



**SPECIAL MEETING OF THE
CANYON LAKE CITY COUNCIL**

**Tuesday, June 20, 2017
Open Session – 12:00 P.M.**

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

Please turn off your cell phones during the meeting

OPEN SESSION – 12:00 P.M.

1. **Call Open Session to Order**
2. **Flag Salute**
3. **Roll Call:** Council Members Ehrenkranz, Greene, Haggerty, Mayor Pro Tem Warren, Mayor Bonner
4. **Approval of City Council Agenda**
5. **Public Comments** – Any person wishing to address the City Council on any matter on this agenda, is asked to complete a “Speaker Request Form” available on the back counter. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council has adopted a time limitation of three (3) minutes per person. If you are commenting on the agenda item, your comments will be heard at the time that particular item is scheduled on the agenda.
6. **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.

6.1 Waiver of Reading in Full of all Ordinances by Title Only

- 6.2 Cooperative Agreement with Riverside County Economic Development Agency (EDA) for Urban County Qualification Pg. 7

7. Business Items

- 7.1 Presentation regarding CR&R Anaerobic Digestive System; Consider information and presentation, and instruct staff to include the additional \$1.95/month in the overall solid waste cost and notice the continued public hearing for residential tax roll collection to use that amount. Pg. 25

7.2 Approval of 2017/2018 Proposed City Budget

7. .1 Resolution No. 2017-09, adopting the City's Fiscal Year 2017/2018 Budget and Appropriations Limit Pg. 29

7. .2 Resolution No. 2017-10, approving the salary and wage Schedule for employees of the City for FY 2017-2018 Pg. 79

8. Announcements

The next regular City Council meeting is scheduled for **August 2, 2017 at 6:30 p.m. for Open Session**. There will be an adjourned meeting **July 12, 2017 at 6:30 p.m.**

9. Closed Session

- a. Closed session pursuant to govt. code section 54957 – Public Employment; Public Employee Evaluation - City Manager
- b. Closed Session with Legal Counsel regarding existing litigation pursuant to Govt. Code Section 54956.9(d)(1): Zaitz v. City of Canyon Lake
- c. Return/Report from closed session

10. 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:

Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityofcanyonlake.org 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 in the City Clerk's Office during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting. It is the intention of the City of Canyon Lake to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or participant at this meeting, you will need special assistance beyond what is normally provided, the City of Canyon Lake will attempt to accommodate you in every reasonable manner. Please contact Ariel M. Hall, City Clerk, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

June 20, 2017 Special City Council Meeting

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

I, Stephanie N. Hunter, being duly sworn, depose and say that I am the duly appointed and qualified Office Specialist of the City of Canyon Lake and that on June 15, 2017 before the hour of 5:00 p.m., I caused the above notice to be posted as required by Resolution 2015-36 of the City Council of the City of Canyon Lake.

**Stephanie N. Hunter
Office Specialist**

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Stephanie Hunter, Office Specialist

DATE: June 20, 2017

SUBJECT: Cooperative Agreement with Riverside County Economic Development Agency (EDA) for Urban County Qualification

Recommendation

It is recommended that the City Council: Approve Resolution No. 2017-11, authorizing participation in the County of Riverside's Urban County Program for Fiscal Years 2018-19, 2019-20 and 2020-21.

Background

Adoption of the resolution and corresponding contract allows the City to participate in the County's Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) programs for the fiscal years listed. Historically, the City has participated in these programs through the County, and by approving the agreement the City is required to participate through the County and will be excluded from applying for grants for the same programs directly through the State.

Budget (or Fiscal) Impact

Approving the agreement will allow the City to be eligible for CDBG, HOME and ESG funding through the County of Riverside during the above listed fiscal years.

Attachments

1. Resolution No. 2017-11 Pg. 7
2. Cooperation Agreement Pg. 9

RESOLUTION NO. 2017-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE
AUTHORIZING PARTICIPATION IN THE COUNTY OF RIVERSIDE'S
URBAN COUNTY PROGRAM FOR FISCAL YEARS 2018-2019, 2019-2020,
2020-2021

WHEREAS, the City of Canyon Lake has elected to participate as unit of local government (Cooperating City) in the County of Riverside's Urban County Program for Federal Fiscal Years 2018-2019, 2019-2020, and 2020-2021; and

WHEREAS, the Cooperation Agreement will allow the City to carry-out activities which are funded by Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds; and

WHEREAS, the Cooperation Agreement will allow the Cooperating City to participate in the Urban County Consolidated Planning Programs.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND DETERMINED, by the City Council of the City of Canyon Lake at a Special Meeting on the 20th day of June 2017, that:

1. The Cooperation Agreement between the County of Riverside and the City of Canyon Lake is hereby approved; and
2. The City Council hereby authorizes and directs the Mayor to execute the Cooperation Agreement on behalf of the City of Canyon Lake.

Passed, approved and adopted this 20th day of June, 2017.

Randall P. Bonner, Mayor

Attest:

Stephanie Hunter, Office Specialist

State of California)
County of Riverside) ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2017-11 adopted by the City Council of the City of Canyon Lake, California, at a special meeting thereof, held on June 20, 2017, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Stephanie Hunter, Office Specialist

**COOPERATION AGREEMENT
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT,
HOME INVESTMENT PARTNERSHIP PROGRAM, AND EMERGENCY SHELTER
GRANT FOR FISCAL YEARS 2018-19, 2019-20, 2020-21**

This Cooperation Agreement for the Community Development Block Grant, HOME Investment Partnership Program, and the Emergency Solutions Grant for Fiscal Years 2018-19, 2019-20, 2020-21, hereinafter referred to as "Agreement" is made and entered into this ____ day of _____ 2017, by and between the COUNTY OF RIVERSIDE, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and CITY of CANYON LAKE, an incorporated municipality within the geographical boundaries of the COUNTY, hereinafter referred to as "CITY." City and County are individually referred to herein as "Party" and collectively as the "Parties."

RECITALS

WHEREAS, the Housing and Community Development Act of 1974, as amended (42 U.S.C.A. § 5301 et seq.)(Public Law 93-383), hereinafter called "ACT," provides that Community Development Block Grant funds hereinafter referred to as "CDBG," may be used for the support of activities that provide decent housing, suitable living environments, and expanded economic opportunities principally for persons of low and moderate-income;

WHEREAS, the HOME Investment Partnerships Act program, hereinafter referred to as "HOME," was enacted by Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended (42 U.S.C.A. § 12701 et seq.) for the purposes of: expanding the supply of decent, affordable housing for low and very-low income families with emphasis on rental housing; building State and local capacity to carry out affordable housing programs; and providing for coordinated assistance to participants in the development of affordable low-income housing;

WHEREAS, the Emergency Solutions Grant, hereinafter referred to as "ESG," was authorized by the McKinney-Vento Homeless Assistance Act of 1987, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH) (42 U.S.C.A. § 11301 et seq.). The objectives of the ESG program are to increase the number and

1 quality of emergency shelters and transitional housing facilities for homeless individuals and
2 families, to operate these facilities and provide essential social services, and to help prevent
3 homelessness.

4 **WHEREAS**, CDBG regulations requires an eligible county to re-qualify as Urban County
5 under the CDBG program every three (3) years; and

6 **WHEREAS**, the execution of this Agreement is necessary to include CITY as a
7 participating unit of general government under COUNTY's Urban County CDBG, HOME, and
8 ESG programs.

9 **NOW THEREFORE**, in consideration of the mutual covenants herein set forth
10 and the mutual benefits to be derived there from, the Parties agree as follows:

11 1. GENERAL.

12 This Agreement gives COUNTY authority to undertake, or assist in undertaking,
13 activities for Fiscal Years 2018-19, 2019-20, and 2020-21, that will be funded from the CDBG,
14 HOME, and ESG programs and from any program income generated from the expenditure of such
15 funds. COUNTY and CITY agree to cooperate, to undertake, or to assist in undertaking,
16 community renewal and lower-income housing assistance activities. COUNTY is qualified as an
17 "Urban County" under the ACT. CITY, by executing this Agreement, hereby gives notice of its
18 election to participate in an Urban County Community Development Block Grant program,
19 hereinafter referred to as "CDBG programs" and "Urban County program."

20 This Agreement is necessary to include the CITY as a participating unit of local
21 government under the COUNTY'S Urban County CDBG Entitlement program, the HOME
22 Investment Partnership (HOME) program, and the Emergency Solutions Grant (ESG) program.

23 CITY acknowledges and agrees that it may not apply for grants from appropriations
24 under the State of California Small Cities CDBG Programs for fiscal years during the period in
25 which it participates in the COUNTY's Urban County's CDBG Entitlement program, and the
26 CITY may only participate in the HOME program through the COUNTY'S Urban County
27 program, not a consortium. The CITY may apply for HOME funds or ESG funds from the State
28 of California, if permitted by the State.

1 2. TERM.

2 The term of this Agreement shall be for three (3) years commencing on July 1, 2018
3 and terminating on June 30, 2021, unless an earlier date of termination is fixed by U.S. Department
4 of Housing and Urban Development, hereinafter referred to as HUD, pursuant to ACT.

5 The terms of this Agreement shall remain in effect until the CDBG, HOME, and
6 ESG funds and program income received with respect to activities carried out during the three-
7 year qualification period are expended and the funded activities completed. Furthermore, neither
8 the COUNTY nor the CITY may terminate or withdraw from this Agreement while it remains in
9 effect.

10 3. PREPARATION OF FEDERALLY REQUIRED FUNDING
11 APPLICATIONS.

12 The County of Riverside Economic Development Agency, subject to approval of
13 COUNTY's Board of Supervisors, shall be responsible for preparing and submitting to the U.S.
14 Department of Housing and Urban Development (HUD), in a timely manner, all reports and
15 statements required by the ACT and the Federal regulations promulgated by HUD to secure
16 entitlement grant funding under the CDBG, HOME, and ESG programs. This duty shall include
17 the preparation and processing of COUNTY Housing, Community, and Economic Development
18 Needs Identification Report, Citizen Participation Plan, the County Five-Year Consolidated Plan,
19 One-Year Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER), and
20 other related programs which satisfy the application requirements of ACT and its regulations.

21 4. COMPLIANCE WITH FEDERAL STATUTES, REGULATIONS AND
22 OTHER APPLICABLE STATUTES, REGULATIONS AND ORDINANCES.

23 (a) COUNTY and CITY will comply with the applicable provisions of the ACT
24 and those Federal regulations promulgated by HUD pursuant thereto, as the same currently exists
25 or may hereafter be amended. The COUNTY and CITY will take all actions necessary to assure
26 compliance with COUNTY's certifications required by Section 104 (b) of Title I of ACT, as
27 amended (42 U.S.C.A. § 5304) , Title VI of the Civil Rights Act of 1964 (42 U.S.C.A. § 2000d et
28 seq.), the Fair Housing Act (42 U.S.C.A. § 3601 et seq.), and affirmatively furthering fair housing.

1 (b) COUNTY and CITY will comply with all applicable laws, including, but
2 not limited to, the following: National Environmental Policy Act of 1969; Title VIII of the Civil
3 Rights Act of 1968; Title 24 Code of Federal Regulations part 570; Cranston-Gonzales National
4 Affordable Housing Act (Public Law 101-625), as amended; Executive Order 11063, as amended
5 by Executive Order 12259; Executive Order 11988; the Uniform Relocation Assistance and Real
6 Property Acquisition Policies Act of 1970 (42 U.S.C.A. § 4630, et. seq.); and other Federal or state
7 statute or regulation applicable to the use of CDBG or HOME Investment Partnerships Act
8 (enacted as Title II of the Cranston – Gonzalez National Affordable Housing Act of 1990) funds.

9 (c) The Parties acknowledge that the COUNTY and CITY are obligated to take
10 all actions necessary to comply with the Urban County's certification regarding affirmatively
11 furthering fair housing and to comply with the provisions of Section 109 Title I of the Housing
12 and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and the
13 Age Discrimination Act of 1975. COUNTY and CITY agree that the Urban County program is
14 prohibited from funding any activities in, or in support of, any cooperating unit of general local
15 government that do not affirmatively further fair housing within its own jurisdiction or impedes
16 the COUNTY's actions to comply with the COUNTY's fair housing certification.

