



CITY OF CANYON LAKE

City Hall

31516 Railroad Canyon Road

Canyon Lake, CA 92587

www.canyonlakeca.gov

Chair Kasey Castillo

Member Jennifer Dain

AGENDA

Regular Meeting of the Finance & Planning Committee

Wednesday, May 10, 2023

4:00 P.M. – City Hall Administration Office – 31526 Railroad Canyon Road, Suite 5

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

LIMIT 3 MINUTES

BUSINESS ITEMS

- (1) Presentation of Building Department Statistics
- (2) Approval of Finance & Planning Committee Minutes of April 12, 2023
- (3) Receive and File City Council Resolution No. 2023-16 Approving Claims and Demands of the City
- (4) Presentation of Financial Statements

STAFF COMMENTS

COMMITTEE MEMBER COMMENTS

ADJOURNMENT

Next Meeting Date: June 14, 2023



STAFF REPORT

TO: Finance and Planning Committee

FROM: Nicole Dailey, City Manager

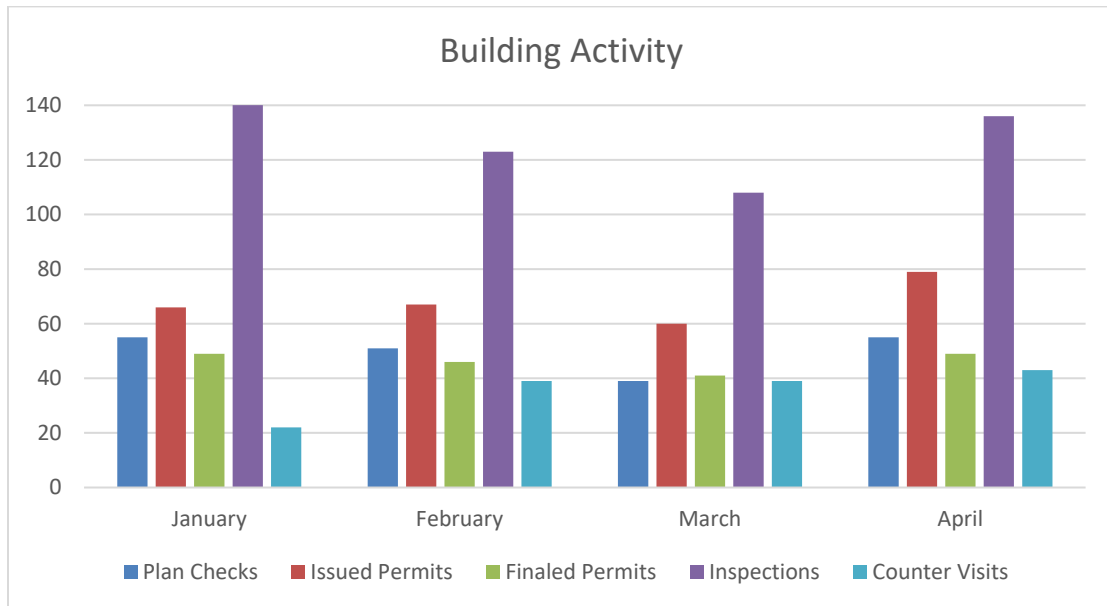
BY: David Harnden, Building Official

DATE: May 10, 2023

SUBJECT: Building Department Activity, April 2023

Activity status within the City of Canyon Lake Building Department for the month of **April** 2023. Regular monthly reports will be submitted for your review.

Building & Safety has performed **55** Plan checks; Issued **79** permits; Finaled **49** projects and performed **136** Inspections. There were **43** counter visits to the Building Department.



Revenue

Building & Safety has processed **\$35,710.29** in construction permit fees. (Fire Department Fees not included in this report).

