REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, March 2, 2016
Closed Session – 5:30 p.m.
Open Session – 6:30 p.m.

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

Please turn off your cell phones during the meeting

CLOSED SESSION – 5:30 P.M.

1. **Call to Order**

2. **Roll Call:** Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty, Mayor Brown

3. **Public Comments** – Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to complete a "Speaker Request Form" available on the back counter. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council has adopted a time limitation of three (3) minutes per person. If you are commenting on the agenda item, your comments will be heard at the time that particular item is scheduled on the agenda. *Please note that if you are addressing the City Council on items NOT on the agenda, the Brown Act does not allow discussion of such items. Therefore, the City Council may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response.*

4. **Closed Session**

   a. Pursuant to Government Code Section 54956.9 d. (2)
   Conference with Legal Counsel - Anticipated Litigation, Significant Exposure to Litigation (one potential case)

   b. Pursuant to Government Code Section 54956.9 d. (4)
   Conference with Legal Counsel – City determination of Initiation of Litigation (one potential case)

   c. Pursuant to Government Code Section 54957
   Public Employment – City Manager

   d. Pursuant to Government Code Section 54957
   Public Employment – City Clerk

   e. Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators

Agency Designated Representatives: City Council

Unrepresented employee: City Manager

f. Pursuant to Government Code Section 54957.6
Conference with Labor Negotiators

Agency Designated Representatives: City Council

Unrepresented employee: City Clerk

g. Return/Report from Closed Session

OPEN SESSION – 6:30 P.M.

1. **Call Open Session to Order**

2. **Invocation – Brittany Youngquist of Canyon Lake Community Church**

Flag Salute

3. **Roll Call:** Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty, Mayor Brown

4. **Approval of City Council Agenda**

5. **Special Presentations and Proclamations:**

5.1 Chamber of Commerce Announcements

6. **Public Comments –** Any person wishing to address the City Council on any matter within the jurisdiction of the City, whether or not it appears on this agenda, is asked to complete a "Speaker Request Form" available on the back counter. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. The City Council has adopted a time limitation of three (3) minutes per person. If you are commenting on the agenda item, your comments will be heard at the time that particular item is scheduled on the agenda. *Please note that if you are addressing the City Council on items NOT on the agenda, the Brown Act does not allow discussion of such items. Therefore, the City Council may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response.*

7. **Committee and Council Reports/Comments**

7.1 Council Member Ehrenkranz
7.2 Council Member Warren
7.3 Council Member Zaitz
7.4 Mayor Pro Tem Haggerty
7.5 Mayor Brown

8. Consent Calendar:

All items listed on the Consent Calendar are considered to be routine matters, status reports or documents covering previous City Council action. The items listed on the Consent Calendar may be enacted in one motion. With the concurrence of the City Council, a Council Member may request that an item be removed for further discussion. Staff recommends approval of all items. (Roll Call Vote)

8.1 Waiver of Reading in Full of all Ordinances by Title only

8.2 Approval of Minutes

8.2.1 Minutes – February 3, 2016 Page 7

8.3 Adoption of Resolution No. 2016-06, Approving Claims and Demands of the City Page 15

8.4 Second Reading and Adoption of Ordinance No. 166 Amending Various Sections of Title 10 of the City of Canyon Lake Municipal Code Regarding the Hearing and Appeal Processes for Citations Involving Keeping and Control of Dogs and Cats Page 27

8.5 Adoption of Resolution No. 2016-07, Authorizing submittal for payment programs and related authorizations Page 35

8.6 Consideration of Approving City Manager Contract Page 39

8.7 Consideration of Approving Part-Time City Clerk Contract Page 41

8.8 Consideration of Adopting Resolution No. 2016-08 Appointing Aaron Palmer as the City Manager and City Treasurer, and Ariel Hall as City Clerk Page 43

8.9 Letter of Support for Assembly Bill 1869 Page 45

9. Pulled Consent Calendar Items

10. Schedule of Future Events:

10.1 Administration and Finance Committee Meeting
Tuesday, April 5, 2016 at 8:00 a.m., City Council Chambers
10.2 Public Safety Committee Meeting
Tuesday, April 5, 2016 at 9:30 a.m., City Council Chambers
10.3 Canyon Lake City Council Meeting
Wednesday, April 6, 2016 at 6:30 p.m., City Council Chambers
10.4 Water Committee Meeting
Thursday, April 21, 2016 at 9:00 a.m., City Council Chambers
10.5 Planning Committee Meeting
Meeting Date to be Determined
10.6 Economic Development and Healthy Communities Meeting
Meeting Date to be Determined
10.7 Veterans Committee Meeting

Tuesday, April 12, 2016 at 4:30 p.m., City Council Chambers

10.8 Fire Department Start-Up Committee
Thursday, March 10, 2016 at 6:00 p.m., City Council Chambers
Thursday, March 24, 2016 at 6:00 p.m., City Council Chambers

11. Business Items

11.1 Consideration of donation to Temescal Canyon High School for their Grad Night expenses Page 49

11.2 Resolution No. 2016-09 – Amending the pass through convenience fee for credit card payments at City Hall and decreasing the maximum amount allowed to be charged from $1,500.00 to $300.00 Page 51

11.3 City's Entryway Monument Project Page 57

11.4 Discussion regarding potential permitting of short-term rentals Page 71

12. City Manager Comments

13. City Council Comments and Requests For Future Agenda Items

14. Announcements

The next regular City Council meeting is scheduled for **April 6, 2016 at 5:30 p.m. for Closed Session and 6:30 p.m. for Open Session.**

15. Closed Session

a. Pursuant to Government Code Section 54956.9 d. (2)
Conference with Legal Counsel - Anticipated Litigation, Significant Exposure to Litigation (one potential case)

b. Pursuant to Government Code Section 54956.9 d. (4)
Conference with Legal Counsel – City determination of Initiation of Litigation (one potential case)

c. Pursuant to Government Code Section 54957
Public Employment – City Manager

d. Pursuant to Government Code Section 54957
Public Employment – City Clerk

e. Pursuant to Government Code Section 54957.6
Conference with Labor Negotiators

Agency Designated Representatives: City Council

Unrepresented employee: City Manager

f. Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators

Agency Designated Representatives: City Council

Unrepresented employee: City Clerk

g. Return/Report from Closed Session

16. Adjournment

VISION STATEMENT

The vision of the City of Canyon Lake is to be a City that provides a quality of life that makes Canyon Lake the premier place to live in Southern California.