17 (d) CITY and COUNTY shall meet the citizen participation requirements of 24
18 CFR 570.301(b)(4)(i) and provide Riverside County citizens with all of the following:

19 i. The estimate of the amount of CDBG funds proposed to be used for
20 activities that will benefit persons of low and moderate-income;

21 ii. A plan for minimizing displacement of persons as a result of
22 activities assisted with CDBG funds and to assist persons actually displaced as a result of such
23 activities;

24 iii. A plan that provides for and encourages citizen participation, with
25 particular emphasis on participation by persons of low and moderate-incomes, residents of slum
26 and blighted areas, and of areas in which funds are proposed to be used, and provides for
27 participation of residents in low and moderate-income neighborhoods;

1 iv. Reasonable and timely access to local meetings, information, and
2 records relating to the grantee's proposed use of funds, as required by the regulations of the
3 Secretary, and relating to the actual use of funds under the ACT;

4 v. Provide for public meetings to obtain citizen views and to respond
5 to proposals and questions at all stages of the community development program, including at least
6 the development of needs, the review of proposed activities and review of program performance.
7 Meetings shall be held after adequate notice, at times and locations convenient to potential or
8 actual beneficiaries, and with accommodation for the disabled.

9 (e) CITY shall develop a community development plan, for the period of this
10 Agreement, which identifies community development and housing needs and specifies both short
11 and long-term community development objectives.

12 (f) CITY certifies, to the best of its knowledge and belief, that:

13 i. No Federal appropriated funds have been paid or will be paid, by or
14 on behalf of the CITY, to any person influencing or attempting to influence an officer or employee
15 of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a
16 Member of Congress, in connection with the awarding of any Federal contract, the making of any
17 Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and
18 the extension, continuation, renewal, amendment or modification of any Federal contract, grant,
19 loan or cooperative agreement.

20 ii. If any funds other than Federally-appropriated funds have been paid
21 or will be paid to any person for influencing or attempting to influence an officer or employee of
22 any agency, a Member of Congress, an officer or employee of Congress, or an employee of a
23 Member of Congress, in connection with this Federal contract, grant, loan, or cooperative
24 agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to
25 Report Lobbying", in accordance with its instructions.

26 iii. The CITY shall require that the language provided in Sections
27 4(e)(i) and 4(e)(ii) of this Agreement be included in the award documents for all sub-awards at all
28 tiers (including subcontracts, sub- grants and contracts under grants, loans, and cooperative

1 agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is
2 a material representation of fact upon which reliance was placed when this transaction was made
3 or entered into.

4 (g) CITY certifies that it has adopted and is enforcing a policy prohibiting the
5 use of excessive force by law enforcement agencies within its jurisdiction against any individuals
6 engaged in non-violent civil rights demonstrations, and that it has adopted and is enforcing
7 applicable State and local laws against physically barring entrance to, or exit from, a facility or
8 location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

9 5. COMPLIANCE WITH POLICY AND PROGRAM OBJECTIVES.

10 The COUNTY's Board of Supervisors have adopted policies and procedures to
11 ensure efficient and effective administration of the CDBG, HOME, and ESG programs. COUNTY
12 will provide these policies and procedures to CITY within a reasonable time after this Agreement's
13 commencement date. COUNTY and City agree to comply with these said policies and program
14 objectives and to take no actions to obstruct implementation of the approved 2014-2019 Five Year
15 Consolidated Plan and the subsequent Five Year Consolidated Plan.

16 6. OTHER AGREEMENTS.

17 Pursuant to Federal regulations at 24 CFR 570.501(b), CITY is subject to the same
18 requirements applicable to sub-recipients, including the requirement of a written agreement set
19 forth in Federal regulations at 24 CFR 570.503. For each fiscal year during the term of this
20 Agreement, COUNTY and CITY shall enter into an additional agreement, commonly known as a
21 Supplemental Agreement, that will have a term coinciding with a CDBG Program Year and
22 enumerate the project(s) CITY will implement with its entitlement funds. Said Supplemental
23 Agreement will set forth the time schedule for completion of said project(s) and any funding
24 sources, in addition to entitlement funds, that will be used in completing the project(s). If
25 substantial compliance with the completion schedule, due to unforeseen or uncontrollable
26 circumstances, cannot be met by CITY, the schedule for the project(s) may be extended by
27 COUNTY. If COUNTY determines that substantial progress toward drawdown of funds is not
28 made during the term of the Supplemental Agreement, the entitlement funds associated with the

1 project(s) may be reprogrammed by COUNTY, to other activities as determined by COUNTY,
2 after COUNTY provides appropriate written notice to CITY. COUNTY's decision not to extend
3 the completion schedule associated with the project(s), or to reprogram the entitlement funds
4 associated with the project(s), will not excuse CITY from complying with terms of this Agreement.

5 7. DETERMINATION OF PROJECTS TO BE FUNDED AND
6 DISTRIBUTION OF ENTITLEMENT FUNDS.

7 CITY agrees to submit to COUNTY in writing, no later than the date specified by
8 COUNTY prior to each program year, the activities that the CITY desires to implement with its
9 entitlement funds, said designation to comply with statutory and regulatory provisions governing
10 citizen's participation. Said designation is to be reviewed by the COUNTY's Economic
11 Development Agency to determine that the projects are eligible under Federal regulations for
12 funding and inclusion in the One Year Action Plan of the County's Five-Year Consolidated Plan
13 and consistent with both Federal and COUNTY policy governing use of Community Development
14 Block Grant (CDBG) funds.

15 In the event that CITY fails to submit to COUNTY the identified activities that the
16 CITY desires to implement with its entitlement funds by the date specified prior to each program
17 year, the COUNTY may determine the activities to be funded, without consent of the CITY,
18 consistent with both Federal and COUNTY policy governing use of Community Development
19 Block Grant (CDBG) funds.

20 Consistent with Sections 3, 4, 5, 6, and 7 of this Agreement, COUNTY's Board of
21 Supervisors will make the final determination of the distribution and disposition of all CDBG
22 funds received by COUNTY pursuant to the ACT.

23 8. COMMUNITY DEVELOPMENT BLOCK GRANT MANUAL.

24 CITY warrants that those officers, employees, and agents, retained by it and
25 responsible for implementing projects funded with CDBG have received, reviewed, and will
26 follow the Community Development Block Grant Manual that has been prepared and amended by
27 COUNTY, which Manual is incorporated herein and made a part hereof by this reference.
28

1 9. REAL PROPERTY ACQUIRED OR PUBLIC FACILITY
2 CONSTRUCTED WITH CDBG FUNDS.

3 When CDBG funds are used, in whole or in part, by CITY to acquire real property
4 or to construct a public facility, CITY shall comply with the National Environmental Policy Act
5 of 1969 (42 U.S.C. § 4321, et seq.), the California Environmental Quality Act (Cal. Pub. Resources
6 Code § 21000, et seq.), the Uniform Relocation Assistance and Real Property Acquisition Policies
7 Act of 1970 (42 U.S.C. § 4630, et seq.), and California Government Code Sections 7260 et seq.,
8 as those laws may be amended from time-to-time and any Federal or state regulations issued to
9 implement the aforementioned laws.

10 In addition, the following is to occur:

11 (a) Title to the real property shall vest in CITY;

12 (b) The real property title will be held by or the constructed facility will be
13 maintained by the CITY for the approved use until five (5) years after the date that the project is
14 reported as "Completed" within the annual Consolidated Annual Performance and Evaluation
15 Report.

16 (c) While held by CITY, the real property or the constructed facility is to be
17 used exclusively for the purpose for which acquisition or construction was originally approved by
18 COUNTY;

19 (d) CITY shall provide timely written notice to COUNTY of any action which
20 would result in a modification or change in the use of the real property purchased or improved, in
21 whole or in part, with CDBG or HOME funds from that planned at the time of acquisition or
22 improvement, including disposition.

23 (e) CITY shall provide timely written notice to citizens and opportunity to
24 comment on any proposed modification or change;

25 (f) Written approval from COUNTY must be secured if the property or the
26 facility is to be put to an alternate use that is or is not consistent with Federal regulations governing
27 CDBG funds;

1 (g) Should CITY desire during the five (5) year period to use the real property
2 or the constructed facility for a purpose not consistent with applicable Federal regulations
3 governing CDBG funds or to sell the real property or facility, then:

4 (i) If CITY desires to retain title, it will have to reimburse either COUNTY
5 or the Federal government an amount that represents the percentage of current fair market value
6 that is identical to the percentage that CDBG funds initially comprised to when the property was
7 acquired or the facility was constructed;

8 (ii) If CITY sells the property or facility, or is required to sell the property
9 or facility, CITY is to reimburse the COUNTY an amount that represents the percentage of
10 proceeds realized by the sale that is identical to the percentage that CDBG funds comprised of the
11 monies paid to initially acquire the property or construct the facility. This percentage amount will
12 be calculated after deducting all actual and reasonable cost of sale from the sale proceeds.

13 10. DISPOSITION OF INCOME GENERATED BY THE EXPENDITURE
14 OF CDBG FUNDS.

15 CITY shall inform COUNTY in writing of any income generated by the
16 expenditure of CDBG funds received by CITY from COUNTY. CITY may not retain any program
17 income so generated. Any and all program income shall be returned to the County and may only
18 be used for eligible activities in accordance with all CDBG requirements, including all
19 requirements for citizen participation.

20 The COUNTY is required by HUD to monitor and report the receipt and use of all
21 program income. CITY is required to track, monitor, and report any and all program income as
22 requested by COUNTY.

23 11. TERMINATION.

24 Except as provided for in Paragraph 2, CITY and COUNTY cannot terminate or
25 withdraw from this Agreement while it remains in effect.

26 12. NOTICES.

27 All correspondence and notices required or contemplated by this Agreement shall
28

be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

COUNTY OF RIVERSIDE

CITY OF CANYON LAKE

Assistant County Executive Officer/EDA

Aaron Palmer, City Manager

Economic Development Agency

City of Canyon Lake

P.O. Box 1180

31516 Railroad Canyon Road

Riverside, CA 92502

Canyon Lake, CA 92587

13. AGREEMENT ADMINISTRATION.

The City Manager in the case of the CITY of CANYON LAKE, and the Assistant County Executive Officer/EDA, in the case of the County of Riverside, or their designee, shall administer the terms and conditions of this Agreement for their respective city or county.

14. COOPERATION; FURTHER ACT.

The PARTIES shall cooperate fully with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purpose of the Agreement.

15. NO THIRD-PARTY BENEFICIARIES.

This Agreement is made and entered into for the sole protection and benefit of the PARTIES hereto and shall not create any rights in any third PARTIES. No other person or entity shall have any right or action based upon the provisions of the Agreement.

16. SECTION HEADINGS.

The Section headings herein are for the convenience of the PARTIES only and shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or intent of the provisions or language of this Agreement.

17. FORMER AGREEMENTS UTILIZING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS BETWEEN COUNTY AND CITY.

All agreements between CITY and COUNTY regarding the use of CDBG funds for fiscal years 1975-76 through fiscal years 2018-2020, and any Supplemental Agreements

thereunder, shall remain in full force and effect. If the language of this Agreement is in conflict or inconsistent with the terms of any prior said agreements between CITY and COUNTY, the language of this Agreement will be controlling.

18. INDEMNIFICATION

CITY and COUNTY agree to indemnify, defend, and hold harmless the other Party and its authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liability arising from either Party's acts, errors, or omissions, and for any costs or expenses incurred by either Party on account of any claim therefore, except where such indemnifications is prohibited by law. Each Party shall promptly notify the other Party in writing of the occurrence of any such claims, actions, losses, damages, and/or liability.

Each Party shall indemnify and hold harmless the other Party against any liability, claims, losses, demands, and actions incurred by either Party as a result of the determination by HUD or its successor that activities undertaken by either Party under the program(s) fail to comply with any laws, regulations, or policies applicable thereto or that any funds billed by and disbursed to either Party under this Agreement were improperly expended.

19. COMPLIANCE WITH LAWS AND REGULATIONS.

By executing this Agreement, the PARTIES agree to and comply with all applicable federal, state, and local laws, regulations, and ordinances.

20. ENTIRE AGREEMENT.

It is expressly agreed that this Agreement embodies the entire agreement of the Parties in relation to the subject matter hereof, and that no other agreement or understanding, verbal or otherwise, relative to this subject matter, exists between the Parties at the time of execution.

21. SEVERABILITY.

Each paragraph and provision of this Agreement is severable from each other provision and in the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provision will never the less continue in full force without being impaired or invalidated in any way.

1 22. ASSIGNMENT.

2 The City shall not make any sale, assignment, conveyance or lease of any trust or
3 power, or transfer in any other form with respect to this Agreement, or delegate or assign any
4 interest in this Agreement without prior written approval of the COUNTY.

5 23. INTERPRETATION AND GOVERNING LAW.

