY OCCUR OR BE NECESSARY DURING CONSTRUCTION.  
SOME DETAILS NOT SHOWN. DIMENSIONS ARE IN INCHES.

300/10 GALLON POLY-TANK  
HALE PTO 500 GPM PUMP  
ALUMINUM COMPARTMENT BODY W/ ROM DOORS

REVISION NOTES

|   |  |
|---|--|
| A |  |
| B |  |
|   |  |

TITLE

BRAT INITIAL ATTACK TRUCK  
FOR  
CANYON LAKE FD.  
CANYON LAKE, CA

**Firematic** MANUFACTURING

|              |                     |
|--------------|---------------------|
| JOB NO.      | 2099                |
| DATE         | FEB 09, 2021        |
| CHASSIS DATA | DODGE 5500 CREW CAB |
| DRAWN BY     | D. HORTON           |
| APPROVED BY  | D. HORTON           |
| SHEET NO.    | 1 / 1               |





# STAFF REPORT

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Chris Mann, City Manager *CM*

**BY:** Terry Shea, Finance Director

**DATE:** February 17, 2021

**SUBJECT:** Review of the Fiscal Year 2020-21 Mid-Year Budget Review and Projections, and approval of proposed Budget Adjustments

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## Recommendation

That the City Council review the Fiscal Year 2020-21 Mid-Year Budget report and approve the recommended budget adjustments.

## Background

In June 2020, the City Council adopted Resolution 2020-30 for adoption of the 2020-21 Budget and Appropriations Limit. The Adopted General Fund FY 2020/21 budget included \$6,474,100 in revenues and \$6,324,270 in expenditures for a budgeted surplus of \$149,830. Through December the City Council has approved additional appropriations of \$42,500 for Protective Window Film, Office Equipment, ECS Imaging for additional Laserfiche, WRCOG Fellow and a new HVAC for City Hall, which reduced the surplus to \$107,330. The City will not be spending the \$10,000 for the WRCOG Fellow.

## Discussion

Actual revenues through December 2020 with projections for the remainder of the fiscal year are higher than anticipated by \$441,000. The largest projected increases are in Property Transfer Tax \$55,000, EMS Subscription Fees \$91,000, CARES Act Funding \$136,000 and Permits & Fees \$76,000. The proposed adjustments for revenues are as follows:

|             |                              |            |
|-------------|------------------------------|------------|
| 10-000-4050 | Real Property Transfer Tax   | \$ 30,000  |
| 10-000-4405 | EMS Subscription Fee         | \$ 50,000  |
| 10-000-4598 | CARES Act Grant              | \$ 135,818 |
| 10-000-4794 | Rental Inspection Fee        | \$ 14,000  |
| 10-360-4200 | Construction Building Permit | \$ 60,000  |
| 10-000-4796 | Military Banner Program      | \$ 7,000   |

Actual expenditures through December 2020 with projections for the remainder of the fiscal year are in line with the original budget, however, certain line items are over and some items need to be added to the budget. The increases and proposed budget adjustments are as follows:

- 1) Account 10-100-6080 \$1,000 Increase for the Benefits for additional Workers Compensation expenditures.
- 2) Account 10-100-6225 \$2,800 for the meeting taping, supplies and presentation materials.
- 3) Account 10-310-6520 \$200 for two MMASC memberships.
- 4) Account 10-310-6840 \$1,000 for increased liability & property insurance.
- 5) Account 10-320-6220 \$500 increase for Data Ticket for the EMS Subscription program.
- 6) Account 10-320-6511 \$8,000 for the Military Banner Program.
- 7) Account 10-330-6210 \$500 for memberships and supplies.
- 8) Account 10-350-6220 \$5,000 for a conceptual plan for a new park.
- 9) Account 10-360-6610 \$80,000 for additional cost for the Building Department because of projected building permit revenues, the fees are 95% of the revenue collected.
- 10) Account 10-420-6520 \$2,000 for NFPA Fire Code Subscription.
- 11) Account 10-420-6614 \$37,000 for a Fire Consultant/Interim Fire Chief.
- 12) Account 10-520-6220 \$2,300 for various equipment.
- 13) Account 10-520-6415 \$4,000 for maintenance on vehicles & boats.
- 14) Account 10-550-6610 \$600 for increased janitorial costs.
- 15) Account 10-550-6610 \$10,000 for appraisal for land acquisition.

