

MINUTES
REGULAR MEETING OF THE CANYON LAKE
ADMINISTRATION AND FINANCE COMMITTEE
Tuesday, January 5, 2016 8:00 a.m.

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

1. Call to Order

Committee Member Tim Brown called the meeting to order at 8:00 a.m.

2. Pledge of Allegiance

Kirsten Rowe, Administrative Services Manager, led the flag salute.

3. Roll Call

Present: Committee Chair John Zaitz
Committee Member Tim Brown

4. Public Comments

There were no public comments.

Committee Member Tim Brown requested the order of the agenda be changed to discuss item 10 before item 6.

It was the decision of the Committee to move forward with item 10 and discuss the additional items after.

5. Accept Meeting Minutes

5.1 Meeting Minutes December 1 2015

The minutes for December 1, 2015 were accepted as presented.

6. Review of January 6, 2016 City Council Meeting Agenda – Recommendations to Council

a. Claims and Demands

This item was not addressed.

b. Credit Card Review

This item was not addressed.

7. November Investment Report

This item was moved to the February 2, 2016 Administration and Finance Committee meeting.

8. Review of Draft Audit FY 2014-2015

This item was moved to the February 2, 2016 Administration and Finance Committee meeting.

9. Update Regarding Utility Users Tax Collected to Date

This item was moved to the February 2, 2016 Administration and Finance Committee meeting.

10. Review of Staff Recommendation for Public Works, Building and Safety, Planning, and Engineering Firm

This item was addressed before item 6. It was the decision of the Committee to move forward with staff's recommendation, and to bring the Committee's recommendation to the City Council.

11. Committee Member Comments

This item was addressed.

12. Staff Comments

This item was addressed.

13. Adjournment

The meeting was adjourned at 9:25 a.m.

Respectfully submitted,



Courtney C. Shurtleff
Deputy City Clerk