6 This Agreement and any dispute arising hereunder shall be governed by and
7 interpreted in accordance with the laws of the State of California. This Agreement shall be
8 construed as a whole according to its fair language and common meaning to achieve the objectives
9 and purposes of the Parties hereto, and the rule of construction to the effect that ambiguities are
10 to be resolved against the drafting Party shall not be employed in interpreting this Agreement, all
11 Parties having been represented by counsel in the negotiation and preparation hereof.

12 24. WAIVER.

13 Failure by a Party to insist upon the strict performance of any of the provisions of
14 this Agreement by the other Party, or the failure by a Party to exercise its rights upon the default
15 of the other Party, shall not constitute a waiver of such Party's right to insist and demand strict
16 compliance by the other Party with the terms of this Agreement thereafter.

17 25. JURISDICTION AND VENUE.

18 Any action at law or in equity arising under this Agreement or brought by a Party
19 hereto for the purpose of enforcing, construing or determining the validity of any provision of this
20 Agreement shall be filed in the Superior Court of California, County of Riverside, State of
21 California, and the Parties hereto waive all provisions of law providing for the filing, removal or
22 change of venue to any other court or jurisdiction.

23 26. PROHIBITION OF CDBG FUND TRANSFER

24 The CITY may not sell, trade, or otherwise transfer all or any portion of the CDBG
25 funds to another such cooperating city, metropolitan city, urban county, or Indian tribe, that
26 directly receives CDBG funds in exchange for any other funds, credits, or non-Federal
27 considerations. CITY must use the CDBG funds for activities eligible under Title I of the ACT.

28 27. EMERGENCY SOLUTIONS GRANT FORMUAL ALLOCATION

1 CITY acknowledges and agrees that while participating in the COUNTY's Urban
2 County program, CITY can only receive a formula Emergency Solutions Grant (ESG) allocation
3 from the Urban County program and only at such times as authorized by the County's Board of
4 Supervisors. The CITY and COUNTY may also apply for ESG funds from the State of California,
5 if permitted by the State.

6 28. HOME INVESTMENT PARTNERSHIP ACT FORMULA
7 ALLOCATION

8 CITY acknowledges and agrees that while participating in the COUNTY's Urban
9 County program, CITY can only receive a formula HOME allocation from the Urban County
10 program and only at such times as authorized by the County's Board of Supervisors. The CITY
11 and COUNTY may also apply for HOME funds from the State of California, if permitted by the
12 State.

13 29. AMENDMENTS

14 No change, amendment, or modification to the Agreement shall be valid or binding
15 upon CITY or COUNTY unless such change, amendment, or modification is in writing and duly
16 executed. CITY and COUNTY agree to adopt any necessary amendments to this Agreement to
17 incorporate changes required by HUD as set forth in the Urban County Qualification Notice.
18 Amendments must be submitted to HUD as provided in the Urban County Qualification Notice
19 and failure to do so will void the automatic renewal for such qualification period.

20 30. AUTHORITY TO EXECUTE.

21 The persons executing this Agreement or exhibits attached hereto on behalf of the
22 Parties to this Agreement hereby warrant and represent that they have the authority to execute
23 this Agreement and warrant and represent that they have the authority to bind the respective
24 Parties to this Agreement to the performance of its obligations hereunder.

25 31. INCORPORATION OF RECITALS

26 The Parties hereby affirm the facts set forth in the recitals above. Said recitals are
27 incorporated herein and made an operative part of this Agreement.
28

1 **IN WITNESS WHEREOF**, the COUNTY and CITY have executed this
2 Agreement on the date shown below.

3
4 COUNTY OF RIVERSIDE,
5 a political subdivision of the
6 State of California

CITY OF CANYON LAKE,
a general law city

7 By: _____
8 Robert Field, Assistant County
9 Executive Officer/EDA

By: _____

10 Date: _____

Date: _____

11
12 APPROVED AS TO FORM:
13 Gregory P. Priamos, County Counsel

ATTEST:

14
15 By: _____
16 Jhaila R. Brown, Deputy County Counsel

By: _____
City Clerk

17
18 APPROVED AS TO FORM:

19
20 By: _____
21 City Attorney

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Gregory P. Priamos
County Counsel

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

BY: Ariel M Hall, City Clerk

DATE: June 20, 2017

SUBJECT: Consider information and presentation, and instruct staff whether to proceed to include participation in the CR&R organic recycling program

Recommendation

It is recommended that the City Council: consider information and the CR&R presentation regarding the proposed residential and commercial organic recycling program specifically including the anaerobic digester facility.

“Organic materials” means food waste, green waste, landscape and pruning waste, compostables, nonhazardous wood waste and minimal amounts of soiled paper waste that is mixed in with food waste. Organic materials include those now used as covering for landfills.

The Council then should determine if the City wishes to proceed to consider participation at an added cost for residences of \$1.95 per month. If the decision is to participate then the City Council should a) direct the City Attorney to revise the solid waste ordinance to address organic waste as required by recent legislation; and

b) direct staff to review Amendment No. 4 to the Franchise Agreement with CR&R;

c) incorporate the rate for Residential Organics Recycling Program into the monthly solid waste disposal rates to be placed on the tax bill and re-advertise the public hearing to adopt such rates (with CR&R to include an optional commercial organic recycling program; and

d) instruct staff set a July 12, 2017 public hearing on the increased rates and tax roll collected, re-advertise those increased rates and provide the franchise amendment and revised ordinance for that July 12 meeting.

Background

Upon incorporation, the City of Canyon Lake entered into a franchise agreement with CR&R to provide for the collection, transportation, recycling, composting, and disposal of solid waste and construction debris, and for providing temporary bin/roll-off services in commercial, residential, construction, and industrial areas within the City of Canyon Lake.

The agreement has been amended periodically to reflect new legislative requirements and changes in services. Recent legislation regarding the removal of organic waste from materials to be landfilled has prompted solid waste haulers and the agencies they serve to consider new methods for the processing of organic and address the change in the use of green waste for daily cover. The following provides additional background regarding State legislation and the proposed Residential Organics Recycling Program.

Statewide Policies and Legislative Mandates:

There are five legislative actions that drive the current and future solid waste and recycling efforts regarding organic waste diversion from landfills.

1. Assembly Bill 939 – Required that cities and counties met solid waste diversion goals of 25% by 1995 and 50% by 2000. If these diversion goals are not met by a city, CalRecycle may impose administrative civil penalties up to \$10,000 per day.
2. Assembly Bill 32 – Requires California to reduce its greenhouse gas emissions to 1990 levels by 2020 (a reduction of approximately 15 percent below emissions expected under a “business as usual” scenario). In response to Assembly Bill 32, the California Air Resources Board developed the Seeping Plan that contains the main strategies California will use to reduce the greenhouse gases that cause climate change. The Seeping Plan focuses on six major sections: 1) transportation and fuels; 2) energy generation; 3) waste; 4) water; 5) natural lands; and 6) agriculture.
3. Assembly Bill 341 – Requires that businesses that generate more than four cubic yards of commercial solid waste per week or is a multi family residential dwelling of five units or more to arrange for recycling services, on and after July 1, 2012. AB341 also set a declaration that it is the policy goal of the State that not less than 75% of solid waste generated be source reduced, recycled, or composted by the year 2020.
4. Assembly Bill 1826 – Requires that on or after April 1, 2016, a business that generates eight cubic yards or more of organic waste per week shall arrange for recycling services specifically for organic waste.
5. Assembly Bill 1594 – Commencing January 1, 2020, green waste material used as alternative daily cover (ADC) at landfills no longer constitutes diversion through recycling and shall be considered disposal. Commencing on August 1, 2018, local

jurisdictions are required to report on how they intend to divert material being used as ADC.

Potential Impact To The City of Canyon Lake:

The City of Canyon Lake residents obviously generate green waste, a portion of which is used as alternative daily cover. As mentioned above, by year 2020 green waste will no longer count toward diversion is used for ADC, and there is the potential that non-composted green waste will not be allowed for land application on agricultural land, or at the least, more stringent regulations regarding the quality of the end product and land application will be implemented. Additionally, as other cities throughout California take action to find outlets for their green waste, composting facilities will reach their permitting capacity. This will result in the need to find suitable outlets for the organic material, which may include transporting green waste material farther distances away. These factors negatively impact the City's ability to meet its diversion goals as mandated by CalRecycle.

Currently, non-composted green waste used for land application is the least expensive means to divert green waste from the landfill and continue to receive diversion credit toward meeting State mandates; however, with looming environmental concerns regarding this practice, it is expected that the cost will increase as more stringent regulations are considered. The practice of using green waste as ADC at the landfills is the next least expensive practice, however, pursuant to AB1594, this practice will no longer help the City toward meeting its diversion mandates. The proposed Residential Organics Recycling Program will cost an additional \$1.95 per parcel per month and will result in a product that is environmentally preferred for land application and qualifies for full diversion credit toward meeting the State diversion mandates.

Franchise Agreement Amendment and Rate Adjustment:

Should the City Council choose to implement the CR&R proposed residential organics recycling program, the existing Franchise Agreement with CR&R will need to be amended. The Franchise Agreement amendment would be brought to the City Council for consideration at the July 12 Council Meeting along with a revision to the solid waste ordinance. Additionally, the proposed rate increase of \$1.95 per parcel per month will need to be incorporated into Exhibit "C" of the Franchise Agreement (Schedule of Rates for Trash and Recycling) and the rate hearing re-advertised and conducted at that meeting.

Budget (or Fiscal) Impact

There is no anticipated fiscal impact to the City of Canyon Lake General Fund.

No Attachments

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

DATE: June 20, 2017

SUBJECT: Approve Resolution No. 2017-09, adopting the City's Fiscal Year 2017/2018 Budget and Appropriations Limit

Recommendation:

City Council approve Resolution No. 2017-09, adopting the budget, appropriating revenue and establishing the appropriations limit for Fiscal Year 2017-2018; and authorizing the City Manager to execute contracts per the budget and Municipal Code.

Background:

The attached budget for Fiscal Year 2017-2018 is presented to the City Council for review.

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

Budget page 9, entitled Fund Balance Summary, of the proposed 2017-2018 budget identifies the City's projected General Fund fund balance at \$3,400,000 at June 30, 2017 (unaudited).

The budget indicates General Fund revenues estimated to be \$4,784,300 for Fiscal Year 2017-2018. Estimated General Fund expenditures are \$4,803,849. The projected fund balance at June 30, 2018 is \$3,380,451. The budget reflects a General Fund deficit of \$19,549 for Fiscal Year 2017-18. Included in the proposed expenditures are a Fee Study for \$30,000, a Filter System for the Fire Station for \$80,000 and the City's portion of a new vehicle for \$24,000, these are all onetime costs and total \$134,000, without these items there would be a surplus of \$114,451.

The major changes from the Fiscal Year 2016-17 budget are as follows:

- Increase of \$20,000 in Utility Users Tax, based on actual FY 2016-17 amounts
- Increase of \$57,000 in Sales & Use Tax based on actual FY 2016-17 amounts
- Increase of \$27,000 in Fire Structure Fees based on actual FY 2016-17 amounts and assessed values
- Includes \$36,000 for a grant from AVA for the purchase of a vehicle

- Increase in the City Council Budget of \$5,000 for a lobbyist and \$1,000 for the Canyon Lake Chamber of Commerce
- Decreased the City Clerk Department Budget \$85,249, which includes \$65,479 for salary and benefits and \$20,000 for election services.
- Increased the Finance Department Budget by \$30,000 to hire a consultant for a User Fee Study
- Increased the Law Enforcement Budget \$49,184, which is offset by an increase of \$29,000 in CalCOPS revenues. This is a 10% increase as requested from the County of Riverside, but the base amount is less than we used last year.
- Increased the Fire Budget \$311,000 to \$1,532,300 to reflect the new Cooperative agreement amount and opening the Fire Station, as well as a onetime cost of \$80,000 for an exhaust ventilation system for the Station.
- Increased the Animal Control Department Budget by \$39,300, \$18,900 in debt service costs and \$20,400 in sheltering costs as a result of the City of Canyon Lake's percentage of animal count for 2016 increasing from 2015 and increased costs to run the shelter
- Increased the Special Enforcement Budget \$120,576 which includes \$55,386 in salary and benefits as a result of increased hours and benefits for the Code Enforcement Supervisor and the creation of a new position of Code Compliance Technician. The additional increase is for the purchase of a new vehicle for the Department, which is \$60,000 of which \$36,000 will be offset with an AVA Grant
- For the Gas Tax Special Revenue Fund there is an increase of \$530,000 for slurry seal of Railroad Canyon Road
- For the AQMD Special Revenue Fund we are proposing to purchase a new alternative fuel vehicle to be used by Special Enforcement for \$55,000
- In the Capital Projects Fund we are proposing \$28,000 for speed project on Railroad Canyon Road and a monument sign on Goetz Road for \$6,800, the costs will be offset by a Beyond Grant of \$34,800 from WRCOG

Budget (or Fiscal) Impact:

See attached Proposed Budget document.