Updates on POA Projects

- **Permit # 20190400 – New Retaining Walls and Parking Lot Renovation**
Location: Canyon Lake POA Parking Lots
Activity: Permit was finalized on 4/18/2023.
- **Permit # 20200347 – Shade Structure**
Location: 30550 Longhorn Dr
Activity: Permit was finalized on 4/18/2023.
- **Permit # 20210191 – Lodge Restaurant Renovation**
Location: 22200 Canyon Club Dr
Activity: Last inspection on 04/25/23 for ground plumbing.
- **Permit # 20210558 – New Event Center with Patio Cover and Retaining Walls**
Location: 22200 Canyon Club Dr
Activity: The last inspection was performed on 4/27/2023 for Footing and Steel.
- **Permit # 20220475 – Solar Car Port**
Location: 22200 Canyon Club Dr
Activity: Permit was finalized on 04/05/23.
- **Permit # 20220477 – Solar Car Port**
Location: 29201 Longhorn Dr
Activity: Permit was finalized 04/05/23.
- **Permit # 20220478 – Solar Car Port**
Location: 32001 Railroad Canyon Rd
Activity: Last inspection performed on 04/27/23 for Footings.
- **Permit # 20220493 – Pickleball Courts**
Location: 24331 Canyon Lake Dr N.
Activity: Permit was issued on 1/25/2023. No inspections have been requested.
- **Permit # 20220548 – Patio Shade Structure**
Location: 32001 Railroad Canyon Rd.
Activity: Permit was finalized 05/02/23.

**MINUTES
REGULAR MEETING OF THE CANYON LAKE
FINANCE & PLANNING COMMITTEE
Wednesday, April 12, 2023
3:30 p.m.**

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

CALL TO ORDER

Committee Chair Castillo called the meeting to order at 3:30 p.m.

ROLL CALL

Committee Members Present:

Committee Chair Kasey Castillo, Committee Member Jennifer Dain

Staff Present:

City Manager Nicole Dailey, Administrative Services Director Mike Borja, Fire Chief Jeff LaTendresse, Finance Director Terry Shea, Deputy Building Official David Harnden

PUBLIC COMMENTS

There were no public comments.

ROUTINE ITEMS

(1) Presentation of Building Department Statistics

Deputy Building Official Harnden presented the statistics from the Building Department and answered questions from the Committee.

(2) Approval of Finance & Planning Committee Minutes of March 8, 2023

The minutes were approved as is.

(3) Resolution No. 2023-12 Approving Claims and Demands of the City

Staff presented the claims and demands and answered questions from the Committee.

(4) Presentation of Financial Statements

Finance Director Shea provided an update on the City's financial statements and answered questions from the Committee.

(5) Update Regarding Fiscal Year 2023/24 Budget Schedule

City Manager Dailey provided an update on the budget schedule and stated Staff would be bringing the draft forward to City Council in May with approval expected in June. She noted Staff would be preparing a preliminary capital improvement program and a 5-year budget projection.

STAFF COMMENTS

Administrative Services Director Borja provided updates on the Railroad Canyon Road enhancement project and HSIP grant for road safety improvements.

Chief LaTendresse provided an update on the fire station sewer system.

City Manager Dailey discussed the revised bi-weekly payroll schedule.

COMMITTEE MEMBER COMMENTS

There were no comments.

ADJOURNMENT

The meeting was adjourned at 4:29 p.m.

Respectfully Submitted,

Sheryl L. Garcia, MMC, CPM
City Clerk



ITEM NO. 3

STAFF REPORT

TO: Finance and Planning Committee

FROM: Nicole Dailey, City Manager

BY: Elizabeth Pereda, Executive Assistant and Accounting Technician 1

DATE: May 10, 2023

SUBJECT: Receive and File Claims and Demands of the City

Recommendation

Receive and file.

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 April 12, 2023.

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. 2023-16

ATTACHMENT 1

RESOLUTION NO. 2023-16

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

WHEREAS, the Finance & Planning Committee of the City of Canyon Lake reviewed Exhibit A at their regularly scheduled meeting on May 10, 2023; and

WHEREAS, Exhibit A was presented at the regular meeting of the City Council on May 10, 2023, at which all present, were given an opportunity to comment.