ATTENTION RESIDENTS:

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

Match 2, 2016 City Council Meeting

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

I, Ariel M. Hall, being duly sworn, depose and say that I am the duly appointed and qualified City Clerk of the City of Canyon Lake and that on February 25, 2016 before the hour of 5:00 p.m., I caused the above notice to be posted as required by Resolution 2015-36 of the City Council of the City of Canyon Lake.

Ariel M. Hall
City Clerk

MINUTES

REGULAR MEETING OF THE
CANYON LAKE CITY COUNCIL
Wednesday, February 3, 2016
Closed Session – 5:30 p.m.
Open Session – 6:30 p.m.

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

CLOSED SESSION – 5:30 P.M.

1. Call to Order

The meeting was called to order at 5:30 p.m.

2. Roll Call

Present: Council Members Ehrenkranz, Warren (arrived at 5:50 p.m.), Zaitz, Mayor Pro Tem Haggerty, Mayor Brown

3. Public Comments

There were no Public Comments.

4. Closed Session

Council entered into Closed Session at 5:31 p.m.

a. Pursuant to Government Code Section 54956.9 d. (2)
Conference with Legal Counsel – Anticipated Litigation, Significant Exposure to Litigation (one potential case)

b. Pursuant to Government Code Section 54957
Public Employment – City Manager

c. Pursuant to Government Code Section 54957
Public Employment – City Clerk

d. Return/Report from Closed Session

Council returned from Closed Session at 6:25 p.m. and there was no reportable action.

OPEN SESSION – 6:30 P.M.

1. Call Open Session to Order

Open Session was called to order at 6:34 p.m.

2. Invocation – Pastor Dave Dick of Canyon Lake Community Church

Pastor Dave Dick of Canyon Lake Community Church provided the invocation.

Flag Salute

Randy Bonner, resident, led the flag salute.

3. Roll Call

Present: Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty, Mayor Brown.

Absent: None.

4. Approval of City Council Agenda

Moved by Zaitz, seconded by Warren, to approve the City Council Agenda as presented.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

5. Special Presentations and Proclamations

5.1 Chamber of Commerce Announcements

Alison Burrafato, Chamber of Commerce Executive Director, provided the announcements.

5.2 Presentation by Elsinore Valley Municipal Water District (EVMWD) Regarding Dam Operating Principles

Brian Dickinson, Elsinore Valley Municipal Water District General Manager, provided a report regarding dam operating principles.

6. Public Comments

This item was addressed.

7. Consent Calendar

7.1 Waiver of Reading in Full of all Ordinances by Title only

7.2 Approval of Minutes

7.2.1 Minutes – January 6, 2016
7.2.2 Minutes – January 13, 2016
7.2.3 Minutes – January 20, 2016

7.3 Adoption of Resolution No. 2016-04, Approving Claims and Demands of the City

7.4 Consideration of the Fiscal Year 2014-2015 Annual Financial Report

This item was pulled for further discussion.

7.5 Designation of Voting Delegate and Alternate Representative to the Southern California Association of Governments (SCAG) General Assembly – May 5-6, 2016

Moved by Haggerty, seconded by Zaitz, to approve items 7.1, 7.2, 7.3, and 7.5 of the consent calendar.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

8. Pulled Consent Calendar Items

7.4 Consideration of the Fiscal Year 2014-2015 Annual Financial Report

This item was pulled from the consent calendar by Mayor Pro Tem Haggerty for further discussion.

Moved by Zaitz, seconded by Warren to approve the Fiscal Year 2014-2015 Annual Financial Report.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

9. Schedule of Future Events

This item was addressed.

10. Public Hearings

10.1 Approve Resolution No. 2016-05 – Variance (VAR) No. 15-82 to widen an existing driveway to a vacant lot located at 28910 Vacation Drive, Canyon Lake, CA 92587

a. Hearing Opened by Mayor

Mayor Brown opened the public hearing at 6:58 p.m.

b. Staff Presentation

David Alvarez, Assistant City Planner, provided the report.

c. Questions of Staff by Council

This item was addressed.

d. Testimony by Proponents

This item was addressed.

e. Testimony by Opponents

This item was addressed.

f. Rebuttal by Proponents

This item was addressed.

g. Hearing Closed

Mayor Brown closed the Public Hearing at 7:05 p.m.

h. Discussion by Council

This item was addressed.

i. Action by Council

Moved by Ehrenkranz, seconded by Haggerty to approve Resolution No. 2016-05 for Variance No. 15-82 to widen the existing driveway to a vacant lot located at 28910 Vacation Drive, Canyon Lake, CA 92587.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

11. Business Items

11.1 Analysis of Established Convenience Fee for Credit Card Payments at City Hall

Moved by Haggerty, seconded by Zaitz to approve that staff bring back a Resolution to request a new established convenience fee of $3.00 for transaction amounts of $0.01 to $100.00, and $6.00 for transaction amounts of $100.01 to $300.00, and to set the maximum amount allowed to be paid with a credit card to $300.00.

Motion carried 4-1 with Council Members Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye, and Council Member Ehrenkranz voting no.

11.2 Introduction and First Reading of Ordinance No. 166 Amending Various Sections of Title 10 of the City of Canyon Lake Municipal Code Regarding the Hearing and Appeal Processes for Citations Involving Keeping and Control of Dogs and Cats

Moved by Haggerty, seconded by Warren to approve the Introduction and First reading of Ordinance No. 166 amending various sections of Title 10 of the City of Canyon Lake Municipal Code regarding the hearing and appeal processes for citations involving keeping and control of dogs and cats with recommended changes by Council.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

11.3 Consideration of the Fiscal Year 2015-2016 Mid-Year Budget Review and Projections and Proposed Budget Adjustments

Moved by Haggerty, seconded by Ehrenkranz to approve the Fiscal Year 2015-2016 Mid-Year Budget Review, Projections and Proposed Budget Adjustments.

