



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road
Canyon Lake, CA 92587

Website: www.cityofcanyonlake.org

Chair Kasey Castillo
Member Jeremy Smith

AGENDA

Regular Meeting of the Finance & Planning Committee

Wednesday, February 3, 2021

4:00 P.M.

ADMINISTRATION OFFICE CONFERENCE ROOM

31526 Railroad Canyon Road, Suite 5, Canyon Lake CA 92587

SPECIAL NOTICE – COVID-19 RELATED PROCEDURES IN EFFECT

Pursuant to Paragraph 3 of Executive Order N-29-20, executed by the Governor of California on March 17, 2020, as a response to mitigating the spread of Coronavirus (COVID-19), this regular meeting of the Finance & Planning Committee will allow Committee Members to attend the meeting telephonically from remote locations without requiring notice of or public access to those locations. The Administration Office will be closed to the public. Those who wish to listen to the meeting, are asked to contact the City Clerk prior to the start of the meeting, to receive a phone number and access code to call-in.

In a further effort to allow for social distancing, members of the public may comment electronically by sending an email with their comment to PublicComment@canyonlakeca.gov. The City Clerk will read these public **comment submissions into the record during the "Public Comments" portion of the agenda, provided that such comments (A) include their name and agenda item number; (B) are no longer than 250 words.**

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

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

ROUTINE ITEMS

- (1) Update by Interwest
- (2) Minutes - Approval of Finance & Planning Committee Minutes
 - January 13, 2021
- (3) Claims & Demands - Review of February 3, 2021 City Council Meeting Claims
- (4) Ordinance - Adoption of Urgency Ordinance No. 204, An Urgency Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding; and Introduction and First Reading of Ordinance No. 205, An Ordinance of the City Council of the City of Canyon Lake, California, Amending Section 3.08.270 of the Canyon Lake Municipal Code Regarding Competitive Bidding

(5) December Financial Statement

STAFF COMMENTS

COMMITTEE MEMBER COMMENTS

ADJOURNMENT

Next Meeting Date: **March 3, 2021**

**MINUTES
REGULAR MEETING OF THE CANYON LAKE
FINANCE & PLANNING COMMITTEE
Wednesday, January 13, 2021
4:00 p.m.**

**City Hall Administration
31526 Railroad Canyon Road, Suite 5
Canyon Lake, CA 92587**

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CALL TO ORDER

Committee Chair Smith called the meeting to order at 4:03 p.m.

ROLL CALL

Present: Committee Chair Smith
Committee Member Castillo

The following staff members were also present:

- Mike Borja, Administrative Services Manager
- Terry Shea, Finance Director
- Ana Sauseda, City Clerk

The following staff joined the meeting via teleconference:

- Debbie Harper, Audit Partner from LSL
- James Wiatrak, Building Official

PUBLIC COMMENTS

There were no public comments.

DRAFT

ROUTINE ITEMS

(1) Update by Interwest

James “JW” Wiatrak, Building Official, presented the statistics from the Building Department and answered questions from the Committee.

(2) Minutes - Approval of Finance & Planning Committee Minutes
• December 7, 2020

The minutes were approved as is.

(4) Receive & File – Review of Fiscal Year 2019-20 Audited Financial Statements

Debbie Harper, Audit Partner from LSL, presented this item and discussed the audit.

(3) Claims & Demands - Review of January 13, 2021 City Council Meeting Claims and Demands and Demands

There was discussion regarding the claims and demands.

Staff addressed specific questions from the Committee.

(4) Receive & File – Review of Fiscal Year 2019-20 Audited Financial Statements

Finance Director Terry Shea gave additional information on the Audited Financial Statements.

(5) Contract Amendment – Authorization of Public Works Agreement with PV Maintenance Inc. for Street & Facility Maintenance Services

There was discussion regarding the contract amendment with PV Maintenance Inc.

Staff addressed specific questions from the Committee.

STAFF COMMENTS

Administrative Services Manager Mike Borja gave an update on Sky Link & Railroad Canyon Road.

COMMITTEE MEMBER COMMENTS

There were no comments.

DRAFT

ADJOURNMENT

The meeting was adjourned at 4:52 p.m.

Respectfully Submitted,

Ana V. Sauseda, CMC
City Clerk

DRAFT



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

BY: Kayla Lozano, Accountant

DATE: February 3, 2021

SUBJECT: Adoption of Resolution No. 2021-04, Allowing Certain Claims and Demands as Set Forth in Exhibit A

Recommendation

That the City Council adopt Resolution No. 2021-04, 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 January 13, 2021.

Fiscal Impact

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

Attachments

1. Resolution No. 2021-04
2. List of Demands

ATTACHMENT 1

RESOLUTION NO. 2021-04

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 February 3rd, in the amount of \$868,769.80 as follows:

Payroll Earnings (Gross)	\$ 67,695.82	(2nd Half of December & 1st Half of January)
Payroll Taxes - Employer	2,952.66	(2nd Half of December & 1st Half of January)
On-line Retirement	7,176.71	(2nd Half of December & 1st Half of January)
On-line Health	3,407.98	(For the Month of January)
Nationwide Deferred Comp.	312.80	(For the Month of December)
General	787,223.83	
TOTAL	<u>\$ 868,769.80</u>	

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

Kasey Castillo, Mayor

ATTEST:

Ana V. Sauseda, CMC
City Clerk

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

I, Ana V. Sauseda, 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. 2021-04 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on February 3, 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ana V. Sauseda, CMC
City Clerk