NOW, THEREFORE, 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 May 10th, in the amount of \$652,684.92 as follows:

Payroll Earnings (Gross)	\$ 128,350.27	(For Month of April)
Payroll Processing Fees	\$ 251.90	(For Month of April)
Payroll Taxes - Employer	2,718.02	(For Month of April)
On-line Retirement	13,493.91	(For Month of April)
PARS	9,612.84	(For Month of April)
On-line Health	14,331.02	(For Month of April)
Principal	369.47	(For Month of May)
Aflac	640.44	(For Month of April)
Nationwide Deferred Comp.	5,303.54	(For Month of April)
Citizens Business Bank Interest	1,949.05	(For the Month of March)
General	\$ 475,664.46	
TOTAL	<u>\$ 652,684.92</u>	

PASSED, APPROVED AND ADOPTED this 10th day of May, 2023.

Jeremy Smith, Mayor

ATTEST:

Sheryl L. Garcia, MMC, CPM
City Clerk

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

Vendor ID	Invoice Description	Cash Required
2 Hot Uniforms	Reserves Name Tags	36.45
ABILA	Accounting Software 4/1/23 - 4/30/23	190.46
Amazon	Office Supplies for Fire Station	92.89
	Office Supplies for Fire Station	96.90
	Office Supplies for Fire Station	95.70
AMERICAN FORENSIC	Sheriff's Blood Draw 3/7/23	66.85
American Legal	2023 S-14 Supplement Pages	1,298.20
ANIMAL FRIENDS	Animal Control Services Month of March 2023	3,500.00
Bankcard	See Credit Card Review 3081	470.33
	See Credit Card Review 7227	24.57
	See Credit Card Review 0066	87.96
	See Credit Card Review 0041	4,751.09
	See Credit Card Review 0058	1,028.73
Bill Blankenship	Economic Development Consulting February 2023	3,330.00
	Economic Development Consulting March 2023	3,330.00
Brianna Hemsley	Reimbursement for Face Painter Deposit	20.00
CBSC	Permit Valuation January through March 2023	312.30
CL PEST	Monthly General Pest Control for Fire Station February 2023	45.00
	Monthly General Pest Control for Fire Station March 2023	45.00
	Monthly Rodent Bait for Fire Station February 2023	20.00
	Monthly Rodent Bait for Fire Station March 2023	20.00
	Quarterly Pest Control - Storage Units	95.00
Cole Huber	Attorney Services/Code Enforcement December 2022	180.00
	Attorney Services-Beck v. City of Canyon Lake (UUT)	6,220.00
	Attorney Services/ General December 2022	6,695.00
Concentra	Medical Exam for Sasse	598.00
Cory Willis	Reimbursement for Educational Training	195.00
CPS	HR Consulting Services 1/29/23 to 2/25/23	127.50
CTAI	Landscape Maintenance Fee for Medians & Parkways March 2023	4,775.00
	Landscape Service for Fire Station March 2023	250.00
Curtis	Routine Annual Service for Arctic Breathing Air Compressor	2,254.59
	Annual Service for First Extrication Equipment	883.50
Dain	Auto Allowance April 2023-Dain	100.00
DATA TICKET	Monthly EMS Response Fee February 2023	179.00
	Code Enforcement Citation Processing February 2023	100.00
Donuhue	Reserve Stipend for March 2023	100.00
FRIDAY FLYER	Legal Notice for Ordinance No. 231	27.30
	Legal Notice for Ord. No. 232-Special Events Permits-Appeal	25.20