Motion carried 5-0 with Council Members Ehrenkranz, Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown voting aye.

11.4 Discussion Regarding Potential City Drone Regulations

It was the decision of Council to continue this item to a future meeting.

11.5 Council Member Request for Attorney General Opinion

Moved by Zaitz, to change the Decorum Resolution to reflect that any time a member of the public wished to speak at a City Council Meeting they had to fill out a speaker request form and submit it to the City Clerk.

Motion failed due to lack of a second.

Moved by Warren, seconded by Haggerty to dismiss the matter as fully discussed and not return to the agenda with the topic.

Motion carried 4-1 with Council Members Ehrenkranz, Warren, Mayor Pro Tem Haggerty and Mayor Brown voting aye, and Council Member Zaitz voting no.

12. City Manager Comments

This item was addressed.

13. Committee and Council Reports/Comments

13.1 Council Member Ehrenkranz

a. Western Riverside Council of Governments (WRCOG)
b. Southern California Association of Governments (SCAG)
c. Northwest Mosquito and Vector Control District
d. Other Meetings

This item was addressed.

13.2 Council Member Warren

a. Water Committee
b. Veterans Committee
c. Economic Development and Healthy Cities Committee
d. Lake Elsinore San Jacinto Watersheds Authority (LESJWA)
e. Southwest Communities Finance Authority (SCFA-JPA)
f. Quail Valley Environmental Coalition
g. League of California Cities Riverside Division
h. Other Meetings

This item was addressed.

13.3 Council Member Zaitz

a. Administration and Finance Committee Meeting

b. Riverside Transit Agency (RTA)
c. Other Meetings

This item was addressed.

13.4 Mayor Pro Tem Haggerty

a. Public Safety Committee
b. Public Works Committee
c. Fire Department Start-Up Committee
d. Riverside County Transportation Commission (RCTC)
e. Other Meetings

This item was addressed.

13.5 Mayor Brown

a. Planning Committee
b. Western Riverside County – Regional Conservation Authority (RCA)
c. Southwest Cities Coalition
d. League of California Cities (Legislative)
e. Regional Task Force on Health
f. South Coast Air Quality Management District (SCAQMD)
g. Other Meetings

This item was addressed.

14. Announcements

The next regular City Council meeting was scheduled for March 2, 2016 at 5:30 p.m. for Closed Session and 6:30 p.m. for Open Session.

15. Closed Session

The Council entered into closed session at 9:07 p.m.

a. Pursuant to Government Code Section 54956.9 d. (2)
Conference with Legal Counsel – Anticipated Litigation, Significant Exposure to Litigation (one potential case)

b. Pursuant to Government Code Section 54957
Public Employment – City Manager

c. Pursuant to Government Code Section 54957
Public Employment – City Clerk

d. Return/Report from Closed Session

The City Council returned from Closed Session at 9:30 p.m. with no reportable action.

16. Adjournment

The meeting was adjourned to Friday, February 5, 2016 at 1:30 p.m. to continue the Closed Session items.

The City Council re-entered into Closed Session at 1:33 p.m. on Friday, February 5, 2016 with Council Members Warren, Zaitz, Mayor Pro Tem Haggerty and Mayor Brown present. Council Member Ehrenkranz arrived at 1:45 p.m.

There were no Public Comments.

The City Council returned from Closed Session at 4:35 p.m. and there was no reportable action.

The meeting was adjourned at 4:35 p.m. on February 5, 2016.

Respectfully Submitted,

_____

Ariel M Hall
City Clerk

City of Canyon Lake
City Council
Staff Report

TO: Mayor and City Council

FROM: Michelle Gomez, Accountant

DATE: March 2, 2016

SUBJECT: List of Demands

Recommendation:

That the City Council adopts a resolution entitled: RESOLUTION NO. 2016-06

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

Background:

All claims and demands are reported and summarized for review and approval by the City Council on a routine basis at each City Council meeting. The attached claims represent the paid claims and demands since the City Council meeting of February 3, 2016.

Budget (or Fiscal) Impact:

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

Attachments:

Resolution
List of Demands

RESOLUTION NO. 2016-06

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 March 2nd, in the amount of $462,119.59 as follows:

Payroll Earnings (Gross)	$	29,003.43	(2nd Half of January & 1st Half of February)
Payroll Taxes - Employer	$	1,419.47	(2nd Half of January & 1st Half of February)
On-line Retirement		2,910.64	(2nd Half of January & 1st Half of February)
On-line Health		126.03	(For the Month of February)
General		428,660.02	
TOTAL	$	462,119.59	

PASSED, APPROVED AND ADOPTED this 2nd day of March 2016.

Mayor, Timothy Brown

ATTEST:

Ariel M. Hall, City Clerk

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

I, Ariel M. Hall, 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. 2016-06 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on March 2, 2016, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ariel M. Hall, City Clerk

City of Canyon Lake

Check/Voucher Register - Council Report - Expenditures

From 2/1/2016 Through 2/29/2016

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22204	2/4/2016	DAVID HOFFER	Refund for Citation Nuisance Defined	0.00	10	GENERAL
Total 22204	2/4/2016			0.00		
22205	2/4/2016	DAVID HOFFER	Refund for Citation Nuisance Defined	503.50	10	GENERAL
Total 22205	2/4/2016			503.50		
22206	2/10/2016	AMERICAN FORENSIC NURSES LLC	BLOOD DRAW	40.00	10	GENERAL
Total 22206	2/10/2016			40.00		
22207	2/10/2016	Canyon Lake Property Owners Assoc.	POSTAGE FOR JAN 2016	204.19	10	GENERAL
Total 22207	2/10/2016			204.19		
22208	2/10/2016	Corelogic Information Solutions, INC.	PROPERTY DETAIL REPORT JANUARY 2016	7.50	10	GENERAL
Total 22208	2/10/2016			7.50		
22209	2/10/2016	Cota Cole LLP	ATTORNEY SERVICES JAN 2016	8,006.33	10	GENERAL
Total 22209	2/10/2016			8,006.33		
22210	2/10/2016	CTAI PACIFIC GREENSCAPE	LANDSCAPE MAINT JANUARY 2016	5,200.00	20	GAS TAX
Total 22210	2/10/2016			5,200.00		
22211	2/10/2016	DATA TICKET	HEARING DECISION 101920 DEC 2015	300.00	10	GENERAL

