



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road

Canyon Lake, CA 92587

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

Regular Meeting of the Canyon Lake City Council

Wednesday, March 3, 2021

Closed Session 5:00 P.M. – City Hall Administration Office – 31526 Railroad Canyon Road, Suite 5

Open Session 6:30 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, 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. 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.

CLOSED SESSION – 5:00 P.M.

CLOSED SESSION CALLED TO ORDER

ROLL CALL

PUBLIC COMMENT

LIMIT 3 MINUTES

Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to submit their comment electronically by sending an email to PublicComment@canyonlakeca.gov. If you are commenting on an item on the Consent Calendar or on items not on the agenda, the City Clerk will read these public comment submissions into the record during the "Public Comments" portion of the agenda. Public comments submitted through email should (A) be no longer than 250 words; (B) include their name and agenda item number.

- A. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 2 cases
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8
Property: APN 349-290-008
Agency Negotiator: City Manager
Negotiating Parties: Jim Kipp
Under Negotiation: Price and Terms of Payment
- C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 - 1 case
- D. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957 – Public Employment; Public Employee Evaluation - City Manager

OPEN SESSION - 6:30 P.M.

OPEN SESSION CALLED TO ORDER

INVOCATION

FLAG SALUTE

ROLL CALL

CLOSED SESSION REPORT

APPROVAL OF CITY COUNCIL AGENDA

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

- Citizen of the Month
- Proclamation – Rick Bishop

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update – Vice President Darcy Burke
- Canyon Lake Property Owners Association Update – President Chris Poland
- Chamber of Commerce Update – President Jeanne O’Dell

PUBLIC SAFETY UPDATE

- ❖ Sheriff’s Department
- ❖ Fire Department
- ❖ Code Enforcement

PUBLIC COMMENT

Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to submit their comment electronically by sending an email to PublicComment@canyonlakeca.gov. If you are commenting on an item on the Consent Calendar or on items not on the agenda, the City Clerk will read these public comment submissions into the record during the “Public Comments” portion of the agenda. Public comments submitted through email should (A) be no longer than 250 words; (B) include their name and agenda item number. If you are commenting on a Business Item or Public Hearing, the City Clerk will read those public comment submissions into the record at the time that particular item is scheduled on the agenda.

CONSENT CALENDAR

All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous City Council action. The items listed on the Consent Calendar may be enacted in one motion. With the concurrence of the City Council, a Council Member may request that an item be removed for further discussion. Staff recommends approval of all items.

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution – Adoption of Resolution No. 2021-08, Approving Claims and Demands of the City
- (3) Minutes – Approval of City Council Minutes
 - February 3, 2021 – Regular City Council Meeting
 - February 17, 2021 – Special City Council Meeting
- (4) Second Reading of Ordinance No. 205 – An Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding
- (5) Resolution - Adoption of Resolution No. 2021-09, A Resolution of the City Council of the City of Canyon Lake, California, Renumbering Resolution No. 2021-04, Adopted at the February 17, 2021 Special City Council Meeting
- (6) Resolution – Adoption of Resolution No. 2021-10, A Resolution of the City Council of the City of Canyon Lake, California, Authorizing the City Manager to Make Amendments to the City of Canyon Lake Covid-19 Prevention Policy

PULLED CONSENT CALENDAR ITEMS

BUSINESS ITEMS

- (7) Report – General Plan Housing Element Annual Progress Report
- (8) Resolution – Adoption of Resolution No. 2021-11, Amending the Conflict of Interest Code of the City of Canyon Lake and repealing Resolution No. 2020-03
- (9) Discussion – A Presentation on SB 1383 – Mandatory Organic Waste Reduction
- (10) Fire Department Startup Update – Presentation by Fire Consultant/Interim Fire Chief Jeff LaTendresse

CITY MANAGER COMMENTS

COMMITTEE AND COUNCIL REPORTS/COMMENTS

ANNOUNCEMENTS

The next regular meeting will be Wednesday, April 7, 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 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.

March 3, 2021 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 26, 2021 before the hour of 5:00 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
BY: Kayla Lozano, Accountant
DATE: March 3, 2021
SUBJECT: Adoption of Resolution No. 2021-08, Allowing Certain Claims and Demands as Set Forth in Exhibit A

Recommendation

That the City Council adopt Resolution No. 2021-08, allowing certain claims and demands as set forth in Exhibit A.

Background

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of February 3, 2021.

Fiscal Impact

All claims and demands are paid from appropriated funds or authorized resources of the City and have been recorded in accordance with the City's policies.

Attachments

1. Resolution No. 2021-08

ATTACHMENT 1

RESOLUTION NO. 2021-08

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

WHEREAS, the Finance & Planning Committee of the City of Canyon Lake reviewed Exhibit A at their regularly scheduled meeting on March 3, 2021; and

WHEREAS, Exhibit A was presented at the regular meeting of the City Council on March 3, 2021, at which all present, were given an opportunity to comment.

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

Demands are approved as shown on the Demand\Warrant Register of March 3rd, in the amount of \$1,233,469.01 as follows:

Payroll Earnings (Gross)	\$	59,720.84	(2nd Half of January & 1st Half of February)
Payroll Taxes - Employer		2,089.61	(2nd Half of January & 1st Half of February)
On-line Retirement		7,597.52	(2nd Half of January & 1st Half of February)
On-line Health		3,407.98	(For the Month of February)
Nationwide Deferred Comp.		458.80	(For the Month of January)
General		1,160,194.26	
TOTAL	\$	<u>1,233,469.01</u>	

PASSED, APPROVED AND ADOPTED this 3rd day of March, 2021.