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

Vendor ID	Invoice Description	Cash Required
	Legal Notice for Ord. No: 233-Amending City's Zoning Code	27.30
	Legal Notice for Urgency Ord. No: 234 Structures Upon Water	29.40
	Legal Notice for Public Hearing-Urgency Ord. No. 219	39.90
	Legal Notice for Canyon Lake Safety Element	48.30
	Legal Notice for Ord. Introduction No. 233	32.55
	Legal Notice for Ord. Introduction No. 232	30.45
	Legal Notice for Urgency Ordinance No. 229	28.35
HINDERLITER	Contract Services-Sales Tax (Jan-March 2023) Audit Services	1,310.51
iPermit	Refund for Permit Fees	380.03
Jake Stouffer	Reserve Stipend for March 2023	100.00
Jeremy Smith	Auto Allowance April 2023-Smith	100.00
John Hancock	EE & ER Contributions for Bi-Weekly Check Date 3/31/2023	3,298.10
	EE & ER Contributions for Semi-Monthly Check Date 3/31/2023	1,284.88
Kasey Castillo	Auto Allowance April 2023-Castillo	100.00
Kings III of America, LLC	Elevator Phone 4/1/2023 - 6/30/2023	153.18
Koopman	Reserve Stipend for March 2023	100.00
Life-Assist	Medical Supplies for Fire Station	12.57
	Medical Supplies for Fire Station	864.24
Luksch	Reserve Stipend for March 2023	100.00
Mark Terry	Auto Allowance April 2023-Terry	100.00
Matt Green	Mileage Reimbursement for Rope Rescue Class	99.56
Morgan Suit	Reserve Stipend for March 2023	50.00
Mosqueda	Reserve Stipend for March 2023	100.00
PERMA	Liability Assessment Payment 2 of 5	10,167.00
	2022-23 Q4 Workers' Comp Premium	32,490.75
PVM	Street & Facility Maintenance Services 2/1/23 to 2/28/23	350.83
	Street & Facility Maintenance Services 2/1/23 to 2/28/23	682.71
RCA	MSHCP Fees Collected March 2023	3,947.00
riv Co Exec	Debt Service FY 22/23 -Reissue	29,786.00
Riv Co Fire	Dispatch Services Qtr 1 F/Y 22/23	35,317.08
	Dispatch Services 2nd Qtr FY 22/23	30,733.14
Riv Co Fire Dept	Rope Operations Class (Green)	900.00
Riv Co Sheriff Dept Lake Elsinore	Sheriff's Contract Law 11/17/22 - 12/14/22	142,957.34
SanchezJ	Reserve Stipend for March 2023	100.00

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Page: 2

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

Vendor ID	Invoice Description	Cash Required
Sean Rivello	Reserve Stipend for March 2023	100.00
Sitar	Nurse Educator Services	300.00
STAPLES	Office Supplies for Admin & City Hall	878.05
The Code	Staffing Services for Jan 29, 2023 through Feb 25, 2023	8,679.00
	Plan Check Services for 1/29/23 - 2/25/23	6,303.34
Time Warner	Digital Converter for City Hall 3/22/23 to 4/21/23	5.54
Toshiba	Monthly Copier Lease for Admin & City Hall April 2023	799.32
Toshiba Business Solutions, USA	Admin B/W & Color Copies for 2/26/2023 - 3/25/2023	158.82
	Admin B/W & Color Copies for 1/26/23 - 2/25/2023	320.50
	B/W & Color Copies for Fire Station	61.02
TRI LAKE	CL-001 General Engineering Services 10/1/22 - 10/31/22	2,887.50
Turnout Maintenance Company	Cleaning & Patching Turnout Pants	86.00
Welty	Auto Allowance April 2023-Welty	100.00
WRCOG	WRCOG Member Dues FY 22/23	1,406.00
Zach Michel	Reserve Stipend for March 2023	100.00
Zachary Hill	Reserve Stipend for March 2023	100.00
ZF	Medical Director for January to March 2023	1,200.00
Report Total		360,973.78