Please see the attached worksheet for the recommended Budget Adjustments.

### **Fiscal Impact**

If the proposed Budget Adjustments are approved, the budgeted surplus goes from \$107,330 to a surplus of \$248,928.

### **Attachments**

1. Mid-Year Review and Expenditures - General Fund
2. Mid-Year Proposed Budget Adjustments



# **ATTACHMENT 1**



**CITY OF CANYON LAKE  
MID-YEAR REVIEW - REVENUES AND EXPENDITURES  
10 - GENERAL FUND  
FISCAL YEAR 2020-21**

|                         | Year-to-Date<br>Actual<br>31-Dec-20 | Projected<br>January to June | Projected<br>FY 2020/21 | Amended<br>Budget      | % Total of<br>Budget Used |               | Variance            |
|-------------------------|-------------------------------------|------------------------------|-------------------------|------------------------|---------------------------|---------------|---------------------|
|                         |                                     |                              |                         |                        | Mid-Year                  | Yearend       |                     |
| <b>REVENUES</b>         |                                     |                              |                         |                        |                           |               |                     |
| PROPERTY TAXES          | \$ 747,613.42                       | \$ 2,484,422.00              | \$ 3,232,035.42         | \$ 3,160,100.00        | 23.66                     | 102.28        | \$ 71,935.42        |
| SALES TAXES             | 114,449.24                          | 183,108.00                   | 297,557.24              | 300,000.00             | 38.15                     | 99.19         | (2,442.76)          |
| UTILITY USERS           | 430,534.69                          | 600,400.00                   | 1,030,934.69            | 1,000,000.00           | 43.05                     | 103.09        | 30,934.69           |
| TRANSIENT LODGING TAX   | 16,929.00                           | 36,898.40                    | 53,827.40               | 54,000.00              | 31.35                     | 99.68         | (172.60)            |
| BUSINESS LICENSE FEES   | 48,527.40                           | 51,894.00                    | 100,421.40              | 100,000.00             | 48.53                     | 100.42        | 421.40              |
| COURT, VEHICLE, PARKING | 21,292.95                           | 5,120.00                     | 26,412.95               | 15,000.00              | 141.95                    | 176.09        | 11,412.95           |
| FRANCHISE FEES          | 117,461.41                          | 463,700.00                   | 581,161.41              | 572,700.00             | 20.51                     | 101.48        | 8,461.41            |
| INTEREST INCOME         | 252.68                              | 28,000.00                    | 28,252.68               | 30,000.00              | 0.84                      | 94.18         | (1,747.32)          |
| PERMITS AND FEES        | 252,364.72                          | 242,977.73                   | 495,342.45              | 432,500.00             | 58.35                     | 114.53        | 62,842.45           |
| EMS SUBSCRIPTION FEE    | -                                   | 791,558.00                   | 791,558.00              | 700,000.00             | -                         | 113.08        | 91,558.00           |
| CARES ACT               | 135,818.00                          | -                            | 135,818.00              | -                      | -                         | -             | 135,818.00          |
| MOTOR VEHICLE FEE       | -                                   | 5,800.00                     | 5,800.00                | 5,800.00               | -                         | 100.00        | -                   |
| GRANTS                  | 3,876.26                            | 54,800.00                    | 58,676.26               | 58,000.00              | 6.68                      | 101.17        | 676.26              |
| LEASE INCOME            | 27,897.73                           | 19,925.00                    | 47,822.73               | 24,000.00              | 116.24                    | 199.26        | 23,822.73           |
| MISCELLANEOUS           | 9,807.00                            | 20,100.00                    | 29,907.00               | 22,000.00              | 44.58                     | 135.94        | 7,907.00            |
| <b>TOTAL REVENUES</b>   | <b>\$ 1,926,824.50</b>              | <b>\$ 4,988,703.13</b>       | <b>\$ 6,915,527.63</b>  | <b>\$ 6,474,100.00</b> | <b>29.76</b>              | <b>106.82</b> | <b>\$441,427.63</b> |