Kasey Castillo, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

Exhibit A

Claims and Demands

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26413	2/3/2021	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draws, 11/30/20	55.00	10	GENERAL
Total 26413	2/3/2021			55.00		
26414	2/3/2021	AMP GLOBAL LLC	Rent for 31526 Railroad Cyn Rd Ste#4 March 2021	412.00	10	GENERAL
Total 26414	2/3/2021			412.00		
26415	2/3/2021	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of March 2021	2,834.00	10	GENERAL
Total 26415	2/3/2021			2,834.00		
26416	2/3/2021	Bill Blankenship	Economic Development Consulting January 2021	2,500.00	10	GENERAL
Total 26416	2/3/2021			2,500.00		
26417	2/3/2021	BIO-TOX LABORATORIES	Sheriff's Blood Draws, 11/5/2020	46.00	10	GENERAL
Total 26417	2/3/2021			46.00		
26418	2/3/2021	CANYON LAKE PEST CONTROL, Steven E. Young	Monthly Pest Control for Fire Station, January 2021	40.00	10	GENERAL
Total 26418	2/3/2021			40.00		
26419	2/3/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Dec2020	2,098.00	10	GENERAL
26419	2/3/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Dec 2020	1,892.50	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26419	2/3/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Dec. 2020	360.00	10	GENERAL
26419	2/3/2021	Cole Huber LLP	Attorney Services for December 2020	6,503.76	10	GENERAL
26419	2/3/2021	Cole Huber LLP	Attorney Services for December 2020 (Covid-19)	2,720.00	10	GENERAL
Total 26419	2/3/2021			13,574.26		
26420	2/3/2021	Control Pump	Monthly Landscape Booster Station, January 2021	375.00	20	GAS TAX
Total 26420	2/3/2021			375.00		
26421	2/3/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement Reports, January 2021	53.00	10	GENERAL
26421	2/3/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement, January 2021	128.75	10	GENERAL
Total 26421	2/3/2021			181.75		
26422	2/3/2021	CR&R	Refuse FY 20-21 CY Sec SS1, 12/31/2020	915,975.27	50	AGENCY
Total 26422	2/3/2021			915,975.27		
26423	2/3/2021	DATA TICKET	Citation Processing, Code Enforcement December 2020	100.00	10	GENERAL
26423	2/3/2021	DATA TICKET	Monthly EMS Response Fee, December 2020	100.00	10	GENERAL
26423	2/3/2021	DATA TICKET	Parking Citations, December 2020	100.00	10	GENERAL
Total 26423	2/3/2021			300.00		
26424	2/3/2021	STATE OF CA DEPT. OF JUSTICE	Sheriff's Blood Analysis, December 2020	35.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26424	2/3/2021			35.00		
26425	2/3/2021	Jordan Ehrenkranz	Auto Allowance for the month of February 2021 - Ehrenkranz	100.00	10	GENERAL
Total 26425	2/3/2021			100.00		
26426	2/3/2021	Embroidery & More	Shirts for Fire Chief with City Logo, 2/1/2021	151.39	10	GENERAL
Total 26426	2/3/2021			151.39		
26427	2/3/2021	Frontier Communications	Phones for Fire Station, 1/13/21 to 2/12/21	389.16	10	GENERAL
Total 26427	2/3/2021			389.16		
26428	2/3/2021	GOLDING PUBLICATIONS	Business Cards for Johnson (Code Enf.), 1/25/2021	37.71	10	GENERAL
26428	2/3/2021	GOLDING PUBLICATIONS	Business Cards for LaTendresse, 1/21/2021	37.71	10	GENERAL
Total 26428	2/3/2021			75.42		
26429	2/3/2021	Interwest Consulting Group	Building & Safety Services for December 2020	21,597.04	10	GENERAL
Total 26429	2/3/2021			21,597.04		
26430	2/3/2021	Jeremy Smith	Auto Allowance for the month of February 2021 - Smith	100.00	10	GENERAL
Total 26430	2/3/2021			100.00		
26431	2/3/2021	Joe's Hardware	Bolts/Screws, Hooks, Hose Nozzle for Fire Station, 1/24/21	36.88	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26431	2/3/2021	Joe's Hardware	Key Copies, Key Ring & Screws & Bolts; 2/3/21	26.50	10	GENERAL
26431	2/3/2021	Joe's Hardware	Tilex Mold/Mildew Cleaner & Fuel For Fire Station, 1/29/21	24.93	10	GENERAL
Total 26431	2/3/2021			88.31		
26432	2/3/2021	Kasey Castillo	Auto Allowance for the month of February 2021 - Castillo	100.00	10	GENERAL
Total 26432	2/3/2021			100.00		
26433	2/3/2021	Larry Greene	Auto Allowance for the month of February 2021 - Greene	100.00	10	GENERAL
Total 26433	2/3/2021			100.00		
26434	2/3/2021	Jeff LaTendresse	Monthly Contracted Services for Interim Fire Chief, Feb 2021	7,272.72	10	GENERAL
Total 26434	2/3/2021			7,272.72		
26435	2/3/2021	League of California Cities	Membership Dues for 2021	6,170.00	10	GENERAL
Total 26435	2/3/2021			6,170.00		
26436	2/3/2021	Kayla Lozano	Reimb. for travel to Covid-19 Test; 12/7, 12/17 & 1/25/21	55.44	10	GENERAL
Total 26436	2/3/2021			55.44		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26437	2/3/2021	MR. WINDOW CLEANING	Window Cleaning Inside & Out - City Hall Admin (2/1/21)	150.00	10	GENERAL
Total 26437	2/3/2021			150.00		
26438	2/3/2021	Nate Volk	Video Broadcast Mtg. for 2/11/21	350.00	10	GENERAL
26438	2/3/2021	Nate Volk	Video Broadcast Mtg. for 2/7/2021	425.00	10	GENERAL
Total 26438	2/3/2021			775.00		
26439	2/3/2021	Pitney Bowes, Inc.	Red Ink for Postage Machine, 1/25/21	87.00	10	GENERAL
Total 26439	2/3/2021			87.00		
26440	2/3/2021	Regional Conservation Authority	MSHCP Fees collected for January 2021	2,234.00	50	AGENCY
Total 26440	2/3/2021			2,234.00		
26441	2/3/2021	COUNTY OF RIVERSIDE-TLMA	SLF Costs for December 2020	1,113.72	20	GAS TAX
Total 26441	2/3/2021			1,113.72		
26442	2/3/2021	STAPLES	Ice Maker, Coffee Supplies, File Folders & Erase Wall, 1/25	962.28	10	GENERAL
Total 26442	2/3/2021			962.28		
26443	2/3/2021	State of CA Dept of Industrial Relations	Elevator Inspection 1/5/2021	225.00	10	GENERAL
Total 26443	2/3/2021			225.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26444	2/3/2021	Syntech Group	IT Services for January 2021	1,875.00	10	GENERAL
Total 26444	2/3/2021			1,875.00		
26445	2/3/2021	Time Warner Cable	Digital Converter for City Hall 1/22/21 to 2/21/21	5.52	10	GENERAL
Total 26445	2/3/2021			5.52		
26446	2/3/2021	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 2/10/21	799.32	10	GENERAL
Total 26446	2/3/2021			799.32		
26447	2/3/2021	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 12/26/20 to 1/25/21	316.76	10	GENERAL
Total 26447	2/3/2021			316.76		
26448	2/3/2021	Dale Welty	Auto Allowance for the month of February 2021 - Welty	100.00	10	GENERAL
Total 26448	2/3/2021			100.00		
26449	2/17/2021	Applicant Background Information	Employment Verification on LaTendresse, 1/31/21	78.50	10	GENERAL
Total 26449	2/17/2021			78.50		
26450	2/17/2021	Abila	Additional Accounting Software Subscription, 2/15/2021	50.00	10	GENERAL
26450	2/17/2021	Abila	Monthly Accounting Software Subscription, 2/8/21	122.75	10	GENERAL
Total 26450	2/17/2021			172.75		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26451	2/17/2021	Aflac	Supplemental Insurance for February 2021	346.24	10	GENERAL
Total 26451	2/17/2021			346.24		
26452	2/17/2021	Albert A. Webb Associates	Professional Services for State SB2 Planning, 1/23/21	1,280.00	10	GENERAL
Total 26452	2/17/2021			1,280.00		
26453	2/17/2021	AMERICAN FORENSIC NURSES INC	Sheriff's Blood Draws, 12/15/20	110.00	10	GENERAL
Total 26453	2/17/2021			110.00		
26454	2/17/2021	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services for December 2020	3,500.00	10	GENERAL
26454	2/17/2021	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services for November 2020	3,500.00	10	GENERAL
Total 26454	2/17/2021			7,000.00		
26455	2/17/2021	BIO-TOX LABORATORIES	Sheriff's Blood Draws, December 2020	483.00	10	GENERAL
Total 26455	2/17/2021			483.00		
26456	2/17/2021	California Bulding Standards Commission	Permit Valuation October through December 2020	161.10	10	GENERAL
Total 26456	2/17/2021			161.10		
26457	2/17/2021	Chatwin & Associates, Inc.	Refund for Overpayment on Business License Renewal, 2/17/21	2.00	10	GENERAL
Total 26457	2/17/2021			2.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26458	2/17/2021	CR&R	Trash Services for Rental Bldg. February 2021	164.80	60	ENTERPR... FUND
Total 26458	2/17/2021			164.80		
26459	2/17/2021	DEPARTMENT OF CONSERVATION	Strong Motion Instrument & Seismic Hazard Oct - Dec 2020	426.99	10	GENERAL
Total 26459	2/17/2021			426.99		
26460	2/17/2021	STATE OF CA DEPT. OF JUSTICE	Fingerprints for January 2021	96.00	10	GENERAL
26460	2/17/2021	STATE OF CA DEPT. OF JUSTICE	Sheriff's Blood Analysis, January 2021	35.00	10	GENERAL
Total 26460	2/17/2021			131.00		
26461	2/17/2021	FRIDAY FLYER	Ordinance No. 203-Municipal Code Swimming Pools, 2/12/21	26.25	10	GENERAL
Total 26461	2/17/2021			26.25		
26462	2/17/2021	Frontier Communications	Internet for City Hall & Admin, 2/10/21 to 3/9/21	202.14	10	GENERAL
Total 26462	2/17/2021			202.14		
26463	2/17/2021	NANCY GREENHALGH	Retiree Health Insurance for March 2021	168.56	10	GENERAL
Total 26463	2/17/2021			168.56		
26464	2/17/2021	HC Krew Inc.	Refund for Overpayment on Business License Renewal, 2/11/21	2.00	10	GENERAL
Total 26464	2/17/2021			2.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26465	2/17/2021	Hillcrest Contracting, Inc.	Remaining Balance-Block Wall Repair on Railroad Cyn Rd, 2/21	5,833.83	20	GAS TAX
26465	2/17/2021	Hillcrest Contracting, Inc.	Retention for Block Wall Repair on Railroad Cyn Rd, 2/2/21	1,107.36	20	GAS TAX
Total 26465	2/17/2021			6,941.19		
26466	2/17/2021	Inland Urgent Care Wildomar	Drug Testing for Ward, 1/11/2021	50.00	10	GENERAL
Total 26466	2/17/2021			50.00		
26467	2/17/2021	Inland Urgent Care Menifee	Drug Testing for Johnson, 1/27/21	140.00	10	GENERAL
Total 26467	2/17/2021			140.00		
26468	2/17/2021	Inland Urgent Care of Temecula	Drug Testing for LaTendresse, 1/26/21	90.00	10	GENERAL
Total 26468	2/17/2021			90.00		
26469	2/17/2021	Jim Foley Trucking	Sand for Citizens at Fire Station, Invoice Date: 12/29/20	356.25	10	GENERAL
Total 26469	2/17/2021			356.25		
26470	2/17/2021	National Fire Protection Association	Annual Membership Nat'l Fire Protection Assoc. ID#1075173	1,575.00	10	GENERAL
Total 26470	2/17/2021			1,575.00		
26471	2/17/2021	Pitney Bowes Global Financial Services, LLC	Postage Machine Lease, 12/13/20 to 3/12/21	175.14	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26471	2/17/2021			175.14		
26472	2/17/2021	Purchase Power	Postage for 1/26/21 & 2/3/21	400.00	10	GENERAL
Total 26472	2/17/2021			400.00		
26473	2/17/2021	PZL, Inc.	Planning Services for January 2021	2,550.00	10	GENERAL
Total 26473	2/17/2021			2,550.00		
26474	2/17/2021	Ramsey Backflow & Plumbing	Tested Backflow Device at Fire Station, 2/11/21	50.00	10	GENERAL
Total 26474	2/17/2021			50.00		
26475	2/17/2021	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 11/19/20 to 12/16/20	137,667.74	10	GENERAL
Total 26475	2/17/2021			137,667.74		
26476	2/17/2021	Special District Risk Management Authority	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&Ferrari Mar21	486.06	10	GENERAL
Total 26476	2/17/2021			486.06		
26477	2/17/2021	STATE COMP. INS. FUND	Workers Comp Insurance for March 2021	1,373.25	10	GENERAL
Total 26477	2/17/2021			1,373.25		
26478	2/17/2021	The Gas Company	Gas Charges & New Setup for 31520 Railroad Cyn Rd. 1/27-1/29	37.95	10	GENERAL
26478	2/17/2021	The Gas Company	Gas Charges 12/30/20 to 1/29/21	234.39	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26478	2/17/2021			272.34		
26479	2/17/2021	Time Warner Cable	Internet for Fire Station 2/10/21 to 3/10/21	104.98	10	GENERAL
Total 26479	2/17/2021			104.98		
26480	2/17/2021	TJW Engineering, Inc.	Striping Review on Railroad Cyn Rd., 1/26/2021	5,500.00	20	GAS TAX
Total 26480	2/17/2021			5,500.00		
26481	2/17/2021	U. S. Bank	Credit Card - Please See Attached, 2/8/21	6,077.80	10	GENERAL
Total 26481	2/17/2021			6,077.80		
26482	2/17/2021	Verizon Wireless	Cell Phones, 1/4/21 to 2/3/21	206.30	10	GENERAL
26482	2/17/2021	Verizon Wireless	iPads & SIM Card Device, 1/4/21 to 2/3/21	154.50	10	GENERAL
Total 26482	2/17/2021			360.80		
EFT278		SOUTHERN CALIFORNIA EDISON	Electricity for Pump Station 12/10/20 to 1/11/21	167.70	20	GAS TAX
Total EFT278				167.70		
EFT279		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/30/20 to 1/29/21	302.99	20	GAS TAX
Total EFT279				302.99		
EFT280		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 12/16/20 to 1/15/21	386.63	10	GENERAL
Total EFT280				386.63		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT281		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/21/20 to 1/22/21	8.56	20	GAS TAX
Total EFT281				8.56		
EFT282		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/16/20 to 1/15/21	204.56	20	GAS TAX
Total EFT282				204.56		
EFT283		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 12/16/20 to 1/15/21	623.82	10	GENERAL
Total EFT283				623.82		
EFT284		SOUTHERN CALIFORNIA EDISON	Electricity for 31526 Railroad Cyn Rd Ste 3 12/21 to 1/22/21	32.51	10	GENERAL
Total EFT284				32.51		
EFT285		SOUTHERN CALIFORNIA EDISON	Electricity for Rental Bldg Ste. 2 & 3 12/16/20 to 1/15/21	597.84	60	ENTERPR... FUND
Total EFT285				597.84		
EFT286		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/22/20 to 1/23/21	57.98	20	GAS TAX
Total EFT286				57.98		
EFT287		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 12/21/20 to 1/22/21	129.76	10	GENERAL
Total EFT287				129.76		
EFT288		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 12/27/20 to 1/26/21	263.68	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 2/1/2021 Through 2/28/2021

Check Number	Matching Document Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT288				263.68		
EFT289		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 12/27/20 to 1/26/21	1,047.25	20	GAS TAX
Total EFT289				1,047.25		
EFT290		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 12/24/20 to 1/23/21	84.53	10	GENERAL
Total EFT290				84.53		
EFT291		ELSINORE VALLEY MUNI WATER DIS	Water for Rental Building 12/24/20 to 1/23/21	78.04	60	ENTERPR... FUND
Total EFT291				78.04		
EFT292		Sparkletts	Drinking Water for City Hall & Admin Office January 2021	111.17	10	GENERAL
Total EFT292				111.17		
Report Total				1,160,194.26		

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

Vendor ID	Invoice Description	Cash Required
AMERICAN FORENSIC AMP	Sheriff's Blood Draws, 11/30/20 Rent for 31526 Railroad Cyn Rd Ste#4 March 2021 Rent for Admin Bldg. for the month of March 2021	55.00 412.00 2,834.00
Bill Blankenship	Economic Development Consulting January 2021	2,500.00
BIO-TOX	Sheriff's Blood Draws, 11/5/2020	46.00
CL PEST	Monthly Pest Control for Fire Station, January 2021	40.00
Cole Huber	Attorney Services for December 2020 Attorney Services for Beck v. City (Writ of Mandate) Dec2020 Attorney Services for December 2020 (Covid-19) Attorney Services for Code (23822 Canyon Lake Dr.) Dec 2020 Attorney Services for Code Enf. (30112 Red Barn), Dec. 2020	6,503.76 2,098.00 2,720.00 1,892.50 360.00
Control Pump Corelogic	Monthly Landscape Booster Station, January 2021 Database for Code Enforcement, January 2021 Database for Code Enforcement Reports, January 2021	375.00 128.75 53.00
CR&R	Refuse FY 20-21 CY Sec SS1, 12/31/2020	915,975.27
DATA TICKET	Monthly EMS Response Fee, December 2020 Citation Processing, Code Enforcement December 2020 Parking Citations, December 2020	100.00 100.00 100.00
DOJ	Sheriff's Blood Analysis, December 2020	35.00
Ehrenkranz	Auto Allowance for the month of February 2021 - Ehrenkranz	100.00
Embroidery Frontier	Shirts for Fire Chief with City Logo, 2/1/2021 Phones for Fire Station, 1/13/21 to 2/12/21	151.39 389.16
GOLDING	Business Cards for LaTendresse, 1/21/2021 Business Cards for Johnson (Code Enf.), 1/25/2021	37.71 37.71
ICG	Building & Safety Services for December 2020	21,597.04
Jeremy Smith	Auto Allowance for the month of February 2021 - Smith	100.00
Joe's	Tilex Mold/Mildew Cleaner & Fuel For Fire Station, 1/29/21 Bolts/Screws, Hooks, Hose Nozzle for Fire Station, 1/24/21 Key Copies, Key Ring & Screws & Bolts; 2/3/21	24.93 36.88 26.50
Kasey Castillo	Auto Allowance for the month of February 2021 - Castillo	100.00
Larry Greene	Auto Allowance for the month of February 2021 - Greene	100.00
LaTendresse	Monthly Contracted Services for Interim Fire Chief, Feb 2021	7,272.72

Date: 2/4/21
01:00:08 PM

03/03/2021 City Council Agenda

Page: 1

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

Vendor ID	Invoice Description	Cash Required
LOCC	Membership Dues for 2021	6,170.00
Lozano	Reimb. for travel to Covid-19 Test; 12/7, 12/17 & 1/25/21	55.44
MR. WINDOW	Window Cleaning Inside & Out - City Hall Admin (2/1/21)	150.00
Nate Volk	Video Broadcast Mtg. for 2/7/2021	425.00
	Video Broadcast Mtg. for 2/11/21	350.00
Pitney Bowes, Inc.	Red Ink for Postage Machine, 1/25/21	87.00
RCA	MSHCP Fees collected for January 2021	2,234.00
Riv Co TLMA	SLF Costs for December 2020	1,113.72
STAPLES	Ice Maker, Coffee Supplies, File Folders & Erase Wall, 1/25	962.28
State of CA	Elevator Inspection 1/5/2021	225.00
Syntech	IT Services for January 2021	1,875.00
Time Warner	Digital Converter for City Hall 1/22/21 to 2/21/21	5.52
Toshiba	Monthly Copier Lease for Admin & City Hall, 2/10/21	799.32
Toshiba Business Solutions, USA	Color & Black/White Monthly Copy Costs 12/26/20 to 1/25/21	316.76
Welty	Auto Allowance for the month of February 2021 - Welty	100.00
Report Total		981,171.36