ATTACHMENT 2

Claims and Demands

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26341	1/6/2021	Victoria Day	Final Check 1-7-2021 (Check Date 1-15-2021)	420.64	10	GENERAL
Total 26341	1/6/2021			420.64		
26342	1/6/2021	Gina Dickson	Final Check 1-7-2021 (Check Date 1-15-2021)	4,155.07	10	GENERAL
Total 26342	1/6/2021			4,155.07		
26343	1/6/2021	AmeriGas	Propane for Fire Station, 12/17/20	844.46	10	GENERAL
Total 26343	1/6/2021			844.46		
26344	1/6/2021	AMP GLOBAL LLC	Rent for Admin Bldg. for the month of February 2021	2,678.00	10	GENERAL
Total 26344	1/6/2021			2,678.00		
26345	1/6/2021	AMP GLOBAL LLC	Rent for 31526 Railroad Cyn Rd Ste#4 February 2021	400.00	10	GENERAL
Total 26345	1/6/2021			400.00		
26346	1/6/2021	CANYON LAKE PEST CONTROL, Steven E. Young	City Hall Admin General Pest, 12/17/20	55.00	10	GENERAL
Total 26346	1/6/2021			55.00		
26347	1/6/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Nov2020	8,949.30	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Beck v. City (Writ of Mandate) Oct2020	1,308.52	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Nov 2020	627.50	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code (23822 Canyon Lake Dr.) Oct 2020	821.70	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Nov. 2020	192.09	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for Code Enf. (30112 Red Barn), Oct. 2020	1,480.00	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for November 2020	6,544.39	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for October 2020	7,756.20	10	GENERAL
26347	1/6/2021	Cole Huber LLP	Attorney Services for October 2020 (Covid-19)	100.00	10	GENERAL
Total 26347	1/6/2021			27,779.70		
26348	1/6/2021	Corelogic Information Solutions, INC.	Database for Code Enforcement, December 2020	128.75	10	GENERAL
Total 26348	1/6/2021			128.75		
26349	1/6/2021	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station 60 December 2020	250.00	10	GENERAL
26349	1/6/2021	CTAI Pacific Greenscape	Landscape Maintenance for Median & Parkways December 2020	4,500.00	20	GAS TAX
Total 26349	1/6/2021			4,750.00		
26350	1/6/2021	DATA TICKET	Citation Processing, Code Enforcement November 2020	160.00	10	GENERAL
26350	1/6/2021	DATA TICKET	Parking Citations, November 2020	100.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26350	1/6/2021			260.00		
26351	1/6/2021	DIRECTV	Satellite for Fire Station, 12/12/20 to 1/11/21	118.34	10	GENERAL
Total 26351	1/6/2021			118.34		
26352	1/6/2021	Jordan Ehrenkranz	Auto Allowance for the Month of January 2021 - Ehrenkranz	100.00	10	GENERAL
26352	1/6/2021	Jordan Ehrenkranz	Reimbursement for Rapid Covid-19 Test	185.00	10	GENERAL
Total 26352	1/6/2021			285.00		
26353	1/6/2021	FRIDAY FLYER	Notice of Public Hearing - Zoning Ordinance Sec 18.25,1/1/21	80.85	10	GENERAL
Total 26353	1/6/2021			80.85		
26354	1/6/2021	Frontier Communications	Phones for Fire Station, 12/13/20 to 1/12/21	383.25	10	GENERAL
Total 26354	1/6/2021			383.25		
26355	1/6/2021	Gladwell Governmental Services, Inc.	Records Retention Legal Review, Update & Advice FY20-21	250.00	10	GENERAL
Total 26355	1/6/2021			250.00		
26356	1/6/2021	HINDERLITER, DE LLAMAS & ASSOC	Audit Services - Sales Tax for Quarter 2 2020, 12/29/20	1.27	10	GENERAL
Total 26356	1/6/2021			1.27		
26357	1/6/2021	Interwest Consulting Group	Building & Safety Services for November 2020	26,459.81	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26357	1/6/2021			26,459.81		
26358	1/6/2021	Jeremy Smith	Auto Allowance for the Month of January 2021 - Smith	100.00	10	GENERAL
Total 26358	1/6/2021			100.00		
26359	1/6/2021	Joe's Hardware	Filter & Fuel for Fire Station 60, 12/30/20	17.98	10	GENERAL
26359	1/6/2021	Joe's Hardware	Window Cleaner, Hose & Glass Scraper for Code Enf., 12/29/20	46.03	10	GENERAL
Total 26359	1/6/2021			64.01		
26360	1/6/2021	Johnson Controls Security Solutions	Security System for City Hall January - March 2021	143.75	10	GENERAL
Total 26360	1/6/2021			143.75		
26361	1/6/2021	Kasey Castillo	Auto Allowance for the Month of January 2021 - Castillo	100.00	10	GENERAL
Total 26361	1/6/2021			100.00		
26362	1/6/2021	LANCE, SOLL & LUNGHARD	2020 Government Audit, 12/29/2020	10,000.00	10	GENERAL
Total 26362	1/6/2021			10,000.00		
26363	1/6/2021	Larry Greene	Auto Allowance for the Month of January 2021 - Greene	0.00	10	GENERAL
Total 26363	1/6/2021			0.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26364	1/6/2021	OTIS ELEVATOR COMPANY	Annual Service for Elevator, 1/1/2021 to 12/31/2021	4,985.24	10	GENERAL
Total 26364	1/6/2021			4,985.24		
26365	1/6/2021	PZL, Inc.	Planning Services for December 2020	2,700.00	10	GENERAL
Total 26365	1/6/2021			2,700.00		
26366	1/6/2021	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for the month of November 2020	4,662.50	10	GENERAL
Total 26366	1/6/2021			4,662.50		
26367	1/6/2021	RIVERSIDE COUNTY FIRE DEPT	Fire Protection Services for 1st Qtr. (July-Sept) FY 20/21	446,073.74	10	GENERAL
Total 26367	1/6/2021			446,073.74		
26368	1/6/2021	COUNTY OF RIVERSIDE-TLMA	SLF Costs for November 2020	389.98	20	GAS TAX
Total 26368	1/6/2021			389.98		
26369	1/6/2021	Shawna Sarnowski	Council & City Official Photos, 12/14/20	600.00	10	GENERAL
Total 26369	1/6/2021			600.00		
26370	1/6/2021	STAPLES	Office Supplies (Paper, Scissors, Dividers, etc.) 12/25/20	379.65	10	GENERAL
Total 26370	1/6/2021			379.65		
26371	1/6/2021	State Water Resources Control Board	Regional Water Board Annual Permit Fee 10/1/20 to 9/30/21	8,992.00	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26371	1/6/2021			8,992.00		
26372	1/6/2021	Time Warner Cable	Digital Converter for City Hall, 12/22/20 to 1/21/21	5.52	10	GENERAL
26372	1/6/2021	Time Warner Cable	Internet for Fire Station, 12/10/20 to 1/9/21	104.98	10	GENERAL
Total 26372	1/6/2021			110.50		
26373	1/6/2021	Toshiba Financial Services	Monthly Copier Lease for Admin & City Hall, 1/10/2021	799.32	10	GENERAL
Total 26373	1/6/2021			799.32		
26374	1/6/2021	Toshiba America Business Solutions	Color & Black/White Monthly Copy Costs 11/26/20 to 12/25/20	472.35	10	GENERAL
Total 26374	1/6/2021			472.35		
26375	1/6/2021	Dale Welty	Auto Allowance for the Month of January 2021 - Welty	100.00	10	GENERAL
Total 26375	1/6/2021			100.00		
26376	1/21/2021	Abila	Additional Accounting Software Subscription, 1/15/2021	50.00	10	GENERAL
26376	1/21/2021	Abila	Monthly Accounting Software Subscription, 1/7/2021	122.75	10	GENERAL
Total 26376	1/21/2021			172.75		
26377	1/21/2021	Affordable Auto Repair	Repair & Maint. on Jeep - Shock Absorber & Sway Bar, 1/20/21	1,563.36	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26377	1/21/2021			1,563.36		
26378	1/21/2021	Aflac	Supplemental Insurance for January 2021	497.96	10	GENERAL
Total 26378	1/21/2021			497.96 VOID		
26379	1/21/2021	Albert A. Webb Associates	Professional Services for State SB2 Planning, 12/26/2020	2,353.75	10	GENERAL
Total 26379	1/21/2021			2,353.75		
26380	1/21/2021	Control Pump	Monthly Landscape Booster Station, December 2020	375.00	20	GAS TAX
Total 26380	1/21/2021			375.00		
26381	1/21/2021	CR&R	Trash Services for Rental Bldg. January 2021	164.80	60	ENTERPR... FUND
Total 26381	1/21/2021			164.80		
26382	1/21/2021	CTAI Pacific Greenscape	Landscape Maintenance for Fire Station 60 January 2021	250.00	10	GENERAL
26382	1/21/2021	CTAI Pacific Greenscape	Landscape Maintenance for Median & Highways January 2021	4,500.00	20	GAS TAX
Total 26382	1/21/2021			4,750.00		
26383	1/21/2021	Delgado Janitorial Services	Janitorial Services for the month of January 2021	1,031.50	10	GENERAL
Total 26383	1/21/2021			1,031.50		
26384	1/21/2021	DFM ASSOCIATES	2021 California Elections Code Book	75.04	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26384	1/21/2021			75.04		
26385	1/21/2021	DIRECTV	Sarellite for Fire Station 1/12/21 to 2/11/21	117.79	10	GENERAL
Total 26385	1/21/2021			117.79		
26386	1/21/2021	Division of the State Architect	Disability & Education Fee Qtr. Ended 12/31/20	192.40	10	GENERAL
Total 26386	1/21/2021			192.40		
26387	1/21/2021	ECS Imaging, Inc.	Scanning Services for City Records-B&S Volumes 001-002,7/31	6,546.62	10	GENERAL
Total 26387	1/21/2021			6,546.62		
26388	1/21/2021	Embroidery & More	Embroidery Left Chest Logo - Mann	77.58	10	GENERAL
Total 26388	1/21/2021			77.58		
26389	1/21/2021	Frontier Communications	Internet for Fire Station 1/10/21 to 2/9/21	202.14	10	GENERAL
Total 26389	1/21/2021			202.14		
26390	1/21/2021	GOLDING PUBLICATIONS	Regular and Window Envelopes Whitewove, 1/20/21	256.22	10	GENERAL
Total 26390	1/21/2021			256.22		
26391	1/21/2021	NANCY GREENHALGH	Retiree Health Insurance for February 2021	168.56	10	GENERAL
Total 26391	1/21/2021			168.56		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26392	1/21/2021	Kansas City Life Group Benefits	Life Insurance for Employee's 2/15/21 to 3/14/21	126.24	10	GENERAL
Total 26392	1/21/2021			126.24		
26393	1/21/2021	Lake Elsinore CDJR	Multi Point Inspection & Oil Filter Change on Jeep, 1/14/21	107.27	10	GENERAL
Total 26393	1/21/2021			107.27		
26394	1/21/2021	Nate Volk	Video Broadcast Mtg. for 1/13/2021	350.00	10	GENERAL
Total 26394	1/21/2021			350.00		
26395	1/21/2021	Purchase Power	Postage for 1/2/2021 & 1/7/2021	400.00	10	GENERAL
Total 26395	1/21/2021			400.00		
26396	1/21/2021	Rogers, Anderson, Malody & Scott, LLP	Accounting Services for the month of December 2020	9,362.50	10	GENERAL
Total 26396	1/21/2021			9,362.50		
26397	1/21/2021	County Executive Office	SCFA Quarterly Sheltering Services for January-March 2021	17,429.00	10	GENERAL
26397	1/21/2021	County Executive Office	SCFA Quarterly Sheltering Services for October-December 2020	17,345.00	10	GENERAL
Total 26397	1/21/2021			34,774.00		
26398	1/21/2021	County Executive Office, Finance	SCFA FY 20/21 Debt Service	17,429.00	10	GENERAL
Total 26398	1/21/2021			17,429.00		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
26399	1/21/2021	Riverside County Sheriff Dept. Lake Elsinore	Sheriff's Contract Law 10/22/20 to 11/18/20	133,506.70	10	GENERAL
Total 26399	1/21/2021			133,506.70		
26400	1/21/2021	Ana Sauseda	Education Reimbursement for Tuition - Sauseda	1,000.00	10	GENERAL
Total 26400	1/21/2021			1,000.00		
26401	1/21/2021	Special District Risk Management Authority	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&FerrariFeb2021	486.06	10	GENERAL
Total 26401	1/21/2021			486.06		
26402	1/21/2021	STATE COMP. INS. FUND	Workers Comp Base Premium 6/1/20 to 2/1/21	4,351.75	10	GENERAL
Total 26402	1/21/2021			4,351.75		
26403	1/21/2021	STATE COMP. INS. FUND	Workers Comp Insurance for February 2021	1,373.25	10	GENERAL
Total 26403	1/21/2021			1,373.25		
26404	1/21/2021	The Gas Company	Gas Charges 11/30/20 to 12/30/20	227.92	10	GENERAL
Total 26404	1/21/2021			227.92		
26405	1/21/2021	Time Warner Cable	Internet for Fire Station 1/10/21 to 2/9/21	104.98	10	GENERAL
Total 26405	1/21/2021			104.98		
26406	1/21/2021	TRI LAKE CONSULTANTS, INC.	SB-1 Project & Expenditure Reporting November 2020	280.00	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26406	1/21/2021			280.00		
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	140.00	10	GENERAL
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	1,680.00	20	GAS TAX
26407	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	560.00	21	MEASURE A
Total 26407	1/21/2021			2,380.00		
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	140.00	10	GENERAL
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	840.00	20	GAS TAX
26408	1/21/2021	TRI LAKE CONSULTANTS, INC.	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	420.00	21	MEASURE A
Total 26408	1/21/2021			1,400.00		
26409	1/21/2021	U. S. Bank	Covid-19 Tests for EE's, Masks, Lens for Camera, etc.,1/6/21	7,075.20	10	GENERAL
Total 26409	1/21/2021			7,075.20		
26410	1/21/2021	Verizon Wireless	Cell Phones, 12/4/20 to 1/3/21	204.80	10	GENERAL
26410	1/21/2021	Verizon Wireless	iPads, 12/4/20 to 1/3/21	167.10	10	GENERAL
Total 26410	1/21/2021			371.90		
26411	1/27/2021	Aflac	Supplemental Insurance for January 2021	346.24	10	GENERAL

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 26411	1/27/2021			346.24		
26412	1/27/2021	Larry Greene	Auto Allowance for the month of January 2021 - Greene	100.00	10	GENERAL
Total 26412	1/27/2021			100.00		
EFT263		Sparkletts	Drinking Water for City Hall & Admin Office December 2020	94.42	10	GENERAL
Total EFT263				94.42		
EFT264		SOUTHERN CALIFORNIA EDISON	Electricity 31526 Railroad Cyn. Rd. Ste. 3 11/20-12/21/20	38.03	10	GENERAL
Total EFT264				38.03		
EFT265		SOUTHERN CALIFORNIA EDISON	Electricity for Rental Bldg Ste. 2 & 3 11/16/20 to 12/16/20	427.63	60	ENTERPR... FUND
Total EFT265				427.63		
EFT266		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall Admin 11/20/20 to 12/21/20	151.32	10	GENERAL
Total EFT266				151.32		
EFT267		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/21/20 to 12/22/20	56.46	20	GAS TAX
Total EFT267				56.46		
EFT268		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 12/1/20 to 12/30/20	323.12	20	GAS TAX

