



**AGENDA  
REGULAR MEETING  
FINANCE and PLANNING COMMITTEE**

**Larry Greene  
Randy Bonner**

**Tuesday, April 3, 2018  
8:00 a.m.**

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

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Accept Meeting Minutes
  - 5.1 March 6, 2018 **Page 2**
6. Update by Charles Abbot Associates **Page 7**
7. Review of April 4, 2018 Council Meeting Agenda – Recommendations to Council **Page 8**
  - a. Claims and Demands
  - b. Credit Card Review
8. Investment Report **Page 34**
9. Expense Report Review **Page 42**
10. February 2018 Financial Statement **Page 43**
11. Review of City Council Report – Authorization for Grant Writing Service Agreement with California Consulting for FEMA’s 2018 Staffing for Adequate Fire and Emergency Response Grant (SAFER) **Page 44**
12. Staff Comments
13. Committee Member Comments
14. Adjournment

Next Meeting Date: May 1, 2018

**MINUTES**  
**MEETING OF THE CANYON LAKE**  
**FINANCE AND PLANNING COMMITTEE**  
**Tuesday, March 6, 2018**  
**8:00 a.m.**

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

**1. Call to Order**

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

**2. Pledge of Allegiance**

Committee Member Bonner led the flag salute.

**3. Roll Call**

Present:       Committee Chair Greene  
                  Committee Member Bonner

**4. Public Comments**

There were no public comments.

Committee Member Bonner discussed the staff report that was forwarded to the City Council regarding the Sorrel Lane variance. He noted that the staff report for City Council asked for the variance to be delayed and further discussed. He stated that he wanted to the Planning Committee to discuss it further.

It was discussed that the Planning Committee had recommended the Variance be approved, but the City Attorney added additional information about previous violations of the applicant, and that was why there was a requested delay.

There was discussion regarding whether the Variance only dealt with the current issue or if the history of the applicant should be considered.

There was discussion regarding why the City Attorney had been allowed to change the content of the report and recommendation without consulting the Planning Committee. The issue would be discussed further after the other business items on the agenda.

**5. Accept Meeting Minutes**

5.1 February 6, 2018

Committee Member Bonner asked for some clarification on the discussion listed in the minutes about the Senior Office Specialist's salary being covered by the retirement of a

Code Enforcement Officer. There was confusion because two other Code Enforcement Officers had also been hired. Staff explained that the two new officers had replaced Ivan Henery when he retired, and the budget remained the same. The salary savings from Jean Voshall retiring covered the new Senior Office Specialist.

It was noted that the minutes recorded the discussion about tow bills from the Sheriff's Department, and that the issue was also present on the current agenda.

The minutes were accepted as presented.

**6. Update by Charles Abbott Associates**

**12. Review of Council recommendation to Award Contract for Slurry Seal FY 2017-2018 Project No. 2017-01 to All American Asphalt of Corona, CA for \$263,214.60; with a total construction budget for the project of \$350,686.29 including the bid amount, contingency, and engineering, design, construction contract administration, and inspection by Charles Abbott Associates, Inc.**

It was suggested that Item 12 be addressed in combination with Item 6.

Marcella Garcia, Building and Safety Department, provided the statistics from the Building Department. She provided an update that the permit for the Canyon Cowboy Restaurant was finalized. She stated that the POA had not called for final inspection of the Main Gate water features because they were waiting on a sign permit.

There was discussion regarding the billing from the Building Department for January permits.

There was discussion regarding the number of homes under construction or in plan check.

There was discussion regarding the Railroad Canyon Wrought Iron project and waiting on funding. It was suggested that it could be brought up during the Mid-Year Budget discussions at the City Council Meeting. The estimated cost and potential funding was discussed.

There was discussion regarding the estimated cost for project management related to the Slurry Seal project. The total cost for the project management to date was discussed.

There was discussion that the Charles Abbott staff was waiting for direction on whether time should be spent on the second phase of the Wrought Iron Fencing project.

Committee Member Bonner thanked staff for completing the speed sign project and inquired what it meant when the update stated that the Administrative Services Manager had assumed the responsibility for retrieving data. It was stated that the signs kept data on the speeds read by the sign and staff would be using the data.

It was stated that staff would add the information to the Public Safety Committee meeting.

Committee Chair Greene asked if this would force the City to do a traffic study. The question should be asked to the Sheriff's Department at the next meeting. There was discussion regarding whether or not the speed limit was enforceable and the speed study requirements for enforcement.

There was discussion regarding the County providing traffic signal maintenance. A different provider would be maintaining the radar signs.

There was discussion that the guard rail powder coating had been put on hold due to the cost and appearance that there really would not be many people who would benefit from it.

Staff described the pavement management system, and stated that the program could also be put on hold if desired. The project would be put on hold until the future if it became necessary.

There was discussion regarding what items should be included and addressed in the report.

There was discussion regarding the amount of time from start of construction until completion of the slurry seal project. There was discussion regarding the penalty if the timeline was not met. There was discussion regarding the 10% contingency on every Public Works Project.

It was requested that the total amount of the contingency used be brought to the City Council when the notice of completion for each project.

## **7. Review of February 7, 2018 Council Meeting Agenda – Recommendations to Council**

### **a. Claims and Demands**

City Manager Palmer stated that checks 24090 and 24111 were both for Council Member Bonner, and were for the same amount, and that it was not a double payment. It was noted that check 24090 was voided in the office and could not be cashed, but the checks had to be approved before it was voided in the system. The issue would be noted at the City Council meeting to provide clarification for the public.

There was discussion about check 24092 for Charles Abbott. The amount had been audited to ensure that the City was not overbilled. There was discussion regarding the smaller things in the Charles Abbott budget added up and how it needed to be looked at to ensure that the budget wasn't too out of whack.

Checks 20094 and 20096 for mileage reimbursement was discussed. It was stated that staff mileage was calculated from City Hall. It was stated that the amounts should have been the same amount because they went to the same place, and staff would now be taking a City vehicle instead.

The payment for installing flood lights at the Fire Station was discussed. The project had been completed except the lighting.

There was a question on when the User Fee study would be brought to the Committee and Council. Staff stated that it was almost complete. It was stated the study was being pushed for approval to be in place by July 1, 2018. There would be a workshop and public hearing for the approval.

There was discussion regarding the documentation for the amount paid to Charles Abbott for permits issued.

There was discussion on the cost of replacing the purple irrigation pipe in the landscaping.

There was discussion regarding the Friday Flyer withholding billing and then all of a sudden sending invoices all at once. There was discussion regarding why the Press Enterprise was not used for public notices.

There was discussion regarding the refund for the Plot Plan application. Plot Plans are on a deposit basis, and when hours were spent on the project it as deducted from the deposit and any left-over funds were refunded at the end.

Check 24131 was reviewed. It was stated that funding had been received from CalRecycle in Fiscal Year 14/15 but it did not appear that it had been spent and the City had not submitted the required report to the State so the funding had to be returned.

**b. Credit Card Review**

Chairman Greene inquired about the transactions that were exactly the same for Fire Station Recliners. Administrative Services Manager Borja explained that each charge was for two recliners, and the City purchased a total of four recliners.

Chairman Greene requested information on how sick and vacation leave was accrued for employees and what was shown on the payroll info sheets. There was discussion regarding when employee evaluations would be done.

**8. Investment Report**

There was discussion regarding the changes in the market and the effect on the City's investments. There was discussion regarding changing the investment types and having the discussion during the budget with the full Council.

**9. Expense Report Review**

There was no discussion regarding the Expense Reports.

**10. January 2018 Financial Statement**

There was no discussion regarding the financial statement.

**11. Mid-Year Budget Review**

Accountant Shea reviewed the changes made since the previous meeting.

There was discussion regarding whether there was a budget surplus or a deficit, clarification would be given during staff presentation at the Council meeting.

There was discussion regarding having an auditor look at the costs for Charles Abbott.

**13. Staff Comments**

There were no additional staff member comments.

**14. Committee Member Comments**

There were no additional Committee Member comments.

**15. Adjournment**

The meeting was adjourned at 9:21 a.m.

Respectfully Submitted,

---

Ariel Hall  
City Clerk's Department



# MEMORANDUM

**TO: AARON PALMER**

**FROM: MARGARET MONSON  
ASSOCIATE ENGINEER**

**SUBJECT: PUBLIC WORKS AND ENGINEERING PROJECTS**

**DATE: APRIL 03, 2018**

---

**Active Public Works projects within the City:**

**Public Works Engineering**

On-going, on call, as requested. Available always via cell phone, text and email. Service is only as requested and approved by City Staff. Billing is hourly.

**Railroad Canyon Road Wrought Iron Fence Repair Project Phase II**

**Project No. 2017-14**

**Railroad Canyon Road**

This project was requested by the Admin and Finance Committee October 2016 and verified with current City Manager. Phase II locations are along the south side of Railroad Canyon Road, adjacent to the golf course.

**At the March 06, 2018, Finance and Planning Committee Meeting, it was decided this project may be funded with savings from the Slurry Seal Project. This project will be on hold until after the Slurry Seal Project is complete.**

**Slurry Seal FY 2017-2018**

**Project No. 2017-01**

**Railroad Canyon Road**

**This project was advertised electronically and in the local paper.**

**Four bids were yielded at the February 21, 2018, Bid Opening. All-American Asphalt of Corona, CA, submitted the Lowest Bid at \$263,141.63.**

**City Council awarded the Slurry Seal FY 2017-2018 Contract to All American Asphalt at their March 07, 2018, meeting.**

**The Preconstruction Meeting is scheduled for March 29, 2018, and will be held in the Council Chambers at Canyon Lake City Hall.**

**Railroad Canyon Road Maintenance**

On-going, on call, as needed. Normal response time is 30 minutes to 1 hour. Service is only as requested and approved by City Staff. Billing is hourly.