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

Vendor ID	Invoice Description	Cash Required
ABI	Employment Verification on LaTendresse, 1/31/21	78.50
ABILA	Monthly Accounting Software Subscription, 2/8/21	122.75
	Additional Accounting Software Subscription, 2/15/2021	50.00
Aflac	Supplemental Insurance for February 2021	346.24
Albert A. Webb Associates	Professional Services for State SB2 Planning, 1/23/21	1,280.00
AMERICAN FORENSIC	Sheriff's Blood Draws, 12/15/20	110.00
ANIMAL FRIENDS	Animal Control Services for December 2020	3,500.00
	Animal Control Services for November 2020	3,500.00
BIO-TOX	Sheriff's Blood Draws, December 2020	483.00
CBSC	Permit Valuation October through December 2020	161.10
Chatwin	Refund for Overpayment on Business License Renewal, 2/17/21	2.00
CR&R	Trash Services for Rental Bldg. February 2021	164.80
DEPT OF CONSER	Strong Motion Instrument & Seismic Hazard Oct - Dec 2020	426.99
DOJ	Sheriff's Blood Analysis, January 2021	35.00
	Fingerprints for January 2021	96.00
FRIDAY FLYER	Ordinance No. 203-Municipal Code Swimming Pools, 2/12/21	26.25
Frontier	Internet for City Hall & Admin, 2/10/21 to 3/9/21	202.14
GREENHALGH	Retiree Health Insurance for March 2021	168.56
HC Krew Inc.	Refund for Overpayment on Business License Renewal, 2/11/21	2.00
Hillcrest	Remaining Balance-Block Wall Repair on Railroad Cyn Rd, 2/21	5,833.83
	Retention for Block Wall Repair on Railroad Cyn Rd, 2/2/21	1,107.36
Inland	Drug Testing for Ward, 1/11/2021	50.00
Inland Meniffee	Drug Testing for Johnson, 1/27/21	140.00
Inland Urgent	Drug Testing for LaTendresse, 1/26/21	90.00
Jim Foley Trucking	Sand for Citizens at Fire Station, Invoice Date: 12/29/20	356.25
NFPA	Annual Membership Nat'l Fire Protection Assoc. ID#1075173	1,575.00
Pitney Bowes	Postage Machine Lease, 12/13/20 to 3/12/21	175.14
Pitney Bowes - Purchase Power	Postage for 1/26/21 & 2/3/21	400.00
PZL, Inc.	Planning Services for January 2021	2,550.00
Ramsey Backflow	Tested Backflow Device at Fire Station, 2/11/21	50.00
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 11/19/20 to 12/16/20	137,667.74

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

Vendor ID	Invoice Description	Cash Required
SDRMA	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&Ferrari Mar21	486.06
STATE FUND	Workers Comp Insurance for March 2021	1,373.25
The Gas Co	Gas Charges 12/30/20 to 1/29/21	234.39
	Gas Charges & New Setup for 31520 Railroad Cyn Rd. 1/27-1/29	37.95
Time Warner	Internet for Fire Station 2/10/21 to 3/10/21	104.98
TJW	Striping Review on Railroad Cyn Rd., 1/26/2021	5,500.00
US Bank	Credit Card - Please See Attached, 2/8/21	6,077.80
VerizonW	iPads & SIM Card Device, 1/4/21 to 2/3/21	154.50
	Cell Phones, 1/4/21 to 2/3/21	206.30
Report Total		174,925.88

Labor Distribution

City of Canyon Lake

Company (10756)

Check Date: 01/29/2021
Process: 2021012901
Period: 01/16/2021 to 01/31/2021

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		472.54	PTAXI Pre-Tax P.	299.66	CA	California SI	4453.71	181.72	CAETT CA Edu & T	2246.63	2.24		
102	Hol Holiday	9.50	0.00	CASDI CA SDI - Err		CASUI California SI		4753.37	57.04	CASUI California SI	2246.63	89.86	Gross	4753.37
4280.83	Reg Regular		4280.83	FITW Federal Incoi		MED Medicare		4453.71	513.69	MED-R Medicare - E	4753.37	68.93	Tot Liab	4914.40
				MED Medicare				4753.37	68.93				Net Amt	3632.33
	Total Earnings	9.50	4753.37	Total Deductions	299.66				821.38	Total Employer Taxes				161.03
125CO	125 Cash		697.20	457B EE	52.29	CA	California SI	644.91	5.88	CAETT CA Edu & T	697.20	0.70		
114	Reg Regular	35.00	697.20	AflacP, Aflac Post	13.65	CASDI CA SDI - Err		697.20	8.36	CASUI California SI	697.20	27.89	Gross	697.20
19.9200				FITW Federal Incoi		MED Medicare		644.91	13.66	MED-R Medicare - E	697.20	10.11	Tot Liab	735.90
				MED Medicare				697.20	10.11				Net Amt	593.25
	Total Earnings	35.00	697.20	Total Deductions	65.94				38.01	Total Employer Taxes				38.70
125CO	125 Cash		183.21	PTXPE Pre-Tax P.	143.72	CA	California SI	2168.66	71.62	CAETT CA Edu & T	2312.38	2.31		
115	Hol Holiday	9.50	0.00	CASDI CA SDI - Err		CASUI California SI		2312.38	27.75	CASUI California SI	2312.38	92.50	Gross	2312.38
2129.17	Reg Regular		2129.17	FITW Federal Incoi		MED Medicare		2168.66	189.20	MED-R Medicare - E	2312.38	33.53	Tot Liab	2440.72
				MED Medicare				2312.38	33.53				Net Amt	1846.56
	Total Earnings	9.50	2312.38	Total Deductions	143.72				322.10	Total Employer Taxes				128.34
125CO	125 Cash		162.50	PTXPE Pre-Tax P.	175.78	CA	California SI	2590.89	114.46	CAETT CA Edu & T	2766.67	2.77		
117	Hol Holiday	9.50	0.00	CASDI CA SDI - Err		CASUI California SI		2766.67	33.20	CASUI California SI	2766.67	110.67	Gross	2766.67
2604.17	Reg Regular		2604.17	FITW Federal Incoi		MED Medicare		2590.89	277.81	MED-R Medicare - E	2766.67	40.12	Tot Liab	2920.23
				MED Medicare				2766.67	40.11				Net Amt	2125.31
	Total Earnings	9.50	2766.67	Total Deductions	175.78				465.58	Total Employer Taxes				153.56
125CO	125 Cash		157.02	PTXPE Pre-Tax P.	464.06	CA	California SI	6642.96	522.68	CAETT CA Edu & T	0.00	0.00		
111	ELECT Reimburs		75.00	CASDI CA SDI - Err		CASUI California SI		7107.02	85.29	CASUI California SI	0.00	0.00	Gross	7107.02
6875.00	Hol Holiday	9.50	0.00	FITW Federal Incoi		MED Medicare		6642.96	1262.69	MED-R Medicare - E	7107.02	103.05	Tot Liab	7210.07
	Reg Regular		6875.00	MED Medicare				7107.02	103.05				Net Amt	4669.25
	Sick Sick	28.50	0.00											
	Total Earnings	38.00	7107.02	Total Deductions	464.06				1973.71	Total Employer Taxes				103.05
125CO	125 Cash		526.83	457B EE	66.00	CA	California SI	3553.08	83.87	CAETT CA Edu & T	3148.17	3.15		
108	Hol Holiday	9.50	0.00	PTAXI Pre-Tax P.	232.75	CASDI CA SDI - Err		3851.83	46.22	CASUI California SI	3148.17	125.93	Gross	3851.83
3325.00	Reg Regular		3325.00	FITW Federal Incoi		MED Medicare		3553.08	284.29	MED-R Medicare - E	3851.83	55.85	Tot Liab	4036.76
				MED Medicare				3851.83	55.85				Net Amt	3082.85
	Total Earnings	9.50	3851.83	Total Deductions	298.75				470.23	Total Employer Taxes				184.93

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 01/29/2021
Process: 2021012901
Period: 01/16/2021 to 01/31/2021

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
Reg	Regular	42.00	690.48	457B EE	CA	51.79	California SI	0.06	CAETT	CA Edu & T	0.69	690.48	690.48	
Emp Id	119				CASDI	CA SDI - Eir	8.29	CASUI	California SI			690.48	27.62	Gross
Rate	16.4400				FITW	Federal Incoi	8.64	MED-R	Medicare - E			690.48	10.01	Tot Liab
					MED	Medicare								Net Amt
Total Earnings		42.00	690.48	Total Deductions		51.79		Total Employer Taxes		27.00		38.32		

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
7	Code				CA	170.08	California SI	980.29	CAETT	CA Edu & T	11.86	11861.53	11.86	
4	125CO 125 Cash		1502.10	457B EE	CASDI	CA SDI - Eir	266.15	CASUI	California SI			474.47	Gross	
3	ELECT Reimburs		75.00	AflacP	FITW	Federal Incoi	2549.98	MED-R	Medicare - E			321.60	Tot Liab	
	Hol Holiday	47.50	0.00	PTAXE Pre-Tax P	MED	Medicare	321.59						Net Amt	
	Reg Regular	77.00	20601.85	PTXPE Pre-Tax P										
	Sick Sick	28.50	0.00											
Total Earnings		153.00	22178.95	Total Deductions		1499.70		Total Employer Taxes		4118.01		807.93		

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
Hol	Holiday	9.50	256.02	457B EE	CA	50.00	California SI	1697.96	CAETT	CA Edu & T	1.89	1886.21	1.89	
Reg	Regular	66.50	1792.18	MEDI: Health Ins	CASDI	CA SDI - Eir	22.64	CASUI	California SI			1886.21	75.44	Gross
Emp Id	104			PTXPE Pre-Tax P	FITW	Federal Incoi	1697.96	MED-R	Medicare - E			1886.21	27.35	Tot Liab
Rate	26.9500				MED	Medicare	1886.21							Net Amt
Total Earnings		76.00	2048.20	Total Deductions		350.24		Total Employer Taxes		221.43		104.68		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
Reg	Regular	40.00	1166.40		CA	California SI	1166.40	CAETT	CA Edu & T	1.17		1166.40	1.17	
Emp Id	113				CASDI	CA SDI - Eir	13.99	CASUI	California SI			1166.40	46.66	Gross
Rate	29.1600				FITW	Federal Incoi	1166.40	MED-R	Medicare - E			1166.40	16.91	Tot Liab
					MED	Medicare	1166.40							Net Amt
Total Earnings		40.00	1166.40	Total Deductions		0.00		Total Employer Taxes		162.21		64.74		

Department: (30)Special Enforcement Team Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
2	125CO 125 Cash		499.58	457B EE	CA	50.00	California SI	5688.48	CAETT	CA Edu & T	6.05	6044.99	6.05	
1	COVID COVID S	38.00	1246.40	MEDI: Health Ins	CASDI	CA SDI - Eir	72.54	CASUI	California SI			6044.99	241.80	Gross
	Hol Holiday	19.00	567.62	PTXPE Pre-Tax P	FITW	Federal Incoi	5688.48	MED-R	Medicare - E			6044.99	87.65	Tot Liab
	Reg Regular	135.00	3893.38		MED	Medicare	87.65							Net Amt
Total Earnings		192.00	6206.98	Total Deductions		518.50		Total Employer Taxes		793.07		335.50		

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 01/29/2021
Process: 2021012901
Period: 01/16/2021 to 01/31/2021

Department: (50)Council Members

Castillo, Kasey A	Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Emp Id	110	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30
Salary	300.00					FITW	Federal Inco	0.00	300.00	California SI	CASUI	11.99	300.00	Gross
						MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab
														Net Amt
														300.00
														316.65
														295.65

Total Earnings														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30	
					FITW	Federal Inco	0.00	300.00	California SI	CASUI	12.00	300.00	Gross	
					MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab	
													Net Amt	
														300.00
														316.65
														295.65

Total Deductions														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30	
					FITW	Federal Inco	0.00	300.00	California SI	CASUI	12.00	300.00	Gross	
					MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab	
													Net Amt	
														300.00
														316.65
														295.65

Total Earnings														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30	
					FITW	Federal Inco	0.00	300.00	California SI	CASUI	12.00	300.00	Gross	
					MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab	
													Net Amt	
														300.00
														316.65
														295.65

Total Deductions														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30	
					FITW	Federal Inco	0.00	300.00	California SI	CASUI	12.00	300.00	Gross	
					MED	Medicare	4.35	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab	
													Net Amt	
														300.00
														316.65
														295.65

Total Earnings														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	300.00	CA Edu & T	CAETT	0.30	300.00	0.30	
					CASDI	CA SDI - Err	3.60	300.00	California SI	CASUI	12.00	300.00	Gross	
					FITW	Federal Inco	30.00	300.00	Medicare - E	MED-R	4.35	300.00	Tot Liab	
					MED	Medicare	4.35	300.00					Net Amt	
														300.00
														316.65
														262.05

Total Deductions														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		300.00		CA	California SI	0.00	1500.00	CA Edu & T	CAETT	1.50	1500.00	1.50	
					CASDI	CA SDI - Err	3.60	300.00	California SI	CASUI	59.99	1500.00	Gross	
					FITW	Federal Inco	30.00	1500.00	Medicare - E	MED-R	21.75	1500.00	Tot Liab	
					MED	Medicare	21.75	1500.00					Net Amt	
														1500.00
														1583.24
														1444.65

Total Earnings														
Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Tax	Code	Amount	Taxable	Amount	
Reg	Regular		1500.00		CA	California SI	0.00	1500.00	CA Edu & T	CAETT	1.50	1500.00	1.50	
					CASDI	CA SDI - Err	3.60	300.00	California SI	CASUI	59.99	1500.00	Gross	
					FITW	Federal Inco	30.00	1500.00	Medicare - E	MED-R	21.75	1500.00	Tot Liab	
					MED	Medicare	21.75	1500.00					Net Amt	
														1500.00
														1583.24
														1444.65

Department: (50)Council Members Total

Run Date: 01/27/21
Run Time: 01:19 PM

Department: (50)Council Members
Employee: Castillo to Welty

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 01/29/2021
Process: 2021012901
Period: 01/16/2021 to 01/31/2021