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total EFT268				323.12		
EFT269		SOUTHERN CALIFORNIA EDISON	Electricity for Fire Station 11/16/20 to 12/16/20	350.96	10	GENERAL
Total EFT269				350.96		
EFT270		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/20/20 to 12/21/20	8.56	20	GAS TAX
Total EFT270				8.56		
EFT271		SOUTHERN CALIFORNIA EDISON	Electricity for Traffic Signals 11/16/20 to 12/16/20	204.65	20	GAS TAX
Total EFT271				204.65		
EFT272		SOUTHERN CALIFORNIA EDISON	Electricity for City Hall 11/16/20 to 12/16/20	607.93	10	GENERAL
Total EFT272				607.93		
EFT273		ELSINORE VALLEY MUNI WATER DIS	Water for Rental Building 11/23/20 to 12/24/20	80.15	60	ENTERPR... FUND
Total EFT273				80.15		
EFT274		ELSINORE VALLEY MUNI WATER DIS	Water for City Hall 11/23/20 to 12/24/20	87.09	10	GENERAL
Total EFT274				87.09		
EFT275		ELSINORE VALLEY MUNI WATER DIS	Water for Fire Station 11/27/20 to 12/27/20	359.22	10	GENERAL
Total EFT275				359.22		

City of Canyon Lake
 Check/Voucher Register - Council Report - Expenditures
 From 1/1/2021 Through 1/31/2021

Check Number	Matching Docume... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
EFT276		ELSINORE VALLEY MUNI WATER DIS	Water for Irrigation 11/27/20 to 12/27/20	1,041.58	20	GAS TAX
Total EFT276				1,041.58		
EFT277		Sparkletts	Drinking Water for City Hall & Admin Office December 2020	69.01	10	GENERAL
Total EFT277				69.01		
Report Total				787,721.79 - 497.96 <u>787,223.83</u>		

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Day	Final Check 1-7-2021 (Check Date 1-15-2021)	<u>420.64</u>
Report Total		<u><u>420.64</u></u>

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Dickson	Final Check 1-7-2021 (Check Date 1-15-2021)	4,155.07
Report Total		4,155.07

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

Vendor ID	Invoice Description	Cash Required
AmeriGas	Propane for Fire Station, 12/17/20	844.46
AMP	Rent for Admin Bldg. for the month of February 2021	2,678.00
	Rent for 31526 Railroad Cyn Rd Ste#4 February 2021	400.00
CL PEST	City Hall Admin General Pest, 12/17/20	55.00
Cole Huber	Attorney Services for Code (23822 Canyon Lake Dr.) Oct 2020	821.70
	Attorney Services for Code (23822 Canyon Lake Dr.) Nov 2020	627.50
	Attorney Services for Beck v. City (Writ of Mandate) Oct2020	1,308.52
	Attorney Services for Beck v. City (Writ of Mandate) Nov2020	8,949.30
	Attorney Services for Code Enf. (30112 Red Barn), Oct. 2020	1,480.00
	Attorney Services for Code Enf. (30112 Red Barn), Nov. 2020	192.09
	Attorney Services for October 2020 (Covid-19)	100.00
	Attorney Services for October 2020	7,756.20
	Attorney Services for November 2020	6,544.39
Corelogic	Database for Code Enforcement, December 2020	128.75
CTAI	Landscape Maintenance for Median & Parkways December 2020	4,500.00
	Landscape Maintenance for Fire Station 60 December 2020	250.00
DATA TICKET	Parking Citations, November 2020	100.00
	Citation Processing, Code Enforcement November 2020	160.00
DIRECTV	Satellite for Fire Station, 12/12/20 to 1/11/21	118.34
Ehrenkranz	Auto Allowance for the Month of January 2021 - Ehrenkranz	100.00
	Reimbursement for Rapid Covid-19 Test	185.00
FRIDAY FLYER	Notice of Public Hearing - Zoning Ordinance Sec 18.25,1/1/21	80.85
Frontier	Phones for Fire Station, 12/13/20 to 1/12/21	383.25
Gladwell	Records Retention Legal Review, Update & Advice FY20-21	250.00
HINDERLITER	Audit Services - Sales Tax for Quarter 2 2020, 12/29/20	1.27
ICG	Building & Safety Services for November 2020	26,459.81
Jeremy Smith	Auto Allowance for the Month of January 2021 - Smith	100.00
Joe's	Window Cleaner, Hose & Glass Scraper for Code Enf., 12/29/20	46.03

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02/03/2021 Finance & Planning Committee Agenda

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

Vendor ID	Invoice Description	Cash Required
	Filter & Fuel for Fire Station 60, 12/30/20	17.98
Johnson Controls	Security System for City Hall January - March 2021	143.75
Kasey Castillo	Auto Allowance for the Month of January 2021 - Castillo	100.00
LANCE, SOLL	2020 Government Audit, 12/29/2020	10,000.00
Larry Greene	Auto Allowance for the Month of January 2021 - Greene	100.00 <i>VOID</i>
OTIS	Annual Service for Elevator, 1/1/2021 to 12/31/2021	4,985.24
PZL, Inc.	Planning Services for December 2020	2,700.00
RAMS	Accounting Services for the month of November 2020	4,662.50
Riv Co Fire	Fire Protection Services for 1st Qtr. (July-Sept) FY 20/21	446,073.74
Riv Co TLMA	SLF Costs for November 2020	389.98
Sarnowski	Council & City Official Photos, 12/14/20	600.00
STAPLES	Office Supplies (Paper, Scissors, Dividers, etc.) 12/25/20	379.65
SWRCB	Regional Water Board Annual Permit Fee 10/1/20 to 9/30/21	8,992.00
Time Warner	Digital Converter for City Hall, 12/22/20 to 1/21/21	5.52
	Internet for Fire Station, 12/10/20 to 1/9/21	104.98
Toshiba	Monthly Copier Lease for Admin & City Hall, 1/10/2021	799.32
Toshiba Business Solutions, USA	Color & Black/White Monthly Copy Costs 11/26/20 to 12/25/20	472.35
Welty	Auto Allowance for the Month of January 2021 - Welty	100.00
Report Total		545,247.47 <u>- 100.00</u> 545,147.47

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

Vendor ID	Invoice Description	Cash Required
ABILA	Monthly Accounting Software Subscription, 1/7/2021	122.75
	Additional Accounting Software Subscription, 1/15/2021	50.00
Affordable Auto Repair	Repair & Maint. on Jeep - Shock Absorber & Sway Bar, 1/20/21	1,563.36
Aflac	Supplemental Insurance for January 2021	497.96 VOID
Albert A. Webb Associates	Professional Services for State SB2 Planning, 12/26/2020	2,353.75
Control Pump	Monthly Landscape Booster Station, December 2020	375.00
CR&R	Trash Services for Rental Bldg. January 2021	164.80
CTAI	Landscape Maintenance for Median & Highways January 2021	4,500.00
	Landscape Maintenance for Fire Station 60 January 2021	250.00
Delgado	Janitorial Services for the month of January 2021	1,031.50
DFM	2021 California Elections Code Book	75.04
DIRECTV	Sarellite for Fire Station 1/12/21 to 2/11/21	117.79
DSA	Disability & Education Fee Qtr. Ended 12/31/20	192.40
ECS	Scanning Services for City Records-B&S Volumes 001-002,7/31	6,546.62
Embroidery	Embroidery Left Chest Logo - Mann	77.58
Frontier	Internet for Fire Station 1/10/21 to 2/9/21	202.14
GOLDING	Regular and Window Envelopes Whitewove, 1/20/21	256.22
GREENHALGH	Retiree Health Insurance for February 2021	168.56
KCL Group Benefits	Life Insurance for Employee's 2/15/21 to 3/14/21	126.24
Lake Elsinore Chrysler	Multi Point Inspection & Oil Filter Change on Jeep, 1/14/21	107.27
Nate Volk	Video Broadcast Mtg. for 1/13/2021	350.00
Pitney Bowes - Purchase Power	Postage for 1/2/2021 & 1/7/2021	400.00
RAMS	Accounting Services for the month of December 2020	9,362.50
riv Co Exec	SCFA Quarterly Sheltering Services for October-December 2020	17,345.00
	SCFA Quarterly Sheltering Services for January-March 2021	17,429.00
Riv Co Executive	SCFA FY 20/21 Debt Service	17,429.00
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 10/22/20 to 11/18/20	133,506.70
Sauseda	Education Reimbursement for Tuition - Sauseda	1,000.00
SDRMA	Dental&Vis. Ecclefield, Mann, Sauseda, Lozano&FerrariFeb2021	486.06
STATE FUND	Workers Comp Base Premium 6/1/20 to 2/1/21	4,351.75
	Workers Comp Insurance for February 2021	1,373.25

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

Vendor ID	Invoice Description	Cash Required
The Gas Co	Gas Charges 11/30/20 to 12/30/20	227.92
Time Warner	Internet for Fire Station 1/10/21 to 2/9/21	104.98
TRI LAKE	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	420.00
	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	840.00
	Engineering Srvcs for December 2020(Measure A, SB-1 & Misc.)	140.00
	SB-1 Project & Expenditure Reporting November 2020	280.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	560.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	1,680.00
	Engineering Srvcs for November 2020(Measure A, SB-1 & Misc.)	140.00
US Bank	Covid-19 Tests for EE's, Masks, Lens for Camera, etc.,1/6/21	7,075.20
VerizonW	iPads, 12/4/20 to 1/3/21	167.10
	Cell Phones, 12/4/20 to 1/3/21	204.80
Report Total		233,652.24
		<u>497.96</u>
		<u>233,154.28</u>

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Aflac	Supplemental Insurance for January 2021	346.24
Larry Greene	Auto Allowance for the month of January 2021 - Greene	100.00
Report Total		<u>446.24</u>