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

Vendor ID	Invoice Description	Cash Required
Amazon	Bathroom Supplies for Fire Station	41.93
	Bathroom Supplies for Fire Station	35.52
AMERICAN FORENSIC	Sheriff's Blood Drawn 1/12/2023	61.22
AMP	Rent for May 2023-31526 Railroad Canyon Rd.	2,834.00
	Rent for May 2023-31526 Railroad Canyon Rd Ste. 4	430.00
Battery	Energizer AAA Alkaline Batteries -144 pack for Fire Station	176.72
Bound Tree	EMS Medical Supplies for Fire Station	292.89
	EMS Medical Supplies for Fire Station	12.38
	EMS Medical Supplies for Fire Station	161.96
CA Dept of Tax and Fee Admin	Diesel Fuel Acct # 245-963712 Period Ending 3/31/23	61.00
Colantuono, Highsmith & Whatley	Attorney Fees for adv. Richard Beck	1,690.50
Control Pump	Landscape for Booster Station March 2023	375.00
Corelogic	Database for Code Enforcement March 2023	144.90
Cotter Construction Inc.	Fire Station Bathroom Remodel-Partial Payment	35,000.00
CR&R	Trash Services For Rental Bldg. April 2023	185.33
CTAI	Removal of 40 existing Trees and Replaced with Crepe Myrtle	320.00
Curtis	Safety Relief Valve Repair for Fire Station	1,981.84
DATA TICKET	Code Enforcement Citation Processing March 2023	151.50
	Monthly EMS Response Fee March 2023	100.00
DEPT OF CONSER	Strong Motion Instrumentation & Seismic Hazard Jan-Mar 2023	786.31
DOJ	Fingerprints for March 2023	32.00
DSA	Disability & Education Fee Quarter Ended 3/31/2023	200.40
Embroidery	City Logo Shirts & Jackets for Council & Bldg Dept.	372.32
Fast Signs	Deposit for Sign and Road Repair	14,330.50
Fire ETC	Turnout Cleaning Supplies for Fire Station	86.18
Fire Smart	Open House Promotional Items for Fire Station	1,018.25
FRIDAY FLYER	Public Hearing-Mixed Use Zone, Section 9.30.020	51.45
GREENHALGH	Retiree Health Insurance May 2023	148.68
John Hancock	EE & ER Contributions for Bi-Weekly Check Date 4/14/2023	3,298.10
	EE & ER Contributions for Semi-Monthly Check Date 4/14/2023	1,284.88
John Heim	Refund for Permit # 20210242	1,071.00
Life-Assist	Medical Supplies for Fire Station	440.82
Nate Volk	Video Broadcast Meeting 3/8/2023	350.00
	Video Broadcast Meeting 4/12/2023	350.00
PARS	Monthly Administrative Fee Ending February 2023	400.00
PZL, Inc.	Planning Services for March 2023	6,090.00
SDRMA	Dental & Vision Insurance May 2023	1,168.75

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Page: 1

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

Vendor ID	Invoice Description	Cash Required
Syntech	Monthly IT Support 4/1/23 - 4/30/23	2,625.00
	Microsoft Subscriptions & Programs 4/1/23 - 4/30/23	1,448.00
The Code	Staffing Services for Feb. 26, 2023 through April 1, 2023	10,659.00
	Plan Check Services Feb. 26, 2023 through April 1, 2023	8,165.59
The Gas Co	Gas Charges for City Hall 3/1/23-3/30/23	155.42
	Gas Charges for 31520 Railroad Cyn Rd 3/1/23-3/30/23	52.34
Time Warner	Internet for Fire Station 4/10/23 - 5/9/23	306.81
TRI LAKE	CL-001 General Engineering Services 2/1/23 - 2/28/23	7,015.00
Willdan	Water Quality Services thru 3/31/2023	2,513.25
Report Total		108,476.74

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

<u>Vendor ID</u>	<u>Invoice Description</u>	<u>Cash Required</u>
Toshiba	Monthly Copier Lease for Fire Station May 2023	120.83
US Bank	See Credit Card Review	2,520.62
ZAITZ	EMS Subscription Fee Refund	192.00
Report Total		<u>2,833.45</u>