03/09/2021 City Council Agenda

Report Total

Employees	15	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount	
Female	7	125CO	125 Cash		2001.68	457B	457B EE	220.08	CA	California SI	27881.38	1113.76	CAETT	CA Edu & Tl	19406.52	19.41					
Male	8	COVID	COVID S	38.00	1246.40	AflacP	Aflac Post	13.65	CASDI	CA SDI - En	28523.94	342.29	CASUI	California SI	19406.52	776.26					Gross
		ELECT	Reimburs	66.50	75.00	MEDI	Health Ins	161.99	FITW	Federal Inco	27881.38	3079.39	MED-R	Medicare - E	29723.94	431.00					Tot Liab
		Hol	Holiday	212.00	567.62	PTAXI	Pre-Tax P	532.41	MED	Medicare	29723.94	430.99									Net Amt
		Reg	Regular	28.50	25995.23	PTXPE	Pre-Tax P	1090.07													
		Sick	Sick		0.00																
		Total Earnings		345.00	29885.93	Total Deductions		2018.20	Total Employee Taxes			4966.43	Total Employer Taxes			1226.67					

Chris Mann
Chris Mann, City Manager
1-28-21
Date

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 02/12/2021
Process: 2021021201
Period: 02/01/2021 to 02/15/2021

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		472.54	PTAXI Pre-Tax P.	CA	299.66	California SI	4453.71	181.72	CA ETT CA Edu & Tj	CA ETT	0.00	0.00	0.00	CA ETT	0.00	0.00	0.00
102	Hol Holiday	9.50	0.00		CASDI CA SDI - Err			4753.37	57.04	CASUI California SI	CASUI	0.00	0.00	0.00	CASUI	0.00	0.00	0.00
4280.83	Reg Regular		4280.83		FITW Federal Incoi			4453.71	513.69	MED-R Medicare - E	MED-R	4753.37	68.93	68.93	MED-R	4753.37	68.93	68.93
					MED Medicare			4753.37	68.92									
	Total Earnings	9.50	4753.37	Total Deductions		299.66	Total Employee Taxes		821.37	Total Employer Taxes								68.93
Reg	Regular	42.00	836.64	457B EE	CA	62.75	California SI	773.89	8.71	CA ETT CA Edu & Tj	CA ETT	836.64	0.84	0.84	CA ETT	836.64	0.84	0.84
114	Hol Holiday			Aflac Post	CASDI CA SDI - Err	13.65		836.64	10.04	CASUI California SI	CASUI	836.64	33.47	33.47	CASUI	836.64	33.47	33.47
19.9200	Reg Regular				FITW Federal Incoi			773.89	26.56	MED-R Medicare - E	MED-R	836.64	12.13	12.13	MED-R	836.64	12.13	12.13
					MED Medicare			836.64	12.13									
	Total Earnings	42.00	836.64	Total Deductions		76.40	Total Employee Taxes		57.44	Total Employer Taxes								46.44
125CO	125 Cash		183.21	PTXPE Pre-Tax P.	CA	143.72	California SI	2168.66	71.62	CA ETT CA Edu & Tj	CA ETT	2312.38	2.31	2.31	CA ETT	2312.38	2.31	2.31
115	Hol Holiday	9.50	0.00		CASDI CA SDI - Err			2312.38	27.75	CASUI California SI	CASUI	2312.38	92.50	92.50	CASUI	2312.38	92.50	92.50
2129.17	Reg Regular		2129.17		FITW Federal Incoi			2168.66	189.20	MED-R Medicare - E	MED-R	2312.38	33.53	33.53	MED-R	2312.38	33.53	33.53
	Sick Sick	9.50	0.00		MED Medicare			2312.38	33.53									
	Total Earnings	19.00	2312.38	Total Deductions		143.72	Total Employee Taxes		322.10	Total Employer Taxes								128.34
125CO	125 Cash		162.50	PTXPE Pre-Tax P.	CA	175.78	California SI	2590.89	114.46	CA ETT CA Edu & Tj	CA ETT	1466.66	1.47	1.47	CA ETT	1466.66	1.47	1.47
117	Hol Holiday	9.50	0.00		CASDI CA SDI - Err			2766.67	33.20	CASUI California SI	CASUI	1466.66	58.67	58.67	CASUI	1466.66	58.67	58.67
2604.17	Reg Regular		2604.17		FITW Federal Incoi			2590.89	277.81	MED-R Medicare - E	MED-R	2766.67	40.12	40.12	MED-R	2766.67	40.12	40.12
	Vac Vacation	1.00	0.00		MED Medicare			2766.67	40.12									
	Total Earnings	10.50	2766.67	Total Deductions		175.78	Total Employee Taxes		465.59	Total Employer Taxes								100.26
125CO	125 Cash		157.02	PTXPE Pre-Tax P.	CA	464.06	California SI	6642.96	522.68	CA ETT CA Edu & Tj	CA ETT	0.00	0.00	0.00	CA ETT	0.00	0.00	0.00
111	ELECT Reimburs		75.00		CASDI CA SDI - Err			7107.02	85.28	CASUI California SI	CASUI	0.00	0.00	0.00	CASUI	0.00	0.00	0.00
6875.00	Hol Holiday	9.50	0.00		FITW Federal Incoi			6642.96	1262.69	MED-R Medicare - E	MED-R	7107.02	103.05	103.05	MED-R	7107.02	103.05	103.05
	Reg Regular		6875.00		MED Medicare			7107.02	103.06									
	Sick Sick	9.50	0.00															
	Total Earnings	19.00	7107.02	Total Deductions		464.06	Total Employee Taxes		1973.71	Total Employer Taxes								103.05
125CO	125 Cash		526.83	457B EE	CA	66.00	California SI	3553.08	83.87	CA ETT CA Edu & Tj	CA ETT	0.00	0.00	0.00	CA ETT	0.00	0.00	0.00
108	Hol Holiday	9.50	0.00		CASDI CA SDI - Err			3851.83	46.23	CASUI California SI	CASUI	0.00	0.00	0.00	CASUI	0.00	0.00	0.00
3325.00	Reg Regular		3325.00	PTAXI Pre-Tax P.	FITW Federal Incoi			3553.08	284.29	MED-R Medicare - E	MED-R	3851.83	55.85	55.85	MED-R	3851.83	55.85	55.85
	Vac Vacation	9.50	0.00		MED Medicare			3851.83	55.85									
	Total Earnings	19.00	3851.83	Total Deductions		298.75	Total Employee Taxes		470.24	Total Employer Taxes								55.85

City of Canyon Lake
Company (10756)

Check Date: 02/12/2021
Process: 2021021201
Period: 02/01/2021 to 02/15/2021
Page 2

Labor Distribution

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
Reg	Regular	38.50	632.94	457B EE;	CA	California SI	47.47	585.47	CA ETT	CA Edu & T	0.00	632.94	0.63
Emp Id					CASDJ	CA SDI - Err		632.94	CASUI	California SI	7.59	632.94	25.32
Rate	16.4400				FITW	Federal Inco		585.47	MED-R	Medicare - E	3.32	632.94	9.18
					MED	Medicare		632.94			9.18		Net Amt
													632.94
													668.07
													565.38
													35.13

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
7	125CO 125 Cash		1502.10	457B EE;	CA	California SI	176.22	20768.66	CA ETT	CA Edu & T	983.06	5248.62	5.25
4	ELECT Reimburs		75.00	AflacP	CASDJ	CA SDI - Err	13.65	22260.85	CASUI	California SI	267.13	5248.62	209.96
3	Hol Holiday	47.50	0.00	PTAXI Pre-Tax P.	FITW	Federal Inco	532.41	20768.66	MED-R	Medicare - E	2557.56	22260.85	322.79
	Reg Regular	80.50	20683.75	PTXPE Pre-Tax P.	MED	Medicare	783.56	22260.85			322.79		Net Amt
	Sick Sick	19.00	0.00										22798.85
	Vac Vacation	10.50	0.00										16624.47
													538.00

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
104	Hol Holiday	9.50	236.02	457B EE;	CA	California SI	50.00	1936.69	CA ETT	CA Edu & T	61.03	2142.23	2.14
	Reg Regular	76.00	2048.20	MEDI: Health Ins	CASDJ	CA SDI - Err	161.99	2142.23	CASUI	California SI	25.71	2142.23	85.68
				PTXPE Pre-Tax P.	FITW	Federal Inco	155.54	1936.69	MED-R	Medicare - E	154.82	2142.23	31.06
					MED	Medicare		2142.23			31.06		Net Amt
													2304.22
													2423.10
													1664.07

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
120	125CO 125 Cash		181.09	PTXPE Pre-Tax P.	CA	California SI	83.07	1328.75	CA ETT	CA Edu & T	20.84	1411.82	1.41
	Hol Holiday	9.50	246.15		CASDJ	CA SDI - Err	16.94	1411.82	CASUI	California SI	16.94	1411.82	56.47
	Reg Regular	38.00	984.58		FITW	Federal Inco	88.41	1328.75	MED-R	Medicare - E	88.41	1411.82	20.47
					MED	Medicare		1411.82			20.47		Net Amt
													1411.82
													1490.17
													1182.09

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
113	125CO 125 Cash		554.04		CA	California SI	0.00	554.04	CA ETT	CA Edu & T	0.00	554.04	0.55
	Reg Regular	19.00	554.04		CASDJ	CA SDI - Err	6.65	554.04	CASUI	California SI	6.65	554.04	22.16
					FITW	Federal Inco	38.95	554.04	MED-R	Medicare - E	38.95	554.04	8.03
					MED	Medicare		554.04			8.03		Net Amt
													554.04
													584.78
													500.41

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Code	Amount	Taxable	Tax	Code	Amount	Taxable	Amount
98	COVID COVID S.		499.58	PTXPE Pre-Tax P.	CA	California SI	189.30	3114.68	CA ETT	CA Edu & T	84.64	1196.50	1.20
	Hol Holiday	42.00	1377.60		CASDJ	CA SDI - Err	39.65	3303.98	CASUI	California SI	39.65	1196.50	47.86
	Reg Regular	9.50	311.60		FITW	Federal Inco	296.18	3114.68	MED-R	Medicare - E	296.18	3303.98	47.91
	Sick Sick	34.00	1115.20		MED	Medicare		3303.98			47.91		Net Amt
													3303.98
													3400.95
													2646.30

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 02/12/2021
Process: 2021021201
Period: 02/01/2021 to 02/15/2021

Department: (30)Special Enforcement Team Total

Employees	4	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount
Female	2	125CO	125 Cash		680.67	457B	457B EE I	50.00	CA	California SI	6934.16	CAETT	CA Edu & T	166.51	5304.59	5304.59		5.30
Male	2	COVII	COVID S:	42.00	1377.60	MEDI:	Health Ins	161.99	CASDI	CA SDI - Err	7412.07	CASUI	California SI	88.95	5304.59	5304.59		212.17
		Hol	Holiday	28.50	813.77	PTXPE	Pre-Tax P.	427.91	FITW	Federal Inco	6934.16	MED-R	Medicare - E	578.36	7412.07	7412.07		107.47
		Reg	Regular	133.00	3586.82				MED	Medicare	7412.07			107.47				107.47
		Sick	Sick	34.00	1115.20													107.47
		Total Earnings		237.50	7574.06	Total Deductions		639.90	Total Employee Taxes			Total Employer Taxes		941.29				324.94

Report Total

Employees	11	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount	Taxable	Amount
Female	6	125CO	125 Cash		2182.77	457B	457B EE I	226.22	CA	California SI	27702.82	CAETT	CA Edu & T	1149.57	10553.21	10553.21		10.55
Male	5	COVII	COVID S:	42.00	1377.60	AflacP	Aflac Post	13.65	CASDI	CA SDI - Err	29672.92	CASUI	California SI	356.08	10553.21	10553.21		422.13
		ELECT	Reimburs		75.00	MEDI:	Health Ins	161.99	FITW	Federal Inco	27702.82	MED-R	Medicare - E	3135.92	29672.92	29672.92		430.26
		Hol	Holiday	76.00	813.77	PTAXI	Pre-Tax P.	532.41	MED	Medicare	29672.92			430.26				430.26
		Reg	Regular	213.50	24270.57	PTXPE	Pre-Tax P.	1211.47										430.26
		Sick	Sick	53.00	1115.20													430.26
		Vac	Vacation	10.50	0.00													430.26
		Total Earnings		395.00	29834.91	Total Deductions		2145.74	Total Employee Taxes			Total Employer Taxes		5071.83				862.94