Department: (20)City Employees

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		472.54	PTAXF Pre-Tax P.	CA	California SI	184.62	4453.71	CAETT	CA Edu & T	0.00	0.00	0.00
102	Hol	47.50	0.00		CASDJ	CA SDI - Eir	47.53	4753.37	CASUI	California SI	0.00	0.00	0.00
4280.83	Reg		4280.83		FITW	Federal Incon	519.90	4453.71	MED-R	Medicare - E	68.92	4753.37	68.92
					MED	Medicare	68.93	4753.37					
Total Earnings		47.50	4753.37	Total Deductions			820.98		Total Employer Taxes				68.92

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	12.00	258.72		CA	California SI	0.00	258.72	CAETT	CA Edu & T	0.00	0.00	0.00
106	Hol				CASDJ	CA SDI - Eir	2.59	258.72	CASUI	California SI	0.00	0.00	0.00
21.5600	Reg				FITW	Federal Incon	0.00	258.72	MED-R	Medicare - E	3.75	258.72	3.75
					MED	Medicare	3.75	258.72					
Total Earnings		12.00	258.72	Total Deductions			6.34		Total Employer Taxes				3.75

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
Reg	Regular	20.00	342.00	457B 457B EE ; AflacP; Aflac Post	CA	California SI	0.00	316.35	CAETT	CA Edu & T	0.00	0.00	0.00
114	Hol				CASDJ	CA SDI - Eir	3.42	342.00	CASUI	California SI	0.00	0.00	0.00
17.1000	Reg				FITW	Federal Incon	0.00	316.35	MED-R	Medicare - E	4.96	342.00	4.96
					MED	Medicare	4.96	342.00					
Total Earnings		20.00	342.00	Total Deductions			8.38		Total Employer Taxes				4.96

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		186.93	PTXPF Pre-Tax P.	CA	California SI	73.61	2172.38	CAETT	CA Edu & T	0.00	0.00	0.00
115	Hol	57.00	0.00		CASDJ	CA SDI - Eir	23.16	2316.10	CASUI	California SI	0.00	0.00	0.00
2129.17	Reg		2129.17		FITW	Federal Incon	190.46	2172.38	MED-R	Medicare - E	33.58	2316.10	33.58
					MED	Medicare	33.58	2316.10					
Total Earnings		57.00	2316.10	Total Deductions			320.81		Total Employer Taxes				33.58

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		166.99	PTXPF Pre-Tax P.	CA	California SI	116.42	2595.38	CAETT	CA Edu & T	0.00	0.00	0.00
117	Hol	57.00	0.00		CASDJ	CA SDI - Eir	27.71	2771.16	CASUI	California SI	0.00	0.00	0.00
2604.17	Reg		2604.17		FITW	Federal Incon	281.90	2595.38	MED-R	Medicare - E	40.18	2771.16	40.18
					MED	Medicare	40.18	2771.16					
Total Earnings		57.00	2771.16	Total Deductions			466.21		Total Employer Taxes				40.18

Code	Earning	Hours	Amount	Deduction	Code	Tax	Amount	Taxable	Code	Tax	Amount	Taxable	Amount
125CO	125 Cash		184.31		CA	California SI	575.12	7319.43	CAETT	CA Edu & T	0.00	0.00	0.00
111	ELECT Reimburs		75.00		CASDJ	CA SDI - Eir	0.00	0.00	CASUI	California SI	0.00	0.00	0.00
6875.00	Hol	47.50	0.00		FITW	Federal Incon	1384.55	7319.43	MED-R	Medicare - E	106.13	7319.43	106.13
	Reg				MED	Medicare	106.14	7319.43					
	Sick	2.50	0.00										
	Vac	10.75	0.00										
Total Earnings		60.75	7319.43	Total Deductions			2065.81		Total Employer Taxes				106.13

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

02/06/20 Finance Planning Committee Agenda

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
125CO	125 Cash		527.74	457B EE	CA	66.00	California SI	CAETT	86.05	CA Edu & T	CAETT	86.05	0.00	0.00
108	Holiday	57.00	0.00	PTAXI Pre-Tax P.	CASDI	232.75	CA SDI - Eir	CASUI	38.53	California SI	CASUI	38.53	0.00	0.00
Salary	Regular		3325.00		FITW		Federal Incon	MED-R	286.02	Medicare - E	MED-R	286.02	3852.74	55.86
	Vac	19.00	0.00		MED		Medicare		55.87			55.87		3087.52
Total Earnings		76.00	3852.74	Total Deductions		298.75	Total Employee Taxes		466.47	Total Employer Taxes		55.86		

Department: (20)City Employees Total

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
7	125CO 125 Cash		1538.51	457B EE	CA	91.65	California SI	CAETT	1035.82	CA Edu & T	CAETT	1035.82	0.00	0.00
4	ELECT Reimburs		75.00	Aflac Post	CASDI	13.65	CA SDI - Eir	CASUI	142.94	California SI	CASUI	142.94	0.00	0.00
3	Hol Holiday	266.00	0.00	PTAXI Pre-Tax P.	FITW	532.41	Federal Incon	MED-R	2662.83	Medicare - E	MED-R	2662.83	21613.52	313.38
	Reg Regular	32.00	20000.01	PTXPE Pre-Tax P.	MED	319.50	Medicare		313.41			313.41		21926.90
	Sick	2.50	0.00											16501.31
	Vac	29.75	0.00											
Total Earnings		330.25	21613.52	Total Deductions		957.21	Total Employee Taxes		4155.00	Total Employer Taxes		313.38		

Department: (30)Special Enforcement Team

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
104	Holiday	47.50	1280.13	457B EE	CA	50.00	California SI	CAETT	82.48	CA Edu & T	CAETT	82.48	0.00	0.00
Rate	Regular	47.50	1280.13	MEDI: Health Ins	CASDI	127.75	CA SDI - Eir	CASUI	24.33	California SI	CASUI	24.33	0.00	0.00
				PTXPE Pre-Tax P.	FITW	172.82	Federal Incon	MED-R	189.20	Medicare - E	MED-R	189.20	2432.51	35.27
					MED		Medicare		35.27			35.27		2560.26
Total Earnings		95.00	2560.26	Total Deductions		350.57	Total Employee Taxes		331.28	Total Employer Taxes		35.27		1878.41

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
101	125CO 125 Cash		477.29	PTAXI Pre-Tax P.	CA	109.06	California SI	CAETT	207.31	CA Edu & T	CAETT	207.31	0.00	0.00
Rate	COVID S	47.50	1558.00		CASDI	35.93	CA SDI - Eir	CASUI	35.93	California SI	CASUI	35.93	0.00	0.00
	Holiday	47.50	1558.00		FITW	342.15	Federal Incon	MED-R	342.15	Medicare - E	MED-R	342.15	3593.29	52.10
					MED		Medicare		52.10			52.10		3593.29
Total Earnings		95.00	3593.29	Total Deductions		109.06	Total Employee Taxes		637.49	Total Employer Taxes		52.10		2846.74

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
113	Regular	20.00	583.20		CA		California SI	CAETT	0.00	CA Edu & T	CAETT	0.00	0.00	0.00
Rate					CASDI	583.20	CA SDI - Eir	CASUI	5.83	California SI	CASUI	5.83	0.00	0.00
					FITW	583.20	Federal Incon	MED-R	42.75	Medicare - E	MED-R	42.75	583.20	8.46
					MED		Medicare		8.45			8.45		583.20
Total Earnings		20.00	583.20	Total Deductions		0.00	Total Employee Taxes		57.03	Total Employer Taxes		8.46		583.20

Code	Earning	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Code	Amount	Taxable	Amount
98	125CO 125 Cash		499.58	PTXPE Pre-Tax P.	CA	179.74	California SI	CAETT	77.59	CA Edu & T	CAETT	77.59	0.00	0.00
Rate	Comp Tin	8.00	224.24		CASDI	3162.43	CA SDI - Eir	CASUI	31.62	California SI	CASUI	31.62	0.00	0.00
	Holiday	57.00	1597.71		FITW	2982.69	Federal Incon	MED-R	281.96	Medicare - E	MED-R	281.96	3162.43	45.86
	Regular	19.00	532.57		MED		Medicare		45.85			45.85		3162.43
	Vac	11.00	308.33											2545.67
Total Earnings		95.00	3162.43	Total Deductions		179.74	Total Employee Taxes		437.02	Total Employer Taxes		45.86		3162.43

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

Department: (30)Special Enforcement Team Total

Emplyees	4	Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Female	3	125CO	125 Cash		976.87	457B	457B EE:	50.00	CA	California SI	50.00	CA	California SI	367.38	9259.81	CA, Edu & T	0.00	0.00	0.00
Male	1	Comp	COVID S:	8.00	224.24	MED1:	Health Ins	127.75	CASDJ	CA SDI - Err	127.75	CASUI	California SI	97.71	9771.43	California SI	0.00	0.00	0.00
		Hol	Holiday	47.50	1558.00	PTAXI	Pre-Tax P:	109.06	FITW	Federal Incon	109.06	MED-R	Medicare - E	856.06	9259.81	Medicare - E	0.00	0.00	0.00
		Reg	Regular	152.00	4435.84	PTXPE	Pre-Tax P:	352.56	MED	Medicare	352.56	MED	Medicare	141.67	9771.43	Medicare - E	141.69	141.69	141.69
		Vac	Vacation	86.50	2395.90														
		Vac	Vacation	11.00	308.33														
Total Earnings				305.00	9899.18	Total Deductions		639.37						1462.82					141.69

Department: (50)Council Members

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.86					

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.85					

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.85					

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.85					

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.85					

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI	0.00	FITW	Federal Incon	0.00	FITW	Federal Incon	0.00	MED	Medicare	4.35	300.00	CA, Edu & T	0.30	300.00	0.30
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		4.35				Total Employer Taxes		20.85					

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 12/31/2020
Process: 2020123101
Period: 12/16/2020 to 12/31/2020

02/03/2021 Finance Planning Committee Meeting

Code	Earning	Hours	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount
Reg	Regular		300.00	CA	California SI		CA	CA ETT	0.00	CA ETT	CA Edu & T	0.30	300.00	0.30
118				CASD	CA SDI - Err		CASU	California SI	3.00	CASU	California SI	16.20	300.00	Gross 300.00
Salary			300.00	FITW	Federal Incoi		MED-R	Medicare - E	30.00	MED-R	Medicare - E	4.35	300.00	Tot Liab 320.85
				MED	Medicare				4.35				300.00	Net Amt 262.65
Total Earnings		0.00	300.00	Total Deductions		0.00	Total Employer Taxes		37.35	Total Employer Taxes		20.85		