City of Canyon Lake
 Check/Voucher Register - Checks Prior Month
 From 4/1/2023 Through 4/30/2023

Check Number	Vendor Name	Effective Date	Check Amount
EFT 715	SOUTHERN CALIFORNIA EDISON	4/3/2023	104.19
EFT 716	SOUTHERN CALIFORNIA EDISON	4/3/2023	190.60
EFT 717	SOUTHERN CALIFORNIA EDISON	4/3/2023	10.86
EFT 718	SOUTHERN CALIFORNIA EDISON	4/3/2023	518.46
EFT 719	SOUTHERN CALIFORNIA EDISON	4/3/2023	199.31
EFT 720	SOUTHERN CALIFORNIA EDISON	4/3/2023	158.85
EFT 721	SOUTHERN CALIFORNIA EDISON	4/3/2023	642.29
EFT 722	Sparkletts	4/3/2023	165.37
EFT 723	SOUTHERN CALIFORNIA EDISON	4/13/2023	271.61
EFT 724	ELSINORE VALLEY MUNI WATER DIS	4/13/2023	88.42
EFT 725	ELSINORE VALLEY MUNI WATER DIS	4/13/2023	64.69
EFT 726	ELSINORE VALLEY MUNI WATER DIS	4/13/2023	136.84
EFT 727	SOUTHERN CALIFORNIA EDISON	4/17/2023	85.38
EFT 728	ELSINORE VALLEY MUNI WATER DIS	4/17/2023	577.56
EFT 729	ELSINORE VALLEY MUNI WATER DIS	4/17/2023	166.06
Report Total			<u>3,380.49</u>

Credit Card Review

California Bank & Trust Statement dated 3/28/23

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Tommy's Express	Monthly car wash subscription March 2023	\$ 21.99	10-360-6415
2	Tommy's Express	Monthly car wash subscription March 2023	\$ 43.98	10-520-6415
3	Tommy's Express	Monthly car wash subscription March 2023	\$ 21.99	10-310-6415
4	Tommy's Express	Monthly car wash subscription March 2023		
			<u>\$ 87.96</u>	

Account Breakdown

City Manager Vehicle Maintenance	10-310-6415	\$ 21.99
Building & Safety Vehicle Maintenance	10-360-6415	\$ 43.98
Vehicle Maintenance	10-520-6415	\$ 21.99
		<u>\$ 87.96</u>

Check Figure \$ -

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

California Bank & Trust Statement dated 3/28/23

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	The Ribbon Retreat Wholesale	Canyon Lake Ribbon	\$ 134.82	10-320-6220
2	Perris Valley Chamber	State of the City Registration	\$ 25.00	10-100-6830
3	GM Business Interiors	Office Furniture	\$ 167.09	10-320-6210
4	Ono Hawaiian BBQ	Closed Session Meal	\$ 143.42	10-100-6225
			\$ 470.33	

Account Breakdown

City Council Meeting Expense	10-100-6225	\$ 143.42
Promotion and Advertising	10-100-6830	\$ 25.00
Office Expense and Supplies	10-320-6210	\$ 167.09
City Clerk Dept Expense	10-320-6220	\$ 134.82
		\$ 470.33

Check Figure \$

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California Bank & Trust Statement dated 3/28/23

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	CrystalPlus Awards	Award for Ana Saucan's	\$ 281.08	10-310-6210
2	Staples	Office Supplies	\$ 147.85	10-310-6210
3	SO National Dent Canyon Lake, CA	Fleet Maintenance	\$ 300.00	10-520-6415
4	Amazon	Office Supplies	\$ 43.09	10-310-6210
5	Amazon	Office Supplies	\$ 7.67	10-310-6210
6	Amazon	Office Supplies	\$ 9.26	10-310-6210
7	REGGIV	Permit Tech Posting	\$ 199.00	10-310-6210
8	CACED	Credit for Chas	\$ (36.00)	10-520-6710
9	Amazon	Membership Fee	\$ 16.15	10-310-6210
10	Verizon Wireless	CLFD - M2M Device	\$ 28.04	10-421-6310
11	CLPWA	Roundtable Meeting-Breakfast	\$ 165.59	10-310-6510
12	In Statewide Emergency	Hazardous Waste Disposal	\$ 3,070.50	10-550-6610
13	Verizon Wireless	loads & SIM Card Devices	\$ 160.24	\$ 160.24
14	Verizon Wireless	Cell Phones-City Hall & Fire Dept.	\$ 358.62	\$ 358.62
			\$ 4,751.09	