|                          | Year-to-Date<br>Actual<br>31-Dec-20 | Projected<br>January to June | Projected<br>FY 2020/21 | Amended<br>Budget | % Total of<br>Budget Used |               | Variance         |
|--------------------------|-------------------------------------|------------------------------|-------------------------|-------------------|---------------------------|---------------|------------------|
|                          |                                     |                              |                         |                   | Mid-Year                  | Yearend       |                  |
| <b>EXPENDITURES</b>      |                                     |                              |                         |                   |                           |               |                  |
| <b>CITY COUNCIL</b>      |                                     |                              |                         |                   |                           |               |                  |
| SALARIES AND BENEFITS    | 11,348.28                           | 10,440.00                    | 21,788.28               | 20,748.00         | 54.70                     | 105.01        | (1,040.28)       |
| OPERATIONS AND MATERIALS | 18,792.14                           | 64,060.00                    | 82,852.14               | 113,325.00        | 16.58                     | 73.11         | 30,472.86        |
|                          | <b>30,140.42</b>                    | <b>74,500.00</b>             | <b>104,640.42</b>       | <b>134,073.00</b> | <b>22.48</b>              | <b>78.05</b>  | <b>29,432.58</b> |
| <b>CITY ATTORNEY</b>     |                                     |                              |                         |                   |                           |               |                  |
| CONTRACT SERVICES        | 24,747.88                           | 53,000.00                    | 77,747.88               | 77,700.00         | 31.85                     | 100.06        | (47.88)          |
|                          | <b>24,747.88</b>                    | <b>53,000.00</b>             | <b>77,747.88</b>        | <b>77,700.00</b>  | <b>31.85</b>              | <b>100.06</b> | <b>(47.88)</b>   |