Department: (50)Council Members Total

Code	Earning	Hours	Amount	Code	Tax	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount
1 Reg	Regular		1800.00	CA	California SI		CA ETT	CA Edu & T	0.00	CA ETT	CA Edu & T	1.80	1800.00	1.80
5 Male				CASD	CA SDI - Err		CASU	California SI	3.00	CASU	California SI	97.20	1800.00	Gross 1800.00
				FITW	Federal Incoi		MED-R	Medicare - E	30.00	MED-R	Medicare - E	26.11	1800.00	Tot Liab 1925.11
				MED	Medicare				26.10				1800.00	Net Amt 1740.90
Total Earnings		0.00	1800.00	Total Deductions		0.00	Total Employer Taxes		59.10	Total Employer Taxes		125.11		

Report Total

Code	Earning	Hours	Amount	Code	Deduction	Amount	Code	Tax	Amount	Code	Tax	Amount	Taxable	Amount
17 Female	125CO Cash	8.00	2515.38	457B	457B EE	141.65	CA	California SI	31729.77	CA ETT	CA Edu & T	1.80	1800.00	1.80
9 Male	Comp Tin	47.50	224.24	AflacP	Aflac Post	13.65	CASD	CA SDI - Err	24365.52	CASU	California SI	97.20	1800.00	Gross 33312.70
	COVID S		1558.00	MEDI	Health Ins	127.75	FITW	Federal Incoi	31729.77	MED-R	Medicare - E	481.18	33184.95	Tot Liab 33892.88
	ELECT Reimburs		75.00	PTAXI	Pre-Tax P	641.47	MED	Medicare	33184.95				1800.00	Net Amt 26039.20
	Hol Holiday		4435.84	PTXPF	Pre-Tax P	672.06								
	Reg Regular	118.50	24195.91											
	Sick Sick	2.50	0.00											
	Vac Vacation	40.75	308.33											
Total Earnings		635.25	33312.70	Total Deductions		1596.58	Total Employer Taxes		5676.92	Total Employer Taxes		580.18		

1-5-20
Date

Chris Mann, City Manager

City of Canyon Lake
Company (10756)

City of Canyon Lake
Company (10756)

Check Date: 01/15/2021
Process: 2021011501
Period: 01/01/2021 to 01/15/2021

Department: (20)City Employees

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Miguel A	125CO	125 Cash		472.54	PTAXI Pre-Tax P.	299.66	CA California SI	4453.71	CAETT CA Edu & T	181.72	4753.37	4.75
Emp Id	102	Reg	Regular	4280.83			CASD) CA SDI - Err	4753.37	CASUI California SI	57.04	4753.37	256.68
Salary	4280.83						FITW Federal Incon	4453.71	MED-R Medicare - E	513.69	4753.37	
							MED Medicare	4753.37		68.92		
Total Earnings			0.00	4753.37	Total Deductions	299.66	Total Employee Taxes	4753.37	Total Employer Taxes	821.37		330.35

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Victoria L	Reg	Regular	20.00	431.20			CA California SI	431.20	CAETT CA Edu & T	0.00	431.20	0.43
Emp Id	106						CASD) CA SDI - Err	431.20	CASUI California SI	4.31	431.20	23.28
Rate	21.5600						FITW Federal Incon	431.20	MED-R Medicare - E	0.00	431.20	
							MED Medicare	431.20		6.25		
Total Earnings			20.00	431.20	Total Deductions	0.00	Total Employee Taxes	431.20	Total Employer Taxes	10.56		29.96

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Enriquez,	Reg	Regular	40.00	740.44	457B 457B EE	55.53	CA California SI	684.91	CAETT CA Edu & T	6.76	740.44	0.74
Emp Id	114						CASD) CA SDI - Err	740.44	CASUI California SI	8.89	740.44	39.98
Rate	17.1000						AflacP, Aflac Post	684.91	MED-R Medicare - E	17.66	740.44	
							MED Medicare	740.44		10.74		
Total Earnings			40.00	740.44	Total Deductions	69.18	Total Employee Taxes	740.44	Total Employer Taxes	44.05		51.46

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Ferrari,	Reg	Regular	40.00	740.44	PTXPF Pre-Tax P.	143.72	CA California SI	2168.66	CAETT CA Edu & T	71.62	2312.38	2.31
Emp Id	115						CASD) CA SDI - Err	2312.38	CASUI California SI	27.75	2312.38	124.87
Salary	2129.17						FITW Federal Incon	2168.66	MED-R Medicare - E	189.20	2312.38	
							MED Medicare	2312.38		33.53		
Total Earnings			40.00	740.44	Total Deductions	143.72	Total Employee Taxes	322.10	Total Employer Taxes	44.05		51.46

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Lozano,	Reg	Regular	3.00	162.50	PTXPF Pre-Tax P.	175.78	CA California SI	2590.89	CAETT CA Edu & T	114.46	2766.67	2.77
Emp Id	117						CASD) CA SDI - Err	2766.67	CASUI California SI	33.20	2766.67	149.40
Salary	2604.17						FITW Federal Incon	2590.89	MED-R Medicare - E	277.81	2766.67	
							MED Medicare	2766.67		40.12		
Total Earnings			3.00	2766.67	Total Deductions	143.72	Total Employee Taxes	465.59	Total Employer Taxes	44.05		160.71

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Mann,	Reg	Regular	3.00	157.02	PTXPF Pre-Tax P.	464.06	CA California SI	6642.96	CAETT CA Edu & T	522.68	7000.00	7.00
Emp Id	111						CASD) CA SDI - Err	7107.02	CASUI California SI	85.28	7000.00	378.00
Salary	6875.00						FITW Federal Incon	6642.96	MED-R Medicare - E	1262.69	7107.02	103.05
							MED Medicare	7107.02		103.05		
Total Earnings			9.50	7107.02	Total Deductions	464.06	Total Employee Taxes	1973.70	Total Employer Taxes	44.05		488.05

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Christopher F	125CO	125 Cash		526.83	457B EE	66.00	CA California SI	3553.08	CAETT CA Edu & T	83.87	3851.83	3.85
Emp Id	111						CASD) CA SDI - Err	3851.83	CASUI California SI	46.22	3851.83	208.00
Salary	6875.00						FITW Federal Incon	3553.08	MED-R Medicare - E	284.29	3851.83	
							MED Medicare	3851.83		55.85		
Total Earnings			9.50	3851.83	Total Deductions	298.75	Total Employee Taxes	470.23	Total Employer Taxes	44.05		267.70

	Code	Earning	Hours	Amount	Deduction Code	Amount	Tax Code	Taxable Amount	Tax Code	Amount	Taxable Amount	Amount
Salgado,	Reg	Regular	9.50	3325.00	PTAXI Pre-Tax P.	3325.00						
Emp Id	108											
Rate	3325.00											
Total Earnings			9.50	3325.00	Total Deductions	3325.00	Total Employee Taxes	0.00	Total Employer Taxes	0.00		0.00

Labor Distribution

City of Canyon Lake
Company (10756)

Check Date: 01/15/2021
Process: 2021011501
Period: 01/01/2021 to 01/15/2021

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
Reg	Regular	54.50	895.98	457B EE	CA	67.20	California SI	CA	4.24	CAEIT	CA Edu & T	895.98	895.98	0.90
					CASD		CA SDI - Eir	CASUI	10.75	CASUI	California SI	48.38	895.98	48.38
					FITW		Federal Incoi	MED-R	27.65	MED-R	Medicare - E	12.99	895.98	12.99
					MED		Medicare		12.99					
Total Earnings		54.50	895.98	Total Deductions		67.20	Total Employee Taxes		55.63	Total Employer Taxes		62.27		895.98
														958.25
														773.15

Department: (20)City Employees Total

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
8	125CO 125 Cash		1502.10	457B EE	CA	188.73	California SI	CA	985.35	CAEIT	CA Edu & T	22751.87	22751.87	22.75
3	ELECT Reimburs		75.00	AflacP Aflac Post	CASD	13.65	CA SDI - Eir	CASUI	273.44	CASUI	California SI	1228.59	22751.87	1228.59
	Hol Holiday	9.50	0.00	PTAXI Pre-Tax P.	FITW	532.41	Federal Incoi	MED-R	2572.99	MED-R	Medicare - E	331.45	22858.89	331.45
	Reg Regular	114.50	21281.79	PTXPE Pre-Tax P.	MED	783.56	Medicare		331.45				22858.89	22858.89
	Sick Sick	9.50	0.00											
	Vac Vacation	3.00	0.00											
Total Earnings		136.50	22858.89	Total Deductions		1518.35	Total Employee Taxes		4163.23	Total Employer Taxes		1582.79		22858.89
														24441.68
														17177.31

Department: (30)Special Enforcement Team

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
Reg	Regular	76.00	2048.20	457B EE	CA	50.00	California SI	CA	45.27	CAEIT	CA Edu & T	1886.21	1886.21	1.89
				MEDI: Health Ins	CASD	161.99	CA SDI - Eir	CASUI	22.63	CASUI	California SI	101.86	1886.21	101.86
				PTXPE Pre-Tax P.	FITW	138.25	Federal Incoi	MED-R	126.17	MED-R	Medicare - E	27.35	1886.21	27.35
					MED		Medicare		27.35					
Total Earnings		76.00	2048.20	Total Deductions		350.24	Total Employee Taxes		221.42	Total Employer Taxes		131.10		2048.20
														2179.30
														1476.54

Helgesmo Dickson

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
125CO	125 Cash		477.29	MISC Miscellani	CA	109.06	California SI	CA	420.25	CAEIT	CA Edu & T	5673.47	5673.47	5.67
101	Comp Comp Tin	36.75	1205.40	PTAXI Pre-Tax P.	CASD	87.25	CA SDI - Eir	CASUI	56.73	CASUI	California SI	306.37	5673.47	306.37
32.8000	Reg Regular	38.00	1246.40		FITW		Federal Incoi	MED-R	762.84	MED-R	Medicare - E	82.27	5673.47	82.27
	Vac Vacation	83.67	2744.38		MED		Medicare		82.27					
Total Earnings		158.42	5673.47	Total Deductions		196.31	Total Employee Taxes		1322.09	Total Employer Taxes		394.31		5673.47
														6067.78
														4155.07