City of Canyon Lake  
City Council  
Staff Report

**TO:** Mayor and City Council  
**FROM:** Lisa Casillas, Accountant  
**DATE:** April 4, 2018  
**SUBJECT:** List of Demands

---

**Recommendation:**

That the City Council adopts a resolution entitled: RESOLUTION NO. 2018-08

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

**Background:**

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of March 7, 2018.

**Budget (or Fiscal) Impact:**

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

**Attachments:**

Resolution  
List of Demands



**RESOLUTION NO. 2018-08**

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

The City Council of the City of Canyon Lake does hereby resolve as follows:

Demands are approved as shown on the Demand\Warrant Register of April 4th, in the amount of \$692,243.56 as follows:

Payroll Earnings (Gross)	\$ 38,183.40	(2nd Half of February & 1st Half of March)
Payroll Taxes - Employer	924.85	(2nd Half of February & 1st Half of March)
On-line Retirement	3,435.63	(2nd Half of February & 1st Half of March)
On-line Health	134.09	(For the Month of March)
General	649,565.59	
TOTAL	<u>\$ 692,243.56</u>	

PASSED, APPROVED AND ADOPTED this 4th day of April 2018.

\_\_\_\_\_  
Mayor, Vicki Warren

ATTEST:

\_\_\_\_\_  
Aaron Palmer, City Clerk

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

I, Aaron Palmer, City Clerk of the City of Canyon Lake, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of the Resolution No. 2018-08 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on April 4, 2018, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Aaron Palmer, City Clerk

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24146	3/7/2018	ANIMAL FRIENDS OF THE VALLEYS	Animal Control Services December 2017	3,500.00	10	GENERAL
<b>Total 24146</b>	3/7/2018			3,500.00		
24147	3/7/2018	Awthentik Design Group	Vehicle Graphics	1,550.56	10	GENERAL
<b>Total 24147</b>	3/7/2018			1,550.56		
24148	3/7/2018	BIO-TOX LABORATORIES	Sheriff's Dept Blood Testing January 2018	74.00	10	GENERAL
<b>Total 24148</b>	3/7/2018			74.00		
24149	3/7/2018	Randall Bonner	February Expense Reimbursement	73.62	10	GENERAL
24149	3/7/2018	Randall Bonner	January Expense Reimbursement	73.62	10	GENERAL
<b>Total 24149</b>	3/7/2018			147.24		
24150	3/7/2018	California Consulting, LLC	Grant Writing Srvcs, Firefighters Grant(AFG)FEMA 2 of 4 pmts	1,250.00	10	GENERAL
<b>Total 24150</b>	3/7/2018			1,250.00		
24151	3/7/2018	Control Pump	Preventive Maintenance Service for Landscape Booster Station	975.00	20	GAS TAX
<b>Total 24151</b>	3/7/2018			975.00		
24152	3/7/2018	CTAI Pacific Greenscape	Landscape Maintenance Service February 2018	250.00	10	GENERAL
24152	3/7/2018	CTAI Pacific Greenscape	Landscape Maintenance Service, Medians and Parkways Feb 2018	5,000.00	20	GAS TAX

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
<b>Total</b> 24152	3/7/2018			5,250.00		
24153	3/7/2018	Department of Forestry and Fire Protection	BLM Clean up crew November 2017	228.40	10	GENERAL
<b>Total</b> 24153	3/7/2018			228.40		
24154	3/7/2018	Escrow Mart Inc.	Refund on overpayment of TUMF/MSHCP Fees	180.00	10	GENERAL
<b>Total</b> 24154	3/7/2018			180.00		
24155	3/7/2018	Fast Signs	Name plate name change, Bonner & Warren	80.70	10	GENERAL
<b>Total</b> 24155	3/7/2018			80.70		
24156	3/7/2018	THE GAS COMPANY	Gas Service, 1/29/18-2/28/18	133.36	10	GENERAL
<b>Total</b> 24156	3/7/2018			133.36		
24157	3/7/2018	Jani-King of CA, Inc.	Janitorial Services March 2018	735.50	10	GENERAL
<b>Total</b> 24157	3/7/2018			735.50		
24158	3/7/2018	Larry Greene	January Expense Reimbursement	696.75	10	GENERAL
<b>Total</b> 24158	3/7/2018			696.75		
24159	3/7/2018	National Auto Fleet Group	2018 Jeep Wrangler VIN#70583	44,575.66	10	GENERAL
<b>Total</b> 24159	3/7/2018			44,575.66		

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24160	3/7/2018	NBS	Comprehensive Citywide User Fee and Rate Study thru 2/28/18	2,970.00	10	GENERAL
<b>Total 24160</b>	3/7/2018			2,970.00		
24161	3/7/2018	Onsolve	Code Red Service 3/24/18-3/23/19	7,500.00	10	GENERAL
<b>Total 24161</b>	3/7/2018			7,500.00		
24162	3/7/2018	Ramsey Backflow & Plumbing	Tested backflow device, Fire Station	45.00	10	GENERAL
<b>Total 24162</b>	3/7/2018			45.00		
24163	3/7/2018	Regional Conservation Authority	MSHCP Fees, Additional February 2018	2,031.00	50	AGENCY
<b>Total 24163</b>	3/7/2018			2,031.00		
24164	3/7/2018	RIV. CO. SHERIFF-S DEPT.	Sheriff's Contract Law Enforcement 1/4/18-1/31/18	117,797.48	10	GENERAL
<b>Total 24164</b>	3/7/2018			117,797.48		
24165	3/7/2018	County Executive Office	Dept Service Invoice FY 17/18	27,278.00	10	GENERAL
<b>Total 24165</b>	3/7/2018			27,278.00		
24166	3/7/2018	RIVERSIDE COUNTY FIRE DEPT	2nd Qtr Fire Contract FY 17/18	372,538.90	10	GENERAL
<b>Total 24166</b>	3/7/2018			372,538.90		
24167	3/7/2018	COUNTY OF RIVERSIDE-TLMA	SLF January 2018 Costs	2,467.16	20	GAS TAX

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
<b>Total</b> 24167	3/7/2018			2,467.16		
24168	3/7/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Office Lease 1/20/18-2/20/18	41.91	10	GENERAL
24168	3/7/2018	SOUTHERN CALIFORNIA EDISON	Electricity, Traffic Signals 1/22/18-2/21/18	76.31	20	GAS TAX
<b>Total</b> 24168	3/7/2018			118.22		
24169	3/7/2018	Structural Termite/Pest Control	Pest Control, Fire Station 3/5/18	36.75	10	GENERAL
<b>Total</b> 24169	3/7/2018			36.75		
24170	3/7/2018	Synoptek, LLC	IT Service March 2018	2,225.00	10	GENERAL
24170	3/7/2018	Synoptek, LLC	Subscription License Renewal for Meraki	205.00	10	GENERAL
<b>Total</b> 24170	3/7/2018			2,430.00		
24171	3/7/2018	Toshiba Financial Services	Monthly Copier Lease 2/15/18-3/15/18	754.29	10	GENERAL
<b>Total</b> 24171	3/7/2018			754.29		
24172	3/7/2018	WRCOG	TUMF Fees Additional February 2018	4,437.00	50	AGENCY
<b>Total</b> 24172	3/7/2018			4,437.00		
24173	3/21/2018	AB Fence Company	Chain Link Fence - Fire Station	1,748.00	10	GENERAL
<b>Total</b> 24173	3/21/2018			1,748.00		
24174	2/21/2018	Aflac	Supplemental Insurance March 2018	325.70	10	GENERAL

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
<b>Total</b> 24174	2/21/2018			325.70		
24175	3/21/2018	California State Fire Protection	Fire Extinguishers Annual Certification 3/6/18	45.00	10	GENERAL
<b>Total</b> 24175	3/21/2018			45.00		
24176	3/21/2018	Charles Abbott Associates, Inc.	Code enforcement software license and hosting February 2018	200.00	10	GENERAL
24176	3/21/2018	Charles Abbott Associates, Inc.	Environmental Services February 2018	580.00	10	GENERAL
24176	3/21/2018	Charles Abbott Associates, Inc.	Permit and Plan Review February 2018	11,368.17	10	GENERAL
24176	3/21/2018	Charles Abbott Associates, Inc.	Planning Services, February 2018	2,568.00	10	GENERAL
<b>Total</b> 24176	3/21/2018			14,716.17		
24177	3/21/2018	Cota, Cole and Huber, LLP	Attorney Services February 2018	13,971.54	10	GENERAL
<b>Total</b> 24177	3/21/2018			13,971.54		
24178	3/21/2018	DIRECTV	Satellite Service, Fire Station 3/12/18-4/11/18	50.54	10	GENERAL
<b>Total</b> 24178	3/21/2018			50.54		
24179	3/21/2018	STATE OF CA DEPT. OF JUSTICE	Fingerprinting Apps, February 2018	32.00	10	GENERAL
<b>Total</b> 24179	3/21/2018			32.00		
24180	3/21/2018	ELSINORE VALLEY MUNI WATER DIS	Water - City Hall 1/27/18-2/25/18	102.96	10	GENERAL
24180	3/21/2018	ELSINORE VALLEY MUNI WATER DIS	Water - Fire Station 1/29/18-2/27/18	234.66	10	GENERAL