|                              | Year-to-Date<br>Actual<br>31-Dec-20 | Projected<br>January to June | Projected<br>FY 2020/21 | Amended<br>Budget   | % Total of<br>Budget Used<br>Mid-Year | % Total of<br>Budget Used<br>Yearend | Variance           |
|------------------------------|-------------------------------------|------------------------------|-------------------------|---------------------|---------------------------------------|--------------------------------------|--------------------|
| <b>CITY MANAGER</b>          |                                     |                              |                         |                     |                                       |                                      |                    |
| SALARIES AND BENEFITS        | 221,570.77                          | 197,460.00                   | 419,030.77              | 412,887.00          | 53.66                                 | 101.49                               | (6,143.77)         |
| OPERATIONS AND MATERIALS     | 102,750.49                          | 34,192.00                    | 136,942.49              | 161,950.00          | 63.45                                 | 84.56                                | 25,007.51          |
|                              | <b>324,321.26</b>                   | <b>231,652.00</b>            | <b>555,973.26</b>       | <b>574,837.00</b>   | <b>56.42</b>                          | <b>96.72</b>                         | <b>18,863.74</b>   |
| <b>CITY CLERK</b>            |                                     |                              |                         |                     |                                       |                                      |                    |
| SALARIES AND BENEFITS        | 74,928.93                           | 71,850.00                    | 146,778.93              | 144,473.00          | 51.86                                 | 101.60                               | (2,305.93)         |
| OPERATIONS AND MATERIALS     | 22,607.41                           | 61,000.00                    | 83,607.41               | 95,080.00           | 23.78                                 | 87.93                                | 11,472.59          |
|                              | <b>97,536.34</b>                    | <b>132,850.00</b>            | <b>230,386.34</b>       | <b>239,553.00</b>   | <b>40.72</b>                          | <b>96.17</b>                         | <b>9,166.66</b>    |
| <b>FINANCE</b>               |                                     |                              |                         |                     |                                       |                                      |                    |
| SALARIES AND BENEFITS        | \$ 43,299.90                        | \$ 42,600.00                 | \$ 85,899.90            | \$ 86,431.00        | 50.10                                 | 99.39                                | 531.10             |
| CONTRACT SERVICES            | 20,666.77                           | 40,160.00                    | 60,826.77               | 61,200.00           | 33.77                                 | 99.39                                | 373.23             |
| OPERATIONS AND MATERIALS     | 1,701.05                            | 11,050.00                    | 12,751.05               | 14,280.00           | 11.91                                 | 89.29                                | 1,528.95           |
|                              | <b>65,667.72</b>                    | <b>93,810.00</b>             | <b>159,477.72</b>       | <b>161,911.00</b>   | <b>40.56</b>                          | <b>98.50</b>                         | <b>2,433.28</b>    |
| <b>PLANNING</b>              |                                     |                              |                         |                     |                                       |                                      |                    |
| CONTRACT SERVICES            | 15,235.00                           | 164,500.00                   | 179,735.00              | 185,000.00          | 8.24                                  | 97.15                                | 5,265.00           |
|                              | <b>15,235.00</b>                    | <b>164,500.00</b>            | <b>179,735.00</b>       | <b>185,000.00</b>   | <b>8.24</b>                           | <b>97.15</b>                         | <b>5,265.00</b>    |
| <b>BUILDING &amp; SAFETY</b> |                                     |                              |                         |                     |                                       |                                      |                    |
| CONTRACT SERVICES            | 124,353.99                          | 192,950.00                   | 317,303.99              | 237,500.00          | 52.36                                 | 133.60                               | (79,803.99)        |
| OPERATIONS AND MATERIALS     | 866.44                              | 1,720.00                     | 2,586.44                | 2,600.00            | 33.32                                 | 99.48                                | 13.56              |
|                              | <b>125,220.43</b>                   | <b>194,670.00</b>            | <b>319,890.43</b>       | <b>240,100.00</b>   | <b>52.15</b>                          | <b>133.23</b>                        | <b>(79,790.43)</b> |
| <b>LAW ENFORCEMENT</b>       |                                     |                              |                         |                     |                                       |                                      |                    |
| CONTRACT SERVICES            | 534,710.19                          | 979,000.00                   | 1,513,710.19            | 1,635,860.00        | 32.69                                 | 92.53                                | 122,149.81         |
| OPERATIONS AND MATERIALS     | 15,649.00                           | 68,000.00                    | 83,649.00               | 86,800.00           | 18.03                                 | 96.37                                | 3,151.00           |
|                              | <b>550,359.19</b>                   | <b>1,047,000.00</b>          | <b>1,597,359.19</b>     | <b>1,722,660.00</b> | <b>31.95</b>                          | <b>92.73</b>                         | <b>125,300.81</b>  |
| <b>FIRE &amp; MEDICAL</b>    |                                     |                              |                         |                     |                                       |                                      |                    |
| CONTRACT SERVICES            | -                                   | 2,096,074.00                 | 2,096,074.00            | 2,213,414.00        | -                                     | 94.70                                | 117,340.00         |
| OPERATIONS AND MATERIALS     | 10,296.78                           | 51,250.00                    | 61,546.78               | 24,700.00           | 41.69                                 | 249.18                               | (36,846.78)        |
| STATION UPGRADES             | 3,203.91                            | 4,500.00                     | 7,703.91                | 10,000.00           | 32.04                                 | 77.04                                | 2,296.09           |
|                              | <b>13,500.69</b>                    | <b>2,151,824.00</b>          | <b>2,165,324.69</b>     | <b>2,248,114.00</b> | <b>0.60</b>                           | <b>96.32</b>                         | <b>82,789.31</b>   |