Lopez, Fred S

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
Reg	Regular	34.00	991.44		CA		California SI	CA	13.50	CAEIT	CA Edu & T	991.44	991.44	0.99
					CASD		CA SDI - Eir	CASUI	11.90	CASUI	California SI	53.54	991.44	53.54
					FITW		Federal Incoi	MED-R	90.93	MED-R	Medicare - E	14.38	991.44	14.38
					MED		Medicare		14.38					
Total Earnings		34.00	991.44	Total Deductions		0.00	Total Employee Taxes		130.71	Total Employer Taxes		68.91		991.44
														1060.35
														860.73

Manzano, Rubi E

Code	Earnings	Hours	Amount	Deduction	Code	Amount	Tax	Code	Amount	Tax	Taxable	Amount	Taxable	Amount
125CO	125 Cash		499.58	PTXPE Pre-Tax P.	CA	156.03	California SI	CA	61.38	CAEIT	CA Edu & T	2811.12	2811.12	2.81
98	Reg Regular	76.00	2311.54		CASD		CA SDI - Eir	CASUI	33.73	CASUI	California SI	151.80	2811.12	151.80
32.8000					FITW		Federal Incoi	MED-R	241.03	MED-R	Medicare - E	40.76	2811.12	40.76
					MED		Medicare		40.76					
Total Earnings		76.00	2811.12	Total Deductions		156.03	Total Employee Taxes		376.90	Total Employer Taxes		195.37		2811.12
														3006.49
														2278.19

Department: (30)Special Enforcement Team Total

Employees	4	Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Code	Tax	Code	Amount	Taxable	Amount	Taxable	Amount
Female	3	125CO	125 Cash		976.87	457B EE	457B	50.00	CA	California SI	CA	540.40	CAETT	CA Edu & T	CA	11362.24	10930.71	11362.24	11362.24	11.36
Male	1	Comp	Comp Tin	36.75	1205.40	MED1: Health Ins	MED1	161.99	CASDJ	CA SDI - Eir	CASUJ	124.99	CASUJ	California SI	CA	11362.24	11362.24	613.57	613.57	Gross
		Reg	Regular	224.00	6597.58	MISC	MISC	109.06	FITW	Federal Incoi	MED-R	1220.97	MED-R	Medicare - E	CA	11362.24	10930.71	164.76	164.76	Tot Liab
		Vac	Vacation	83.67	2744.38	PTAXI Pre-Tax P.	PTAXI	87.25	MED	Medicare		164.76			CA	11362.24	11362.24	164.76	164.76	Net Amt
						PTXPE Pre-Tax P.	PTXPE	294.28							CA					
Total Earnings				344.42	11524.23	Total Deductions		702.58				2051.12				Total Employer Taxes		789.69		

Report Total

Employees	12	Code	Earning	Hours	Amount	Deduction	Code	Amount	Code	Tax	Code	Amount	Code	Tax	Code	Amount	Taxable	Amount	Taxable	Amount
Female	8	125CO	125 Cash		2478.97	457B EE	457B	238.73	CA	California SI	CA	1525.75	CAETT	CA Edu & T	CA	34114.11	32284.90	34114.11	34.11	34.11
Male	4	Comp	Comp Tin	36.75	1205.40	AflacP: Aflac Post	AflacP	13.65	CASDJ	CA SDI - Eir	CASUJ	398.43	CASUJ	California SI	CA	34114.11	34221.13	34114.11	1842.16	1842.16
		ELFCT	Reimburs		75.00	MED1: Health Ins	MED1	161.99	FITW	Federal Incoi	MED-R	3793.96	MED-R	Medicare - E	CA	34221.13	32284.90	34221.13	496.21	496.21
		Hol	Holiday	9.50	0.00	MISC	MISC	109.06	MED	Medicare		496.21			CA	34221.13	34221.13	496.21	496.21	Gross
		Reg	Regular	338.50	27879.37	PTAXI Pre-Tax P.	PTAXI	619.66							CA	34221.13	34221.13	496.21	496.21	Tot Liab
		Sick	Sick	9.50	0.00	PTXPE Pre-Tax P.	PTXPE	1077.84							CA					
		Vac	Vacation	86.67	2744.38										CA					
Total Earnings				480.92	34383.12	Total Deductions		2220.93				6214.35				Total Employer Taxes		2372.48		

[Signature]
Chris Mann, City Manager
1/19/21
Date

Credit Card Review

U S BANK Statement dated 1/6/21

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
2	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
3	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
4	PayPal - Canyon Lake Insider	2 Week Classified Advertisement for Fire Chief Position	\$ 150.00	10-420-6220
5	Embroidery and More	Custom Mask w/Logo (Covid-19)	\$ 404.06	10-310-6210
6	Microsoft	Emergency Preparedness Monthly Emails	\$ 44.00	10-425-6210
7	Microsoft	Microsoft 365 Monthly Fee - Business Premium for iCloud	\$ 380.00	10-310-6210
8	Microsoft	Microsoft 365 Monthly Fee - Business Standard Emails	\$ 213.34	10-310-6210
9	Amazon Prime	Monthly Prime Membership Fee	\$ 14.00	10-310-6210
10	Fast Signs	Lettering for City Council Nameplates in City Hall	\$ 92.03	10-100-6225
11	Arlo Technologies	Monthly Subscription for Virtual Meetings	\$ 9.99	10-550-6610
12	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
13	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
14	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
15	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
16	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
17	Amazon	Custom Signature Stamp for Castillo	\$ 16.15	10-100-6225
18	Amazon	AC Power Supply Adapter - Battery Kit for Camera Ferrari	\$ 27.14	10-310-6210
19	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
20	Covid Clinic	Covid-19 Test for Employee	\$ 185.00	10-310-6210
21	Amazon	3 Years Camera Accident Protection Plan - Ferrari	\$ 33.99	10-310-6210
22	Amazon	Canon Lens for Ferrari	\$ 303.39	10-310-6210
23	Staples	Office Supplies - Batteries, Gloves and Disposable Masks	\$ 40.18	10-310-6210
24	Arlo Technologies	Monthly Subscription - Mann	\$ 14.99	10-550-6610
25	Covid Clinic	Covid-19 Test for Employee	\$ 185.00	10-310-6210
26	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
27	Liebertcass	Labor Relations - Meet and Confer Process - Mann	\$ 89.00	10-310-6510
28	Facebook	Ad's for Internship Program	\$ 25.00	10-310-6210
29	Microsoft	Microsoft Email Account	\$ 150.00	10-310-6210
30	Adobe	Monthly Subscription - Mann	\$ 14.99	10-310-6210
31	Amazon	Hand soap for Mann Office	\$ 17.77	10-310-6210
32	Covid Clinic	Covid-19 Test for Employee	\$ 185.00	10-310-6210
33	Zoom	Monthly Subscription for Virtual Meetings	\$ 15.58	10-310-6210
34	Facebook	Ad's for Internship Program	\$ 25.00	10-310-6210
35	Facebook	Ad's for Internship Program	\$ 25.00	10-310-6210
36	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
37	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
38	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
39	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
40	Covid Clinic	Covid-19 Test for Employee	\$ 249.00	10-310-6210
41	The Urban	Dinner for 12/7 Council Meeting	\$ 166.24	10-100-6225
42	Costco	City Council Photos Printed Copy	\$ 39.75	10-100-6225
43	Target	Office Supplies - Planner	\$ 20.46	10-310-6210
44	American Eagle Trophies	City Council Badges	\$ 55.46	10-100-6225
45	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
46	Covid Clinic	Covid-19 Test for Employee	\$ 175.00	10-310-6210
47	Tommy's Express	Car Wash for City Vehicles	\$ 102.95	10-520-6415
48	Covid Clinic	Covid-19 Test for Employee	\$ 185.00	10-310-6210
49	Costco	Snacks for Interim Fire Chief Panel	\$ 28.95	10-310-6210
50	Costco	City Council Group Photo	\$ 4.30	10-100-6225
51	Staples	Office Supplies - Water, Notepads, Flash Drive, Masks, Hand Sanitizer, Wipes, etc.	\$ 170.48	10-310-6210
		Late Fee	\$ -	10-310-6965
			\$ 7,075.20	
		Account Breakdown		
	City Council Dept. Expense	10-100-6220		
	City Council Meeting Expense	10-100-6225	\$ 373.93	
	Council Meeting/Travel Expense	10-100-6510		
	Council Special Dept. Expense	10-100-6520		
	Promotion and Advertising	10-100-6830		
	City Manager Office Expense	10-310-6210	\$ 6,290.34	
	Conference/Meeting/Travel Expense	10-310-6510	\$ 89.00	
	City Manager Software	10-310-6530		
	City Manager Dept. Expense	10-310-6220		
	City Manager Membership	10-310-6520		
	Professional/Specialized Services	10-310-6610		
	City Clerk Departmental Expense	10-320-6220		
	City Clerk Conference/Meeting/Travel Expense	10-320-6510		
	City Clerk Dues	10-320-6520		
	Professional/Specialized Services	10-320-6610		
	City Clerk Training and Education	10-320-6710		
	City Clerk Military Banner Program	10-320-6511		
	Finance Office Expense and Supplies	10-330-6210		
	Building & Safety Departmental Expense	10-360-6220		
	Law Enforcement Specialized Services	10-410-6610		
	Fire & Medical Department Expense	10-420-6220	\$ 150.00	
	Emergency Preparedness Office Supplies	10-425-6210	\$ 44.00	
	Emergency Preparedness Departmental Expense	10-425-6220		
	Code Enforcement Supplies	10-520-6210		
	Special Enforcement Misc. Expense	10-520-6220		
	Code Enforcement Vehicle Equipment	10-520-6410		
	Vehicle Maintenance	10-520-6415	\$ 102.95	
	Code Enforcement Membership Dues	10-520-6520		
	Code Enforcement Training	10-520-6710		
	Building & Facilities Maintenance	10-550-6610	\$ 24.98	
	Building & Facilities Maint. Capital Outlay	10-550-8000		
	Building & Facilities Maint. Furniture & Equip.	10-550-8007		
	Gas Tax Landscape Maintenance	20-520-6720		
	Rental Office Expense	60-560-6210		
			\$ 7,075.20	