Account Breakdown	AMOUNT	ACCOUNT
10-310-6210	\$ 704.10	
10-310-6510	\$ 165.59	
10-360-6310	\$ 574.32	
10-421-6310	\$ 239.96	
10-520-6310	\$ 199.00	
10-520-6415	\$ 300.00	
10-520-6710	\$ (36.00)	
10-550-6310	\$ 333.62	
10-550-6610	\$ 3,070.50	
	\$ 4,751.09	

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as directed by
the Finance Committee

California Bank & Trust Statement dated 3/28/23

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Costco	Office Supplies for Fire Station	\$ 196.36	10-421-6210
2	Ruffianspec	Reserve ID Tags	\$ 44.10	10-421-6220
3	Apple.com	Monthly iCloud Storage	\$ 2.99	10-421-6310
4	SP Otto Maps	Station Map	\$ 525.00	10-421-6220
5	Lake Elsinore CDJR	B-1 Service	\$ 106.05	10-421-6410
6	Lowes	Diesel Exhaust Fluid for Engines	\$ 99.70	10-421-6425
7	Costco	Office Supplies for Fire Station	\$ 54.53	10-421-6210
			\$ 1,028.73	

Account Breakdown

Fire Department Fleet & Equipment Maintenance	10-421-6410	\$ 106.05
Fire Department Office Expense & Supplies	10-421-6210	\$ 250.89
Fire Department Departmental Expense	10-421-6220	\$ 569.10
Fire Department Communications	10-421-6310	\$ 2.99
Fire Department Fuel & Lubricants	10-421-6425	\$ 99.70
		\$ 1,028.73

Check Figure \$

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as directed by
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California Bank & Trust Statement dated 3/28/23

<u>ITEM #</u>	<u>CREDITOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>ACCOUNT</u>
1	Panera Bread	Staff Meeting Bagels	\$ 24.57	10-310-6510
2				
3				
			<u>\$ 24.57</u>	

Account Breakdown

Conference/Meeting/Travel Expense	10-310-6510	\$ 24.57
		<u>\$ 24.57</u>

Check Figure \$ -

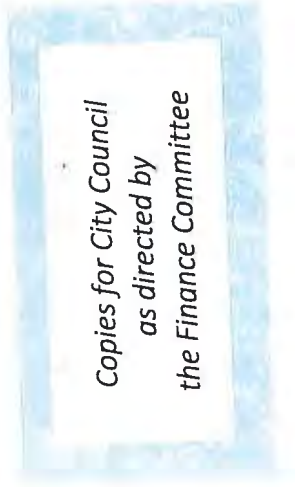
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the Finance Committee*