|  | Year-to-Date<br>Actual<br>31-Dec-20 | Projected<br>January to June | Projected<br>FY 2020/21 | Amended<br>Budget    | % Total of<br>Budget Used<br>Mid-Year | % Total of<br>Budget Used<br>Yearend | Variance          |
|--|-------------------------------------|------------------------------|-------------------------|----------------------|---------------------------------------|--------------------------------------|-------------------|
| <b>EMERGENCY PREPAREDNESS</b>              |                                     |                              |                         |                      |                                       |                                      |                   |
| OPERATIONS AND MATERIALS                   | 5,730.69                            | 19,900.00                    | 25,630.69               | 26,000.00            | 22.04                                 | 98.58                                | 369.31            |
|  | <b>5,730.69</b>                     | <b>19,900.00</b>             | <b>25,630.69</b>        | <b>26,000.00</b>     | <b>22.04</b>                          | <b>98.58</b>                         | <b>369.31</b>     |
| <b>ANIMAL CONTROL</b>                      |                                     |                              |                         |                      |                                       |                                      |                   |
| CONTRACT SERVICES                          | 47,619.00                           | 106,667.00                   | 154,286.00              | 163,530.00           | 29.12                                 | 94.35                                | 9,244.00          |
|  | <b>47,619.00</b>                    | <b>106,667.00</b>            | <b>154,286.00</b>       | <b>163,530.00</b>    | <b>29.12</b>                          | <b>94.35</b>                         | <b>9,244.00</b>   |
| <b>PUBLIC WORKS ADMINISTRATION</b>         |                                     |                              |                         |                      |                                       |                                      |                   |
| CONTRACT SERVICES                          | 840.00                              | 8,400.00                     | 9,240.00                | 12,000.00            | 7.00                                  | 77.00                                | 2,760.00          |
|  | <b>840.00</b>                       | <b>8,400.00</b>              | <b>9,240.00</b>         | <b>12,000.00</b>     | <b>7.00</b>                           | <b>77.00</b>                         | <b>2,760.00</b>   |
| <b>NPDES</b>                               |                                     |                              |                         |                      |                                       |                                      |                   |
| SALARIES AND BENEFITS                      | \$ -                                | \$ -                         | \$ -                    | \$ -                 | -                                     | -                                    | -                 |
| OPERATIONS AND MATERIALS                   | 62,943.25                           | 18,700.00                    | 81,643.25               | 84,300.00            | 74.67                                 | 96.85                                | 2,656.75          |
|  | <b>62,943.25</b>                    | <b>18,700.00</b>             | <b>81,643.25</b>        | <b>84,300.00</b>     | <b>74.67</b>                          | <b>96.85</b>                         | <b>2,656.75</b>   |
| <b>SPECIAL ENFORCEMENT</b>                 |                                     |                              |                         |                      |                                       |                                      |                   |
| SALARIES AND BENEFITS                      | 151,346.56                          | 111,531.00                   | 262,877.56              | 278,162.00           | 54.41                                 | 94.51                                | 15,284.44         |
| OPERATIONS AND MATERIALS                   | 13,276.77                           | 14,370.00                    | 27,646.77               | 27,180.00            | 48.85                                 | 101.72                               | (466.77)          |
|  | <b>164,623.33</b>                   | <b>125,901.00</b>            | <b>290,524.33</b>       | <b>305,342.00</b>    | <b>53.91</b>                          | <b>95.15</b>                         | <b>14,817.67</b>  |
| <b>BUILDING &amp; FACILITY</b>             |                                     |                              |                         |                      |                                       |                                      |                   |
| OPERATIONS AND MATERIALS                   | 56,864.29                           | 74,440.00                    | 131,304.29              | 122,850.00           | 46.29                                 | 106.88                               | (8,454.29)        |
| CAPITAL IMPROVEMENTS                       | 20,131.11                           | 47,000.00                    | 67,131.11               | 68,800.00            | 29.26                                 | 97.57                                | 1,668.89          |
|  | <b>76,995.40</b>                    | <b>121,440.00</b>            | <b>198,435.40</b>       | <b>191,650.00</b>    | <b>40.18</b>                          | <b>103.54</b>                        | <b>(6,785.40)</b> |
| <b>TOTAL EXPENDITURES</b>                  | <b>1,605,480.60</b>                 | <b>4,544,814.00</b>          | <b>6,150,294.60</b>     | <b>6,366,770.00</b>  | <b>25.22</b>                          | <b>96.60</b>                         | <b>216,475.40</b> |
| <b>EXCESS (DEFICIT) REVENUES OVER EXP.</b> | <b>\$ 321,343.90</b>                | <b>\$ 443,889.13</b>         | <b>\$ 765,233.03</b>    | <b>\$ 107,330.00</b> |                                       |                                      |                   |