Chris Mann
Chris Mann, City Manager

2-17-21
Date

Credit Card Review

U S BANK Statement dated 2/8/21

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Stater Brothers	Office Supplies - Soda and Water	\$ 73.93	10-310-6210
2	Microsoft	Microsoft 365 Monthly Fee - Business Standard Emails	\$ 212.50	10-310-6210
3	Amazon Prime	Monthly Prime Membership Fee	\$ 14.00	10-310-6210
4	Microsoft	Emergency Preparedness Monthly Emails	\$ 44.00	10-310-6210
5	Microsoft	Microsoft 365 Monthly Fee - Business Premium for iCloud	\$ 380.00	10-310-6210
6	Arlo Technologies Inc.	Monthly Subscription for Virtual Meetings	\$ 9.99	10-550-6610
7	Workboots.Com	Womens Boots for Code Enforcement	\$ 269.38	10-520-6220
8	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
9	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
10	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
11	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
12	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
13	S.11, Inc.	Womens Cargo Pants & Belt for Code Enforcement	\$ 96.95	10-520-6220
14	Graphics and Printing Net	Business Cards and New Letterhead for Office	\$ 1,705.15	10-310-6210
15	The UPS Store	Live Scan for Interns	\$ 50.00	10-310-6210
16	Arlo Technologies Inc.	Monthly Subscription for Virtual Meetings	\$ 14.99	10-550-6610
17	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
18	GoDaddy.Com	2 Years Annual Domain Renewal	\$ 56.32	10-310-6610
19	Facebook	Ad's for Internship Program	\$ 25.00	10-310-6210
20	Embroidery and More	Shirt Logo Embroidery for City Manager	\$ 77.58	10-310-6210
21	Adobe	Monthly Subscription - Mann	\$ 14.99	10-310-6210
22	Zoom.US	Monthly Subscription for Virtual Meetings	\$ 15.58	10-310-6210
23	Microsoft	Refund for Canceled Email Address	\$ (133.15)	10-310-6210
24	Microsoft	Refund for Canceled Email Address	\$ (16.85)	10-310-6210
25	Buffalo Wild Wings	Working Lunch reg. Fire Department - Mann, Borja and LaTendresse	\$ 58.46	10-310-6510
26	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
27	Canyon Lake Market	Staff Lunch	\$ 10.98	10-320-6510
28	Canyon Lake Market	Staff Lunch	\$ 92.77	10-320-6510
29	Canyon Lake Market	Covid-19 Office Supplies	\$ 20.46	10-310-6210
30	The Urban	Lunch for Fire Consultant/Interim Fire Chief Interview Panel	\$ 180.00	10-310-6510
31	Panera Bread	Breakfast for Fire Consultant/Interim Fire Chief Interview Panel	\$ 100.00	10-310-6510
32	CaCities Registration	2021 New Mayors & Council Member Academy - Kasey and Dale	\$ 500.00	10-100-6510
33	Waba Grill	Staff Lunch - Business License Overview	\$ 36.24	10-320-6510
34	Chipotle	Dinner for 1/13/2021 Council Meeting	\$ 140.00	10-100-6225
35	Panera Bread	Working Lunch - Discussion of Residential Rental Program	\$ 36.51	10-320-6510
36	Tommy's Express	Car Wash for City Vehicles	\$ 102.95	10-520-6415
37	Covid Clinic	Covid-19 Test for Employee - LaTendresse	\$ 150.00	10-310-6210
38	The Urban	Working Lunch with the new Fire Consultant/Interim Fire Chief	\$ 54.00	10-310-6510
39	Fastsigns	Office Supplies - Poster Boards	\$ 337.67	10-310-6210
40	Nothing Bundt Cakes	Birthday Recognition for City Council	\$ 7.00	10-100-6225
41	Panera Bread	Closed Session Dinner - 2/3/2021 Council Meeting	\$ 115.40	10-100-6225
		Late Fee	\$ -	10-310-6965
			\$ 6,077.80	
		Account Breakdown		
	City Council Dept. Expense	10-100-6220		
	City Council Meeting Expense	10-100-6225	\$ 262.40	
	Council Meeting/Travel Expense	10-100-6510	\$ 500.00	
	Council Special Dept. Expense	10-100-6520		
	Promotion and Advertising	10-100-6830		
	City Manager Office Expense	10-310-6210		
	Conference/Meeting/Travel Expense	10-310-6510	\$ 4,195.86	
	City Manager Software	10-310-6530	\$ 392.46	
	City Manager Dept. Expense	10-310-6220		
	City Manager Membership	10-310-6520		
	Professional/Specialized Services	10-310-6610	\$ 56.32	
	City Clerk Departmental Expense	10-320-6220		
	City Clerk Conference/Meeting/Travel Expense	10-320-6510	\$ 176.50	
	City Clerk Dues	10-320-6520		
	Professional/Specialized Services	10-320-6610		
	City Clerk Training and Education	10-320-6710		
	City Clerk Military Banner Program	10-320-6511		
	Finance Office Expense and Supplies	10-330-6210		
	Building & Safety Departmental Expense	10-360-6220		
	Law Enforcement Specialized Services	10-410-6610		
	Fire & Medical Department Expense	10-420-6220		
	Emergency Preparedness Office Supplies	10-425-6210		
	Emergency Preparedness Departmental Expense	10-425-6220		
	Code Enforcement Supplies	10-520-6210		
	Special Enforcement Misc. Expense	10-520-6220	\$ 366.33	
	Code Enforcement Vehicle Equipment	10-520-6410		
	Vehicle Maintenance	10-520-6415	\$ 102.95	
	Code Enforcement Membership Dues	10-520-6520		
	Code Enforcement Training	10-520-6710		
	Building & Facilities Maintenance	10-550-6610	\$ 24.98	
	Building & Facilities Maint. Capital Outlay	10-550-8000		
	Building & Facilities Maint. Furniture & Equip.	10-550-8007		
	Gas Tax Landscape Maintenance	20-520-6720		
	Rental Office Expense	60-560-6210		
			\$ 6,077.80	
			Check Figure \$ -	

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

CM

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

Manage Reports Billing and Payments Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appoint

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

Payment Request Acceptance

Your request for payment has been accepted

- **To generate the employer payment report, please click the print button.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will reflect as paid in myCalPERS if your payroll has successfully posted. Once your payment is processed any credits will roll over to the same type of receivable in the next month, after your payroll has been processed.
- Your payment may take longer to post, depending upon your Financial Institution.

Payment Setup Total

Total Payment Amount: \$3,668.54

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001781320	02/09/2021	100000016267507	Employer Contribution, PEPRA, 26189, CalPERS, 01/16/2021 - 01/31/2021	EFT - Debit	Citizens Business Bank -5402	\$2,338.74
1001781321	02/09/2021	100000016267461	Employer Contribution, Classic, 1684, CalPERS, 01/16/2021 - 01/31/2021	EFT - Debit	Citizens Business Bank -5402	\$1,329.80

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Build: v9.2.0.a Baseline: 210127_125143_v9.2_Int.1867 **UID: 318**

Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appointr

Name: City of Canyon Lake CaIPERS ID: 3813045770

Payment Request Acceptance

Your request for payment has been accepted

- **To generate the employer payment report, please click the print button.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will reflect as paid in myCaIPERS if your payroll has successfully posted. Once your payment is processed any credits will roll over to the same type of receivable in the next month, after your payroll has been processed.
- Your payment may take longer to post, depending upon your Financial Institution.

Payment Setup Total

Total Payment Amount: \$3,928.98

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001789152	02/22/2021	100000016294104	Employer Contribution, PEPRA, 26189, CaIPERS, 02/01/2021 - 02/15/2021	EFT - Debit	Citizens Business Bank -5402	\$2,599.18
1001789153	02/22/2021	100000016294075	Employer Contribution, Classic, 1684, CaIPERS, 02/01/2021 - 02/15/2021	EFT - Debit	Citizens Business Bank -5402	\$1,329.80

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Home Profile Reporting **Payment Request** My CalPERS Account My CalPERS Account

Manage Reports Billing and Payments Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appointr

Name: City of Canyon Lake CalPERS ID: 3813045770

Payment Request Acknowledgment

Your request for payment has been accepted

- To generate the employer payment report, please click the print button.
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will reflect as paid in myCalPERS if your payroll has successfully posted. Once your payment is processed any credits will roll over to the same type of receivable in the next month, after your payroll has been processed.
- Your payment may take longer to post, depending upon your Financial Institution.

Payment Setup Total

Total Payment Amount: \$3,407.98

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Reference	Selected Payment Amount
1001777324	02/03/2021	100000016304711	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$3,407.98

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CM

CITY OF CANYON LAKE
PLAN SPONSOR: 0035273

Acknowledgment

Your payment was successfully submitted. Provided it is in good order, it will process within contractual timeframes.

You can print this acknowledgment for your records.

Plan Name: **CITY OF CANYON LAKE 457**

Plan Number: **0035273001**

Payroll Center: **CITY OF CANYON LAKE**

Payroll Center Number: **001**

Payroll Received for Salary Reduction

Submission date: **02/09/2021**

Submission time: **02:21 PM**

Pay period end date: **01/31/2021**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

Draft date: **02/10/2021**

(M)

Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Counties, the International Association of Fire Fighters Financial Corporation, and the National Association of Police Organizations.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. Learn more about these payments.

Retirement Specialists provide information for educational purposes only. This information is not meant to be used as investment advice. Retirement Specialists are Registered Representatives of Nationwide Investment Services Corporation, member SIPC.

CITY OF CANYON LAKE
PLAN SPONSOR: 0035273

Acknowledgment

Your payment was successfully submitted. Provided it is in good order, it will process within contractual timeframes.

You can print this acknowledgment for your records.

Plan Name: **CITY OF CANYON LAKE 457 OBRA-PST**

Plan Number: **0035273002**

Payroll Center: **CITY OF CANYON LAKE OBRA**

Payroll Center Number: **002**

Payroll Received for Salary Reduction

Submission date: **02/09/2021**

Submission time: **02:22 PM**

Pay period end date: **01/31/2021**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$226.80**

Contributions count: **2**

Draft date: **02/10/2021**

CM

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Investment Reports

CITIZENSTRUST™

PO Box 2549
Incho Cucamonga, CA 91729-2549
Return Service Requested

RECEIVED

FEB 16 2021

000000037 MCBB1000020521607542 01 000000 37 004

BY: _____



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

STATEMENT FOR THE PERIOD FROM 01/01/2021 TO 01/31/2021
ACCOUNT 1035003119

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

- * PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT
 - * ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY
 - * PORTFOLIO STATEMENT: A LISTING OF COST AND MARKET VALUE OF ASSETS HELD IN THE PORTFOLIO
- COST BASIS APPLICABLE FOR CALCULATING CAPITAL GAINS AND LOSSES.
MARKET VALUE IS THE CURRENT VALUE OF EACH ASSET FOR MOST STOCKS AND BONDS.
MARKETS ARE THE CLOSING PRICES ON THE LAST TRADING DAY OF THE PERIOD.
- * TRANSACTION STATEMENT: A COMPLETE LISTING FOR THE PERIOD GROUPED BY TRANSACTION TYPE.
 - * DISCLOSURES: CITIZENS BUSINESS BANK MAY RECEIVE RESEARCH AND OTHER BENEFITS FROM BROKER DEALERS WHICH MAY BE CONSIDERED COMPENSATION TO US. UPON REQUEST WE WILL DISCLOSE DETAILS OF ANY COMPENSATION RECEIVED.
 - * TO TRUST BENEFICIARIES: UNDER SECTION 17200 OF CALIFORNIA PROBATE CODE, YOU MAY PETITION THE COURT TO OBTAIN A COURT REVIEW OF THE ACCOUNT AND THE ACTS OF THE TRUSTEE. CLAIMS AGAINST THE TRUSTEE FOR BREACH OF TRUST MUST BE MADE WITHIN THREE YEARS FROM THE DATE OF RECEIPT OF AN ACCOUNTING OR OTHER REPORT DISCLOSING FACTS GIVING RISE TO THE CLAIM.






Account Statement

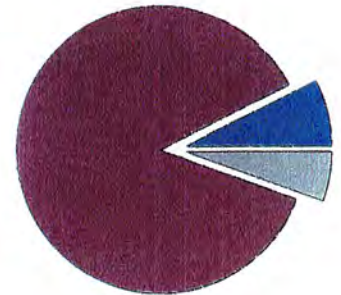
Account Number: 1035003119
 January 01, 2021 To January 31, 2021

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

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

Investment Portfolio Summary

Market Value As Of	01/01/2021	01/31/2021	% Of Account
 CASH & CASH EQUIVALENTS	104,050.93	208,033.70	7.5%
 FIXED INCOME	2,587,016.80	2,419,273.34	86.9%
 MISCELLANEOUS	157,588.50	157,380.00	5.6%
Total	2,848,656.23	2,784,687.04	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,848,656.23	2,848,656.23		
Income	60,821.99-	60,821.99-	Short Term	16.00
Asset Activity	165,277.78	165,277.78	Total Gains / Losses	16.00
Fees	473.02-	473.02-		
Cash Management	103,982.77-	103,982.77-		
Change In Market Value	63,969.19-	63,969.19-		
Ending Market Value	2,784,687.04	2,784,687.04		