US BANK Statement dated 4/6/2023

ITEM #	CREDITOR	DESCRIPTION	AMOUNT	ACCOUNT
1	Frontier	Internet for City Hall & Admin Office	\$ 202.99	10-550-6320
2	Boating and Waterways	California Boater Card Application	\$ 10.00	10-520-6710
3	Downs Energy	Fuel for Fire 1 & 2	\$ 153.14	10-421-6425
4	Adobe	Photography Plan (20GB)	\$ 9.99	10-310-6220
5	Ario Technologies	City Hall Security Cameras	\$ 12.99	10-550-6610
6	Downs Energy	Fuel for Fire 1 & 2	\$ 607.88	10-421-6425
7	GoDaddy.com	Standard SSL Renewal	\$ 199.98	10-310-6610
8	Adobe	Acrobat Pro	\$ 239.88	10-310-6210
9	GoDaddy.com	Deluxe Windows Hosting with Plesk Renewal	\$ 167.88	10-310-6610
10	Ario Technologies	Admin Office Security Cameras	\$ 17.99	10-550-6610
11	Downs Energy	Fuel for Fire 1	\$ 492.00	10-421-6425
12	Adobe	Acrobat Subscriptions	\$ 167.93	A
13	Frontier	Internet for City Hall & Admin Office	\$ 492.99	10-550-6320
14	Adobe	Acrobat Pro	\$ 19.99	10-310-6220
15	Adobe	Monthly Subscription-Mann	\$ 14.99	10-310-6210
			\$ 47.98	10-320-6220
			\$ 23.99	10-330-6210
			\$ 23.99	10-360-6220
			\$ 71.97	
			\$ 2,520.62	

Account Breakdown	AMOUNT
10-310-6210	\$ 254.87
10-310-6220	\$ 29.98
10-310-6610	\$ 367.86
10-370-6220	\$ 47.98
10-360-6220	\$ 23.99
10-330-6210	\$ 23.99
10-421-6425	\$ 1,253.02
10-421-6220	\$ 71.97
10-520-6710	\$ 10.00
10-550-6320	\$ 435.98
10-550-6610	\$ 30.98
	\$ 2,520.62

Check Figure \$



ITEM NO. 4

**CITY OF CANYON LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND
FOR THE ONE MONTH AND NINE MONTHS ENDING MARCH 31, 2023**

	Current Period Actual	Year-to-Date Actual	Total Budget	% Total of Budget Used
REVENUES				
Taxes	\$ 157,227.13	\$ 3,127,039.30	\$ 5,061,000	61.79
Licenses and Permits	69,152.55	609,753.93	630,800	96.66
Fines	1,147.17	12,975.00	21,300	60.92
Franchise Fees	-	237,619.25	604,100	39.33
Fees and Subscriptions	384.00	463,504.69	864,000	53.65
Investment earnings	3,071.62	10,556.12	25,000	42.22
Intergovernmental	-	2,697	58,800	4.59
Other Income	351.99	37,835.05	26,000	145.52
Total Revenues	<u>231,334.46</u>	<u>4,501,979.90</u>	<u>7,291,000</u>	<u>61.75</u>
EXPENDITURES				
DEPARTMENTS				
City Council	11,025.26	116,834.72	201,147	58.08
City Attorney	-	46,518.10	112,200	41.46
City Manager	70,028.12	581,705.26	886,105	65.65
City Clerk	40,874.80	211,146.64	278,090	75.93
Finance	18,002.23	291,053.14	386,569	75.29
Planning	3,700.00	57,187.11	211,200	27.08
Building & Safety	10,879.53	164,361.66	291,738	56.34
Law Enforcement	468.00	660,993.52	1,881,500	35.13
City Fire	141,488.03	1,102,910.19	1,780,173	61.96
Emergency Preparedness	-	21,296.60	42,900	49.64
Animal Control	3,500.00	112,470.00	151,290	74.34
Public Works Administration	-	4,285.00	15,000	28.57
NPDES	3,301.50	102,664.00	131,300	78.19
Special Enforcement	30,612.32	253,110.66	358,970	70.51
Building & Facility	11,396.44	285,097.70	355,690	80.15
Total Expenditures	<u>345,276.23</u>	<u>4,011,634.30</u>	<u>7,083,872</u>	<u>56.63</u>
Excess (Deficit)	<u>\$ (113,941.77)</u>	<u>\$ 490,345.60</u>	<u>\$ 207,128</u>	
Fund Balance - Beginning of Year		<u>5,043,895.00</u>		
Fund Balance - March 31, 2023 (before closing)		<u>\$ 5,534,240.60</u>	*	

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