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24180	3/21/2018	ELSINORE VALLEY MUNI WATER DIS	Water - Irrigation 1/29/18-2/27/18	919.67	20	GAS TAX
<b>Total 24180</b>	3/21/2018			1,257.29		
24181	3/21/2018	FRIDAY FLYER	Notice of Ordinance Adoption 3/16/18	21.75	10	GENERAL
<b>Total 24181</b>	3/21/2018			21.75		
24182	3/21/2018	Frontier Communications	City Hall Internet, 3/10/18-4/9/18	146.98	10	GENERAL
24182	3/21/2018	Frontier Communications	City Hall Phones, 3/13/18-4/12/18	123.20	10	GENERAL
24182	3/21/2018	Frontier Communications	Fire Station Phones, 3/13/18-4/12/18	266.03	10	GENERAL
<b>Total 24182</b>	3/21/2018			536.21		
24183	3/21/2018	GOLDING PUBLICATIONS	Paper stock for license cards	105.60	10	GENERAL
<b>Total 24183</b>	3/21/2018			105.60		
24184	3/21/2018	Nancy Greenhalgh	Retiree Health Insurance April 2018	197.76	10	GENERAL
<b>Total 24184</b>	3/21/2018			197.76		
24185	3/21/2018	Nate Volk	Broadcasting Services 3/7/18	425.00	10	GENERAL
<b>Total 24185</b>	3/21/2018			425.00		
24186	3/21/2018	Pitney Bowes Global Financial Services, LLC	Postage Machine Lease 12/13/17-03/12/18	175.14	10	GENERAL
<b>Total 24186</b>	3/21/2018			175.14		
24187	3/21/2018	Purchase Power	Postage 3/12/18	200.00	10	GENERAL



**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Num...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
<b>Total</b> 24187	3/21/2018			200.00		
24188	3/21/2018	Rogers, Anderson, Malody & Scott, LLP	Accounting Services January 2018	6,700.00	10	GENERAL
<b>Total</b> 24188	3/21/2018			6,700.00		
24189	3/21/2018	JOHN REGUS	Conference room rent April 2018	250.00	10	GENERAL
<b>Total</b> 24189	3/21/2018			250.00		
24190	3/21/2018	JOHN REGUS	Library Rent May 2018	1,043.33	10	GENERAL
<b>Total</b> 24190	3/21/2018			1,043.33		
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - City Hall 2/13/18-3/15/18	660.95	10	GENERAL
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - Fire Station 2/13/18-3/15/18	370.24	10	GENERAL
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - Pump Station 2/7/18-3/9/18	267.08	20	GAS TAX
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - Traffic Control 1/20/18-2/20/18	12.80	20	GAS TAX
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - Traffic Control 2/13/18-3/15/18	186.77	20	GAS TAX
24191	3/21/2018	SOUTHERN CALIFORNIA EDISON	Electricity - Traffic Signals 1/29/18-2/28/18	372.30	20	GAS TAX
<b>Total</b> 24191	3/21/2018			1,870.14		
24192	3/21/2018	Special District Risk Management Authority	Dental Insurance April 2018	200.63	10	GENERAL
<b>Total</b> 24192	3/21/2018			200.63		
24193	3/21/2018	Sparkletts	Drinking water service, 2/1/18-2/28/18	62.96	10	GENERAL

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 24193	3/21/2018			62.96		
24194	3/21/2018	STAPLES	Office supplies	1,485.47	10	GENERAL
Total 24194	3/21/2018			1,485.47		
24195	3/21/2018	STATE COMP. INS. FUND	Workers Comp Insurance April 2018	1,265.42	10	GENERAL
Total 24195	3/21/2018			1,265.42		
24196	3/21/2018	TPx Communications	City Hall phone system 3/16/18-4/15/18	560.53	10	GENERAL
Total 24196	3/21/2018			560.53		
24197	3/21/2018	Time Warner Cable	Internet - Fire Station 03/10/18-04/09/18	77.51	10	GENERAL
Total 24197	3/21/2018			77.51		
24198	3/21/2018	Tyco Integrated Security LLC	Security System 4/1/18-6/30/18	190.98	10	GENERAL
Total 24198	3/21/2018			190.98		
24199	3/21/2018	U. S. Bank	Promo pens, Veteran's flag pole, office expenses, etc	1,541.51	10	GENERAL
Total 24199	3/21/2018			1,541.51		
24200	3/21/2018	Vega Empire Landscaping	Business License Refund - duplicate payment	84.00	10	GENERAL
Total 24200	3/21/2018			84.00		
24201	3/21/2018	Verizon Wireless	Cell Phones, 03/04/18-04/03/18	445.36	10	GENERAL

**City of Canyon Lake**  
**Check/Voucher Register - Council Report - Expenditures**  
**From 3/1/2018 Through 3/31/2018**

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
24201	3/21/2018	Verizon Wireless	iPads, 03/04/18-04/03/18	199.08	10	GENERAL
<b>Total</b>	3/21/2018			644.44		
24201						
<b>Report Total</b>				649,565.59		

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

Vendor ID	Invoice Description	Cash Required
ANIMAL FRIENDS	Animal Control Services December 2017	3,500.00
Awthentik	Vehicle Graphics	1,550.56
BIO-TOX	Sheriff's Dept Blood Testing January 2018	74.00
Bonner	January Expense Reimbursement	73.62
	February Expense Reimbursement	73.62
CA Consulting	Grant Writing Srvc's, Firefighters Grant(AFG)FEMA 2 of 4 pmts	1,250.00
Control Pump	Preventive Maintenance Service for Landscape Booster Station	975.00
CTAI	Landscape Maintenance Service February 2018	250.00
	Landscape Maintenance Service, Medians and Parkways Feb 2018	5,000.00
Dept of Forestry & Fire Protection	BLM Clean up crew November 2017	228.40
Escrow Mart	Refund on overpayment of TUMF/MSHCP Fees	180.00
Fast Signs	Name plate name change, Bonner & Warren	80.70
GAS CO	Gas Service, 1/29/18-2/28/18	133.36
Jani-King	Janitorial Services March 2018	735.50
Larry Greene	January Expense Reimbursement	696.75
Natl Auto	2018 Jeep Wrangler VIN#70583	44,575.66
NBS	Comprehensive Citywide User Fee and Rate Study thru 2/28/18	2,970.00
Onsolve	Code Red Service 3/24/18-3/23/19	7,500.00
Ramsey Backflow	Tested backflow device, Fire Station	45.00
RCA	MSHCP Fees, Additional February 2018	2,031.00
Riv Co Cal-ID	Sheriff's Contract Law Enforcement 1/4/18-1/31/18	117,797.48
riv Co Exec	Dept Service Invoice FY 17/18	27,278.00
Riv Co Fire	2nd Qtr Fire Contract FY 17/18	372,538.90
Riv Co TLMA	SLF January 2018 Costs	2,467.16
SCE	Electricity, Traffic Signals 1/22/18-2/21/18	76.31
	Electricity, Office Lease 1/20/18-2/20/18	41.91
Structural	Pest Control, Fire Station 3/5/18	36.75
Synoptek	Subscription License Renewal for Meraki	205.00
	IT Service March 2018	2,225.00
Toshiba	Monthly Copier Lease 2/15/18-3/15/18	754.29
WRCOG	TUMF Fees Additional February 2018	4,437.00
Report Total		599,780.97

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

Vendor ID	Invoice Description	Cash Required
AB Fence	Chain Link Fence - Fire Station	1,748.00
Aflac	Supplemental Insurance March 2018	325.70
California State Fire Protection	Fire Extinguishers Annual Certification 3/6/18	45.00
Charles Abbott	Permit and Plan Review February 2018	11,368.17
	Code enforcement software license and hosting February 2018	200.00
	Planning Services, February 2018	2,568.00
	Environmental Services February 2018	580.00
Cota	Attorney Services February 2018	13,971.54
DIRECTV	Satellite Service, Fire Station 3/12/18-4/11/18	50.54
DOJ	Fingerprinting Apps, February 2018	32.00
EVMWD	Water - Fire Station 1/29/18-2/27/18	234.66
	Water - Irrigation 1/29/18-2/27/18	919.67
	Water - City Hall 1/27/18-2/25/18	102.96
FRIDAY FLYER	Notice of Ordinance Adoption 3/16/18	21.75
Frontier	City Hall Internet, 3/10/18-4/9/18	146.98
	Fire Station Phones, 3/13/18-4/12/18	266.03
	City Hall Phones, 3/13/18-4/12/18	123.20
GOLDING	Paper stock for license cards	105.60
NANCY GREENHALGH	Retireee Health Insurance April 2018	197.76
Nate Volk	Broadcasting Services 3/7/18	425.00
Pitney Bowes	Postage Machine Lease 12/13/17-03/12/18	175.14
Pitney Bowes - Purchase Power	Postage 3/12/18	200.00
RAMS	Accounting Services January 2018	6,700.00
REGUS	Conference room rent April 2018	250.00
	Library Rent May 2018	1,043.33
SCE	Electricity - City Hall 2/13/18-3/15/18	660.95
	Electricity - Traffic Control 2/13/18-3/15/18	186.77
	Electricity - Traffic Control 1/20/18-2/20/18	12.80
	Electricity - Fire Station 2/13/18-3/15/18	370.24
	Electricity - Pump Station 2/7/18-3/9/18	267.08
	Electricity - Traffic Signals 1/29/18-2/28/18	372.30
SDRMA	Dental Insurance April 2018	200.63
Sparkletts	Drinking water service, 2/1/18-2/28/18	62.96
STAPLES	Office supplies	1,485.47
STATE FUND	Workers Comp Insurance April 2018	1,265.42
TelePacific	City Hall phone system 3/16/18-4/15/18	560.53
Time Warner	Internet - Fire Station 03/10/18-04/09/18	77.51
TYCO - ADT	Security System 4/1/18-6/30/18	190.98
US Bank	Promo pens, Veteran's flag pole, office expenses, etc	1,541.51
Vega Empire	Business License Refund - duplicate payment	84.00
VerizonW	Cell Phones, 03/04/18-04/03/18	445.36