Attachments:

1. Resolution No. 2017-09 Pg. 31
2. Proposed Budget Pg. 33

Resolution 2017-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE ADOPTING THE BUDGET, APPROPRIATING REVENUE AND ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018

WHEREAS, the City Manager has prepared and submitted to the City Council a proposed budget for the 2017-2018 fiscal year commencing July 1, 2017 and ending June 30, 2018, and

WHEREAS, the City Council held a Council Meeting to discuss the proposed budget on June 1, 2017 where all interested persons were provided the opportunity to be heard, and

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

WHEREAS an appropriations limit must be established for FY 2017-2018 to meet the legal requirements of Article XIII B of the California Constitution, including the designation of certain revenues as tax proceeds, as set forth in said budget.

NOW THEREFORE the City Council of the City of Canyon Lake does resolve as follows:

Section 1. For the Fiscal Year ending June 30, 2018, the appropriations limit has been computed using the change in population for the City of Canyon Lake and the change in California per capita personal income as set out in Section 7901 of the Government Code. The appropriations limit for the fiscal year ending June 30, 2018 is established at \$ 5,614,442 as verified by calculations attached "Exhibit A".

Section 2. The City Council hereby identifies and authorizes a total estimated Operations, Debt Service and Capital Budget for FY 2017-2018 in the amount of \$5,936,149 with reserves and balances of \$4,511,251 and appropriates said amount from revenues of the City to the departments, functions and funds as contained in the Budget and authorizes the City Manager to carry out the City's expenditures in conformity herewith.

Passed and adopted this 20th day of June, 2017.

Randall P. Bonner, Mayor

Attest:

Stephanie Hunter,
Office Specialist

State of California)
County of Riverside)ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2017-09 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting thereof, held on June 20, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Hunter
Office Specialist

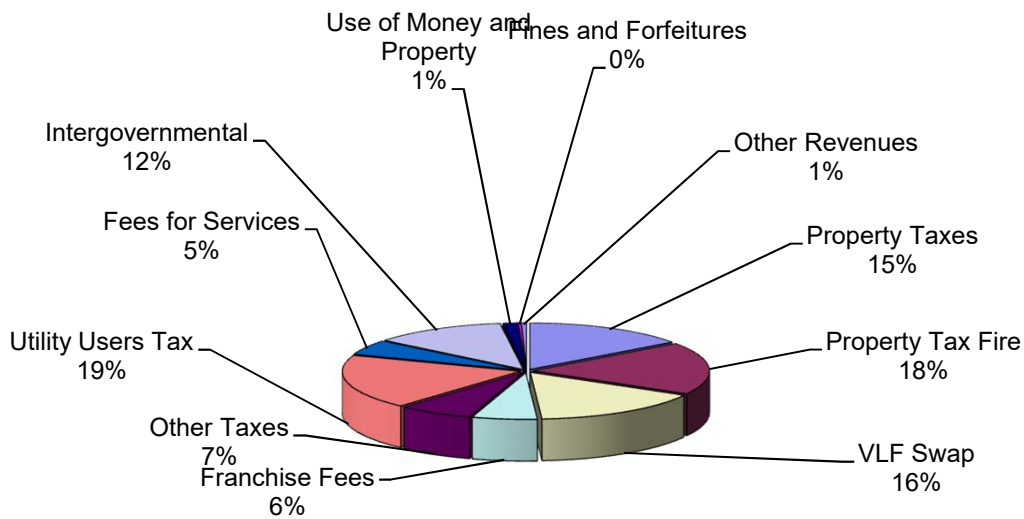
City of Canyon Lake Revenue Summary by Fund Fiscal Year 2017-2018				
Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
GENERAL FUND				
General Fund	\$ 3,838,984	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300
SPECIAL REVENUE FUNDS				
Gas Tax	289,284	251,861	230,400	292,700
Measure A	212,469	171,301	175,400	175,400
AQMD Trust	13,640	14,863	12,700	13,200
Law Enforcement Grants	106,256	114,618	100,100	100,000
Miscellaneous Grants	-	-	-	-
TOTAL SPECIAL REVENUE	\$ 621,649	\$ 552,643	\$ 518,600	\$ 581,300
DEBT SERVICE FUND				
Debt Service	\$ 4,056	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ -	\$ -	\$ -	\$ 34,800
TOTAL	\$ 4,464,689	\$ 5,267,431	\$ 5,185,464	\$ 5,400,400

City of Canyon Lake Revenue Sources by Type Fiscal Year 2017-2018				
Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
GENERAL FUND				
Property Taxes	\$ 729,047	\$ 760,972	\$ 806,500	\$ 808,900
Property Taxes Fire	917,446	955,399	958,000	985,000
VLF Swap	779,237	817,192	843,600	850,000
Sales Tax	193,097	234,033	170,000	227,000
Utility Users Tax	-	1,024,814	1,000,000	1,020,000
Franchise Fees	320,286	326,537	320,100	319,100
Other Taxes	125,439	127,532	130,000	140,800
Fees for Services	279,271	308,535	311,800	281,500
Intergovernmental	141,153	10,982	19,264	41,800
Use of Money and Property	49,467	84,824	67,600	70,200
Fines and Forfeitures	16,963	20,470	15,000	15,000
Other Revenues	37,095	43,498	25,000	25,000
Total General Fund	\$ 3,588,501	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300
SPECIAL REVENUE FUNDS				
Gas Tax				
Intergovernmental Revenue	\$ 287,499	\$ 241,643	\$ 230,000	\$ 291,700
Use of Money and Property	1,785	10,218	400	1,000
Measure A				
Intergovernmental Revenue	211,947	168,134	175,000	175,000
Use of Money and Property	522	3,167	400	400
AQMD Trust				
Intergovernmental Revenue	13,432	13,754	12,500	13,000
Use of Money and Property	208	1,109	200	200
Law Enforcement Grants				
Intergovernmental Revenue	106,229	114,618	100,000	100,000
Use of Money and Property	27	-	100	-
Miscellaneous Grants Fund				
Intergovernmental Revenue	-	-	-	-
Total Special Revenue	\$ 621,649	\$ 552,643	\$ 518,600	\$ 581,300

**City of Canyon Lake
Revenue Sources by Type
Fiscal Year 2017-2018**

Fund Type & Name	Actual Revenue 2014-15	Actual Revenue 2015-16	Budgeted Revenue 2016-17	Proposed Revenue 2017-18
Debt Service				
Use of Money and Property	\$ -	\$ -	\$ -	\$ -
Transfers In	4,056	-	-	-
Total Debt Service	\$ 4,056	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects				
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ 34,800
Other Revenues	-	-	-	-
Transfers In	-	-	-	-
Total Capital Projects	\$ -	\$ -	\$ -	\$ 34,800
TOTAL	\$ 4,214,206	\$ 5,267,431	\$ 5,185,464	\$ 5,400,400

Revenue Summary by Type



City of Canyon Lake Fiscal Year 2017-2018					
General Fund Revenue Detail					
Code	Description	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2016-17
Taxes					
4020	Base Property Tax (S)	\$ 643,973	\$ 680,985	\$ 713,000	\$ 723,000
4030	Base Property Tax (U)	29,826	30,342	32,200	33,500
4032	Property Tax Fire	917,446	955,399	958,000	985,000
4040	Homeowner-S Exemption Reimb	9,123	9,057	9,400	8,900
4050	Real Property Transfer Tax	74,783	66,472	72,000	76,800
4060	Property Tax-Py (S)	29,041	24,303	30,700	26,700
4070	Property Tax -Py (U)	2,705	1,757	2,400	2,300
4080	Property Tax 2345/Cur/Sup	10,139	10,240	13,000	10,200
4090	Property Tax 2345/Py/Sup	4,240	4,288	5,800	4,300
4705	Property Tax Vlf Swap	779,237	817,192	843,600	850,000
4100	Sales & Use Tax	193,097	234,033	170,000	227,000
4130	Utility Users Tax	250,483	1,024,814	1,000,000	1,020,000
4150	Franchise Fee - Cable Tv	116,551	121,176	116,000	124,000
4160	Transient Lodging Tax	50,656	61,060	58,000	64,000
4170	Edison Franchise Fee	112,220	112,965	114,000	108,000
4180	Refuse Disposal Franchise Fee	85,727	87,682	84,800	84,800
4190	So. Cal Gas Franchise Fee	5,788	4,713	5,300	2,300
	Subtotal Taxes	\$ 3,315,035	\$ 4,246,478	\$ 4,228,200	\$ 4,350,800
Licenses, Permits & Fees					
4200	Construction/Bldg Permit Fee	\$ 200,511	\$ 209,525	\$ 229,000	\$ 200,000
4201	CBSC Green Fees	-	-	300	300
4202	SMIP Fees	-	-	800	800
4220	Site Plan Review	5,048	23,286	6,000	6,000
4225	Credit Card Convenience Fee	-	897	1,000	1,000
4230	Miscellaneous Planning Fees	-	-	1,000	-
4231	Grading Fees	-	-	500	1,000
4250	Encroachment Fees	1,300	1,216	4,000	2,000
4786	Cable Access Fee	17,143	17,476	16,800	18,000
4450	Foreclosure Fees	3,510	5,720	4,400	4,400
4400	Business License Fee	51,759	50,415	48,000	48,000
	Subtotal Licenses, Permits & Fees	\$ 279,271	\$ 308,535	\$ 311,800	\$ 281,500
Use of Money & Property					
4690	Library Lease Income	\$ 38,770	\$ 40,374	\$ 42,500	\$ 45,100
4695	Multi-Purpose Lease Income	210	100	100	100
4792	Sale of Assets	-	-	-	-
4900	Interest Income	10,487	44,351	25,000	25,000
	Subtotal Use of Money & Property	\$ 49,467	\$ 84,825	\$ 67,600	\$ 70,200
Intergovernmental					
4700	Motor Vehicle License Fee	\$ 4,600	\$ 4,398	\$ 4,785	\$ -
4590	Grant Revenues (Emergency, AVA)	4,553	6,584	-	36,000
	Grant Revenues (WRCOG Beyond)	132,000	-	13,479	4,800
	Grant Revenues (DUI, Etc)	-	-	1,000	1,000
	Subtotal Intergovernmental	\$ 141,153	\$ 10,982	\$ 19,264	\$ 41,800
Fines & Forfeitures					
4600	Court, Vehicle & Parking Fees	\$ 16,963	\$ 20,470	\$ 15,000	\$ 15,000
Other Income					
4790	Miscellaneous	\$ 37,095	\$ 43,498	\$ 25,000	\$ 25,000
	TOTAL REVENUE	\$ 3,838,984	\$ 4,714,788	\$ 4,666,864	\$ 4,784,300

City of Canyon Lake Fiscal Year 2017-2018				
General Fund Expenditure Detail				
Department	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
City Council				
Personnel	\$ 21,664	\$ 20,593	\$ 20,572	\$ 19,540
Operations & Maintenance	52,598	35,291	43,220	51,355
City Attorney				
Operations & Maintenance	230,458	98,996	80,000	70,000
City Manager				
Personnel	153,323	188,618	267,305	274,774
Operations & Maintenance	113,528	81,295	83,700	89,390
Capital Outlay	-	-	900	1,000
City Clerk				
Personnel	181,166	151,968	187,276	81,078
Operations & Maintenance	27,061	15,808	40,370	20,600
Finance				
Personnel	45,033	5,772	1,560	3,900
Operations & Maintenance	88,032	109,550	108,510	143,425
Planning				
Personnel	-	-	-	-
Operations & Maintenance	56,258	62,189	56,100	56,000
Building & Safety				
Operations & Maintenance	155,333	95,362	162,250	141,600
Law Enforcement				
Operations & Maintenance	1,403,484	1,486,677	1,658,896	1,679,080
Fire				
Operations & Maintenance	1,262,969	850,050	1,221,300	1,452,300
Capital Outlay	-	-	-	80,000
Emergency Preparedness				
Operations & Maintenance	9,625	10,388	9,980	9,980
Animal Control				
Operations & Maintenance	133,007	167,872	157,700	197,000
Public Works				
Operations & Maintenance	4,116	75,264	40,300	50,300
NPDES				
Personnel	14,639	15,237	15,996	21,098
Operations & Maintenance	45,560	46,338	89,400	60,300
Special Enforcement				
Personnel	64,517	60,351	90,047	152,518
Operations & Maintenance	26,553	10,584	12,840	18,030
Capital Outlay	-	-	900	60,900
Building & Facilities Maintenance				
Operations & Maintenance	56,782	74,931	64,300	65,280
Capital Outlay	-	-	-	4,400
TOTAL EXPENDITURES	\$ 4,145,706	\$ 3,663,134	\$ 4,413,422	\$ 4,803,849