Account Statement

Account Number: 1035003119

January 01, 2021 To January 31, 2021

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Unclassified			
208,033.700	31607A703 FIDELITY GOVERNMENT PORTFOLIO	208,033.70	208,033.70
	Total Unclassified	208,033.70	208,033.70
Total	Cash Equivalents	208,033.70	208,033.70
Total	Cash & Cash Equivalents	208,033.70	208,033.70
Fixed Income			
Taxable			
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	101,623.00	101,045.62
34,722.220	3130AJRE1 FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020	34,663.89	34,722.22
100,000.000	3130AKDM5 FEDERAL HOME LOAN BANK DTD 10/28/2020 CALL .18% 10/28/2022-2021	99,999.00	100,000.00
105,000.000	3133EEG79 FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023	110,308.80	110,600.22
150,000.000	3133ELD76 FEDERAL FARM CREDIT BANK DTD 06/02/2020 CALL .34% 12/02/2022-2020	150,003.00	150,000.00
100,000.000	3133ELH56 FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27% 06/09/2022-2020	100,001.00	99,875.00
200,000.000	3133ELN75 FEDERAL FARM CREDIT BANK DTD 6/23/20 CALL .23% 12/23/2021-2020	200,002.00	199,900.00
100,000.000	3134GWCZ7 FREDDIE MAC DTD 7/28/20 CALL .3% 10/28/2022-2021	100,023.00	99,985.00
100,000.000	3134GWMY9 FREDDIE MAC DTD 08/19/2020 CALL .625% 08/19/2025-2021	99,518.00	100,000.00
100,000.000	3134GWVJ2 FREDDIE MAC DTD 9/30/2020 CALL .4% 09/30/2024-2021	99,919.00	100,000.00
100,000.000	3134GWVN3 FREDDIE MAC DTD 09/30/2020 CALL .6% 09/30/2025-2021	99,618.00	100,000.00

PO Box 2549
 Incho Cucamonga, CA 91729-2549
 Return Service Requested

Account Number: **1035003119**
 January 01, 2021 To January 31, 2021

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
200,000.000	3135G06A6 FANNIE MAE DTD 10/20/2020 CALL .58% 10/20/2025-2021	200,104.00	200,000.00
100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5% 12/16/2024-2021	100,012.00	100,000.00
100,000.000	3135GA3W9 FANNIE MAE .6% 11/25/2025-2022	99,931.00	100,000.00
200,000.000	3136G46A6 FANNIE MAE DTD 10/27/2020 CALL .3% 10/27/2023-2021	200,008.00	200,000.00
205,000.000	3136G4A29 FANNIE MAE DTD 7/30/2020 CALL .55% 07/30/2024-2021	204,575.65	205,000.00
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	200,648.00	200,414.72
200,000.000	880591ER9 TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024	218,316.00	208,870.67
Total	Taxable	2,419,273.34	2,410,413.45
Total	Fixed Income	2,419,273.34	2,410,413.45
Miscellaneous			
Corp Bond-sma			
Taxable Bonds			
150,000.000	24422ERT8 JOHN DEERE CAPITAL CORP DTD 06/26/12 2.8% 01/27/2023	157,380.00	158,469.00
Total Taxable Bonds		157,380.00	158,469.00
Total	Corp Bond-sma	157,380.00	158,469.00
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
Total Documents		0.00	0.00
Total	Miscellaneous Sundry Assets	0.00	0.00
Total	Miscellaneous	157,380.00	158,469.00
Grand Total Assets		2,784,687.04	2,776,916.15



Account Statement

Account Number: 1035003119
January 01, 2021 To January 31, 2021

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,839,248.65	2,858,000.95
Prior Accruals			9,344.72-
Unrealized Depreciation This Period			63,985.19-
Current Accruals			7,159.30
Asset Activity	165,277.78	165,261.78-	165,277.78
Cash Management	103,982.77-	103,982.77	103,982.77-
Fees	473.02-	0.00	473.02-
Income	60,821.99-	1,053.49-	60,821.99-
Realized Gain/loss			16.00
Non Cash Asset Changes			
Balances End Of Period	0.00	2,776,916.15	2,791,846.34

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
01/01/21		Beginning Balance		0.00	2,839,248.65
Income					
Interest					
01/04/21		31607A703 FIDELITY GOVERNMENT PORTFOLIO	INTEREST RCVD	0.79	
01/07/21		3130AJRE1 REVERSAL TO TRANSACTION # 9 OF 12/28/2020 TO CORRECT PV TRANSACTION WAS: INTEREST ON 100,000 UNITS FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020 PAYABLE 12/24/2020 EFFECTIVE 12/24/2020 PRINCIPAL PAYDOWN 24422ERE1	INTEREST RCVD	65,277.78-	
01/12/21		JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021 24422ERT8	INTEREST RCVD	1,950.00	
01/27/21		JOHN DEERE CAPITAL CORP DTD 06/26/12 2.8% 01/27/2023 3134GWCZ7	INTEREST RCVD	2,100.00	
01/28/21		FREDDIE MAC DTD 7/28/20 CALL .3% 10/28/2022-2021 3136G4D83	INTEREST RCVD	150.00	
01/29/21		FANNIE MAE DTD 7/29/2020 CALL .51% 07/29/2024-2021	INTEREST RCVD	255.00	
		Total Interest		60,821.99-	0.00
		Total Income		60,821.99-	0.00

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Asset Activity					
Assets Sold					
01/07/21	65,277.780-	3130AJRE1 FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020	NOTE AND MTG PMT	65,277.78	65,277.78-
01/29/21	100,000.000-	3136G4D83 FANNIE MAE DTD 7/29/2020 CALL .51% 07/29/2024-2021	REDEEMED	100,000.00	99,984.00-
Total Assets Sold				165,277.78	165,261.78-
Total Asset Activity				165,277.78	165,261.78-
Fees					
01/27/21		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 01/20/2021	DISBURSEMENT	473.02-	
Total Fees				473.02-	0.00
Cash Management					
01/31/21	103,982.770	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	103,982.77-	103,982.77
Total Cash Management				103,982.77-	103,982.77
Miscellaneous					
01/12/21		24422ERE1 AMORTIZATION ON 100,000 UNITS JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021 TO ADJUST TAX LOT. AMORTIZATION = 1,053.49-	AMORTIZATION		1,053.49-
Total Miscellaneous				0.00	1,053.49-
01/31/21		Ending Balance		0.00	2,776,916.15

Disclosure

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

Market Perspective

WE HOPE THAT YOU AND YOURS ARE SAFE/HEALTHY DURING THESE CHALLENGING TIMES. PLEASE READ OUR QUARTERLY MARKET PERSPECTIVES AT WWW.CBBANK.COM UNDER RECENT DOCUMENTS. BE ASSURED WE ARE WATCHING THE MARKETS CLOSELY, AND IF YOU HAVE ANY QUESTIONS OR CONCERNS WE ENCOURAGE YOU TO CONTACT YOUR RELATIONSHIP MANAGER.

Account Statement

Page 6

Account Number: 1035003119

January 01, 2021 To January 31, 2021

Tax Disclosure

1099S WILL BE POST-MARKED ON OR BEFORE FEBRUARY 28TH UNLESS THE ACCOUNT HOLDS COMPLEX ASSETS (REITS, GNMA, FNMA, OTHER GOV'T AGY) OR MASTER LIMITED PARTNERSHIPS (MLPS). THE LATTER WILL BE POST-MARKED BY MARCH 18TH. MAILING OF FIDUCIARY TAX INFORMATION WILL BEGIN MID-FEBRUARY AND CONTINUE THROUGH EARLY APRIL.

Utility User Tax Revenue

City of Canyon Lake
Utility Taxed Summary By Service Period
FY 2020/2021

	July	August	September	October	November	December	January	February	March	April	May	June
Electric												
Calpine Energy Solutions	22.95	24.79	26.18	20.56	25.70	21.48						
Constellation New Energy, Inc												
Just Energy Solutions, Inc.												
Southern California Edison	36,379.15	50,602.07	56,075.43	55,991.96	37,967.36	40,843.53	44,624.69					
Water												
EWING	2,150.82	2,386.32	2,203.49	2,335.45	2,581.29	2,252.23						
EWINGSD	29,296.83	27,553.01	29,323.10	27,981.79	25,572.80	24,445.90	24,261.13					
CR&L	1,495.27	1,430.26	1,988.82	1,563.53	1,233.39	1,964.11						
CR&L Tax Roll												
Sewer												
The Gas Company	115.42	116.87	110.37	117.40	149.70	279.87						
Xcel Energy, LLC												
Telecom												
AT&T Corp	12.05	14.89	13.26	7.65	8.52	11.50						
Avaya Wireless USA, LP	0.36	0.18	0.18	0.18	0.18	0.36						
Comcast	0.63	0.62	0.63	0.63	0.63	0.63						
Comcast Communications Company, LLC	2.35	2.35	2.35	2.35	2.35	2.35						
Compliance Solutions, Inc. - ACA Communications Services, LLC	5.64	5.86	5.87	6.36	11.53	11.66						
Compliance Solutions, Inc. - AccessLine Comm. Corp	33.16	40.58	43.17	34.65	38.68							
Compliance Solutions, Inc. - Best Buy Health, Inc.	0.15	0.05	0.15	0.15	0.05	0.05						
Compliance Solutions, Inc. - EBB Connect, LLC												
Compliance Solutions, Inc. - Encartele, Inc.												
Compliance Solutions, Inc. - Intermedia inc.				0.44								
Compliance Solutions, Inc. - International Telcom, LLC	0.11	0.08	0.11	0.27	0.13	0.17						
Compliance Solutions, Inc. - Nextiva, Inc.	12.20	12.44	12.55	11.40	12.85	13.56						
Compliance Solutions, Inc. - Matrix Telecom, Inc.	0.88	0.73	0.51	0.45	0.29	0.16						
Compliance Solutions, Inc. - Phonix.com Inc.	1.81	1.85	1.85	1.85	1.85	1.85						
Compliance Solutions, Inc. - Republic Wireless, Inc.	0.68											
Compliance Solutions, Inc. - Google North America dba Google Fi												
Compliance Solutions, Inc. - Google North America dba Google Fi												
Compliance Solutions, Inc. - Zoom Video Communications, Inc.	114.08	115.56	118.31	116.29	119.91	123.76						
Consumer Cellular, Inc.	7.69	6.80	6.59	4.98	5.56	6.16						
Cricket Wireless LLC												
Flash Wireless, LLC c/o Avallara, Inc. (FKA Etax Services)	1,140.24	1,124.21	1,106.38	1,083.15	1,046.28	1,077.29						
Frontier California Inc.(Split)	174.04	160.94	168.91	164.47	152.28	152.47						
Fusion Communications of America		366.26										
Garmin Services, Inc. - Avallara, Inc.	2.36	2.41	2.64	3.04	3.01	2.25						
Grandite Telecommunications, LLC												
ITalk Global Communications	0.40	0.40										
Just Energy, Inc. Utility												
Level 3 Communications LLC	47.21	47.04	36.91	35.60	36.24	36.19	35.97					
Logmein USA, Inc.	0.20	0.20	0.20	0.20	0.20	0.20	0.20					
Los Angeles SMSA Limited Partnership	3,095.72	2,311.03	1,479.34	1,455.90	1,586.67	1,694.62						
MCI Communications Services, Inc.	1.71	1.68	1.70	1.72	1.71	1.71						
MCI Metro Access Transmission Services Corp												
Metro PCS California, LLC	18.72	21.24	18.62	22.96	12.63	16.94						
Mitel Cloud Services, Inc.	9.23	9.23	9.23	9.24	9.24	9.29						
MIT Cloud Communications	9.49	5.21	5.88	7.11	9.09	5.43						
New Circular Wireless PCS LLC	1,362.24	1,113.21	1,169.97	1,437.18	1,143.38	1,387.48						
Nusa, LLC	1.67	1.65	2.02	1.94	1.90	1.93						
Orma, Inc.												
OnStar LLC	9.55	7.79	11.45	8.45	5.78	5.61						
Opus Communications, Inc.												
Pacific Bell Telephone Company, AT&T	5.10	4.69	4.68	4.66	4.60	4.68						
PNG Telecommunications Inc. c/o Avallara, Inc. (FKA Etax Services)												
Ready Wireless LLC												
Republic Wireless, Inc.												
Spectrotel, Inc.	25.08	19.89	20.82	26.93	29.83	30.72						
Spectrum Mobile, LLC												
Spok, Inc.												
SprintCom, Inc.	8.16	7.67	8.32	8.70	10.22	7.46						
Sprint Communications												
Spectrum LP	705.82	641.11	628.87	672.16	594.52	662.58						
Spectrum Communications	13.16	13.19	13.19									
Spectrum West LLC	243.41	271.27	274.27	298.37	248.20	272.70						
United Office, Inc. - Avallara, Inc.	4.12	3.53	3.53	3.53	3.54	3.54	3.54					
Telepathic Corp	69.90	67.36	67.22	67.24	66.27	67.50						
Unity Telecom Group, LLC												
Verizon Long Distance, LLC												
Verizon American c/o Avallara, Inc.	31.38	29.72	28.32	28.91	27.42	26.01						
Verizon Business Solutions, Inc. c/o Avallara, Inc.	27.47	26.57	27.37	26.72	26.09	23.29	23.99					
Verizon California Inc.(Split)	1,939.74	1,980.02	1,920.11	1,741.00	1,834.96	1,825.36						
Verizon California, Inc.												
Verizon Warner Cable Info Services (CA) LLC	999.12	862.36	907.25	895.18	876.70	1,674.73						
Verizon Warner Cable Business LLC	34.02	34.02	34.02	34.02	34.02	34.02						
Verizon Warner Cable Business LLC	706.63	726.70	726.70	726.70	726.70	726.70						
Verizon Warner Cable Business LLC												
Total	\$ 82,438.62	\$ 91,751.81	\$ 97,941.22	\$ 96,206.21	\$ 96,169.88	\$ 90,330.24	\$ 66,950.15	\$	\$	\$	\$	\$

**MINUTES
REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, February 3, 2021**

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, 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. 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.