Date: 3/21/18  
04:31:57 PM

Page: 1

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
	iPads, 03/04/18-04/03/18	<u>199.08</u>
Report Total		<u><u>49,784.62</u></u>

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 02/28/2018  
Process: 2018022801  
Period: 02/16/2018 to 02/28/2018

**Department: (1) Staff**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Tot Liab	Net Amt
Reg	Regular	12.50	750.00											750.00	750.00
Emp Id	107													750.00	750.00
Rate	60.0000													750.00	750.00
<b>Total Earnings</b>													<b>750.00</b>	<b>750.00</b>	
<b>Total Deductions</b>													<b>0.00</b>	<b>0.00</b>	
<b>Total Employer Taxes</b>													<b>0.00</b>	<b>0.00</b>	

**Department: (1) Staff Total**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Tot Liab	Net Amt
1	Reg	Regular	12.50	750.00										750.00	750.00
Female	1	Reg	Regular	12.50	750.00									750.00	750.00
Male	0													750.00	750.00
<b>Total Earnings</b>													<b>750.00</b>	<b>750.00</b>	
<b>Total Deductions</b>													<b>0.00</b>	<b>0.00</b>	
<b>Total Employer Taxes</b>													<b>0.00</b>	<b>0.00</b>	

**Department: (20) City Employees**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Tot Liab	Net Amt
125CO	125	Cash	492.43	PTAXI	Pre-Tax P.	CA	California SI	245.00	CA	California SI	CA	CA Edu & T	98.30	3992.43	3992.43
Emp Id	102	Hol	Holiday											3992.43	4050.32
Rate	3500.00	Reg	Regular	3500.00										3992.43	3278.99
<b>Total Earnings</b>													<b>3992.43</b>	<b>3992.43</b>	
<b>Total Deductions</b>													<b>245.00</b>	<b>245.00</b>	
<b>Total Employer Taxes</b>													<b>468.44</b>	<b>468.44</b>	
125CO	125	Cash	482.58	457B	EE	CA	California SI	36.19	CA	California SI	CA	CA Edu & T	0.00	482.58	482.58
Emp Id	106	Hol	Holiday											482.58	511.78
Rate	19.9000	Reg	Regular	19.9000										482.58	434.58
<b>Total Earnings</b>													<b>482.58</b>	<b>482.58</b>	
<b>Total Deductions</b>													<b>36.19</b>	<b>36.19</b>	
<b>Total Employer Taxes</b>													<b>11.81</b>	<b>11.81</b>	
125CO	125	Cash	499.58	PTXPE	Pre-Tax P.	CA	California SI	109.73	CA	California SI	CA	CA Edu & T	73.85	2255.18	2255.18
Emp Id	98	Hol	Holiday											2255.18	2287.98
Rate	23.1000	Reg	Regular	23.1000										2255.18	1874.02
<b>Total Earnings</b>													<b>499.58</b>	<b>499.58</b>	
<b>Total Deductions</b>													<b>109.73</b>	<b>109.73</b>	
<b>Total Employer Taxes</b>													<b>271.43</b>	<b>271.43</b>	
125CO	125	Cash	452.83	PTXPE	Pre-Tax P.	CA	California SI	338.54	CA	California SI	CA	CA Edu & T	261.35	5869.50	5869.50
Emp Id	99	Hol	Holiday											5869.50	5954.61
Rate	5416.67	Reg	Regular	5416.67										5869.50	4543.46
<b>Total Earnings</b>													<b>452.83</b>	<b>452.83</b>	
<b>Total Deductions</b>													<b>338.54</b>	<b>338.54</b>	
<b>Total Employer Taxes</b>													<b>987.50</b>	<b>987.50</b>	

Labor Distribution

City of Canyon Lake  
Company (10756)

Check Date: 02/28/2018  
Process: 2018022801  
Period: 02/16/2018 to 02/28/2018

Table with columns: Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Stephanie N (125CO 125 Cash, Sick) and Total Earnings (6.00 hours, 679.15 amount).

Department: (20)City Employees Total

Table with columns: Employees, Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Female (125CO 125 Cash, Holiday) and Male (125CO 125 Regular, Sick) and Total Earnings (125.25 hours, 13278.84 amount).

Department: (30)Special Enforcement Team

Table with columns: Employees, Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Curtis M (125CO 125 Regular) and Dawn A (125CO 125 Regular) and Total Earnings (22.00 hours, 547.36 amount).

Table with columns: Employees, Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Dawn A (125CO 125 Regular) and Michael S (125CO 125 Regular) and Total Earnings (28.00 hours, 644.00 amount).

Table with columns: Employees, Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Michael S (125CO 125 Regular) and Helgemo Dickson (125CO 125 Cash) and Total Earnings (26.50 hours, 713.38 amount).

Table with columns: Employees, Code, Earning, Hours, Amount, Deduction, Code, Amount, Tax, Code, Amount, Taxable, Amount. Rows include Helgemo Dickson (125CO 125 Cash, Regular) and Total Earnings (46.50 hours, 1530.02 amount).



**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 02/28/2018  
Process: 2018022801  
Period: 02/16/2018 to 02/28/2018

**Department: (30)Special Enforcement Team Total**

Employees	4	Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount	
Female	2	125CO	125 Cash		228.02	457B EE	CA	89.35	CA	California SI	3254.27	CA	41.95	CA	CA Edu & T	2641.68	2.64	2641.68	2.64	
Male	2	Reg	Regular	123.00	3206.74	PTAXI Pre-Tax P.	CASDI	91.14	CASDI	CA SDI - Em	3434.76	CASUI	34.35	CASUI	California SI	2641.68	118.87	3434.76	118.87	
							FITW		FITW	Federal Incom	3254.27	MED-R	158.21	MED-R	Medicare - E	49.81	49.81	3434.76	49.81	
							MED		MED	Medicare	3434.76		49.81							
<b>Total Earnings</b>				<b>123.00</b>	<b>3434.76</b>	<b>Total Deductions</b>		<b>180.49</b>					<b>284.32</b>		<b>Total Employer Taxes</b>		<b>171.32</b>			

**Department: (50)Council Members**

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	CA	0.00	CA	CA Edu & T	300.00	CA	0.00	CA	CA Edu & T	300.00	0.30	300.00	0.30
Emp Id	78				FITW	Federal Incom	FITW	0.00	CASUI	California SI	300.00	CASUI	0.00	CASUI	California SI	300.00	13.50	300.00	13.50
Salary	300.00				MED	Medicare	MED	4.35	MED-R	Medicare - E	300.00	MED-R	4.35	MED-R	Medicare - E	300.00	4.34	300.00	4.34
<b>Total Earnings</b>		<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>4.35</b>		<b>Total Employer Taxes</b>			<b>18.14</b>						

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	CA	0.00	CA	CA Edu & T	300.00	CA	0.00	CA	CA Edu & T	300.00	0.30	300.00	0.30
Emp Id	62				FITW	Federal Incom	FITW	0.00	CASUI	California SI	300.00	CASUI	0.00	CASUI	California SI	300.00	13.50	300.00	13.50
Salary	300.00				MED	Medicare	MED	4.35	MED-R	Medicare - E	300.00	MED-R	4.35	MED-R	Medicare - E	300.00	4.35	300.00	4.35
<b>Total Earnings</b>		<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>4.35</b>		<b>Total Employer Taxes</b>			<b>18.15</b>						

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	CA	0.00	CA	CA Edu & T	300.00	CA	0.00	CA	CA Edu & T	300.00	0.30	300.00	0.30
Emp Id	103				FITW	Federal Incom	FITW	0.00	CASUI	California SI	300.00	CASUI	0.00	CASUI	California SI	300.00	13.50	300.00	13.50
Salary	300.00				MED	Medicare	MED	4.35	MED-R	Medicare - E	300.00	MED-R	4.35	MED-R	Medicare - E	300.00	4.35	300.00	4.35
<b>Total Earnings</b>		<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>4.35</b>		<b>Total Employer Taxes</b>			<b>18.15</b>						

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	CA	0.00	CA	CA Edu & T	300.00	CA	0.00	CA	CA Edu & T	300.00	0.30	300.00	0.30
Emp Id	95				FITW	Federal Incom	FITW	30.00	CASUI	California SI	300.00	CASUI	0.00	CASUI	California SI	300.00	13.50	300.00	13.50
Salary	300.00				MED	Medicare	MED	4.35	MED-R	Medicare - E	300.00	MED-R	4.35	MED-R	Medicare - E	300.00	4.35	300.00	4.35
<b>Total Earnings</b>		<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>4.35</b>		<b>Total Employer Taxes</b>			<b>18.15</b>						