## **ATTACHMENT 2**





**CITY OF CANYON LAKE  
MID-YEAR PROPOSED BUDGET ADJUSTMENTS  
FISCAL YEAR 2020-21 BUDGET ADJUSTMENTS**

| <u>Account#</u>                               | <u>Account Name</u>              | <u>Reason for Adjustment</u>                   | <u>Mid-Year<br/>Adj.</u> | <u>Amended<br/>Budget<br/>FY 2020/21</u> | <u>Mid-Year<br/>Adjustment</u> | <u>Adjusted<br/>Budget<br/>FY 2020/21</u> |
|---|----------------------------------|--|--------------------------|--|--------------------------------|---|
| <b>GENERAL FUND REVENUES</b>                  |                                  |  |                          |  |                                |   |
| 10-000-4050                                   | Real Property Transfer Tax       | Revenues are higher than anticipated           | \$ 30,000                | \$ 86,400                                | \$ 30,000                      | \$ 116,400                                |
| 10-000-4405                                   | EMS Subscription                 | Revenues are higher than anticipated           | \$ 50,000                | \$ 700,000                               | \$ 50,000                      | \$ 750,000                                |
| 10-000-4598                                   | CARES Act                        | New revenue received during year               | \$ 135,818               | \$ -                                     | \$ 135,818                     | \$ 135,818                                |
| 10-000-4794                                   | Rental Inspection Fee            | New revenue received during year               | \$ 14,000                | \$ -                                     | \$ 14,000                      | \$ 14,000                                 |
| 10-000-4796                                   | Military Banner Program          | New budget item for 2020/21                    | \$ 7,000                 | \$ -                                     | \$ 7,000                       | \$ 7,000                                  |
| 10-360-4200                                   | Construction Building Permit     | Revenues are higher than anticipated           | \$ 60,000                | \$ 250,000                               | \$ 60,000                      | \$ 310,000                                |
|   |                                  | <b>Increase in Revenues</b>                    |                          |  | <b>\$ 296,818</b>              |   |
|   |                                  | Original General Fund Budget - Revenues        |                          |  | <b>\$ 6,474,100</b>            |   |
|   |                                  | Adjusted General Fund Budget - Revenues        |                          |  | <b>\$ 6,770,918</b>            |   |
| <b>GENERAL FUND EXPENDITURES</b>              |                                  |  |                          |  |                                |   |
| <b><u>City Council</u></b>                    |                                  |  |                          |  |                                |   |
| 10-100-6080                                   | Benefits                         | Workers Comp higher than expected              | \$ 1,000                 | \$ 2,748                                 | \$ 1,000                       | \$ 3,748                                  |
| 10-100-6225                                   | Council Meeting Expense          | Materials/Taping/Supplies additions            | \$ 2,800                 | \$ 7,200                                 | \$ 2,800                       | \$ 10,000                                 |
| <b><u>City Manager</u></b>                    |                                  |  |                          |  |                                |   |
| 10-310-6520                                   | Membership/Dues/Publication      | MMASC Memberships                              | \$ 200                   | \$ 1,900                                 | \$ 200                         | \$ 2,100                                  |
| 10-310-6840                                   | Liability Property Insurance     | Higher than expected                           | \$ 1,000                 | \$ 46,200                                | \$ 1,000                       | \$ 47,200                                 |
| <b><u>City Clerk</u></b>                      |                                  |  |                          |  |                                |   |
| 10-320-6220                                   | Special Department Expense       | Increase Data Ticket for EMS program           | \$ 500                   | \$ 15,900                                | \$ 500                         | \$ 16,400                                 |