**Closed Session – 5:00 p.m.
City Hall Administration Building
31526 Railroad Canyon Road, Suite 5
Canyon Lake, CA 92587**

CALL TO ORDER

Mayor Castillo called the meeting to order at 5:00 p.m.

CITY COUNCIL ROLL CALL

Present: Councilmember Greene, Mayor Pro Tem Smith, and Mayor Castillo
Absent: Councilmember Ehrenkranz, Councilmember Welty

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION –
Pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – 2 cases

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to
Section 54956.8
Property: APN 349-290-008

Agency Negotiator: City Manager
Negotiating Parties: Jim Kipp
Under Negotiation: Price and Terms of Payment

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION -
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d)
of Section 54956.9 - 1 case

D. CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957 –
Public Employment; Public Employee Evaluation - City Manager

The City Council entered Closed Session at 5:01 p.m.

**Open Session – 6:30 p.m.
City Hall Council Chamber
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

CALL OPEN SESSION TO ORDER

Mayor Castillo called the meeting to order at 6:30 p.m.

INVOCATION

Invocation was led by Mayor Pro Tem Smith.

FLAG SALUTE

Flag Salute was led by Councilmember Welty.

ROLL CALL

Present: Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem
Smith, Councilmember Welty, and Mayor Castillo

Absent:

CLOSED SESSION REPORT

Attorney Steven Graham stated that there were no items to report out of closed session.

APPROVAL OF THE CITY COUNCIL AGENDA

Motion and second by Councilmembers Greene/Ehrenkranz to approve the agenda.

**Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene,
Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.**

CEREMONIAL MATTERS *Presentations, Awards, Proclamations*

Mayor Castillo announced that the Council signed a proclamation honoring former Councilmember Michael Naggar from the City of Temecula. Councilman Ehrenkranz shared a few words about him.

- Citizen of the Month

Mayor Castillo announced that Sabrina Alt had been chosen as the Citizen of the month but was unable to attend the meeting.

- Introduction of Fire Consultant/ Interim Fire Chief

City Manager Mann introduced Jeff LaTendresse as the new Fire Consultant/ Interim Fire Chief.

- Presentation by City Clerk Ana Sauseda

City Clerk Sauseda presented Councilman Welty with a small cake in honor of his birthday on January 28th.

COMMUNITY REPORTS

- Elsinore Valley Municipal Water District Update

Director Darcy Burke joined the meeting via teleconference and gave an update on behalf of Elsinore Valley Municipal Water District.

- Canyon Lake Property Owners Association Update from President Chris Poland
Canyon Lake Property Owners Association President Chris Poland joined the meeting via teleconference and gave an update on behalf of the Property Owners Association.

- Chamber of Commerce Update by President Jeanne O'Dell

President O'Dell joined the meeting via teleconference and gave an update on behalf of the Canyon Lake Chamber of Commerce.

PUBLIC SAFETY UPDATE

❖ Sheriff

Lieutenant James Rayls gave an update on the statistics and answered questions from the Council.

❖ Fire

Kirk Barnett, Division Chief, gave an update on the statistics and answered questions from the Council.

❖ Code Enforcement

A verbal report was not available, however, statistics were provided to the Council.

PUBLIC COMMENT

There were no comments.

CONSENT CALENDAR

- (1) Waive Full Reading, Read all Ordinances by Title Only
- (2) Resolution - Adoption of Resolution No. 2021-04, Approving Claims and Demands of the City
- (3) Minutes – Approval of City Council Minutes
 - January 13, 2021 – Regular City Council Meeting
 - January 25, 2021 – Special City Council Meeting
- (4) Second Reading of Ordinance No. 203 – An Ordinance of the City Council of the City of Canyon Lake, California, Approving an Amendment to the Canyon Lake Municipal Code, Title 9: Planning and Zoning, Section 18.25. Swimming Pools

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to approve the Consent Calendar.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

PULLED CONSENT CALENDAR ITEMS

No items were pulled.

BUSINESS ITEMS

- (5) Ordinance – Adoption of Urgency Ordinance No. 204, An Urgency Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding; and Introduction and First Reading of Ordinance No. 205, An Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding

Presentation by City Attorney Graham.

The following members of the public submitted public comment via email:

- Patricia Rascon, Southern Regional Compliance Manager with Construction Industry Force Account Council.
- Margaret Monson

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to adopt Urgency Ordinance No. 204.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

Motion and second by Mayor Pro Tem Smith/ Councilmember Ehrenkranz to approve the Introduction and First Reading of Ordinance No. 205.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

- (6) 2021 City Council Goals – Discussion and Possible Adoption of Proposed Goals

Presentation by City Manager Mann.

Councilman Greene left the dais at 8:26 p.m. and returned at 8:28 p.m.

There were no public comments.

Motion and second by Councilmember Greene/ Mayor Pro Tem Smith to approve the recommended City Goals for 2021.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

CITY MANAGER COMMENTS

City Manager Mann gave a few brief comments.

COMMITTEE AND COUNCIL REPORTS/COMMENTS

- **COUNCILMEMBER EHRENKRANZ**

Councilmember Ehrenkranz stated that the previous month had been fairly quiet. He briefly discussed the retirement of Rick Bishop from WRCOG. Lastly, he reminded everyone to follow the rules concerning the COVID-19 pandemic.

- **COUNCILMEMBER GREENE**

Councilmember Greene discussed attending the Executive Board and Board of Directors meetings for RCA.

- **MAYOR PRO TEM SMITH**

Mayor Pro Tem Smith spoke about a couple of road projects that could potentially affect Canyon Lake residents. He gave an update on the Railroad Canyon expansion project. He gave a shoutout to the RTA staff and sadly announced that they lost a bus driver due to COVID-19. He sent his condolences to the family. Lastly, he announced that he was appointed Chair for the RTA Budget and Finance committee.

- **COUNCILMEMBER WELTY**

Councilmember Welty announced that he had not begun his committee assignments yet but would be starting very soon. He gave a brief update on his health after his COVID-19 scare. He urged the residents to continue to support the local businesses.

- **MAYOR CASTILLO**

Mayor Castillo thanked Citizen of the Month Sabrina Alt. She discussed attending the Student of the Month event on behalf of the City. She also encouraged everyone to continue to support local Canyon Lake businesses.

ANNOUNCEMENTS

Mayor Castillo announced that the City Council would hold a Special meeting on Wednesday, February 17, 2021 at 6:00 p.m. and the next regular City Council meeting would be on Wednesday, March 3, 2021, at 5:00 p.m. for closed session and 6:30 p.m. for open session and

ADJOURNMENT

The meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Ana V. Sauseda, CMC
City Clerk

**MINUTES
SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, February 17, 2021**

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, 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. 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.

**Open Session – 6:00 p.m.
City Hall Council Chamber
31516 Railroad Canyon Road
Canyon Lake, CA 92587**

CALL OPEN SESSION TO ORDER

Mayor Castillo called the meeting to order at 6:00 p.m.

FLAG SALUTE

Flag Salute was led by Councilmember Greene.

ROLL CALL

Present: Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo.

APPROVAL OF THE CITY COUNCIL AGENDA

Motion and second by Councilmembers Greene/Ehrenkranz to approve the agenda.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

PUBLIC COMMENT

There were no comments.

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

Presentation by City Manager Mann.

There were no public comments.

Motion and second by Mayor Pro Tem Smith/ Councilmember Greene to adopt Resolution No. 2021-04.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

- (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

Presentation by Fire Consultant/Interim Fire Chief Jeff LaTendresse.

There were no public comments.

Motion and second by Mayor Pro Tem Smith/ Councilmember Ehrenkranz to adopt Resolution No. 2021-05.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

- 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

Presentation by Fire Consultant/Interim Fire Chief Jeff LaTendresse.

There were no public comments.

Motion and second by Councilmember Greene/ Mayor Castillo to adopt Resolution No. 2021-06.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

- (3) Mid-Year Budget – Review of the Fiscal Year 2020-21 Mid-Year Budget Review and Projections, and approval of proposed Budget Adjustments

Presentation by Finance Director Terry Shea.

There were no public comments.

Motion and second by Mayor Pro Tem Smith Councilmember/ Greene to approve the budget adjustments and mid-year budget.

Motion carried 5-0, with Councilmember Ehrenkranz, Councilmember Greene, Mayor Pro Tem Smith, Councilmember Welty, and Mayor Castillo voting aye.

ANNOUNCEMENTS

Mayor Castillo announced that the next regular City Council meeting would be on Wednesday, February 3, 2021, at 5:00 p.m. for closed session and 6:30 p.m. for open session.

Mayor Pro Tem Smith gave a brief update on construction projects in Lake Elsinore relating to the construction of the Wal Mart and construction on the Ortega highway.

ADJOURNMENT

The meeting was adjourned at 6:49 p.m.

Respectfully submitted,

Ana V. Sauseda, CMC
City Clerk

ORDINANCE NO. 205

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING SECTION 3.08.270 OF THE CANYON LAKE MUNICIPAL CODE REGARDING COMPETITIVE BIDDING

WHEREAS, the City Council finds that the City would benefit from utilizing the competitive bidding process of other public agencies for the purchase of materials, supplies, equipment or services; and

WHEREAS, the City anticipates this process being utilized for urgent repairs at City facilities.

THE CITY COUNCIL OF THE CITY OF CANYON LAKE DOES ORDAIN AS FOLLOWS:

Section 1. Sections 3.08.270 of the Canyon Lake Municipal Code shall be amended to read as follows:

“3.08.270 Exceptions to competitive bidding requirement.

Notwithstanding any provision of this Chapter to the contrary, the competitive bidding procedures and requirements may be dispensed with in any of the following instances:

- (a) When the materials, supplies, equipment or services can be obtained from only one vendor;
- (b) The City Manager may authorize the purchase of materials, supplies, equipment and services where an emergency is deemed to exist and it is determined that service involving the public health, safety or welfare would be interrupted if the normal procedure were followed. All emergency purchases, which would otherwise require formal bidding procedures, made pursuant to this Section shall be submitted to the City Council for ratification at the next regular Council meeting after the purchase is authorized;
- (c) The City Council may authorize the execution of contracts for personal services, for professional and consultant services, and for other, nonpublic projects and for contractual services without observing the bidding procedures provided herein where the amount of the contract exceeds the value of \$50,000;
- (d) The City Manager is authorized to enter into contracts for personal services, for professional and consulting services and for other contractual services without observing the bidding procedure provided herein where the amount of the contract does not exceed the amount of \$50,000; provided there exists an unencumbered appropriation in the fund account against which said expense is to be charged;
- (e) The City may 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;

(f) When the City Council finds that adherence to the procedures in this Chapter would be inefficient, impractical and unnecessary; and

(g) The City Council may authorize the execution of a lease or leases for office space for the City government without observing the bidding procedures provided herein irrespective of the term of the lease or leases or the amount of rent and other charges to be paid by the City under the lease or leases.”

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

Section 4. Publication and Posting. The Mayor shall sign this Ordinance and the City Clerk shall certify as to the adoption and shall cause the ordinance or a summary thereof to be published in accordance with state law.

PASSED APPROVED AND ADOPTED this 3rd day of March, 2021.

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Sauseda, CMC
City Clerk

Steven Graham
City Attorney



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Ana V. Sauseda, City Clerk

DATE: March 3, 2021

SUBJECT: Adoption of Resolution No. 2021-09, A Resolution of the City Council of the City of Canyon Lake, California, Renumbering Resolution No. 2021-04, Adopted at the February 17, 2021 Special City Council Meeting

Recommendation

It is recommended that the City Council adopt Resolution No. 2021-09, renumbering Resolution No. 2021-04, adopted at the February 17, 2021 Special City Council Meeting.

Background

Upon review of the current resolutions of the City of Canyon Lake, it was noted that the index of resolutions was not in proper number sequence in accordance with best management practices and records management protocols. It is crucial that the City Clerk, as the custodian of records, ensures the accuracy and proper archival of such documents. This action will render the index corrected and accurate.

Staff recommends that the City Council adopt Resolution No. 2021-09.

Fiscal Impact

There is no fiscal impact.

Attachments

1. Resolution No. 2021-09

ATTACHMENT 1

RESOLUTION NO. 2021-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, RENUMBERING RESOLUTION NO. 2021-04, ADOPTED AT THE FEBRUARY 17, 2021 SPECIAL CITY COUNCIL MEETING

WHEREAS, the Office of the City Clerk desires to maintain the accuracy of all City permanent records; and

WHEREAS, it was recently noted that the index for this specific type of record was not in proper number sequence; and

WHEREAS, in accordance with best management practices and records management guidelines, it is recommended that the index be properly corrected.

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

SECTION 1. The purpose of this Resolution is to renumber Resolution No. 2021-04, adopted at the February 17, 2021 Special City Council Meeting.

SECTION 2. The following Resolution is hereby renumbered as follows:

PREVIOUS NUMBER	RESOLUTION TITLE	NEW NUMBER
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	2021-07

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SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED on this 3rd day of March, 2021.

Kasey Castillo, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

DATE: March 3, 2021

SUBJECT: Adoption of Resolution No. 2021-10, A Resolution of the City Council of the City of Canyon Lake, California, Authorizing the City Manager to Make Amendments to the City of Canyon Lake Covid-19 Prevention Policy

Recommendation

That the City Council adopt Resolution No. 2021-10, authorizing the City Manager to make amendments to the COVID-19 Prevention Program for the City of Canyon Lake as adopted by the City Council in January 2021.