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Code	Amount	Code	Tax	Amount	Code	Amount	Tax	Amount	Taxable	Amount	Taxable	Amount
Reg	Regular		300.00		CA	California SI	CA	0.00	CA	CA Edu & T	300.00	CA	0.00	CA	CA Edu & T	300.00	0.30	300.00	0.30
Emp Id	94				FITW	Federal Incom	FITW	0.00	CASUI	California SI	300.00	CASUI	0.00	CASUI	California SI	300.00	13.50	300.00	13.50
Salary	300.00				MED	Medicare	MED	4.35	MED-R	Medicare - E	300.00	MED-R	4.35	MED-R	Medicare - E	300.00	4.35	300.00	4.35
<b>Total Earnings</b>		<b>0.00</b>	<b>300.00</b>	<b>Total Deductions</b>		<b>0.00</b>		<b>4.35</b>		<b>Total Employer Taxes</b>			<b>18.15</b>						

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 02/28/2018  
Process: 2018022801  
Period: 02/16/2018 to 02/28/2018

**Department: (50)Council Members Total**

Employees	5	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Female	2	Reg	Regular		1500.00			CA	California SI	1500.00	CAETT	CA Edu & T	1500.00	1500.00		1.50			
Male	3							FIW	Federal Incoi	1500.00	CASUI	California SI	1500.00	1500.00		67.50	Gross	1500.00	
								MED	Medicare	1500.00	MED-R	Medicare - E	1500.00	1500.00		21.74	Tot Liab	1590.74	
																		Net Amt	1448.25
<b>Total Earnings</b>	<b>0.00</b>			<b>0.00</b>	<b>1500.00</b>	<b>Total Deductions</b>	<b>0.00</b>			<b>Total Employee Taxes</b>	<b>51.75</b>	<b>Total Employer Taxes</b>	<b>90.74</b>						

**Report Total**

Employees	15	Code	Earning	Hours	Amount	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount	
Female	8	125CO	125 Cash		2226.01	457B	457B EE1	CA	California SI	17295.77	CAETT	CA Edu & T	5303.41	5303.41		5.30			
Male	7	Hol	Holiday	28.50	219.45	PTAXI	Pre-Tax P.	CASDI	CA SDI - Eir	16713.60	CASUI	California SI	5303.41	5303.41		238.65	Gross	18963.60	
		Reg	Regular	226.25	16392.14	PTXPE	Pre-Tax P.	MED	Federal Incoi	17295.77	MED-R	Medicare - E	18213.60	18213.60		264.10	Tot Liab	19471.65	
		Sick	Sick	6.00	126.00				Medicare	18213.60								Net Amt	15951.93
<b>Total Earnings</b>	<b>260.75</b>			<b>260.75</b>	<b>18963.60</b>	<b>Total Deductions</b>	<b>917.83</b>			<b>Total Employee Taxes</b>	<b>2093.84</b>	<b>Total Employer Taxes</b>	<b>508.05</b>						

*Canyon D Palmer*  
Aaron Palmer, City Manager 3/6/18 Date

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 03/15/2018  
Process: 2018031501  
Period: 03/01/2018 to 03/15/2018

**Department: (1)Staff**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
Reg	Regular	25.00	1500.00									1500.00	1500.00	1500.00
<b>Total Earnings</b>												1500.00		
<b>Total Deductions</b>												0.00		
<b>Total Employer Taxes</b>												0.00		

**Department: (1)Staff Total**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
1	Reg	25.00	1500.00									1500.00	1500.00	1500.00
0	Reg	25.00	1500.00									1500.00	1500.00	1500.00
<b>Total Earnings</b>												1500.00		
<b>Total Deductions</b>												0.00		
<b>Total Employer Taxes</b>												0.00		

**Department: (20)City Employees**

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
125CO	125 Cash	492.43	492.43	PTAXF Pre-Tax P.	CA	245.00	3747.43	CA Edu & T	98.30	0.00	0.00	3992.43	4050.32	3279.00
102	Reg	3500.00	3500.00		CASDJ CA SDI - Eir	3992.43	3992.43	California SI	39.92	0.00	0.00	3992.43	4050.32	3279.00
3500.00	Salary				FITW Federal Incon	3747.43	3747.43	Medicare - E	272.32	3992.43	57.89	3992.43	4050.32	3279.00
<b>Total Earnings</b>												3992.43		
<b>Total Deductions</b>												245.00		
<b>Total Employer Taxes</b>												468.43		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
Reg	Regular	35.25	701.47	457B EH	CA	52.61	648.86	CA Edu & T	6.62	701.47	0.70	701.47	743.91	608.29
106	Reg	35.25	701.47		CASDJ CA SDI - Eir	701.47	701.47	California SI	7.02	701.47	31.57	701.47	743.91	608.29
19.9000	Rate				FITW Federal Incon	648.86	648.86	Medicare - E	16.76	701.47	10.17	701.47	743.91	608.29
<b>Total Earnings</b>												701.47		
<b>Total Deductions</b>												52.61		
<b>Total Employer Taxes</b>												40.57		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
125CO	125 Cash	499.58	499.58	PTXPE Pre-Tax P.	CA	123.44	2351.19	CA Edu & T	91.96	0.00	0.00	2474.63	2510.51	2031.58
98	Reg	1975.05	1975.05		CASDJ CA SDI - Eir	2474.63	2474.63	California SI	24.75	0.00	0.00	2474.63	2510.51	2031.58
23.1000	Rate				FITW Federal Incon	2351.19	2351.19	Medicare - E	167.02	2474.63	35.88	2474.63	2510.51	2031.58
<b>Total Earnings</b>												2474.63		
<b>Total Deductions</b>												123.44		
<b>Total Employer Taxes</b>												319.61		

Code	Earning	Hours	Amount	Deduction	Code	Amount	Taxable	Tax	Amount	Taxable	Amount	Gross	Tot Liab	Net Amt
125CO	125 Cash	452.83	452.83	PTXPE Pre-Tax P.	CA	338.54	5530.96	CA Edu & T	261.35	0.00	0.00	5869.50	5954.61	4543.45
99	Reg	5416.67	5416.67		CASDJ CA SDI - Eir	5870.50	5870.50	California SI	58.70	0.00	0.00	5869.50	5954.61	4543.45
5416.67	Sick	0.00	0.00		FITW Federal Incon	5823.50	5823.50	Medicare - E	582.35	5869.50	85.11	5869.50	5954.61	4543.45
<b>Total Earnings</b>												5869.50		
<b>Total Deductions</b>												338.54		
<b>Total Employer Taxes</b>												987.51		

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 03/15/2018  
Process: 2018031501  
Period: 03/01/2018 to 03/15/2018

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
125CO	125 Cash		553.15	PTXPE Pre-Tax P.	CA	California SI	690.96	0.45	CAETT	CA Edu & T	700.15	0.70				
100	Sick	7.00	147.00		CASDJ	CA SDI - Err	700.15	7.00	CASUI	California SI	700.15	31.51				
21.0000	Sick				FITW	Federal Incon	690.96	3.68	MED-R	Medicare - E	700.15	10.15				
					MED	Medicare	700.15	10.15								
<b>Total Earnings</b>												<b>7.00</b>	<b>700.15</b>	<b>21.28</b>	<b>Total Employer Taxes</b>	<b>42.36</b>

**Department: (20)City Employees Total**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
5	125CO 125 Cash		1997.99	457B EE	CA	California SI	12969.40	458.68	CAETT	CA Edu & T	1401.62	1.40				
2	Reg Regular	120.75	11593.19	PTAXI Pre-Tax P.	CASDJ	CA SDI - Err	13738.18	137.39	CASUI	California SI	1401.62	63.08				
	Sick	16.50	147.00	PTXPE Pre-Tax P.	FITW	Federal Incon	12969.40	1042.13	MED-R	Medicare - E	13738.18	199.20				
					MED	Medicare	13738.18	199.20								
<b>Total Earnings</b>												<b>137.25</b>	<b>13738.18</b>	<b>1837.40</b>	<b>Total Employer Taxes</b>	<b>263.68</b>

**Department: (30)Special Enforcement Team**

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
Reg	Regular	27.50	684.20	457B EE	CA	California SI	632.88	0.00	CAETT	CA Edu & T	684.20	0.69				
105					CASDJ	CA SDI - Err	684.20	6.84	CASUI	California SI	684.20	30.78				
24.8800					FITW	Federal Incon	632.88	0.00	MED-R	Medicare - E	684.20	9.92				
					MED	Medicare	684.20	9.92								
<b>Total Earnings</b>												<b>27.50</b>	<b>684.20</b>	<b>16.77</b>	<b>Total Employer Taxes</b>	<b>41.39</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
Reg	Regular	37.00	851.00	457B EE	CA	California SI	787.17	1.51	CAETT	CA Edu & T	851.00	0.85				
104					CASDJ	CA SDI - Err	851.00	8.51	CASUI	California SI	851.00	38.29				
23.0000					FITW	Federal Incon	787.17	13.30	MED-R	Medicare - E	851.00	12.34				
					MED	Medicare	851.00	12.34								
<b>Total Earnings</b>												<b>37.00</b>	<b>851.00</b>	<b>35.56</b>	<b>Total Employer Taxes</b>	<b>51.48</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
Reg	Regular	20.00	538.40		CA	California SI	538.40	0.00	CAETT	CA Edu & T	538.40	0.54				
83					CASDJ	CA SDI - Err	538.40	5.39	CASUI	California SI	538.40	24.23				
26.9200					FITW	Federal Incon	538.40	38.42	MED-R	Medicare - E	538.40	7.81				
					MED	Medicare	538.40	7.80								
<b>Total Earnings</b>												<b>20.00</b>	<b>538.40</b>	<b>51.61</b>	<b>Total Employer Taxes</b>	<b>32.58</b>