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22211	2/10/2016			300.00		
22212	2/3/2016	STATE OF CA DEPT. OF JUSTICE	FINGERPRINT JAN 2016	96.00	10	GENERAL
Total 22212	2/3/2016			96.00		
22213	2/10/2016	ELSINORE VALLEY MUNI WATER DIS	BILLING PERIOD 12/22 - 1/22	222.32	10	GENERAL
22213	2/10/2016	ELSINORE VALLEY MUNI WATER DIS	BILLING PERIOD 12/22 - 1/22	368.47	20	GAS TAX
Total 22213	2/10/2016			590.79		
22214	2/10/2016	Executive Cleaning Services, LLC	CLEANING SERVICES FEB 2016	925.00	10	GENERAL
Total 22214	2/10/2016			925.00		
22215	2/10/2016	THE GAS COMPANY	BILLING PERIOD 12/31 - 2/2	182.78	10	GENERAL
Total 22215	2/10/2016			182.78		
22216	2/10/2016	Ariel Hall	EDUCATION EXPENSE REIMB	171.00	10	GENERAL
Total 22216	2/10/2016			171.00		
22217	2/10/2016	Moreno General Services, Inc.	RE-SECURE PROPERTY, INSTALL PADDLOCKS	250.00	10	GENERAL
Total 22217	2/10/2016			250.00		
22218	2/10/2016	NEXTEL COMMUNICATIONS	BILLING PERIOD 12/25 - 1/24	206.62	10	GENERAL
Total 22218	2/10/2016			206.62		

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 2/1/2016 Through 2/29/2016

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22219	2/10/2016	JOHN REGUS	LIBRARY LEASE APRIL 2016	983.45	10	GENERAL
Total 22219	2/10/2016			983.45		
22220	2/10/2016	JOHN REGUS	SMALL CONFERENCE ROOM MARCH 2016	250.00	10	GENERAL
Total 22220	2/10/2016			250.00		
22221	2/10/2016	RIV. CO. SHERIFF'S DEPT., Acctg & Fin	SHERIFFS CONTRACT 11/12 - 12/9	106,680.67	10	GENERAL
Total 22221	2/10/2016			106,680.67		
22222	2/10/2016	Round Up Jr. Mart	FUEL FOR CODE ENFORCEMENT VEHICLES	1,309.56	10	GENERAL
Total 22222	2/10/2016			1,309.56		
22223	2/10/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 12/30 - 1/29	445.11	20	GAS TAX
Total 22223	2/10/2016			445.11		
22224	2/10/2016	STAPLES	OFFICE SUPPLIES	152.93	10	GENERAL
Total 22224	2/10/2016			152.93		
22225	2/10/2016	STATE COMP. INS. FUND	WORKERS COMP MARCH 2016	1,152.75	10	GENERAL
Total 22225	2/10/2016			1,152.75		
22226	2/10/2016	TRI LAKE CONSULTANTS, INC.	ENGINEERING SERVICES DEC 2015	287.50	10	GENERAL

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22226	2/10/2016			287.50		
22227	2/10/2016	XEROX	COPIER LEASE JANUARY 2016	823.02	10	GENERAL
Total 22227	2/10/2016			823.02		
22228	2/16/2016	Courtney Shurtleff	Courtney Shurtleff - Pay out of Vacation/Comp Time	1,897.28	10	GENERAL
Total 22228	2/16/2016			1,897.28		
22229	2/25/2016	ADVANCED IMPROVEMENTS INC.	REFUND BUSINESS LICENSE PAID TWICE	353.58	10	GENERAL
Total 22229	2/25/2016			353.58		
22230	2/25/2016	ANIMAL FRIENDS OF THE VALLEYS	ANIMAL CONTROL SERVICES DEC 2015	3,500.00	10	GENERAL
Total 22230	2/25/2016			3,500.00		
22231	2/25/2016	Aqua Pro Inc.	DRAIN & CLEAN OUT POOL AT INSPIRATION POINT	250.00	10	GENERAL
Total 22231	2/25/2016			250.00		
22232	2/25/2016	CANYON LAKE PEST CONTROL, Steven E. Young	PEST CONTROL STORAGE UNIT	90.00	10	GENERAL
Total 22232	2/25/2016			90.00		
22233	2/25/2016	DATA TICKET	JAN 2016 MONTHLY CITIATION PROCESSING	100.00	10	GENERAL

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22233	2/25/2016	DATA TICKET	NEW CITATIONS ENTERED & SSN REQUESTED	100.00	10	GENERAL
Total 22233	2/25/2016			200.00		
22234	2/25/2016	Jordan Ehrenkranz	REFUND OF BUSINESS LICENSE	41.00	10	GENERAL
Total 22234	2/25/2016			41.00		
22235	2/25/2016	ELSINORE VALLEY MUNI WATER DIS	BILLING PERIOD 12/21/15 - 1/21/16	105.63	10	GENERAL
Total 22235	2/25/2016			105.63		
22236	2/25/2016	FEDERAL EXPRESS	POSTAGE FEB 2016	26.51	10	GENERAL
Total 22236	2/25/2016			26.51		
22237	2/25/2016	FRIDAY FLYER	CANYON LAKE FIRE DEPT	132.00	10	GENERAL
22237	2/25/2016	FRIDAY FLYER	HOMEBUYERS FIT CREDIT	65.55	10	GENERAL
22237	2/25/2016	FRIDAY FLYER	ORDINANCE NO. 165	88.50	10	GENERAL
22237	2/25/2016	FRIDAY FLYER	ORDINANCE NO. 166	90.40	10	GENERAL
22237	2/25/2016	FRIDAY FLYER	WIDEN EXISTING DRIVEWAY	34.50	10	GENERAL
Total 22237	2/25/2016			410.95		
22238	2/25/2016	GOLDING PUBLICATIONS	BUSINESS CARDS FOR PLANNING/BUILDING DEPT	264.60	10	GENERAL
Total 22238	2/25/2016			264.60		
22239	2/25/2016	MIG / HOGLE-IRELAND	PLANNING JAN 2016	4,915.00	10	GENERAL