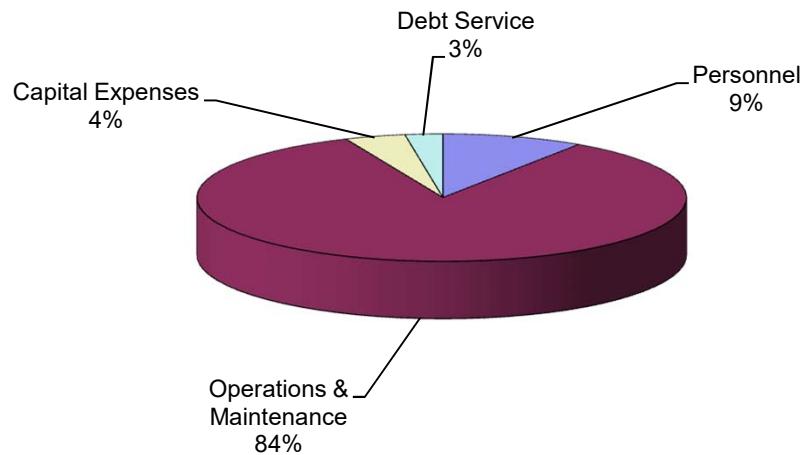
**City of Canyon Lake
Expenditure Summary by Fund
Fiscal Year 2017-2018**

Fund Type & Name	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
GENERAL FUND				
General Fund	\$ 4,145,706	\$ 3,663,134	\$ 4,413,422	\$ 4,803,849
SPECIAL REVENUE FUNDS				
Kangaroo Rat	\$ -	\$ -	\$ -	\$ -
RSA	-	-	-	-
Gas Tax	77,415	117,406	265,800	766,500
Measure A	132,000	137,000	142,000	147,000
AQMD Trust	-	-	-	55,000
Law Enforcement Grants	100,000	100,100	100,100	129,000
Miscellaneous Grants	248	-	-	-
TOTAL SPECIAL REVENUE	\$ 309,663	\$ 354,506	\$ 507,900	\$ 1,097,500
DEBT SERVICE FUND				
Debt Service	\$ 6,390	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND				
Capital Projects	\$ -	\$ -	\$ 30,000	\$ 34,800
TOTAL	\$ 4,461,759	\$ 4,017,640	\$ 4,951,322	\$ 5,936,149

**City of Canyon Lake
Expenditure Summary by Category
Fiscal Year 2017-2018**

<u>CATEGORY/TYPE</u>	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
Personnel	\$ 449,221	\$ 479,389	\$ 518,380	\$ 552,909
Operations & Maintenance	3,537,482	3,401,251	3,675,081	5,000,140
Capital Expenses	33,248	-	431,800	236,100
Debt Service	281,945	137,000	137,000	147,000
Transfers Out	4,056	-	-	-
TOTAL	\$ 4,305,952	\$ 4,017,640	\$ 4,762,261	\$ 5,936,149

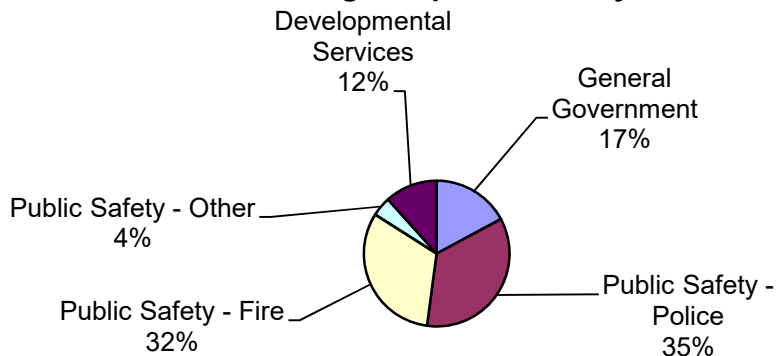
Expenditures by Category Fiscal Year 2016-2017



City of Canyon Lake
General Fund Budget Expenditure Summary
Fiscal Year 2017-2018

Department/Division	Personnel	O & M	Capital	Total
GENERAL GOVERNMENT				
100 City Council	\$ 19,540	\$ 51,355	\$ -	\$ 70,895
200 City Attorney	-	70,000	-	70,000
310 City Manager	274,774	89,390	1,000	365,164
320 City Clerk	81,078	20,600	-	101,678
330 Finance	3,900	143,425	-	147,325
550 P W Building & Fac Maint	-	65,280	4,400	69,680
SUBTOTAL	\$ 379,292	\$ 440,050	\$ 5,400	\$ 824,742
DEVELOPMENT SERVICES				
350 Planning	\$ -	\$ 56,000	\$ -	\$ 56,000
360 Building and Safety	-	141,600	-	141,600
510 Public Works Administration	-	50,300	-	50,300
515 NPDES	21,098	60,300	-	81,398
520 Special Enforcement	152,518	18,030	60,900	231,448
SUBTOTAL	\$ 173,616	\$ 326,230	\$ 60,900	\$ 560,746
PUBLIC SAFETY				
410 Law Enforcement	\$ -	\$ 1,679,080	\$ -	\$ 1,679,080
420 Fire & Medical Aid	-	1,452,300	80,000	1,532,300
425 Emergency Preparedness	-	9,980	-	9,980
430 Animal Control	-	197,000	-	197,000
SUBTOTAL	\$ -	\$ 3,338,360	\$ 80,000	\$ 3,418,360
TOTAL	\$ 552,909	\$ 4,104,640	\$ 146,300	\$ 4,803,849

General Fund Budget Expenditures by Function



**City of Canyon Lake
Fund Balance Summary
Fiscal Year 2017-2018**

Fund Type & Name	Estimated Available Balance 06/30/17	+	Estimated Revenues 2017-18	=	Funds Available 2017-18	-	Budgeted Appropriations 2017-18	=	Estimated Available Balance 06/30/18
GENERAL FUND									
General Fund	\$ 3,400,000		\$ 4,784,300 *		\$ 8,184,300		\$ 4,803,849 *		\$ 3,380,451
SPECIAL REVENUE FUNDS									
Gas Tax	800,000		292,700		1,092,700		766,500		326,200
Measure A	320,000		175,400		495,400		147,000		348,400
AQMD Trust	110,000		13,200		123,200		55,000		68,200
Law Enforcement Grants	29,000		100,000		129,000		129,000		-
Miscellaneous grants	21,000		-		21,000		-		21,000
TOTAL SPECIAL REVENUE	\$ 1,280,000		\$ 581,300		\$ 1,861,300		\$ 1,097,500		\$ 763,800
DEBT SERVICE FUND									
Debt Service	\$ -		\$ -		\$ -		\$ -		\$ -
CAPITAL IMPROVEMENT FUND									
Capital Projects	\$ 367,000		\$ 34,800		\$ 401,800		\$ 34,800		\$ 367,000
TOTAL	\$ 5,047,000	+	\$ 5,400,400	=	\$ 10,447,400	-	\$ 5,936,149	=	\$ 4,511,251

* The proposed General Fund Budget anticipates a budgeted deficit of \$19,549

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Council - 100			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ 18,600	\$ 18,000	\$ 18,000	\$ 18,000
6080	Benefits	3,064	2,593	2,572	1,540
	Personnel Total:	\$ 21,664	\$ 20,593	\$ 20,572	\$ 19,540
	OPERATIONS & MAINTENANCE COSTS				
6210	Office Expense and Supplies	\$ -	\$ -	\$ -	\$ -
6220	Departmental Expense	8,850	6,473	9,750	8,610
6240	Printing	76	-	150	-
6440	Mileage Reimbursement	184	-	-	-
6510	Conference/Meeting/Travel Exp	6,701	7,583	8,700	8,700
6520	Membership/Dues/Publications	16,843	13,913	16,220	14,800
6610	Professional/Specialized Services	12,000	-	-	5,000
6620	Emissions Control Program	177	-	-	-
6830	Promotion and Advertising	7,767	7,322	8,400	14,245
	O & M Total:	\$ 52,598	\$ 35,291	\$ 43,220	\$ 51,355
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	</				

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Council - 100	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ 18,000	\$ 18,000
	City Council Members (5)		
6080	Benefits	2,572	1,540
	Medicare/Workers Comp		
	Personnel Total:	\$ 20,572	\$ 19,540
6220	Departmental Expense	\$ 9,750	\$ 8,610
6240	Printing	150	-
	Printing of Council materials		
6510	Conference/Meeting/Travel Exp	8,700	8,700
	League of CA Cities Conference	\$ 7,100	
	League Division Meetings	\$ 700	
	WRCOG General Assembly	\$ -	
	Miscellaneous Meetings	\$ 500	
	Chamber Meetings	\$ 400	
6520	Membership/Dues/Publications	16,220	14,800
	League of CA Cities	\$ 5,750	
	Riverside Division	\$ 100	
	SCAG	\$ 1,220	
	WRCOG	\$ 1,450	
	WRCOG Solid Waste	\$ 800	
	LAFCO	\$ 800	
	2-1-1 Riverside County	\$ 380	
	Merchant Owners Assoc (assessment)	\$ 4,300	
6610	Professional/Specialized Services	-	5,000
	Lobbyist	\$ 5,000	
6830	Promotion and Advertising	8,400	14,245
	Chamber of Commerce	\$ 2,325	
	Veterans Day Celebration	\$ 4,000	
	Christmas Tree Lighting	\$ 4,000	
	Advertisement/Promotion	\$ 1,000	
	Windows	\$ 120	
	Trauma Intervention Program	\$ 1,500	
	Student of the Month	\$ 800	
	Fiesta Days Sponsorship	\$ 500	
	O & M Total:	\$ 43,220	\$ 51,355

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Attorney - 200			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
6610	PERSONNEL COSTS	-			
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	Professional/Specialized Services	\$ 230,458	\$ 98,996	\$ 80,000	\$ 70,000
	O & M Total:	\$ 230,458	\$ 98,996	\$ 80,000	\$ 70,000
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	230,458	98,996	80,000	70,000
	Capital	-	-	-	-
		\$ 230,458	\$ 98,996	\$ 80,000	\$ 70,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Attorney - 200	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6610	Professional/Specialized Services Attorney services	\$ 80,000	\$ 70,000
	O & M Total:	\$ 80,000	\$ 70,000
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Manager - 310			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ 133,797	\$ 163,426	\$ 205,000	\$ 214,000
6080	Benefits	19,526	25,192	62,305	60,774
	Personnel Total:	\$ 153,323	\$ 188,618	\$ 267,305	\$ 274,774
	OPERATIONS & MAINTENANCE COSTS				
6210	Office Expense and Supplies	\$ 10,039	\$ 13,879	\$ 14,600	\$ 16,720
6215	EOC Equipment/Supplies	46	-	-	-
6220	Departmental Expense	67	262	300	300
6310	Communications	749	764	900	1,020
6440	Mileage Reimbursement	1,017	514	1,000	250
6510	Conference/Meeting/Travel Exp	938	80	4,300	5,600
6520	Membership/Dues/Publications	-	-	-	-
6610	Professional/Specialized Services	71,828	33,480	31,200	32,600
6710	Training and Education	80	526	1,000	1,000
6965	Credit Card Fees	-	1,340	-	800
6840	Liability Property Ins & Deductible	28,764	30,450	30,400	31,100
	O & M Total:	\$ 113,528	\$ 81,295	\$ 83,700	\$ 89,390
	CAPITAL COSTS				
8010	Computer Upgrade	\$ -	\$ -	\$ 900	\$ 1,000
	Capital Total:	\$ -	\$ -	\$ 900	\$ 1,000
	DIVISION SUMMARY				
	Personnel	\$ 153,323	\$ 188,618	\$ 267,305	\$ 274,774
	Operations & Maintenance	113,528	81,295	83,700	89,390
	Capital	-	-	900	1,000
		<u>\$ 266,851</u>	<u>\$ 269,913</u>	<u>\$ 351,905</u>	<u>\$ 365,164</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Manager - 310	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ 205,000	\$ 214,000
	City Manager	\$ 130,000	
	Administrative Service Mgr	\$ 84,000	
6080	Benefits	62,305	60,774
	Medical/Dental/PERS/WC/Medicare		
	Personnel Total:	\$ 267,305	\$ 274,774
6210	Office Expense and Supplies	\$ 14,600	\$ 16,720
	General office supplies		
6220	Departmental Expense	300	300
6310	Communications	900	1,020
	Telephones	\$ 720	
	Service charge IPADs	\$ 300	
6440	Mileage Reimbursement	1,000	250
6510	Conference/Meeting/Travel Exp	4,300	5,600
	League of CA Cities Conference	\$ 1,400	
	League Division Meetings	\$ 200	
	ICMA Conference	\$ 2,500	
	League Division City Manager Conf	\$ 1,500	
6520	Membership/Dues/Publications	-	-
	CCMFA	\$ -	
6610	Professional/Specialized Services	31,200	32,600
	Support services	\$ 23,100	
	Other support services	\$ 4,000	
	Annual Website update	\$ 4,800	
	Web domain and offsite backup	\$ 700	
6710	Training and Education	1,000	1,000
6840	Liability Property Ins & Deductible	30,400	31,100
	General Liability Premium	\$ 25,000	
	Property Premium	\$ 2,700	
	Cyber	\$ 800	
	Crime Bond	\$ 700	
	ERMA	\$ 1,900	
6965	Credit Card fees		800
	O & M Total:	\$ 83,700	\$ 89,390
8010	Computer Upgrade	\$ 900	\$ 1,000
	Capital Total:	\$ 900	\$ 1,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		City Clerk - 320			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ 155,194	\$ 129,403	\$ 143,313	\$ 55,194
6080	Benefits	25,972	22,565	43,963	25,884
	Personnel Total:	\$ 181,166	\$ 151,968	\$ 187,276	\$ 81,078
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expense	\$ 7,209	\$ 10,088	\$ 6,900	\$ 6,900
6240	Printing	3,399	3,460	4,200	3,700
6310	Communications	350	-	-	-
6440	Mileage Reimbursement	-	121	400	400
6510	Conference/Meeting/Travel Exp	149	1,500	4,000	200
6520	Membership/Dues/Publications	130	639	1,070	1,100
6610	Professional/Specialized Services	15,624	-	21,800	5,000
6710	Training and Education	200	-	2,000	3,300
	O & M Total:	\$ 27,061	\$ 15,808	\$ 40,370	\$ 20,600
	CAPITAL COSTS				
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	DIVISION SUMMARY				
	Personnel	\$ 181,166	\$ 151,968	\$ 187,276	\$ 81,078
	Operations & Maintenance	27,061	15,808	40,370	20,600
	Capital	-	-	-	-
		\$ 208,227	\$ 167,776	\$ 227,646	\$ 101,678