Code	Earning	Hours	Amount	Deduction	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount				
125CO	125 Cash		228.02	PTAXI Pre-Tax P.	CA	California SI	1790.42	56.67	CAETT	CA Edu & T	0.00	0.00				
101	Reg Regular	60.00	1680.00		CASDJ	CA SDI - Err	1908.02	19.08	CASUI	California SI	0.00	0.00				
28.0000					FITW	Federal Incon	1790.42	141.23	MED-R	Medicare - E	1908.02	27.67				
					MED	Medicare	1908.02	27.67								
<b>Total Earnings</b>												<b>60.00</b>	<b>1908.02</b>	<b>244.65</b>	<b>Total Employer Taxes</b>	<b>27.67</b>

**Labor Distribution**

**City of Canyon Lake**  
Company (10756)

Check Date: 03/15/2018  
Process: 2018031501  
Period: 03/01/2018 to 03/15/2018

**Department: (30)Special Enforcement Team Total**

Employees	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Female	2	125CO 125 Cash		228.02	457B	457B EE:	115.15	CA	California SI	3748.87	58.18	CAETT	CA Edu & T	2073.60	2.08
Male	2	Reg Regular	144.50	3753.60	PTAXI	Pre-Tax P:	117.60	CASDI	CA SDI - E	3981.62	39.82	CASUI	California SI	2073.60	93.30
					FITW	Federal Inco		MED-R	Medicare - E	3748.87	192.95	MED-R	Medicare - E	3981.62	57.74
					MED	Medicare				3981.62	57.74				
		<b>Total Earnings</b>	<b>144.50</b>	<b>3981.62</b>	<b>Total Deductions</b>		<b>232.75</b>	<b>Total Employer Taxes</b>			<b>348.69</b>	<b>Total Employer Taxes</b>			<b>153.12</b>

**Report Total**

Employees	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Taxable	Amount	Code	Tax	Taxable	Amount
Female	6	125CO 125 Cash		2226.01	457B	457B EE:	167.76	CA	California SI	16718.27	516.86	CAETT	CA Edu & T	3475.22	3.48
Male	4	Reg Regular	290.25	16846.79	PTAXI	Pre-Tax P:	362.60	CASDI	CA SDI - E	17719.80	177.21	CASUI	California SI	3475.22	156.38
		Sick Sick	16.50	147.00	PTXPE	Pre-Tax P:	471.17	FITW	Federal Inco	16718.27	1235.08	MED-R	Medicare - E	17719.80	256.94
					MED	Medicare				17719.80	256.94				
		<b>Total Earnings</b>	<b>306.75</b>	<b>19219.80</b>	<b>Total Deductions</b>		<b>1001.53</b>	<b>Total Employer Taxes</b>			<b>2186.09</b>	<b>Total Employer Taxes</b>			<b>416.80</b>

*3/15/18*  
*DATE*

*Aaron Palmer*  
*Aaron Palmer, City Manager*

**U S BANK Statement dated 3/6/18**

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	SmartSign	City hall - facility maintenance sign	\$ 42.78	10-550-6610
2	Lake Elsinore CDJR	Mat Kit	\$ 242.44	10-520-6415
3	La-Z-Boy Furniture	Fire Station recliners accessories	\$ 324.04	10-420-8018
4	Carrot Top Industries	7" Gold plastic eagle	\$ 27.85	10-100-6830
5	Jon's Flags & Poles Inc	Veteran's flag pole	\$ 141.15	10-100-6830
6	Lowe's	Power strip	\$ 14.10	10-310-6210
7	Amsterdam Print	Promo Pens	\$ 318.57	10-100-6830
8	Microsoft 365	Microsoft 365 Monthly Fee	\$ 362.50	10-310-6610
9	Country Club & Restaunt	Round table	\$ 68.08	10-100-6510
			<b>\$ 1,541.51</b>	
		<b>Account Breakdown</b>		
	Council Meeting	10-100-6510	\$ 68.08	
	Council Special Dept. Expense	10-100-6520		
	Promotion and Advertising	10-100-6830	\$ 487.57	
	Office Expense	10-310-6210	\$ 14.10	
	Professional/Specialized Services	10-550-6610	\$ 42.78	
	Professional/Specialized Services	10-310-6610	\$ 362.50	
	Vehicle Maintenance	10-520-6415	\$ 242.44	
	Law Enforcement Specialized Service	10-410-6610		
	Fire Station Expenses	10-420-8018	\$ 324.04	
	Emergency Preparedness Supplies	10-425-6215		
	Special Enforcement Misc Expense	10-520-6220		
	Training and Education	10-520-6710		
			<b>\$ 1,541.51</b>	
		Check Figure	\$ -	

*OK to pay  
3/15/18*

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



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

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

**Menu** **Payment Request Acceptance**

Billing and Payments

Super Funded Accounts

Rate Plan Details

Payment Accounts

Make Payment

**Your request for payment has been accepted.**

- **Please print this page for your records.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will be reflected in your CalPERS account once the payment has been received by CalPERS.
- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

**Payment Setup Total**  
**Total Payment Amount:** \$134.09

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001032464	03/07/2018	100000015205887	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$134.09

© Copyright 2018 CalPERS | [Conditions of Use](#) | [Accessibility](#)

Build: v7.2 Baseline: 180226\_151552\_v7.2\_Int.1063 UID: 318

*CRB*  
*3/7/18*



Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

**Common Tasks**



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

**Menu**



**Payment Request Acceptance**

**Your request for payment has been accepted.**

Billing and Payments

Super Funded Accounts

Rate Plan Details

Payment Accounts

Make Payment

- **Please print this page for your records.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will be reflected in your CalPERS account once the payment has been received by CalPERS.
- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

**Payment Setup Total**

**Total Payment Amount:** \$1,673.31

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001033598	03/08/2018	100000015169502	Employer Contribution, PEPPRA, 26189, CalPERS, 02/16/2018 - 02/28/2018	EFT - Debit	Citizens Business Bank -5402	\$932.94
1001033599	03/08/2018	100000015169472	Employer Contribution, Classic, 1684, CalPERS, 02/16/2018 - 02/28/2018	EFT - Debit	Citizens Business Bank -5402	\$740.37

© Copyright 2018 CalPERS | [Conditions of Use](#) | [Accessibility](#)

Build: v7.2 Baseline: 180226\_151552\_v7.2\_Int.1063 **UID: 318**

*Ok to pay  
3/8/18 af*





Home Profile Reporting Person Information Education Other Organizations

Manage Reports Billing and Payments Payroll Schedule Member Requests Health Reconciliation Retirement Appointment Reconciliation

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

**Menu** **Payment Request Acceptance**

- Billing and Payments
- Super Funded Accounts
- Rate Plan Details
- Payment Accounts
- Make Payment

**Your request for payment has been accepted.**

- **Please print this page for your records.**
- If you need to contact us with questions regarding this payment, please have your Payment Confirmation Number for faster access.
- Your payment will be reflected in your CalPERS account once the payment has been received by CalPERS.
- Your payment account may take longer to post, depending upon your Financial Institution. Once your payment is processed, CalPERS will send a confirmation email to the email address in your profile.

**Payment Setup Total**  
**Total Payment Amount:** \$1,762.32

**Payment Summary**

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001038090	03/15/2018	100000015198791	Employer Contribution, PEPRA, 26189, CalPERS, 03/01/2018 - 03/15/2018	EFT - Debit	Citizens Business Bank -5402	\$963.67
1001038091	03/15/2018	100000015198722	Employer Contribution, Classic, 1684, CalPERS, 03/01/2018 - 03/15/2018	EFT - Debit	Citizens Business Bank -5402	\$798.65

© Copyright 2018 CalPERS | [Conditions of Use](#) | [Accessibility](#)


Build: v7.2 Baseline: 180226\_151552\_v7.2\_Int.1063 UID: 318

*Ok to pay  
3/21/18 HJ*

# CITIZENSTRUST™

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

Item 8



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

RECEIVED  
MAR 2 1 2018

BY: \_\_\_\_\_

STATEMENT FOR THE PERIOD FROM 02/01/2018 TO 02/28/2018  
ACCOUNT

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

\* PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT

\* ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY

\* PORTFOLIO STATEMENT: A LISTING OF COST AND MARKET VALUE OF ASSETS  
HELD IN THE PORTFOLIO

COST BASIS APPLICABLE FOR CALCULATING CAPITAL GAINS AND LOSSES.  
MARKET VALUE IS THE CURRENT VALUE OF EACH ASSET FOR MOST STOCKS AND BONDS.  
MARKETS ARE THE CLOSING PRICES ON THE LAST TRADING DAY OF THE PERIOD.