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
Total 22239	2/25/2016			4,915.00		
22240	2/25/2016	Joe's Hardware	3.5 METAL CHAIN FOR BLM	6.49	10	GENERAL
22240	2/25/2016	Joe's Hardware	RUBBER HOSE FOR SPECIAL ENFORCEMENT	35.90	10	GENERAL
Total 22240	2/25/2016			42.39		
22241	2/25/2016	CASH	PETTY CASH JAN & FEB 2016	141.43	10	GENERAL
Total 22241	2/25/2016			141.43		
22242	2/25/2016	Regional Conservation Authority	MSHCP FEE FEB 2016	3,904.00	50	AGENCY
Total 22242	2/25/2016			3,904.00		
22243	2/25/2016	RIVERSIDE COUNTY FIRE DEPT	FIRE PROTECTION SRVS OCT-DEC 2015	265,063.73	10	GENERAL
Total 22243	2/25/2016			265,063.73		
22244	2/25/2016	RIV. COUNTY FLOOD CONTROL	COST SHARING FY 15/16 SANTA ANA NPDES	3,932.11	10	GENERAL
Total 22244	2/25/2016			3,932.11		
22245	2/25/2016	COUNTY OF RIVERSIDE-TLMA	SLF JAN FY-16 COSTS	267.01	20	GAS TAX
Total 22245	2/25/2016			267.01		
22246	2/25/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 1/22/16 - 2/22/16	36.95	10	GENERAL
22246	2/25/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 1/15/16 - 2/16/16	1,006.88	10	GENERAL

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22246	2/25/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 1/15/16 - 2/16/16	215.01	20	GAS TAX
22246	2/25/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 12/21/15 - 1/22/16	16.48	20	GAS TAX
22246	2/25/2016	SOUTHERN CALIFORNIA EDISON	BILLING PERIOD 1/11/16 - 2/9/16	203.69	20	GAS TAX
Total 22246	2/25/2016			1,479.01		
22247	2/25/2016	Special District Risk Management Authority	DENTAL INS MARCH 2016	92.09	10	GENERAL
Total 22247	2/25/2016			92.09		
22248	2/25/2016	Southwest Healthcare System	STANDARD REPORTING SART EXAM FOR SHERIFFS	900.00	10	GENERAL
Total 22248	2/25/2016			900.00		
22249	2/25/2016	Sparkletts	WATER SERVICE JAN 2016	11.21	10	GENERAL
Total 22249	2/25/2016			11.21		
22250	2/25/2016	STAPLES	OFFICE SUPPLIES/TONER	71.26	10	GENERAL
Total 22250	2/25/2016			71.26		
22251	2/25/2016	TelePacific Communications	PHONE SERVICE PERIOD 2/16/16 - 3/15/16	483.97	10	GENERAL
Total 22251	2/25/2016			483.97		
22252	2/25/2016	TRI LAKE CONSULTANTS, INC.	IN HOUSE CONSULTING/STAFF REPORT/CC ATTENDANCE	477.50	10	GENERAL
Total 22252	2/25/2016			477.50		

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22253	2/25/2016	TWO BROS. LOCKSMITH	REKEY FIRE STATION DOORS	122.15	10	GENERAL
Total 22253	2/25/2016			122.15		
22254	2/25/2016	U. S. Bank	CM ADVERTISING, POSTAGE, OFFICE 365, COUNCIL SNACKS	1,072.51	10	GENERAL
Total 22254	2/25/2016			1,072.51		
22255	2/25/2016	VERIZON CALIFORNIA	FIOS INTERNET 2/10/16 - 3/9/16	150.00	10	GENERAL
Total 22255	2/25/2016			150.00		
22256	2/25/2016	VERIZON CALIFORNIA	PHONE 2/13/16 -3/12/16	179.46	10	GENERAL
Total 22256	2/25/2016			179.46		
22257	2/25/2016	VERIZON CALIFORNIA	PHONE 2/13/16 - 3/12/16	124.64	10	GENERAL
Total 22257	2/25/2016			124.64		
22258	2/25/2016	Verizon Wireless	IPAD SERVICE 2/4/16 - 3/3/16	239.10	10	GENERAL
Total 22258	2/25/2016			239.10		
22259	2/25/2016	WRCOG	TUMF FEES FOR FEB 2016	8,874.00	50	AGENCY
Total 22259	2/25/2016			8,874.00		
22260	2/25/2016	JOHN ZAITZ	INTERNET AND PHONE REIMBURSEMENT JAN 2016	100.00	10	GENERAL

City of Canyon Lake
Check/Voucher Register - Council Report - Expenditures
From 2/1/2016 Through 2/29/2016

Check Numb...	Matching Docum... Date	Vendor Name	Transaction Description	Check Amount	Fund Code	Fund Short Title
22260	2/25/2016	JOHN ZAITZ	INTERNET/PHONE & MILEAGE DEC 2015	109.20	10	GENERAL
Total 22260	2/25/2016			209.20		
Report Total				428,660.02		

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager**

DATE: **March 2, 2016**

SUBJECT: **Second reading and adoption of Ordinance No. 166 Amending various sections of Title 10 of the City of Canyon Lake Municipal Code regarding the hearing and appeal processes for citations involving keeping and control of dogs and cats**

Recommendation

It is recommended that the City Council hold second reading and adopt Ordinance No. 166 Amending various sections of Title 10 of the City of Canyon Lake Municipal Code regarding the hearing and appeal processes for citations involving keeping and control of dogs and cats.

Background

Mayor Brown had requested that staff look into some discrepancies in the municipal code regarding animal control related issues. Title 10 of the municipal code was also on the list of administrative updates needed that staff had prepared and presented to the City Council during the last strategic planning session.