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		City Clerk - 320	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ 143,313	\$ 55,194
	City Clerk	\$ -	
	Deputy City Clerk	\$ 41,496	
	Senior Office Specialist	\$ 13,698	
	Parttime Office Specialist	\$ -	
6080	Benefits	43,963	25,884
	Medical/Dental/PERS/WC/Medicare		
	Personnel Total:	\$ 187,276	\$ 81,078
6220	Departmental Expense	\$ 6,900	\$ 6,900
	Meeting taping	\$ 5,000	
	Service charge IPADs	\$ 300	
	Hosted mail subscriptions	\$ 600	
	Miscellaneous	\$ 1,000	
6240	Printing	4,200	3,700
6440	Mileage Reimbursement	400	400
6510	Conference/Meeting/Travel Exp	4,000	200
	Miscellaneous meetings	\$ 200	
	Travel	\$ -	
	Clerk Conference	\$ -	
6520	Membership/Dues/Publications	1,070	1,100
	Notary	\$ 100	
	IIMC	\$ 160	
	Publications	\$ 700	
	So Cal Clerks	\$ 140	
6610	Professional/Specialized Services	21,800	5,000
	City Clerk Consultant	\$ 4,000	
	Antivirus Software	\$ -	
	Election Consultant	\$ 1,000 *	
6710	Training and Education	2,000	3,300
	O & M Total:	\$ 40,370	\$ 20,600
8010	Computer Replacement	\$ -	\$ -
	Capital Total:	\$ -	\$ -

* = One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		Finance - 330			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ 32,405	\$ -	\$ -	\$ -
6080	Benefits	12,628	5,772	1,560	3,900
	Personnel Total:	\$ 45,033	\$ 5,772	\$ 1,560	\$ 3,900
	OPERATIONS & MAINTENANCE COSTS				
6210	Office Expense and Supplies	\$ 9,477	\$ 10,653	\$ 10,200	\$ 9,600
6220	Departmental Expense	2,461	2,012	500	250
6440	Mileage Reimbursement	55	36	500	250
6520	Membership/Dues/Publications	-	-	110	-
6530	Software	1,328	1,363	800	825
6610	Professional/Specialized Services	66,211	85,486	86,200	122,300
6612	Annual Audit Expense	8,500	10,000	10,000	10,000
6710	Training and Education	-	-	200	200
	O & M Total:	\$ 88,032	\$ 109,550	\$ 108,510	\$ 143,425
	CAPITAL COSTS				
8010	Computer Upgrade	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government			Finance - 330	
Function - Department			Division - Code	
Object Acct #	Description and Justification		Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages		\$ -	\$ -
	Accounting Specialist	\$ -		
6080	Benefits		1,560	3,900
	Retiree Medical	\$ 3,900		
Personnel Total:			\$ 1,560	\$ 3,900
6210	Office Expense and Supplies		\$ 10,200	\$ 9,600
	Toshiba lease and supplies			
6220	Departmental Expense		500	250
	Bank charges	\$ 250		
6440	Mileage Reimbursement		500	250
6520	Membership/Dues/Publications		110	-
	Costco	\$ -		
6530	Software		800	825
	SAGE MIP Licensing	\$ 825		
6610	Professional/Specialized Services		86,200	122,300
	Contract Accounting Firm	\$ 80,400		
	HDL	\$ 2,500		
	GASB 68 Actuarial PERS	\$ 1,300		
	Software support plan	\$ 600		
	Payroll service	\$ 3,500		
	Fee Study	\$ 30,000 *		
	Data recovery fee	\$ 4,000 *		
6612	Annual Audit Expense		10,000	10,000
6710	Training and Education		200	200
	Computer	\$ 200		
O & M Total:			\$ 108,510	\$ 143,425
8010	Computer Upgrade		\$ -	\$ -
Capital Total:			\$ -	\$ -

* One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Planning - 350			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expense	\$ 36	\$ 100	\$ 100	\$ -
6616	Regular Planning Services	56,222	62,089	56,000	56,000
6619	General Plan Services	-	-	-	-
	O & M Total:	\$ 56,258	\$ 62,189	\$ 56,100	\$ 56,000
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Planning - 350	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ -	\$ -
	Planning Tech	\$ -	\$ -
6080	Benefits	-	-
	Medicare, SUI, WC	-	-
Personnel Total:		\$ -	\$ -
6220	Departmental Expense	\$ 100	\$ -
6616	Regular Planning Services	56,000	56,000
	Contract City Planner	\$ 56,000	
O & M Total:		\$ 56,100	\$ 56,000
None			
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Building & Safety - 360			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6015	Special Enforcement Salary	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expenses	\$ 2,127	\$ 2,006	\$ 950	\$ 1,600
6240	Printing & Advertising	41	-	-	-
6520	Membership/Dues/Publications	-	-	-	-
6610	Professional/Specialized Services	153,165	93,356	161,300	140,000
6840	Liability Property Ins and Ded	-	-	-	-
6845	Booking Fees	-	-	-	-
	O & M Total:	\$ 155,333	\$ 95,362	\$ 162,250	\$ 141,600
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	155,333	95,362	162,250	141,600
	Capital	-	-	-	-
		<u>\$ 155,333</u>	<u>\$ 95,362</u>	<u>\$ 162,250</u>	<u>\$ 141,600</u>

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Building & Safety - 360	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Special Enforcement Salary	\$ -	\$ -
6080	Benefits	-	-
	Medical/Dental/PERS/WC/Medicare \$ -		
	Personnel Total:	\$ -	\$ -
6220	Departmental Expense	\$ 950	\$ 1,600
6520	Membership/Dues/Publications	-	-
	State Building Officials \$ -		
6610	Professional/Specialized Services	161,300	140,000
	Consulting Services \$ 140,000		
	Hazardous Pools \$ -		
	O & M Total:	\$ 162,250	141,600
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Police		Law Enforcement - 410			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
None		\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6210	Office Expense and Supplies	\$ -	\$ -	\$ -	\$ -
6220	Departmental Expense	43	-	350	350
6240	Printing	-	1,932	1,000	200
6310	Communications	-	-	-	-
6330	Rentals & Leases	-	-	-	-
6335	Facility Rate	53,024	51,943	55,060	55,000
6410	Vehicle & Equip Maint/Support	155	-	1,800	1,800
6420	Fuel and Lubricants	-	-	-	-
6610	Professional/Specialized Services	1,319,005	1,407,504	1,561,486	1,584,430
6845	Booking Fees	12,418	6,149	19,980	20,000
6850	Cal ID	10,768	10,826	10,900	10,700
6861	County RMS System	8,071	8,323	8,320	6,600
6866	Gang Task Force	-	-	-	-
O & M Total:		\$ 1,403,484	\$ 1,486,677	\$ 1,658,896	\$ 1,679,080
CAPITAL COSTS					
8000	Boats	\$ -	\$ -	\$ -	\$ -
8001	New Vehicles	-	-	-	-
Capital Total:		\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
Personnel		\$ -	\$ -	\$ -	\$ -
Operations & Maintenance		1,403,484	1,486,677	1,658,896	1,679,080
Capital		-	-	-	-
		\$ 1,403,484	\$ 1,486,677	\$ 1,658,896	\$ 1,679,080

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Police		Law Enforcement - 410	
Function - Department		Division - Code	
Object		Budget	Proposed
Acct #	Description and Justification	2016-17	2017-18
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6210	Office Expense and Supplies	\$ -	\$ -
6220	Departmental Expense	350	350
6240	Printing	1,000	200
6335	Facility Rate	55,060	55,000
6410	Vehicle & Equip Maint/Support	1,800	1,800
6610	Professional/Specialized Services	1,561,486	1,584,430
	Police Services (total)	\$ 1,692,830	
6620	Extra Duty	\$ 20,600	
	Less CalCOPS Fund offset	\$ (129,000) #	
6845	Booking Fees	19,980	20,000
	County Booking	\$ 12,000	
6846	Blood/Alcohol Analysis	\$ 8,000	
6850	Cal ID	10,900	10,700
6861	County RMS System	8,320	6,600
	O & M Total:	\$ 1,658,896	\$ 1,679,080
8000	Boats	\$ -	\$ -
8001	New Vehicles		
8010	Vehicle Replacement	-	-
	Capital Total:	\$ -	\$ -

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

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Fire		Fire & Medical - 420			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
6010	Salaries and Wages	\$ -	\$ 36,020	\$ -	\$ -
6080	Benefits	-	830	-	-
Personnel Total:		\$ -	\$ 36,850	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6220	Departmental Expense	\$ 285	\$ 732	\$ 2,000	\$ 4,000
6320	Utilities	9,105	6,509	9,300	12,300
6610	Professional/Specialized Services	1,253,579	805,959	1,210,000	1,436,000
O & M Total:		\$ 1,262,969	\$ 813,200	\$ 1,221,300	\$ 1,452,300
CAPITAL COSTS					
8000	Equipment	\$ -	\$ -	\$ -	\$ -
8018	Station Upgrades	-	-	-	80,000
Capital Total:		\$ -	\$ -	\$ -	\$ 80,000
DIVISION SUMMARY					
Personnel		\$ -	\$ 36,850	\$ -	\$ -
Operations & Maintenance		1,262,969	813,200	1,221,300	1,452,300
Capital		-	-	-	80,000
		\$ 1,262,969	\$ 850,050	\$ 1,221,300	\$ 1,532,300

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Fire		Fire & Medical - 420	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6010	Salaries and Wages	\$ -	\$ -
6080	Benefits	-	-
	Personnel Total:	\$ -	\$ -
6220	Departmental Expense	\$ 2,000	\$ 4,000
6320	Utilities	9,300	12,300
	Electric	\$ 7,200	
	Water	\$ 5,100	
6610	Professional/Specialized Services	1,210,000	1,436,000
	Cal Fire Contract	\$ 1,436,000	
	O & M Total:	\$ 1,221,300	\$ 1,452,300
8000	Equipment	\$ -	\$ -
8018	Station Upgrades (Air Exhaust system) #	-	80,000
	Capital Total:	\$ -	\$ 80,000