\* TRANSACTION STATEMENT: A COMPLETE LISTING FOR THE PERIOD GROUPED BY  
TRANSACTION TYPE.

\* DISCLOSURES: CITIZENS BUSINESS BANK MAY RECEIVE RESEARCH AND OTHER BENEFITS  
FROM BROKER DEALERS WHICH MAY BE CONSIDERED COMPENSATION TO US. UPON REQUEST  
WE WILL DISCLOSE DETAILS OF ANY COMPENSATION RECEIVED.

\* TO TRUST BENEFICIARIES: UNDER SECTION 17200 OF CALIFORNIA PROBATE CODE,  
YOU MAY PETITION THE COURT TO OBTAIN A COURT REVIEW OF THE ACCOUNT AND  
THE ACTS OF THE TRUSTEE. CLAIMS AGAINST THE TRUSTEE FOR BREACH OF TRUST  
MUST BE MADE WITHIN THREE YEARS FROM THE DATE OF RECEIPT OF AN ACCOUNTING  
OR OTHER REPORT DISCLOSING FACTS GIVING RISE TO THE CLAIM.



# CITIZENSTRUST™

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



## Account Statement

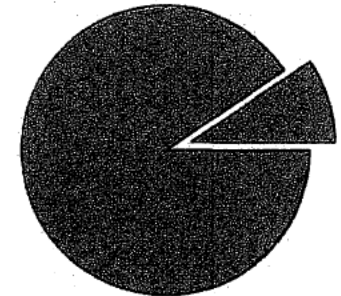
Account Number: -----  
 February 01, 2018 To February 28, 2018

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

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

### Investment Portfolio Summary

Market Value As Of	02/01/2018	02/28/2018	% Of Account
 CASH & CASH EQUIVALENTS	248,567.79	248,840.87	9.6%
 FIXED INCOME	2,363,520.63	2,355,082.06	90.4%
<b>Total</b>	<b>2,612,088.42</b>	<b>2,603,922.93</b>	<b>100.0%</b>



### Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,612,088.42	2,622,592.86		
Income	1,010.31	7,605.58	Long Term	7.85-
Asset Activity	112.08	3,538.42		247.69-
Fees	849.31-	1,698.63-	Total Gains / Losses	7.85-
Cash Management	273.08-	9,445.37-		247.69-
Change In Market Value	8,165.49-	18,669.93-		
Ending Market Value	2,603,922.93	2,603,922.93		

# Account Statement

Account Number:

February 01, 2018 To February 28, 2018

## Portfolio Statement

Quantity	Description	Market Value	Cost Basis
<b>Cash &amp; Cash Equivalents</b>			
Cash Equivalents			
Unclassified			
248,840.870	31607A703 FIDELITY GOVERNMENT PORTFOLIO	248,840.87	248,840.87
	Total Unclassified	248,840.87	248,840.87
Total	Cash Equivalents	248,840.87	248,840.87
<b>Total</b>	<b>Cash &amp; Cash Equivalents</b>	<b>248,840.87</b>	<b>248,840.87</b>
<b>Fixed Income</b>			
Taxable			
100,000.000	02587DA99 AMERICAN EXPR CENTURION MEDIUM-TERM CD DTD 09/16/15 1.6% 09/17/2018	99,692.45	99,975.00
75,000.000	05531FAU7 BB&T CORPORATION DTD 06/29/15 CALL 2.625% 06/29/2020-2020	74,495.25	75,273.33
100,000.000	05580ACZ5 BMW BANK BANK NORTH AMERICA DTD 09/30/15 MEDIUM-TERM CD 2.2% 09/30/2020	99,064.96	99,980.00
100,000.000	14042RAR2 CAPITAL ONE NA MEDIUM-TERM CD DTD 10/07/2015 2.2% 10/07/2020	99,083.27	99,615.00
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	103,358.00	107,183.45
100,000.000	29266NS32 ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020	97,910.44	100,000.00
70,000.000	3130A1CE6 FEDERAL HOME LOAN DTD 03/27/14 2% 12/27/2019	69,598.90	70,459.45
100,000.000	3130A6NA1 FEDERAL HOME LOAN DTD 10/29/15 CALL 1.4% 10/29/2019-2016	98,524.00	100,000.00
50,000.000	3130A8EN9 FEDERAL HOME LOAN BANK DTD 06/14/16 CALL 1.64% 06/14/2021-2016	48,471.00	50,000.00
100,000.000	3130A8NT6 FEDERAL HOME LOAN DTD 07/13/16 CALL 1.48% 07/13/2021-2017	96,423.00	100,000.00
100,000.000	313380FB8 FEDERAL HOME LOAN BANK DTD 08/09/12 1.375% 09/13/2019	98,663.00	99,667.18

### Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
Taxable			
100,000.000	3133EFZ91 FEDERAL FARM CREDIT BANK DTD 04/12/16 CALL 1.62% 04/12/2021-2017	96,986.00	99,909.00
200,000.000	3134G9J40 FREDDIE MAC DTD 07/26/16 CALL 1% 04/26/2019-2017	197,138.00	200,000.00
50,000.000	3134GAHK3 FREDDIE MAC DTD 09/30/16 CALL 1.6% 09/30/2021-2016	47,937.50	49,967.50
100,000.000	3134GAZR8 FREDDIE MAC DTD 12/30/2016 CALL 2.05% 12/30/2021-2017	96,867.00	100,000.00
100,000.000	3134GB7F3 FREDDIE MAC DTD 12/29/17 CALL 2.5% 12/29/2022-2018	98,200.00	100,000.00
100,000.000	3134GBZS4 FREDDIE MAC DTD 7/27/2017 CALL 2.15 4/27/2022 2.15% 04/27/2022-2017	96,922.00	100,000.00
50,000.000	3136G1C98 FANNIE MAE DTD 02/05/13 1.42% 02/05/2020	49,092.00	50,304.31
100,000.000	3136G3J30 FANNIE MAE DTD 07/28/16 CALL 1.6% 07/28/2021-2016	96,735.00	100,000.00
100,000.000	3136G3VG7 FANNIE MAE DTD 06/29/16 CALL 1.5% 09/29/2020-2016	97,409.00	100,000.00
100,000.000	3136G3XZ3 FANNIE MAE DTD 07/28/16 CALL 1.5% 07/28/2021-2016	96,205.00	100,000.00
100,000.000	3136G4EV1 FANNIE MAE DTD 10/28/16 CALL 1.625% 10/28/2021-2017	95,437.00	99,959.00
78,852.980	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	80,325.54	84,372.71
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	194,696.00	202,837.59
25,000.000	713448BN7 PEPSICO INC DTD 01/14/10 4.5% 01/15/2020	25,847.75	26,352.98
Total	Taxable	2,355,082.06	2,415,856.50
Total	Fixed Income	2,355,082.06	2,415,856.50



# Account Statement

Account Number:

February 01, 2018 To February 28, 2018

## Portfolio Statement ( Continued )

Quantity	Description	Market Value	Cost Basis
<b>Miscellaneous</b>			
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
	Total Documents	0.00	0.00
	Total Miscellaneous Sundry Assets	0.00	0.00
	<b>Total Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Total Assets</b>		<b>2,603,922.93</b>	<b>2,664,697.37</b>

## Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
<b>Balances Beginning Of Period</b>	0.00	2,664,800.91	2,621,432.47
Prior Accruals			9,344.05-
Unrealized Depreciation This Period			8,157.64-
Current Accruals			12,436.75
Asset Activity	112.08	119.93-	112.08
Cash Management	273.08-	273.08	273.08-
Fees	849.31-	0.00	849.31-
Income	1,010.31	256.69-	1,010.31
Realized Gain/loss			7.85-
Non Cash Asset Changes			
<b>Balances End Of Period</b>	<b>0.00</b>	<b>2,664,697.37</b>	<b>2,616,359.68</b>

## Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
02/01/18		Beginning Balance		0.00	2,664,800.91
<b>Income</b>					
Interest					
02/01/18		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3136G1C98	INTEREST RCVD	255.37	
02/05/18		FANNIE MAE DTD 02/05/13 1.42% 02/05/2020 29266NS32	INTEREST RCVD	355.00	
02/16/18		ENERBANK USA DTD 10/16/2015 MEDIUM-TERM CD 1.75% 10/16/2020 31398R7H2	INTEREST RCVD	148.63	
02/26/18		FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	INTEREST RCVD	251.31	
		Total Interest		1,010.31	0.00
		<b>Total Income</b>		<b>1,010.31</b>	<b>0.00</b>

### Transaction Statement ( Continued )

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
<b>Asset Activity</b>					
Assets Sold					
02/26/18	112.080-	31398R7H2 FANNIE MAE SERIES 2010-M4 CLASS A3 DTD 07/01/10 3.819% 06/25/2020	NOTE AND MTG PMT	112.08	119.93-
Total Assets Sold				112.08	119.93-
<b>Total Asset Activity</b>				112.08	119.93-
<b>Fees</b>					
02/23/18		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 02/20/2018	DISBURSEMENT	849.31-	
<b>Total Fees</b>				849.31-	0.00
<b>Cash Management</b>					
02/28/18	273.080	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	273.08-	273.08
<b>Total Cash Management</b>				273.08-	273.08
<b>Miscellaneous</b>					
02/05/18		3136G1C98 AMORTIZATION ON 50,000 UNITS FANNIE MAE DTD 02/05/13 1.42% 02/05/2020 TO ADJUST TAX LOT, AMORTIZATION = 256.69-	AMORTIZATION		256.69-
<b>Total Miscellaneous</b>				0.00	256.69-
02/28/18		<b>Ending Balance</b>		0.00	2,664,697.37

### Disclosure

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

### Important Information

1099S WILL BE POST-MARKED ON OR BEFORE FEBRUARY 15TH UNLESS THE ACCOUNT HOLDS COMPLEX ASSETS (REITS, GNMA, FNMA, OTHER GOV'T AGY) OR MASTER LIMITED PARTNERSHIPS (MLPS). THE LATTER WILL BE POST-MARKED BY MARCH 15TH. MAILING OF FIDUCIARY TAX INFORMATION WILL BEGIN MID-FEBRUARY AND CONTINUE THROUGH EARLY APRIL.