The amendments proposed include:

- Adding a Hearing Officer, defined as a neutral third party designated by the City Manager
- Adding "Leash" to the definitions, and clearing defining it to coincide with state law which current prohibits leashes from being longer than 6 feet in length
- Changes the appeals process for citations under the title to a hearing by a Hearing Officer rather than the City Council
- Removes the City appeal process for hearings on animal cruelty seizures and potentially dangerous animals, moving any appeals on the Hearing Officers decision to the appellate court
- Broadens the City's options to collect on abatement costs to any manner allowed by law
- Changes the consequences of designation as a vicious animal, removing the requirement that the vicious animal have its ear or inner thigh tattooed and replaces that with requiring that signs be posted on the property cautioning people of the vicious animal and the animal wears a conspicuously colored tag at all times. All vicious animals are currently required

to be restrained and muzzled when off of the owner's enclosed property and that requirement has not changed.

The ordinance was presented for introduction and first reading at the February 3, 2016 City Council Meeting. There were typographical error changes and clarification language added to allow dogs to be off leash in designated dog park areas. It would now be appropriate for the City Council to hold second reading and adopt the ordinance.

Budget (or Fiscal) Impact

None

Attachments

1. Ordinance No. 166

Ordinance No. 166

AN ORDINANCE OF THE CITY OF CANYON LAKE AMENDING VARIOUS SECTIONS OF TITLE 10 OF THE CITY OF CANYON LAKE MUNICIPAL CODE REGARDING THE HEARING AND APPEAL PROCESSES FOR CITATIONS INVOLVING KEEPING AND CONTROL OF DOGS AND CATS

The City Council of the City of Canyon Lake does ordain as follows:

SECTION 1 The following Canyon Lake Municipal Code Title 10 sections are amended to read as follows:

10.01.010 Definitions.

(i) "Health Officer" means the Health Officer for the City or his/her duly authorized representative.

(j) "Hearing Officer" means a third party neutral designated by the City Manager.

(k) "Impounded" means having been received into the custody of any Animal Control Officer authorized by City to receive such animal.

(l) "Leash" means a leash or other device of a size and material appropriate to the size and temperament of the dog within the length of the leash as allowed by state law, which presently allows no longer a leash than 6 feet, as that may be amended from time to time.

(m) "Owner" means a person who possesses, harbors keeps or has a dog, cat or other animal in his or her custody, care, charge or control, or such persons or facility to which the owner temporarily has entrusted the control of the dog or cat.

(n) "Person" means any individual, firm, partnership, joint venture, corporation, association, club or organization.

(o) "Public Entity" means any state, or any political subdivision, municipal corporation or agency thereof.

(p) "Sentry Dog" means any dog trained to work without supervision in a fenced facility and to deter or detain unauthorized persons found within the facility. The term "guard dog" shall also mean "sentry dog."

(q) "Service Dog" means any dog being reared, trained or used for the purpose of fulfilling the particular requirements of a physically disabled person, including, but not limited to, minimal

protection work, rescue work, pulling a wheelchair or fetching dropped items.

(r) "Signal Dog" means any dog trained or being reared, trained or used for the purpose of alerting a deaf person or a person whose hearing is impaired to intruders or sounds.

(s) "Unlicensed Dog/Unidentified Cat" means any dog or cat for which no valid license or identification is in force.

(t) "Vaccination" means an inoculation against rabies of any dog or cat, four months of age or older, with any vaccine prescribed for the purpose by the California Department of Health Services.

(u) "Veterinarian" means a professional licensed by the State to provide medical services to animals.

10.01.020 Appeals under this Title.

(d) The appeal shall be heard by a hearing office designated by the City Manager. The hearing officer ~~Council which~~ may affirm, modify, or reverse the administrative decision. The appellant and City may present evidence and witnesses. In conducting the hearing, the ~~City Council~~hearing officer shall not be limited by the technical rules relating to evidence and witnesses, but evidence shall be of the type upon which responsible persons are accustomed to rely in the conduct of serious affairs.

(f) The decision of the ~~City Council~~hearing officer shall be final and may be challenged by a writ of mandate within the applicable time periods.

10.12.010 Requirement for kennel or cattery license.

(d) After receipt of a kennel or cattery license application, the Animal Control Officer shall make an inspection of the premises of the kennel or cattery for which a license is requested. No kennel or cattery license shall be issued nor shall any such license be renewed, unless and until the kennel or cattery, in the opinion of the Animal Control Officer, satisfies the applicable laws and regulations of the State of California and the applicable ordinances of the City~~, and County of Riverside~~. Notwithstanding any other provision of this Chapter, the Animal Control Officer or the City Planning Director may, in their respective discretion, limit the numbers of dogs or cats over the age of four months which are kept or maintained in any kennel or cattery, and such limitation may be imposed at such time as an application for an initial kennel or cattery license is considered or at such time as an application for renewal of a kennel or cattery license is considered.

10.16.010 Restraint.

(b)All dogs shall be kept under restraint when off the owner's premises by a leash or other device of a size and material appropriate to the dog, held by a person capable of restraining such dog with that leash; restraint does not include voice, eye or signal control.

10.28.030 Procedure for impoundment for cruelty; pre-seizure hearing.

(d) The pre-seizure hearing shall be conducted within two (2) days, excluding weekends and holidays, after receipt of the request for such hearing. ~~The hearing officer shall not be the Animal Control Officer but may be the City Manager, his or her designee or a panel of residents designated by the City Council for this purpose.~~ The hearing shall be informal and shall not be limited by the technical rules of evidence, but evidence shall be of the type upon which reasonable people rely.

(h) The hearing officer's decision shall be final.~~may be appealed to the City Council in writing, within ten days after the hearing officer's determination. The appeal shall be conducted as set out in Section 10.01.020; provided, however, that during any pending appeal the Animal Control Officer may take any action he or she deems necessary to protect the animal~~.