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 Out-of-Class Validation Member Requests Health Reconciliation Retirement Appointr

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

Payment Request Acceptance

Your request for payment has been accepted

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

Payment Setup Total

Total Payment Amount: \$3,316.49

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001756963	01/05/2021	100000016237765	Employer Contribution, Classic, 1684, CalPERS, 12/16/2020 - 12/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,874.60
1001756964	01/05/2021	100000016234279	Employer Contribution, PEPRA, 26189, CalPERS, 12/16/2020 - 12/31/2020	EFT - Debit	Citizens Business Bank -5402	\$1,441.89

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Build: v9.1.0.a Baseline: 201215_162145_v9.1_Int.8438 **UID: 318**

Reporting

Manage Reports Payroll Schedule Out-of-Class Validation Member Requests Health Reconciliation Retirement Appointm

Name: City of Canyon Lake CalPERS ID: 3813045770

Payment Request Acceptance

Your request for payment has been accepted

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

Payment Setup Total

Total Payment Amount: \$3,860.22

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001771657	01/27/2021	100000016267486	Employer Contribution, PEPRA, 26189, CalPERS, 01/01/2021 - 01/15/2021	EFT - Debit	Citizens Business Bank -5402	\$2,312.50
1001771658	01/27/2021	100000016267451	Employer Contribution, Classic, 1684, CalPERS, 01/01/2021 - 01/15/2021	EFT - Debit	Citizens Business Bank -5402	\$1,547.72

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Build: v9.2 Baseline: 210111_081917_v9.2_Int,4866 UID: 318

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

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

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

Payment Request Acceptance

Your request for payment has been accepted

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

Payment Setup Total

Total Payment Amount: \$3,407.98

Payment Summary

Payment Confirmation Number	Payment Authorization Date	Receivable ID	Receivable Description	Payment Method	Payment Account Nickname	Selected Payment Amount
1001756405	01/05/2021	100000016272953	Health PA Billing - PERS	EFT - Debit	Citizens Business Bank -5402	\$3,407.98

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Build: v9.1.0.a Baseline: 201215_162145_v9.1_Int.8438 **UID: 318**

CM

CITY OF CANYON LAKE
PLAN SPONSOR: 0035273

Acknowledgment

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

You can print this acknowledgment for your records.

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

Plan Number: **0035273001**

Payroll Center: **CITY OF CANYON LAKE**

Payroll Center Number: **001**

Payroll Received for Salary Reduction

Submission date: **01/05/2021**

Submission time: **02:08 PM**

Pay period end date: **12/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$232.00**

Contributions count: **2**

Draft date: **01/06/2021**



Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Insurance Commissioners, the National Life Underwriting Association, the National Health Underwriting Association, and the National Health Insurance Underwriting Association.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. For more information, please contact your Retirement Specialist.

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

CITY OF CANYON LAKE
PLAN SPONSOR: 0035273

Acknowledgment

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

You can print this acknowledgment for your records.

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

Plan Number: **0035273002**

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

Payroll Center Number: **002**

Payroll Received for Salary Reduction

Submission date: **01/05/2021**

Submission time: **02:09 PM**

Pay period end date: **12/31/2020**

Payment method: **Debit ACH**

Bank routing number: **122234149**

Bank account number: **245125402**

Contributions payment amount: **\$80.80**

Contributions count: **1**

Draft date: **01/06/2021**



Nationwide Retirement Solutions and Nationwide Life Insurance Company (collectively "Nationwide") have endorsement relationships with the National Association of Counties, the National Association of Public Employees, the National Association of State Legislators, and the National Association of State Organizations.

Nationwide may receive payments from mutual funds or their affiliates in connection with certain investment options. Endorsement does not constitute payment.

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

Investment Reports

CITIZENSTRUST™

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

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JAN 25 2021

00000062 MCBB1000011121393419 01 000000 62 004



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

BY: _____

STATEMENT FOR THE PERIOD FROM 12/01/2020 TO 12/31/2020
ACCOUNT 1035003119

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

- * PORTFOLIO: SUMMARY GRAPHICAL DISPLAY WITH MARKET VALUE & PERCENT
- * ACTIVITY SUMMARY: MARKET VALUE WITH TRANSACTION SUMMARY
- * PORTFOLIO STATEMENT: A LISTING OF COST AND MARKET VALUE OF ASSETS HELD IN THE PORTFOLIO

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

- * TRANSACTION STATEMENT: A COMPLETE LISTING FOR THE PERIOD GROUPED BY TRANSACTION TYPE.
- * DISCLOSURES: CITIZENS BUSINESS BANK MAY RECEIVE RESEARCH AND OTHER BENEFITS FROM BROKER DEALERS WHICH MAY BE CONSIDERED COMPENSATION TO US. UPON REQUEST WE WILL DISCLOSE DETAILS OF ANY COMPENSATION RECEIVED.
- * TO TRUST BENEFICIARIES: UNDER SECTION 17200 OF CALIFORNIA PROBATE CODE, YOU MAY PETITION THE COURT TO OBTAIN A COURT REVIEW OF THE ACCOUNT AND THE ACTS OF THE TRUSTEE. CLAIMS AGAINST THE TRUSTEE FOR BREACH OF TRUST MUST BE MADE WITHIN THREE YEARS FROM THE DATE OF RECEIPT OF AN ACCOUNTING OR OTHER REPORT DISCLOSING FACTS GIVING RISE TO THE CLAIM.






Account Statement

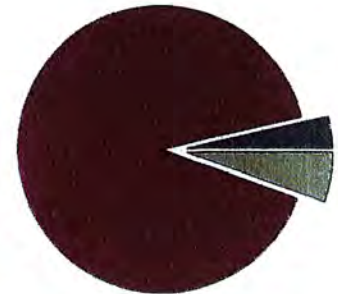
Account Number: **1035003119**
 December 01, 2020 To December 31, 2020

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

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

Investment Portfolio Summary

Market Value As Of	12/01/2020	12/31/2020	% Of Account
 CASH & CASH EQUIVALENTS	138,231.04	104,050.93	3.7%
 FIXED INCOME	2,486,788.80	2,587,016.80	90.8%
 MISCELLANEOUS	157,882.50	157,588.50	5.5%
Total	2,782,902.34	2,848,656.23	100.0%



Activity Summary

	This Period	Year To Date	Realized Capital Gains / Losses	
			This Period	Year To Date
Beginning Market Value	2,782,902.34	2,740,120.38		
Income	66,275.87	108,149.11	Long Term	0.00
Asset Activity	100,000.00-	640,523.45-	Total Gains / Losses	0.00
Fees	455.98-	5,538.90-		818.31-
Cash Management	34,180.11	537,913.24		
Change In Market Value	65,753.89	108,535.85		
Ending Market Value	2,848,656.23	2,848,656.23		

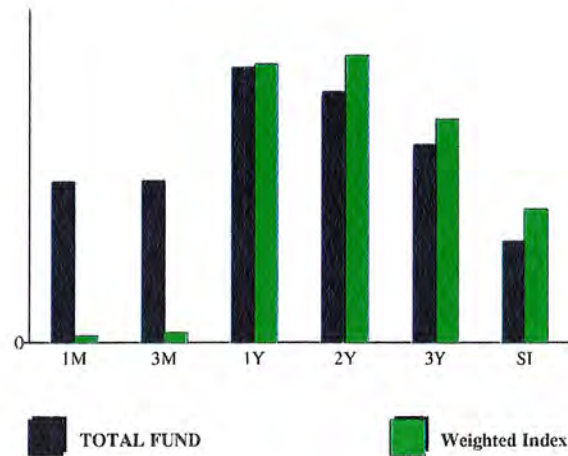
Account Statement

Account Number: 1035003119
 December 01, 2020 To December 31, 2020

Performance Summary - Total Returns

	Market Value	1 Month	3 Months	1 Year	2 Years	3 Years	Since Inception 03/01/2010
TOTAL FUND	2,857,920	2.45	2.47	4.19	3.82	3.02	1.54
Return On Indexes Fixed GT (95% FX / 5% C)		0.10	0.15	4.24	4.37	3.40	2.03

Return Comparison



PAST RESULTS ARE NOT INDICATIVE OF FUTURE INVESTMENT RESULTS. FUND DATA IS ON A TRADE DATE BASIS. PERFORMANCE RESULTS ARE GROSS OF MANAGEMENT FEES. RETURNS FOR PERIODS LONGER THAN ONE YEAR ARE ANNUALIZED. MARKET VALUE DOES NOT INCLUDE ACCRUED INCOME.

Portfolio Statement

Quantity	Description	Market Value	Cost Basis
Cash & Cash Equivalents			
Cash Equivalents			
Unclassified			
104,050.930	31607A703 FIDELITY GOVERNMENT PORTFOLIO	104,050.93	104,050.93
	Total Unclassified	104,050.93	104,050.93
Total	Cash Equivalents	104,050.93	104,050.93
Total	Cash & Cash Equivalents	104,050.93	104,050.93
Fixed Income			
Taxable			
100,000.000	24422ERE1 JOHN DEERE CAPITAL CORP SERIES MTN DTD 07/12/2011 3.9% 07/12/2021	101,857.00	102,099.11
100,000.000	3130AJRE1 FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75% 06/24/2025-2020	99,984.00	100,000.00
100,000.000	3130AKDM5 FEDERAL HOME LOAN BANK DTD 10/28/2020 CALL .18% 10/28/2022-2021	100,000.00	100,000.00
105,000.000	3133EEG79 FEDERAL FARM CREDIT BANK DTD 05/07/2015 2.15% 09/07/2023	110,373.90	110,600.22
150,000.000	3133ELD76 FEDERAL FARM CREDIT BANK DTD 06/02/2020 CALL .34% 12/02/2022-2020	150,001.50	150,000.00
100,000.000	3133ELH56 FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27% 06/09/2022-2020	99,963.00	99,875.00
200,000.000	3133ELN75 FEDERAL FARM CREDIT BANK DTD 6/23/20 CALL .23% 12/23/2021-2020	199,974.00	199,900.00
100,000.000	3134GWCZ7 FREDDIE MAC DTD 7/28/20 CALL .3% 10/28/2022-2021	100,026.00	99,985.00
100,000.000	3134GWMY9 FREDDIE MAC DTD 08/19/2020 CALL .625% 08/19/2025-2021	99,843.00	100,000.00
100,000.000	3134GWWJ2 FREDDIE MAC DTD 9/30/2020 CALL .4% 09/30/2024-2021	99,971.00	100,000.00
100,000.000	3134GWWN3 FREDDIE MAC DTD 09/30/2020 CALL .6% 09/30/2025-2021	99,954.00	100,000.00