Background

All California employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section 3205(c)).

As the City Council meets once per month, there is a need for the City Manager to amend the CPP to address regulatory changes, changes to public health guidance, or operational concerns facing the City of Canyon Lake.

The purpose of the CPP and this authorization is so that the City can take all reasonable steps that a responsible employer would take to prevent and eliminate employee exposure to COVID-19 in an expedited manner and to mitigate any hazards associated with such exposure.

Fiscal Impact

No impact to the General Fund.

Attachments

1. Resolution No. 2021-10

ATTACHMENT 1

RESOLUTION NO. 2021-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO MAKE AMENDMENTS TO THE CITY OF CANYON LAKE COVID-19 PREVENTION POLICY

WHEREAS, all California employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section 3205(c)); and

WHEREAS, the City Council ratified the COVID-19 Prevention Policy on January 13, 2021 which was adopted by the City Manager on December 17, 2020; and

WHEREAS, the City Council meets once per month and while the City Manager foresees a need to make administrative amendments to address regulatory changes, changes to public health guidance, or operational concerns of the City going forward.

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

SECTION 1. The City Manager is authorized to amend the COVID-19 Prevention Policy to address regulatory changes, changes to public health guidance, or operational concerns facing the City of Canyon Lake.

SECTION 2. Any amendments adopted by the City Manager consistent with Section 1 above shall become effective immediately upon its adoption.

SECTION 3. The City Manager shall transmit a copy of any amendments to the City Council upon adoption.

PASSED, APPROVED, AND ADOPTED on this 3rd day of March, 2021.

Kasey Castillo, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk



ITEM NO. 7

STAFF REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Chris Mann, City Manager *CM*
BY: Jim Morrissey, City Planner
DATE: March 3, 2021
SUBJECT: General Plan Housing Element Annual Progress Report

Recommendation

That the City Council review and direct Staff to file the Annual Progress Report for Year 2020 with the California Department of Housing and Community Development (State HCD).

Background

Each jurisdiction must prepare an annual progress report on the jurisdiction's status and progress in implementing its Housing Element. (Government Code Section 65400.)

Each jurisdiction's Annual Progress Report (APR) must be submitted to State HCD and the Governor's Office of Planning and Research (OPR) by April 1 of each year (covering the previous calendar year).

Fiscal Impact

There is no fiscal impact.

Attachments

1. General Plan Annual Progress Report

ATTACHMENT 1

Report will be provided at the meeting.



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Ana V. Sauseda, City Clerk

DATE: March 3, 2021

SUBJECT: Approval of Resolution No. 2021-11, Amending the Conflict of Interest Code of the City of Canyon Lake and repealing Resolution No. 2020-03

Recommendation

It is recommended that the City Council adopt Resolution No. 2021-11, amending the Conflict of Interest Code of the City of Canyon Lake and repealing Resolution No. 2020-03.

Background

The Political Reform Act requires every local government agency to review its conflict of interest code every 2 years. The conflict of interest code states which officials and employees in a City must file a Fair Political Practices Commission Form 700, Statement of Economic Interests, and what filing category they fall under (what interests they must report).

The City's conflict of interest code was last updated in 2020. This year, with the changes in staff positions at City Hall, the code should be amended to reflect those positions.

Fiscal Impact

There is no fiscal impact.

Attachments

1. Resolution No. 2021-11

ATTACHMENT 1

RESOLUTION NO. 2021-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AMENDING THE CONFLICT OF INTEREST CODE OF THE CITY OF CANYON LAKE AND REPEALING RESOLUTION NO. 2020-03

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000, et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the City of Canyon Lake (the "City"), and which requires all public agencies to adopt and promulgate a conflict of interest code; and

WHEREAS, the City Council adopted a Conflict of Interest Code (the "Code"), which was amended on January 15, 2020, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the City have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the City's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the City being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the City Council of, the proposed amended Code was provided to each affected designated employee and was publicly posted for review; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the City Council on March 3, 2021, at which all present were given an opportunity to be heard on the proposed amended Code.

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

SECTION 1. Resolution No. 2020-03 is hereby repealed.

SECTION 2. The City Council does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto as Exhibit "A" and shall be on file with the City Clerk and available to the public for inspection and copying during regular business hours.

SECTION 3. The said amended Conflict of Interest Code shall become effective immediately upon its adoption and approval.

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SECTION 4. Any change provided for in this Conflict of Interest Code will not affect or excuse any offense or act committed or done or omission or any penalty or forfeiture incurred or accruing under any other Conflict of Interest Code; nor will it affect any prosecution, suit or proceeding pending or any judgment rendered in connection with any other Conflict of Interest Code.

PASSED, APPROVED, AND ADOPTED on this 3rd day of March, 2021.

Kasey Castillo, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

EXHIBIT A

CITY OF CANYON LAKE
CONFLICT OF INTEREST CODE

Amended March 3, 2021

CITY OF CANYON LAKE CONFLICT OF INTEREST CODE

INCORPORATION BY REFERENCE

The Political Reform Act (Gov. Code § 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted regulations, found at 2 CCR § 18730, which contains the terms of a standard conflict of interest code and which can be incorporated by reference in an agency's code. After public notice and hearing Regulation 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 CCR § 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the section below designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code ("Code") of the City of Canyon Lake (the "City").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the City Clerk. The City Clerk shall retain the original statements filed by all officials and designated positions, transmit such statements to the FPPC as may be required, and will make all retained statements available for public inspection and reproduction during regular business hours.

All officials and designated positions required to submit a statement of economic interests shall receive ethics training as required pursuant to Government Code Section 53235 (AB 1234). The City Clerk shall annually provide all filers with information on training available to meet the requirements of Section 53235, and maintain required records indicating the dates that filers satisfied the training requirements and the entity that provided the training. These records shall be retained for five years after the date of training and are public records subject to disclosure under the California Public Records Act.

CITY OF CANYON LAKE DESIGNATED POSITIONS

The City requires full disclosure for the positions listed below which participate in making decisions which may foreseeably have a material effect on financial interests. Full Disclosure includes all interests in real property in the City of Canyon Lake, as well as investments, business positions, and sources of income, including gifts, loans, and travel payments.

Positions	Disclosure Category
Administrative Services Manager	1
Accountant/Human Resources Specialist	1
Building Official	1
Chief of Police	1
City Attorney	1
City Clerk	1
City Engineer	1
City Manager	1
City Planner	1
City Treasurer	1

Consultants*	1
Deputy City Clerk	1
Finance Director	1
Fire Consultant / Interim Fire Chief	1
Fire Chief	1
Members of the City Council	1

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation: The City Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination must include a description of the consultant's duties and based upon the description, a statement of the extent of disclosure requirements. The City Manager's determination is a public record and must be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Consultants for the purposes of the Conflict of Interest Code, include the following:

(a) For purposes of Sections 82019 and 82048, "consultant" means an individual who, pursuant to a contract with a state or local government agency:

- (1) Makes a governmental decision whether to:
 - (A) Approve a rate, rule, or regulation;
 - (B) Adopt or enforce a law;
 - (C) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
 - (D) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract that requires agency approval;
 - (E) Grant agency approval to a contract that requires agency approval and to which the agency is a party, or to the specifications for such a contract;
 - (F) Grant agency approval to a plan, design, report, study, or similar item;
 - (G) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or
- (2) Serves in a staff capacity with the agency and in that capacity participates in making a governmental decision as defined in Regulation 18704(a) and (b) or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Section 87302.

* The City Manager may determine in writing that a particular position, although a "designated person," is not required to fully comply with the disclosure requirements described in this section when the position is held by an officer or employee of the state or another local government agency and the person holding the position provides to the City Clerk a copy of any public financial disclosure report filed by the officer or employee with the state or other local government agency pursuant to Title 9 of the Government Code. Such public financial disclosure report shall be maintained by the City Clerk for public inspection.



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Steven P. Graham, City Attorney

DATE: March 3, 2021

SUBJECT: A Presentation on SB 1383 – Mandatory Organic Waste Reduction

Recommendation

That the City Council receive the presentation on SB 1383, discuss the implications for the City of Canyon Lake, and direct staff to prepare an appropriate ordinance to meet the City's obligations under SB 1383.

Background

SB 1383 is the most significant waste reduction mandate to be adopted in California in the last 30 years and imposes significant mandates on the City of Canyon Lake as the state seeks to reduce organic waste disposal by 75% by 2025. This law has major policy and legal implications for the City of Canyon Lake as CalRecycle is taking a "prescriptive approach" in adopting regulations. Whereas previously, the state set targets and jurisdictions such as the City of Canyon Lake were able to determine how best to meet those targets, under SB 1383 CalRecycle is requiring the City to implement specific actions.

Under SB 1383, organic waste means green waste, wood waste, food waste, but also fibers, such as paper and cardboard, which combined account for two-thirds of the state's waste stream. Food waste is the largest waste stream in California, comprising 18 percent (18%) of what the state disposed in 2014. The stated reason for the law is that the state believes landfilling organic waste leads to the anaerobic breakdown of that material, which creates methane, a greenhouse gas and that landfills are responsible for 21% of the state's methane emissions and are the third largest producer of methane. Methane is believed to be a significant contributor to climate change.

As discussed below, one of the key dates in SB 1383 is that local jurisdictions are required to have ordinances implementing its provisions and programs up and running by January 1, 2022. The purpose of this presentation and preliminary discussion is to give the City Council an opportunity to start thinking about the programmatic and budgetary decisions that will need to be made by the January 1, 2022 deadline.

Analysis

Under SB 1383, the City of Canyon Lake is required to undertake the following activities:

- Provide organic waste collection services to all residents and businesses.
 - This means for all organic waste, including green waste, wood waste, food waste, manure, fibers, etc.
 - Containers have prescribed colors (any shade of grey or black for trash, green for organic waste and blue containers for traditional recyclables)
 - There are container labeling and contamination monitoring requirements
 - The City must assess our current collection programs and determine what may need to be, expanded, or changed
- Establish edible food recovery program for all Tier 1 and 2 commercial edible food generators
 - This means ensuring that there are edible food recovery organizations that have enough capacity
 - This may entail providing funding to ensure there is adequate capacity and collection services
- Conduct education and outreach to all generators
 - This will require education to be provided to all generators, and when applicable education may need to be provided in other languages.
 - The City may be required to procure certain levels of compost, renewable gas used for transportation fuels, electricity, heating applications, or pipeline injection, or electricity from biomass conversion produced from organic waste.
- Plan and secure access for recycling and edible food recovery capacity.
- The City will be required to monitor compliance and conduct enforcement
- Monitoring and education must begin in 2022
- Enforcement actions must start Jan 1, 2024
- The City will need to adopt an ordinance that is consistent with these regulatory requirements prior to 2022.

MANDATORY ORGANIC COLLECTION

The most basic element of the regulation is that the City is required to provide an organic waste collection service to each of their residents and businesses. This means that each resident and business, must subscribe to an organic waste collection service that either “source-separates” the waste (e.g. separate bins), or transports all unsegregated waste to a facility that recovers 75 percent of the organic content collected from the system.

EDIBLE FOOD RECOVERY

SB 1383 requires that the City establish infrastructure for edible food recovery and food distribution. Even in communities where existing infrastructure already exists, there are new recordkeeping and inspection tasks that will need to be implemented. The law requires that the City:

- Assess Capacity of Existing Food Recovery
- Establish Food Recovery Program

- Inspect Commercial Generators for Compliance
- Education and Outreach

CAPACITY PLANNING

The City must plan for adequate capacity for recycling organic waste and for edible food recovery to include: recovery of 20 percent of the edible food for human consumption, identification of Tier 1 and 2 commercial edible food generators, and funding for edible food recovery infrastructure. The City must demonstrate that they have access to recycling capacity through existing franchise agreements.

ENFORCEMENT BY CITY

By January 1, 2022, the City is required to have an enforcement mechanism or ordinance in place but is not required to enforce until 2024. Between Jan 2022 and Dec 2023, the City is required to identify businesses in violation and provide educational material to those generators.

After January 2024, the City is required to take progressive enforcement against organic waste generators that are not in compliance. The progressive approach allows for notification to the generator and provides ample time for the generator to comply before penalties are required to be issued by the City. CalRecycle sets a maximum timeframe that a jurisdiction has to issue a Notice of Violation and issue penalties to a generator.

STATE ENFORCEMENT

CalRecycle will be evaluating the City's Compliance. For example:

- Verifying that all organic waste generators have service
- The City is providing education
- Issuing Notices of Violation within the correct timeline

Under the SB 1383 regulations if CalRecycle determines a jurisdiction is violating one or more of the requirements, the City will be noticed and will have 90 days to correct. Most violations should be able to be corrected in this timeframe. For cases where the jurisdiction may need a little additional time, the timeframe can be expanded to 180 days

For violations that are due to barriers outside the jurisdictions control and which may take more time to correct, the regulations allow for the jurisdiction to be placed on a Corrective Action Plan (CAP), allowing up to 24 months to comply. In these cases, it must be apparent that the jurisdiction has taken substantial effort to comply but cannot due to extenuating circumstances (such as a lack of capacity, disaster).

Fiscal Impact

There is likely a significant fiscal impact to the City of Canyon Lake in implementing these new regulations from the State of California. These costs will likely result in recommendations to increase solid waste fees in the future to cover the costs of implementation.