10.36.040 Conduct of hearing.

Hearings pursuant to this Chapter shall ~~not~~ be conducted by the hearing officer.~~the Animal Control Officer but by the City Manager, his or her designee, or by a panel of residents designated by the City Council for this purpose~~. Hearings shall be held not more than five days from the date of receipt of the request for the hearing and shall be conducted in an informal manner consistent with due process of law. A hearing may be continued for a reasonable period of time if the parties agree or the hearing officer determines good cause therefor. Within ten days after the conclusion of the hearing, the hearing officer shall give notice of his or her findings, decision and order to the owner of the animal dog or cat. Such notice shall be served as set out in Section 10.36.020.

10.36.050 Appeal.

The hearing officer's determination shall be final. ~~may be appealed to the City Council in writing, within ten days after receipt of notice of the hearing officer's decision. The appeal shall be conducted as set out in Section 10.01.020 of this Title.~~

10.36.060 Collection of abatement costs.

(a) The City Manager, or designee, shall send to the owner of the animal by certified mail, postage prepaid, notice of the amount of such costs, providing 30 days for payment of such costs. If such costs are not paid within that time period, or an objection to such costs is not filed within that time period, a lien or special assessment may be placed against the owner's property for the total amount of such costs, in which case. t~~T~~he lien or assessment shall be collected at the same time, in the same manner and subject to the same penalties for delinquency as real property taxes.

1. If such objections are filed, the City Clerk shall schedule a hearing before the City Council on such objections and shall give notice as set out in (a) above. Any sums not

paid within 30 days after an order for their payment by the City Council shall be filed with the County Auditor and may become a lien and special assessment on the property to be collected with the next city taxes or from the owner of the animal personally. The notice of lien also must be recorded against the property in order to give notice to subsequent purchasers.

~~1.~~2. Notwithstanding, the costs may be collected in any manner allowed by law.

10.40.030 Determination of "Potentially Dangerous Animal."

(d) The decision of the Hearing Officer shall be final. ~~may be appealed to the City Council in writing, within ten days after the Hearing Officer's determination. The appeal shall be conducted as set out in Section 10.01.020.~~

10.40.060 Animal restraints.

A potentially dangerous animal, while on the owner's property, shall at all times be kept indoors, or in a securely fenced, locked yard from which the animal cannot escape, and which children cannot enter. A potentially dangerous animal may be off the owner's premises only if it is restrained by a ~~chain or~~ leash of adequate strength to restrain that specific animal and under the control of a responsible adult.

10.40.090 Consequences of designation as vicious animal.

(b) The owner shall, at his or her own expense, ~~have the vicious animal registration number assigned to the animal permanently tattooed upon the animal's left ear or, if the left ear is not available, in the left inner thigh, by a licensed veterinarian or person trained and authorized to do business as a tattooist~~keep posted in a conspicuous place at or near the entrance to the premises on which such dog or cat is kept, a sign having letters at least two inches in width and two inches in height reading "Beware of Vicious Dog" or "Beware of Vicious Cat," as may be appropriate. In addition, a conspicuously colored tag, provided by the Animal Control Officer shall be securely affixed to the animal at all times.

10.40.110 Confinement.

A vicious animal shall be securely~~d~~ confined in an enclosure as defined in this Chapter or in the dwelling while on the owner's or custodian's property.

SECTION 2 All other provisions of Title 10 shall remain in place.

SECTION 3 This Ordinance shall be effective 30 days from the date of its adoption.

PASSED, APPROVED AND ADOPTED this 2nd day of March, 2016.

_____
Tim Brown, Mayor

Approved as to Form:

_____
Elizabeth Martyn, City Attorney

Attest:

_____
Ariel M. Hall, City Clerk

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

I, Ariel M. Hall, City Clerk of the City of Canyon Lake, do hereby certify that the foregoing Ordinance No. 166 was introduced at a regular meeting of the City Council held on the 3rd day of February, 2016 and was duly adopted by the City Council of the City of Canyon Lake at a regular meeting thereof held on the 2nd day of March, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Ariel M. Hall, City Clerk

City of Canyon Lake
City Council
Staff Report

TO:	**Honorable Mayor and Members of the City Council**
FROM:	**Ariel M. Hall, Interim City Manager/City Clerk**
DATE:	**March 2, 2016**
SUBJECT:	**Adoption of Resolution No. 2016-07 Authorizing submittal for payment programs and related authorizations**

Recommendation

Staff recommends that the City Council: Adopt Resolution No. 2016-07 authorizing submittal for payment programs and related authorizations.

Background

The City was notified that beginning on the 2015/16 funding cycle, all jurisdictions will be required to provide a resolution confirming the signature authorization for any payment programs. The programs include the Beverage Container Recycling Program which the City participates in.

Budget (or Fiscal) Impact

Adopting this resolution would allow the City to be eligible for grant funding related to CalRecycle programs.

Attachments

1. Resolution No. 2016-07

RESOLUTION NO. 2016-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS

WHEREAS, pursuant to Public Resources Code section 48000 et seq. the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the City Manager, or his/her designee, is authorized to submit an application to CalRecycle for any and all payment programs offered.

Section 2. That the City Manager, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment.

Section 3. That this authorization is effective until rescinded by the Signature Authority or this Governing Body.

PASSED, APPROVED AND ADOPTED this 2nd day of March, 2016.

_____
Tim Brown, Mayor

ATTEST:

_____
Ariel M. Hall, City Clerk

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

I, Ariel M. Hall, CMC, 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. 2016-07 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting held on the 2nd day of March, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Ariel M. Hall, CMC, City Clerk

City of Canyon Lake
City Council
Staff Report

TO:	**Honorable Mayor and Members of the City Council**
FROM:	**Ariel M. Hall, Interim City Manager**
DATE:	**March 2, 2016**
SUBJECT:	**Consideration of City Manager Contract**

This item will be finalized and presented at the March 2, 2016 City Council Meeting. Copies will be available to the City Council and public at that time.

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager**

DATE: **March 2, 2016**

SUBJECT: **Consideration of City Clerk Contract**

This item will be finalized and presented at the March 2, 2016 City Council Meeting. Copies will be available to the City Council and public at that time.