Account Statement

Account Number: **1035003119**

December 01, 2020 To December 31, 2020

Portfolio Statement (Continued)

Quantity	Description	Market Value	Cost Basis
Taxable			
200,000.000	3135G06A6 FANNIE MAE DTD 10/20/2020 CALL .58% 10/20/2025-2021	200,032.00	200,000.00
100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5% 12/16/2024-2021	100,020.00	100,000.00
100,000.000	3135GA3W9 FANNIE MAE .6% 11/25/2025-2022	100,104.00	100,000.00
200,000.000	3136G46A6 FANNIE MAE DTD 10/27/2020 CALL .3% 10/27/2023-2021	200,006.00	200,000.00
205,000.000	3136G4A29 FANNIE MAE DTD 7/30/2020 CALL .55% 07/30/2024-2021	204,729.40	205,000.00
100,000.000	3136G4D83 FANNIE MAE DTD 7/29/2020 CALL .51% 07/29/2024-2021	99,628.00	99,984.00
200,000.000	69353REW4 PNC BANK NA DTD 04/29/16 CALL 2.15% 04/29/2021-2021	200,938.00	200,414.72
200,000.000	880591ER9 TENN VALLEY AUTHORITY DTD 09/29/14 2.875% 09/15/2024	219,612.00	208,870.67
Total	Taxable	2,587,016.80	2,576,728.72
Total	Fixed Income	2,587,016.80	2,576,728.72
Miscellaneous			
Corp Bond-sma			
Taxable Bonds			
150,000.000	24422ERT8 JOHN DEERE CAPITAL CORP DTD 06/26/12 2.8% 01/27/2023	157,588.50	158,469.00
	Total Taxable Bonds	157,588.50	158,469.00
Total	Corp Bond-sma	157,588.50	158,469.00
Miscellaneous Sundry Assets			
Documents			
1.000	DOC199647 INVESTMENT MANAGEMENT AGREEMENT CITY OF CANYON LAKE A/C# 1035003119	0.00	0.00
	Total Documents	0.00	0.00
Total	Miscellaneous Sundry Assets	0.00	0.00
Total	Miscellaneous	157,588.50	158,469.00
Grand Total Assets		2,848,656.23	2,839,248.65

Account Activity Summary

	Total Cash	Cost Basis Excluding Cash	Market Value Including Cash
Balances Beginning Of Period	0.00	2,773,428.76	2,790,106.51
Prior Accruals			7,204.17-
Unrealized Appreciation This Period			65,753.89
Current Accruals			9,344.72
Asset Activity	100,000.00-	100,000.00	100,000.00-
Cash Management	34,180.11	34,180.11-	34,180.11
Fees	455.98-	0.00	455.98-
Income	66,275.87	0.00	66,275.87
Realized Gain/loss			0.00
Non Cash Asset Changes			
Balances End Of Period	0.00	2,839,248.65	2,858,000.95

Transaction Statement

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
12/01/20		Beginning Balance		0.00	2,773,428.76
Income					
Interest					
12/01/20		31607A703 FIDELITY GOVERNMENT PORTFOLIO 3133ELD76	INTEREST RCVD	3.09	
12/02/20		FEDERAL FARM CREDIT BANK DTD 06/02/2020 CALL .34 % 12/02/2022-2020 3133ELH56	INTEREST RCVD	255.00	
12/09/20		FEDERAL FARM CREDIT BANK DTD 06/09/2020 CALL .27 % 06/09/2022-2020 3133ELN75	INTEREST RCVD	135.00	
12/23/20		FEDERAL FARM CREDIT BANK DTD 6/23/20 CALL .23 % 12/23/2021-2020 3130AJRE1	INTEREST RCVD	230.00	
12/24/20		FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75 % 06/24/2025-2020 3130AJRE1	INTEREST RCVD	375.00	
12/28/20		FEDERAL HOME LOAN BANK DTD 6/24/2020 CALL .75 % 06/24/2025-2020	INTEREST RCVD	65,277.78	
Total Interest				66,275.87	0.00
Total Income				66,275.87	0.00
Asset Activity					
Assets Purchased					
12/16/20	100,000.000	3135G06M0 FANNIE MAE DTD 12/16/2020 CALL .5 % 12/16/2024-2021	BUY	100,000.00-	100,000.00
Total Assets Purchased				100,000.00-	100,000.00
Total Asset Activity				100,000.00-	100,000.00

Transaction Statement (Continued)

Date	Quantity	Description	Transaction Type	Cash	Cost Basis
Fees					
12/28/20		MANAGEMENT FEES CITIZENS BUSINESS BANK FOR THE PERIOD ENDING 12/20/2020	DISBURSEMENT	455.98-	
Total Fees				455.98-	0.00
Cash Management					
12/31/20	34,180.110-	31607A703 NET CASH MANAGEMENT	NET CASH MGMT	34,180.11	34,180.11-
Total Cash Management				34,180.11	34,180.11-
12/31/20		Ending Balance		0.00	2,839,248.65

Disclosure

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

Market Perspective

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



STAFF REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Chris Mann, City Manager *CM*

DATE: February 3, 2021

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

Recommendation

That the City Council:

1. Adopt Ordinance No. 204, an Urgency Ordinance of the City Council of the City of Canyon Lake, California, amending section 3.08.270 of the Canyon Lake municipal code regarding competitive bidding; and
2. Approve the Introduction and First Reading of Ordinance No. 205, an Ordinance of the City Council of the City of Canyon Lake, California, amending section 3.08.270 of the Canyon Lake municipal code regarding competitive bidding.

Background

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

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

In reviewing upcoming projects, it has been determined that the City could benefit from the use of piggybacking, which would likely result in projects being processed quicker and at savings to the City. However, the language of subsection (e) authorizes piggybacking only for purchase of goods or commodities. It is recommended that the language within Section 3.08.270 be made consistent to authorize exceptions for “materials, supplies, equipment and services.”

The Ordinance is coming forward on an urgency basis because some of the upcoming projects include urgent repairs to City buildings.

A redline showing the amendments to Section 3.08.270 is below:

3.08.270 Exceptions to competitive bidding requirement.

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

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

of the term of the lease or leases or the amount of rent and other charges to be paid by the City under the lease or leases.

Fiscal Impact

No impact to the General Fund.

Attachments

1. Urgency Ordinance No. 204
2. Ordinance No. 205

ATTACHMENT 1

ORDINANCE NO. 204

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

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

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

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

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

“3.08.270 Exceptions to competitive bidding requirement.

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

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

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

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

Section 2. Urgency Findings

The City Council finds and declares that the adoption and implementation of this ordinance is necessary for the immediate preservation and protection of the public peace, health, and safety as detailed above as urgent repairs as City facilities are needed and will benefit from utilization of the exceptions to competitive bidding contemplated by this ordinance. The City Council therefore finds it is proper that this ordinance be enacted as an urgency ordinance and take effect immediately upon adoption by four-fifths of the City Council.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 4. This Urgency Ordinance shall be effective immediately upon its adoption.

Section 5. Publication and Posting. The Mayor shall sign this Ordinance and the City Clerk shall certify as to the adoption and shall cause the ordinance or a summary thereof to be published in accordance with state law.

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

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Sauseda, CMC
City Clerk

Steven Graham
City Attorney

ATTACHMENT 2

ORDINANCE NO. 205

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

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

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

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

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

“3.08.270 Exceptions to competitive bidding requirement.

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

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

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

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

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

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

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

PASSED APPROVED AND ADOPTED this ____ day of _____, 2021.

Kasey Castillo, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Sauseda, CMC
City Clerk

Steven Graham
City Attorney

CITY OF CANYON LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND
FOR THE ONE MONTH AND SIX MONTHS ENDED DECEMBER 31, 2020

	Current Period Actual	Year-to-Date Actual	Total Budget	% Total of Budget Used
REVENUES				
Taxes	\$ 694,371.28	\$ 1,309,526.35	\$ 4,514,100	29.01
Licenses and Permits	55,144.50	262,420.12	407,500	64.40
Fines	4,208.73	21,292.95	15,000	141.95
Franchise Fees	-	117,461.41	572,700	20.51
Fees and Subscriptions	15,318.00	38,472.00	825,000	4.66
Investment earnings	4,567.70	28,150.41	54,000	52.13
Intergovernmental	442	139,694	63,800	218.96
Other Income	1,280.46	9,807.00	22,000	44.58
Total Revenues	<u>775,332.96</u>	<u>1,926,824.50</u>	<u>6,474,100</u>	<u>29.76</u>
EXPENDITURES				
DEPARTMENTS				
City Council	3,982.73	30,140.42	134,073	22.48
City Attorney	-	24,747.88	77,700	31.85
City Manager	46,446.79	324,321.26	564,837	57.42
City Clerk	16,849.01	98,087.03	228,553	42.92
Finance	7,663.31	66,467.04	161,911	41.05
Planning	2,150.00	15,235.00	185,000	8.24
Building & Safety	24,134.33	125,220.43	240,100	52.15
Law Enforcement	134,339.59	550,359.19	1,722,660	31.95
Fire & Medical	2,656.76	13,500.69	2,248,114	0.60
Emergency Preparedness	44.00	5,730.69	26,000	22.04
Animal Control	7,000.00	47,619.00	163,530	29.12
Public Works Administration	-	840.00	12,000	7.00
NPDES	4,031.25	62,943.25	84,300	74.67
Special Enforcement	27,236.49	164,623.33	305,342	53.91
Building & Facility	7,804.55	76,995.40	170,150	45.25
Total Expenditures	<u>284,338.81</u>	<u>1,606,830.61</u>	<u>6,324,270</u>	<u>25.41</u>
Excess (Deficit)	<u>\$ 490,994.15</u>	<u>\$ 319,993.89</u>	<u>\$ 149,830</u>	
Fund Balance - Beginning of Year (Preliminary)		<u>4,061,424.00</u>		
Fund Balance - December 31, 2020 (before closing)		<u>\$ 4,381,417.89</u> *		

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