**2018 Expense Reports**

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Randall Bonner</b>												
Internet	\$ 20.00	\$ 20.00										
Cell Phone	\$ 53.62	\$ 53.62										
Travel												
<b>Total</b>	\$ 73.62	\$ 73.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Jordan Ehrenkranz</b>												
Internet												
Cell Phone												
Travel												
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Larry Greene</b>												
Internet												
Cell Phone												
Travel	\$ 696.75											
<b>Total</b>	\$ 696.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Dawn Haggerty</b>												
Internet	\$ 30.00											
Cell Phone												
Travel												
<b>Total</b>	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Vicki Warren</b>												
Internet												
Cell Phone												
Travel												
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CITY OF CANYON LAKE**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GENERAL FUND**  
**FOR THE ONE MONTH AND EIGHT MONTHS ENDED FEBRUARY 28, 2018**

	Current Period Actual	Year-to-Date Actual	Total Budget	% Total of Budget Used
<b>REVENUES</b>				
Taxes	\$ 129,421.32	\$ 2,326,271.31	\$ 4,103,960	56.68
Licenses and Permits	26,158.83	236,307.66	281,500	83.95
Fines	1,534.84	11,281.78	15,000	75.21
Franchise Fees	53,843.28	109,917.80	319,100	34.45
Investment earnings	3,596.60	36,763.21	70,200	52.37
Intergovernmental	-	9,923	50,403	19.69
Other Income	10,757.62	21,947.41	25,000	87.79
Total Revenues	<u>225,312.49</u>	<u>2,752,412.52</u>	<u>4,865,163</u>	<u>56.57</u>
<b>EXPENDITURES</b>				
<b>DEPARTMENTS</b>				
City Council	3,878.80	40,218.21	79,695	50.47
City Attorney	6,871.50	54,981.65	80,000	68.73
City Manager	33,853.45	259,988.32	368,664	70.52
City Clerk	10,163.41	76,501.68	126,203	60.62
Finance	3,927.59	81,696.93	147,325	55.45
Planning	-	24,331.61	56,000	43.45
Building & Safety	20,234.64	108,545.79	141,600	76.66
Law Enforcement	125,995.65	778,311.25	1,679,080	46.35
Fire & Medical	6,673.77	450,771.54	1,567,100	28.76
Emergency Preparedness	-	513.00	9,980	5.14
Animal Control	-	112,935.80	197,000	57.33
Public Works Administration	3,413.56	67,925.56	92,300	73.59
NPDES	879.48	75,249.83	84,898	88.64
Special Enforcement	13,951.00	123,531.40	224,948	54.92
Building & Facility	4,166.46	47,591.05	66,180	71.91
Total Expenditures	<u>234,009.31</u>	<u>2,303,093.62</u>	<u>4,920,973</u>	<u>46.80</u>
Excess (Deficit)	<u>\$ (8,696.82)</u>	<u>\$ 449,318.90</u>	<u>\$ (55,810)</u>	
<b>Fund Balance - Beginning of Year (audited)</b>		<u>3,993,344.67</u>		
<b>Fund Balance - February, 2018 (before closing)</b>		<u><b>\$ 4,442,663.57</b></u> *		

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

**Item 11**

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

**FROM: Aaron Palmer, City Manager**

**BY: Mike A. Borja, Administrative Services Manager**

**DATE: April 4, 2018**

**SUBJECT: Authorization for Grant Writing Services Agreement with California Consulting for FEMA's 2018 Staffing for Adequate Fire and Emergency Response Grant (SAFER)**

---

**Recommendation**

That the City Council authorize the City Manager to enter into an agreement for grant writing services with California Consulting for the city's grant application submittal with FEMA's 2018 Staffing for Adequate Fire and Emergency Response Grant (SAFER)

**Background**

Currently the city's approved 1-year contract with Riverside County Fire calls for a 2-person engine company at a cost at \$1.44million. Recently the city received cost estimates from Riverside County Fire for the next three fiscal years, which begins July 1, 2018. As part of the service requirements moving forward, future services require going from a 2-person engine company to a 3-person engine company, which will increase cost significantly each year. Per Riverside Country Fire, here are their cost estimates for the next three fiscal years:

- FY18/19 – Estimated at \$2.2million, a difference of \$760,000 from \$1.44million
- FY19/20 – Estimated at \$2.32million, a difference of \$880,000 from \$1.44million
- FY20/21 – Estimated at \$2.44million, a difference of \$1million from \$1.44million

In order to help offset the increased estimated cost each fiscal year, the city is seeking funding opportunity through FEMA's Staffing for Adequate Fire and Emergency Response Grant, also known as the SAFER. The goal of the SAFER grant is to help cities increase or maintain the number of trained firefighters available in their communities. Because of the experience and success that California Consulting has had with the SAFER grant in the past, the city is seeking their expertise and knowledge for submitting the grant application on behalf of the City of Canyon Lake. Based on Riverside County Fire's increased estimates for each fiscal year, the city is seeking funds for each of the estimated differences, which total \$2.64million.

**Fiscal Impact**

Funding to use will come through savings from the city's General Fund account of 420 - Fire & Medical. Per the agreement with California Consulting, the cost for the grant writing service is based on the grant amount that's submit. For grants over \$250,000, the cost

ranges from \$9,000 to \$14,000, which for a grant amount of \$2.64million, the grant writing service cost is \$14,000. However, through negotiations, California Consulting has agreed to do the SAFER grant writing service for \$9,500.

**Attachments**

California Consulting Grant Writing Service Agreement

## GRANT WRITING SERVICES AGREEMENT

**DATED:** February 28, 2017

**PARTIES:** California Consulting, LLC, A California Limited Liability Company  
(hereinafter the "Consultant"); and

City of Canyon Lake, (hereinafter the "Client")

### AGREEMENT:

The undersigned hereby agree to the following terms and conditions:

**Section 1. Duties of Consultant:** During the term of this Agreement, Consultant shall provide the Client as follows:

- a. Grant research, targeted grant research on projects specifically identified by the client, and identification of funding opportunities;
- b. Grant writing at direction of Client; and
- c. Offering Client general advice on matters involving funding mechanisms, grants research, identification, and writing.

**Section 2. Time for Performance of Duties:** Notwithstanding any other term or condition of this Agreement, Client specifically acknowledges that Consultant has other clients and/or outside employment. Consultant shall have control over the time and manner of performing its duties described in Section 1, and shall make available such time as it, in its sole discretion, shall deem appropriate for the performance of its duties under this Agreement.

**Section 3. Term of the Agreement:** The effective date of this Agreement is March 1, 2017, and shall continue on a month to month basis, allowing both parties to discuss potential new contract terms at any time.

**Section 4. Compensation:** Client shall pay Consultant on a per grant basis as compensation for Consultant's grant writing services. Client shall pay Consultant at the rate of \$95.00 per hour for all services performed at direction of Client when not related to a specific grant selected by Client. Consultant will provide Client with a "not to exceed" amount upon request for any services not related to a specific grant selected by Client. Consultant shall provide client with a written invoice monthly. Client agrees to pay invoice within 30 days of receipt.

The following is a breakdown of cost per grant:

Grant Amount	Cost
Up to \$10,000	\$1,500
\$10,001 - \$50,000	\$4,000
\$50,001 - \$100,000	\$5,000
\$100,001 - \$250,000	\$8,000
Over \$250,000	\$9,000 - \$14,000

**Section 13.** Attorney's Fees: The prevailing party in any action filed that arises out of this Agreement shall be entitled to recoup their reasonable attorney's fees and costs from the other party.

**Section 14.** Notices: All notices will be sent via certified mail or overnight courier such as Federal Express, to:

Consultant at: California Consulting, LLC  
4744 Telephone Rd., Ste. 3-352  
Ventura, CA 93003


Client at: City of Canyon Lake  
31516 Railroad Canyon Road  
Canyon Lake, CA 92587

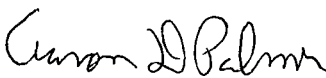
**Section 15.** Termination: This Agreement may be terminated by either party for any reason not in violation of federal and/or California State law upon thirty (30) days written notice to the other party. Client shall compensate Consultant for all services rendered prior to the date of termination. There shall be no liquidated damages in the event of termination under this provision.

IN WITNESS THEREOF, this Agreement is executed on the dates set forth below and effective on the date first set forth above.

"CONSULTANT"  
California Consulting, LLC  
(A California Limited Liability Company)

"CLIENT"  
City of Canyon Lake

By   
Steven Samuelian, Chief Executive Officer

  
Name Aaron Palmer  
Title City Manager