| 10-320-6511                                   | Military Banner Program          | Increased activity                             | \$ 8,000                 | \$ 1,000                                 | \$ 8,000                       | \$ 9,000                                  |
| <b><u>Finance</u></b>                         |                                  |  |                          |  |                                |   |
| 10-330-6210                                   | Office Expense & Supplies        | Costs more than anticipated                    | \$ 500                   | \$ 1,000                                 | \$ 500                         | \$ 1,500                                  |
| <b><u>Planning</u></b>                        |                                  |  |                          |  |                                |   |
| 10-350-6220                                   | Special Department Expense       | Conceptual plan for a proposed park            | \$ 5,000                 | \$ -                                     | \$ 5,000                       | \$ 5,000                                  |
| <b><u>Building &amp; Safety</u></b>           |                                  |  |                          |  |                                |   |
| 10-360-6610                                   | Professional & Specialized Serv. | Costs higher than expected, revenues are up    | \$ 80,000                | \$ 237,500                               | \$ 80,000                      | \$ 317,500                                |
| <b><u>Fire &amp; Medical Aid</u></b>          |                                  |  |                          |  |                                |   |
| 10-420-6520                                   | Membership/Dues/Publication      | NFPA Fire Code Inspection                      | \$ 2,000                 | \$ -                                     | \$ 2,000                       | \$ 2,000                                  |
| 10-420-6614                                   | Contract Services-Chief          | New contract for Fire Chief                    | \$ 37,000                | \$ -                                     | \$ 37,000                      | \$ 37,000                                 |
| <b><u>Special Enforcement</u></b>             |                                  |  |                          |  |                                |   |
| 10-520-6220                                   | Special Department Expense       | Miscellaneous equipment                        | \$ 2,300                 | \$ 10,300                                | \$ 2,300                       | \$ 12,600                                 |
| 10-520-6415                                   | Boat Maintenance                 | Repairs and maintenance                        | \$ 4,000                 | \$ 7,000                                 | \$ 4,000                       | \$ 11,000                                 |
| 10-520-6520                                   | Membership/Dues/Publication      | Increase costs for CoreLogic                   | \$ 320                   | \$ 1,980                                 | \$ 320                         | \$ 2,300                                  |
| <b><u>Building &amp; Facilities Maint</u></b> |                                  |  |                          |  |                                |   |
| 10-550-6610                                   | Professional & Specialized Serv. | Increased janitorial costs                     | \$ 600                   | \$ 33,620                                | \$ 10,600                      | \$ 44,220                                 |
|   |                                  | Appraisals for land acquisition                | \$ 10,000                |  |                                |   |
|   |                                  | <b>Total Budget Adjustments - Expenditures</b> |                          |  | <b>\$ 155,220</b>              |   |
|   |                                  | Amended General Fund Budget - Expenditures     |                          |  | <b>\$ 6,366,770</b>            |   |
|   |                                  | Adjusted General Fund Budget - Expenditures    |                          |  | <b>\$ 6,521,990</b>            |   |
|   |                                  | Amended General Fund Budget - Surplus          |                          |  | <b>\$ 107,330</b>              |   |
|   |                                  | Adjusted General Fund Budget - Surplus         |                          |  | <b>\$ 248,928</b>              |   |