#= One time expenditure, looking for possible grant funds to offset the costs.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS					
6215	EOC Equipment/Supplies	\$ 95	\$ -	\$ -	\$ -
6220	Departmental Expense	8,452	9,310	8,900	8,900
6310	Communications	1,078	1,078	1,080	1,080
6710	Training	-	-	-	-
O & M Total:		\$ 9,625	\$ 10,388	\$ 9,980	\$ 9,980
CAPITAL COSTS					
	None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	9,625	10,388	9,980	9,980
	Capital	-	-	-	-
		\$ 9,625	\$ 10,388	\$ 9,980	\$ 9,980

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Emergency Preparedness		Emergency Preparedness - 425	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
None		\$ -	\$ -
Personnel Total:		\$ -	\$ -
6215	Emergency Management	\$ -	\$ -
	Matching Grant Expense \$ -		
6220	Departmental Expense	-	
	Code Red Services \$ 7,500	8,900	8,900
	Supplies \$ 1,400		
6310	Communications (Emergency Management EOC)	1,080	1,080
	XSAT Global \$ 1,080		
6320	Utilities	-	-
6710	Training	-	-
O & M Total:		\$ 9,980	\$ 9,980
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Animal Control
Function - Department

Animal Control - 430
Division - Code

Object Acct #	Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
PERSONNEL COSTS				
None	\$ -	\$ -	\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS				
6610 Professional/Specialized Services	\$ 75,665	\$ 106,194	\$ 94,000	\$ 114,400
6900 Debt Service	57,342	61,678	63,700	82,600
O & M Total:	\$ 133,007	\$ 167,872	\$ 157,700	\$ 197,000
CAPITAL COSTS				
None	\$ -	\$ -	\$ -	\$ -
<u>DIVISION SUMMARY</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations & Maintenance	133,007	167,872	157,700	197,000
Capital	-	-	-	-
	\$ 133,007	\$ 167,872	\$ 157,700	\$ 197,000

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Public Safety - Animal Control		Animal Control - 430	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
None		\$ -	\$ -
Personnel Total:		\$ -	\$ -
OPERATIONS & MAINTENANCE COSTS			
6610	Professional/Specialized Services	\$ 94,000	\$ 114,400
	Animal Control \$ 42,000		
	County Sheltering Services \$ 72,400		
6900	Interest Expense	63,700	82,600
	Debt Service \$ 77,900		
	Audit/Fiscal Agent/Admin \$ 4,700		
O & M Total:		\$ 157,700	\$ 197,000
None		\$ -	\$ -
Capital Total:		\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Public Works Administration - 510			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expenses	\$ -	\$ -	\$ 300	\$ 300
6610	Professional/Specialized Services	4,116	75,264	40,000	50,000
6722	Signal and Sign Maintenance	-	-	-	-
	O & M Total:	\$ 4,116	\$ 75,264	\$ 40,300	\$ 50,300
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	</				

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Public Works Administration - 510	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Salaries and Wages	\$ -	\$ -
	Special Enforcement Salary		
6080	Benefits	-	-
	Personnel Total:	\$ -	\$ -
6220	Departmental Expense	\$ 300	\$ 300
	Miscellaneous	\$ 300	
6610	Professional/Specialized Services	40,000	50,000
	Charles Abbott Assoc	\$ 50,000	
	Landscape Architect	\$ -	
	Dig Alert	\$ -	
	O & M Total:	\$ 40,300	\$ 50,300
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		NPDES - 515			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6015	Salaries and Wages	\$ 14,430	\$ 15,019	\$ 14,110	\$ 16,714
6080	Benefits	209	218	1,886	4,384
	Personnel Total:	\$ 14,639	\$ 15,237	\$ 15,996	\$ 21,098
	OPERATIONS & MAINTENANCE COSTS				
6220	Departmental Expense	\$ 87	\$ -	\$ -	\$ -
6320	Utilities	-	-	-	-
6520	Membership/Dues/Publications	45,403	46,338	65,400	52,300
6610	Professional/Specialized Services	70	-	24,000	8,000
	O & M Total:	\$ 45,560	\$ 46,338	\$ 89,400	\$ 60,300
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
DIVISION SUMMARY					
	Personnel	\$ 14,639	\$ 15,237	\$ 15,996	\$ 21,098
	Operations & Maintenance	45,560	46,338	89,400	60,300
	Capital	-	-	-	-
		\$ 60,199	\$ 61,575	\$ 105,396	\$ 81,398

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		NPDES - 515	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Salaries and Wages	\$ 14,110	\$ 16,714
	Code Compliance Officer	\$ 12,114	
	Code Compliance Tech	\$ 4,600	
6080	Benefits	1,886	4,384
	Medicare, SUI, WC		
	Personnel Total:	\$ 15,996	\$ 21,098
6320	Utilities	\$ -	\$ -
	TMDL Water Test	\$ -	
6520	Membership/Dues/Publications	65,400	52,300
	NPDES MS4 Permit Fee	\$ 9,000	
	LE/CL TMDL	\$ 28,500	
	MS4 Agreement	\$ 3,800	
	San Jacinto River Watershed Council	\$ 1,000	
	LESJWA	\$ 10,000	
6610	Professional/Specialized Services	24,000	8,000
	Environmental for HOS	\$ -	
	Consultant for NPDES (CAA)	\$ 8,000	
	O & M Total:	\$ 89,400	\$ 60,300
	None	\$ -	\$ -
	Capital Total:	\$ -	\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Development Services		Special Enforcement - 520			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
6015	Salaries and Wages	\$ 55,087	\$ 50,307	\$ 79,429	\$ 120,829
6080	Benefits	9,430	10,044	10,618	31,689
	Personnel Total:	\$ 64,517	\$ 60,351	\$ 90,047	\$ 152,518
	OPERATIONS & MAINTENANCE COSTS				
6220	Department Expense	\$ 10,127	\$ 7,392	\$ 5,000	\$ 5,000
6310	Communications	521	853	840	2,700
6320	Utilities	-	-		
6415	Boat Maintenance	3,696	1,029	3,000	6,000
6425	Fuels and Lubricants	2,209	1,310	2,500	2,200
6520	Membership/Dues/Publications	10,000	-	1,500	1,755
6610	Professional/Specialized Services	-	-	-	-
6710	Training and Education	-	-	-	375
	O & M Total:	\$ 26,553	\$ 10,584	\$ 12,840	\$ 18,030
	CAPITAL COSTS				
8010	Computer Equipment	\$ -	\$ -	\$ 900	\$ 900
	Vehicles	-	-	-	60,000
	Capital Total:	\$ -	\$ -	\$ 900	\$ 60,900

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

Development Services		Special Enforcement - 520	
Function - Department		Division - Code	
Object Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
6015	Salaries and Wages	\$ 79,429	\$ 120,829
	Code Enforcement Supervisor	\$ 43,680	
	Code Enforcement / Lake Patrol (2)	\$ 37,688	
	Code Compliance Officer	\$ 12,114	
	Code Compliance Tech	\$ 27,347	
6080	Benefits	10,618	31,689
	Medicare, SUI, WC		
	Personnel Total:	\$ 90,047	\$ 152,518
6220	Departmental Expense	\$ 5,000	\$ 5,000
	Miscellaneous	\$ 1,300	
	Data Ticket/Revenue Experts	\$ 2,400	
	Pest control	\$ 400	
	Service Charge IPADs	\$ 900	
6310	Communications	840	2,700
6415	Vehicle Maintenance	3,000	6,000
6425	Fuels and Lubricants	2,500	2,200
6520	Membership/Dues/Publications	1,500	1,755
	Corelogic/Real Quest	\$ 1,500	
	Ca Association of Code Enf. Officers	\$ 255	
6610	Professional/Specialized Services	-	-
6710	Training and Education		375
	O & M Total:	\$ 12,840	\$ 18,030
8010	Computer Equipment	\$ 900	\$ 900
	Vehicles #		60,000
	Capital Total:	\$ 900	\$ 60,900

#= One time cost, vehicle funded 60% by AVA funds and 40% General Fund

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		Building and Facilities Maint - 550			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6210	Office Expense & Supplies	\$ -	\$ -	\$ -	\$ -
6310	Communications	640	1,565	2,300	2,300
6320	Utilities	24,971	26,515	27,180	28,080
6330	Rentals & Leases	14,279	15,613	14,820	15,300
6610	Professional/Specialized Services	16,892	31,238	20,000	19,600
	O & M Total:	\$ 56,782	\$ 74,931	\$ 64,300	\$ 65,280
	CAPITAL COSTS				
8000	Equipment	\$ -	\$ -	\$ -	\$ 4,400
	Capital Total:	\$ -	\$ -	\$ -	\$ 4,400
	<u>DIVISION SUMMARY</u>				
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	56,782	74,931	64,300	65,280
	Capital	-	-	-	4,400
		\$ 56,782	\$ 74,931	\$ 64,300	\$ 69,680

**City of Canyon Lake
Budget Detail
Fiscal Year 2017-2018**

General Government		Building and Facilities Maint - 550	
Function - Department		Division - Code	
Acct #	Description and Justification	Budget 2016-17	Proposed 2017-18
	None	\$ -	\$ -
	Personnel Total:	\$ -	\$ -
6310	Communications	\$ 2,300	\$ 2,300
	High Speed Services	\$ 1,800	
	Phone System Maintenance	\$ 500	
6320	Utilities	27,180	28,080
	Electric	\$ 16,020	
	Gas	\$ 480	
	Water	\$ 1,380	
	Tele Pacific	\$ 6,000	
	Frontier	\$ 4,200	
6330	Rentals and Leases		
	Library	\$ 12,300	14,820
	Conference Room	\$ 3,000	
6610	Professional/Specialized Services	20,000	19,600
	Pest Control	\$ 400	
	Security	\$ 720	
	HVAC	\$ 1,200	
	Janitorial	\$ 9,640	
	Fire Extinguisher service	\$ 150	
	Roof Maintenance	\$ 1,400	
	Sprinkler Service	\$ 450	
	Elevator service	\$ 4,400	
	Windows	\$ 240	
	Plumbing	\$ 1,000	
	O & M Total:	\$ 64,300	\$ 65,280
8000	Furniture & Equipment #	\$ -	\$ 4,400
	\$ -		
	Capital Total:	\$ -	\$ 4,400

= One time expenditure.

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Works - Streets		Gas Tax - Fund 20			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4840	Gas Tax 2103	\$ 103,912	\$ 55,998	\$ 26,400	\$ 42,700
4850	Gas Tax 2105	60,802	61,204	68,100	62,000
4860	Gas Tax 2106	41,970	41,746	38,000	42,300
4870	Gas Tax 2107	77,815	79,695	94,500	80,200
4875	Gas Tax 2107.5	3,000	3,000	3,000	3,000
	Road Maintenance Rehab	-	-	-	61,500
4900	Interest Income	1,785	10,218	400	1,000
	Program Revenue Total	\$ 289,284	\$ 251,861	\$ 230,400	\$ 292,700
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6610	Professional and Specialized Services	\$ -	\$ -	\$ 98,000	\$ 80,000
6320	Utilities	2,280	2,973	4,000	3,900
6720	Landscape Maintenance	35,170	67,525	65,000	92,400
6721	Street Maintenance	8,790	7,035	20,000	550,000
6722	Signal and Sign Maintenance	20,384	23,562	48,600	23,200
6724	Street Tree Trimming	-	-	5,000	5,000
6723	Reclaimed Water (RRCR)	10,791	16,311	25,200	12,000
8505	Transfer to Debt Service Fund	-	-	-	-
	O & M Total:	\$ 77,415	\$ 117,406	\$ 265,800	\$ 766,500
	CAPITAL COSTS				
8100	Railroad Canyon Rd Wall Rehab	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 289,284	\$ 251,861	\$ 230,400	\$ 292,700
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	77,415	117,406	265,800	766,500
	Capital	-	-	-	-
	Total Expenditures	\$ 77,415	\$ 117,406	\$ 265,800	\$ 766,500
	Surplus/Shortfall	\$ 211,869	\$ 134,455	\$ (35,400)	\$ (473,800)
	Estimated Available Reserves				\$ 800,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Works - Streets		Measure A - Fund 21			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4550	Measure A Fees	\$ 160,831	\$ 168,134	\$ 175,000	\$ 175,000
4790	Miscellaneous Income	51,116	-		
4900	Interest Income	522	3,167	400	400
5010	Proceeds from Long-Term Debt	-	-	-	-
	Program Revenue Total	\$ 212,469	\$ 171,301	\$ 175,400	\$ 175,400
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6955	Interest Expense	\$ 3,568	\$ 2,833	\$ 2,091	\$ 1,342
6960	Principal Expense (RCTC advance)	128,432	134,167	81,909	82,658
	Principal Expense (County Loan)	-	-	58,000	63,000
	O & M Total:	\$ 132,000	\$ 137,000	\$ 142,000	\$ 147,000
	CAPITAL COSTS				
8100	Railroad Canyon Road Project	\$ -	\$ -	\$ -	\$ -
		-	-	-	-
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 212,469	\$ 171,301	\$ 175,400	\$ 175,400
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	132,000	137,000	142,000	147,000
	Capital	-	-	-	-
	Total Expenditures	\$ 132,000	\$ 137,000	\$ 142,000	\$ 147,000
	Surplus/Shortfall	\$ 80,469	\$ 34,301	\$ 33,400	\$ 28,400
	Estimated Available Reserves				\$ 320,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		AQMD - Fund 25			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4580	SCAQMD Fees	\$ 13,432	\$ 13,754	\$ 12,500	\$ 13,000
4900	Interest Income	208	1,109	200	200
	Program Revenue Total	\$ 13,640	\$ 14,863	\$ 12,700	\$ 13,200
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
	Public Works				
6626	Student Bus Pass (50)	\$ -	\$ -	\$ -	\$ -
6710	Training and Education	-	-	-	-
6750	Bus Stops (2)	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Vehicle	-	-	-	55,000
	Capital Total:	\$ -	\$ -	\$ -	\$ 55,000
	DIVISION SUMMARY				
	Total Revenue	\$ 13,640	\$ 14,863	\$ 12,700	\$ 13,200
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	-	55,000
	Total Expenditures	\$ -	\$ -	\$ -	\$ 55,000
	Surplus/Shortfall	\$ 13,640	\$ 14,863	\$ 12,700	\$ (41,800)
	Estimated Available Reserves				\$ 110,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Public Safety - Police Function - Department		Law Enforcement Grants - Fund 26 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4575	CAL COPS Revenue	\$ 106,229	\$ 114,618	\$ 100,000	\$ 100,000
4900	Interest Income	27	-	100	-
	Program Revenue Total	\$ 106,256	\$ 114,618	\$ 100,100	\$ 100,000
414	PERSONNEL COSTS				
6010	Salaries and Wages	\$ -	\$ -	\$ -	\$ -
6080	Benefits	-	-	-	-
	Personnel Total:	\$ -	\$ -	\$ -	\$ -
414	OPERATIONS & MAINTENANCE COSTS				
6610	Professional/Specialized Services	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
6620	Extra Duty	-	-	-	-
	O & M Total:	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
	CAPITAL COSTS				
8000	Capital Outlay	\$ -	\$ -	\$ -	\$ -
	Capital Total:	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ 106,256	\$ 114,618	\$ 100,100	\$ 100,000
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	100,000	100,100	100,100	129,000
	Capital	-	-	-	-
	Total Expenditures	\$ 100,000	\$ 100,100	\$ 100,100	\$ 129,000
	Surplus/Shortfall	\$ 6,256	\$ 14,518	\$ -	\$ (29,000)
	Estimated Available Reserves				\$ 29,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government		Miscellaneous Grants - Fund 27			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4585	CDBG Grant	\$ -	\$ -	\$ -	
4590	Grant Revenue	-	-	-	-
4900	Interest Income	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
6910	Principal Expense	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ -	\$ -
100	CAPITAL COSTS				
8000	Capital Outlay	\$ 248	\$ -	\$ -	\$ -
	Multi-Purpose Room Improvements	-	-	-	-
	Multi-Purpose Room Shelves	-	-	-	-
	Computers	-	-	-	-
	Audio Visual Upgrade	-	-	-	-
	Total:	\$ 248	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	248	-	-	-
	Total Expenditures	\$ 248	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ (248)	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ 21,000

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

General Government - Debt Service		Debt Service - Fund 30			
Function - Department		Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2016-17
	PROGRAM REVENUES				
4900	Interest Income	\$ -	\$ -	\$ -	\$ -
5000	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ -
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
8501	Transfer Out	\$ 6,390	\$ -	\$ -	\$ -
6900	Interest Expense	-	-	-	-
6910	Principal Expense	-	-	-	-
	O & M Total:	\$ 6,390	\$ -	\$ -	\$ -
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ -
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	6,390	-	-	-
	Capital	-	-	-	-
	Total Expenditures	\$ 6,390	\$ -	\$ -	\$ -
	Surplus/Shortfall	\$ (6,390)	\$ -	\$ -	\$ -
	Estimated Available Reserves				\$ -

**City of Canyon Lake
Budget Summary
Fiscal Year 2017-2018**

Capital Projects Function - Department		Capital Projects - Fund 40 Division - Code			
Object Acct #		Actual 2014-15	Actual 2015-16	Budget 2016-17	Proposed 2017-18
	PROGRAM REVENUES				
4500	LTF Road Fees	\$ -	\$ -	\$ -	
4590	Grant Revenues	-	-	-	34,800
5901	Transfer from Gas Tax Fund	-	-	-	-
	Program Revenue Total	\$ -	\$ -	\$ -	\$ 34,800
	PERSONNEL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	OPERATIONS & MAINTENANCE COSTS				
8101	Railroad Canyon Road Speed	\$ -	\$ -	\$ -	\$ 28,000
8102	Monument Signs	-	-	30,000	6,800
8312	Goetz/Newport Signal	-	-	-	-
	O & M Total:	\$ -	\$ -	\$ 30,000	\$ 34,800
	CAPITAL COSTS				
	None	\$ -	\$ -	\$ -	\$ -
	<u>DIVISION SUMMARY</u>				
	Total Revenue	\$ -	\$ -	\$ -	\$ 34,800
	Personnel	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-
	Capital	-	-	30,000	34,800
	Total Expenditures	\$ -	\$ -	\$ 30,000	\$ 34,800
	Surplus/Shortfall	\$ -	\$ -	\$ (30,000)	\$ -
	Estimated Available Reserves				\$ 367,000

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

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Palmer, City Manager

DATE: June 20, 2017

SUBJECT: Approve Resolution No. 2017-10, Approving the salary and wage schedule for employees of the City for Fiscal Year 2017/18

Recommendation:

Staff recommends that the City Council approve Resolution No. 2017-10, approving the salary and wage schedule for employees of the City for Fiscal Year 2017/18.

Background:

Each year the City Council approves the salary and wage schedule for employees. The City Manager has reviewed the positions and organizational structure of the City and identified the positions necessary.

There are no increases in the wages and salaries for this fiscal year. They are the same rates as Fiscal Year 2017/18. There is a new position being proposed (Code Enforcement Technician) which has been added to the wage schedule.

Budget (or Fiscal) Impact:

There are no proposed pay increases. There is a new position being proposed (Code Enforcement Technician) which has been added to the wage schedule. The appropriate funding to cover staffing will be included in the Fiscal Year 2017/18 budget.

Attachments:

1. Resolution No. 2017-10 Pg. 81
2. Code Enforcement Technician Job Description Pg. 85

RESOLUTION NO. 2017-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA APPROVING THE SALARY AND WAGE SCHEDULE FOR EMPLOYEES OF THE CITY FOR FY 2017-2018

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

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

NOW, THEREFORE, the City Council of the City of Canyon Lake resolves as follows:

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

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

Section 3. These changes shall be effective July 1, 2017 and shall continue until modified.

PASSED, APPROVED AND ADOPTED this 20 day of June, 2017.

Randall P. Bonner, Mayor

ATTEST:

Stephanie Hunter, Office Specialist

State of California)
County of Riverside) ss
City of Canyon Lake)

I, Stephanie Hunter, Office Specialist of the City of Canyon Lake, California, Do hereby certify, that the foregoing is a true and correct copy of the Resolution No. 2017-10 adopted by the City Council of the City of Canyon Lake, California, at an adjourned meeting held on the 20th day of June, 2017, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Stephanie Hunter, Office Specialist

SALARIES AND WAGES – EXHIBIT A

Salaried Employees	City Manager	Per contract
	City Clerk	Per contract
	Administrative Services Manager	\$75,000 - \$86,250

Hourly Employees

Job Title	Step A	Step B	Step C	Step D	Step E
Office Specialist	13.50/hr	14.04/hr	14.60/hr	15.18/hr	15.79/hr
Senior Office Specialist	17.00/hr	17.68/hr	18.39/hr	19.13/hr	19.90/hr
Deputy City Clerk	21.00/hr	21.84/hr	22.71/hr	23.62/hr	24.56/hr
Code Enforcement Tech	22.00/hr	23.10/hr	24.26/hr	25.47/hr	26.74/hr
Code Enforcement Officer	23.00/hr	23.92/hr	24.88/hr	25.88/hr	26.92/hr
Special Enforcement Officer	23.00/hr	23.92/hr	24.88/hr	25.88/hr	26.92/hr
Senior Special Enforcement Officer	28.00/hr	29.12/hr	30.28/hr	31.49/hr	32.75/hr

JOB DESCRIPTION

City of Canyon Lake

Code Enforcement Technician

DEFINITION

Under general supervision, provides responsible technical office and field support work related to the receipt, investigation and processing of complaints and violations regarding the City's Municipal Code and related regulations.

CLASS CHARACTERISTICS

Department: Administration and Code Enforcement

Reports to: Administrative Services Manager

Provides direction to: None

ESSENTIAL FUNCTIONS

The duties listed below are examples of the work typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties which are not listed below.

Duties may include but are not limited to the following:

- Performs a variety of technical field and office work ensuring compliance with the City's business license regulations and regulatory permits; issues, appropriate receipts, licenses and/or permits to enforce the City's Municipal Code; and to perform related work as required.
- Receives and processes complaints or inquiries regarding the City's Municipal Code, including zoning, signs, land use, ordinance violations, public nuisances, massage therapist licensing, mobile home parks, etc.
- Answers questions from and provides information in person or over the telephone pertaining to policies and procedures to the public, including property owners, tenants, developers, contractors, business owners, etc. regarding municipal code and related matters.
- Prepares violation notices and other code compliance documents, routine correspondence and reports.

- Prepares case files requiring the establishment of legal owner, the verification of the parcel address, and other information necessary to conduct investigation and enforcement action. Works with title companies as necessary.
- Acts as liaison among those requesting service and representatives of other City departments and divisions.
- Maintains records and files, including case files and spreadsheets.
- Takes in applications for activities regulated by the Code Compliance Division and processes and receipts required fees.
- Processes and tracks a variety of forms.
- Operates standard office equipment.
- Uses a personal or on-line computer to maintain records and general reports.
- Without additional compensation, employee shall perform such additional acts or duties as the City Manager shall assign.

QUALIFICATION GUIDELINES

Education and/or Experience

Any combination of education and/or experience that provides the knowledge, skills, and abilities necessary for satisfactory job performance. Examples include: Equivalent to graduation from high school and experience in data based computer programs and word processing are required.

Knowledge, Skills, and Abilities

Working knowledge of related federal and state laws, ordinances, rules, and regulations including zoning, health and safety, public nuisance, business codes and regulations that are enforceable by the city; investigative techniques useful in inspecting residential and business violators to insure compliance with applicable codes and regulations; code enforcement; court etiquette and rules of evidence; office methods and procedures.

Ability to read, interpret, apply and explain related laws, ordinances, rules, regulations, policies and procedures; conduct investigations into code violations; read and interpret maps, plans, and legal descriptions; operate video camera and digital camera; research and prepare written reports; deal constructively with conflict and develop effective resolution; communicate effectively both orally and in writing; and establish and maintain cooperative working relationships.

Special Requirements

Possession of, or ability to obtain, a valid class C California driver's license. Possession of, or ability to obtain, a certification of the California Peace Officer Standard Training (POST) Penal Code 832 course.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

Work may involve prolonged sitting. Dexterity and coordination to handle single pieces of paper. Occasional lifting of up to twenty-five pounds such as: files, stacks of paper and reference books, record file boxes, and field equipment. Moving from place to place within the office. Operating various vehicles, such as off-road vehicles and manual or motorized watercraft while on patrol throughout the City. Some reaching for items above and below waist level.

Working Conditions

Generally, the work environment will have limited exposure to conditions such as dust, fumes, odors, or noise. Travel throughout the City will be required.

NON-DISCRIMINATION AND HARASSMENT POLICY

The City of Canyon Lake will not tolerate unlawful discrimination and/or harassment. All forms of discrimination and harassment are prohibited.

HUMAN RESOURCE POLICIES AND INFORMATION

The City of Canyon Lake's Personnel Policies and information are kept on file with the City Clerk. Copies of these detailed policies are available by request, and are covered in employee orientation meetings.