RESOLUTION NO. 2016-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE, CALIFORNIA, APPOINTING AARON PALMER AS CITY MANAGER AND CITY TREASURER, AND ARIEL HALL AS CITY CLERK

WHEREAS, Ariel M. Hall served as Interim City Manager, Acting City Treasurer and City Clerk from March 4, 2015 to March 1, 2016; and

WHEREAS, in recognition of her efforts on behalf of the City, the City Council wishes to retroactively change the appointment of Ariel Hall as Interim City Manager to City Manager for the time period of March 4, 2015 to March 1, 2016 although there is no additional compensation attached to that retroactive adjustment; and

WHEREAS, Ariel Hall has notified the City Council that because she is leaving California, she did not seek extension of her contract with the City as City Manager; and

WHEREAS, the City Council conducted a thorough search for a new, permanent City Manager and contacted and interviewed candidates for that position; and

WHEREAS, as a result of that process, the City Council now wishes to appoint Aaron Palmer to the position of City Manager and City Treasurer beginning March 1, 2016 and has approved a contract confirming his employment; and

WHEREAS, the City Council now wishes to appoint Ariel Hall to the position of City Clerk beginning March 1, 2016, during which time she will serve as a part-time employee of the City.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. That the City Council appoints Aaron Palmer to the position of City Manager and City Treasurer effective March 1, 2016.

Section 2. That the City Council appoints Ariel Hall to the position of City Clerk effective March 1, 2016, and retroactively changes her appointment of Interim City Manager to City Manager for the time period of March 4, 2015 to March 1, 2016 without providing for additional compensation.

Section 3. That the City shall pay the cost of any bond required for all positions.

PASSED, APPROVED AND ADOPTED this 2nd day of March, 2016.

_____
Tim Brown, Mayor

ATTEST:

_____
Ariel M. Hall, City Clerk

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

I, Ariel M. Hall, CMC, 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. 2016-08 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting held on the 2nd day of March, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Ariel M. Hall, CMC, City Clerk

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager**

DATE: **March 2, 2016**

SUBJECT: **Letter of Support For Assembly Bill 1869**

Recommendation

It is recommended that the City Council: Authorize the Mayor to sign the attached letter of support for Assembly Bill 1869, and direct staff to proceed with distribution.

Background

The passage of Proposition 47 downgraded many crimes from felonies to misdemeanors, such as: shoplifting where the value of the property stolen does not exceed $950, grand theft where the value of the property stolen does not exceed $950, receiving stolen property where the value of the property does not exceed $950, forgery where the value of the item does not exceed $950, writing a bad check where the value of the check is not over $950, and personal use of most illegal drugs. The proposition does not differentiate between types of stolen property, so the theft of a gun that is worth less than $950 would be charged as a misdemeanor instead of a felony. This reduces the time a person could serve in jail for the theft of a firearm under $950 to a maximum of 12 months.

A bill has been introduced that would reinstate the felon penalty for the theft of a firearm, which was reduced under Proposition 47 upon its voter approval in 2014. The proposed Assembly Bill 1869, would rectify the issue and make theft of any firearm a felony again.

Staff is recommending that a letter of support be signed and sent in order to assist the attempt to stop this issue caused by Proposition 47.

Budget (or Fiscal) Impact

There is no impact to the City's budget.

Attachments

1. Proposed Letter of Support

CITY OF CANYON LAKE

March 3, 2016

The Honorable Melissa Melendez
California State Assembly
State Capital, Suite 6031
Sacramento, CA 94249-0067

Dear Assembly Member Melendez:

The City of Canyon Lake strongly supports Assembly Bill 1869 that has been introduced. The downgrade of the theft of a firearm from a felony to a misdemeanor is unacceptable, and Assembly Bill 1869 should be approved to allow our State Legislature to rectify the issue caused by the passage of Proposition 47.

Public safety is a high priority for every city, and stolen guns are either used to commit crimes, or are illegally sold to others who will go on to commit crimes. Criminals do not steal guns to do anything other than commit more crimes.

Assembly Bill 1869 would close a loophole in Proposition 47, and the City of Canyon Lake strongly supports the effort to make the theft of any firearm a felony once again.

Sincerely,

Tim Brown
Mayor
City of Canyon Lake

31516 Railroad Canyon Road, Canyon Lake, CA 92587 • 951/244-2955 • FAX 951/246-2022
admin@cityofcanyonlake.com • www.cityofcanyonlake.com

Assemblywoman Melissa A. Melendez
67th District

Assembly Bill 1869

Background
Prior to the recent passage of Proposition 47, the theft of any firearm was designated as grand theft, a felony, despite the value of the firearm itself (Penal Code § 487(d)(2)). In addition, the act of knowingly receiving and/or selling a stolen firearm was considered a misdemeanor/felony (wobbler) that would be left to the discretion of the judge (Penal Code § 496(a)).

Proposition 47 amended the above to where the theft of a firearm, as long as it does not exceed $950 in value, is considered petty theft, a misdemeanor. Also, the act of knowingly receiving and/or selling stolen firearms is only considered a misdemeanor so long the value of the firearm does not exceed $950.

Problem Being Addressed
Proposition 47 lessened the penalties for the theft of firearms. Prior to the passage of Proposition 47, the penalty would be **imprisonment in state prison for 16 months, 2, or 3 years.** Under current law, the theft of a firearm (not exceeding $950) is a misdemeanor punishable by imprisonment in **county jail for up to six months and/or a fine of up to $1,000** – the standard penalty for petty theft under the provisions of Penal Code § 490.

In addition, current law dictates that gun trafficking related crimes (receiving/selling stolen firearms) will **only** be considered a misdemeanor so long as the property is not valued more than $950. This crime would be punishable by imprisonment in county jail for up to six months and/or a fine of up to $1,000 (subject to realignment rules).

The majority of handguns and most rifles and shotguns are valued under $950. This would make current law, as written in Proposition 47, ineffective in curtailing gun theft and gun trafficking. We are already seeing evidence of this with the recent shooting of a Police Officer in Downey, CA and a young woman in San Francisco, CA.

Which code section is affected?
Sections 490.2 and 496 of the Penal Code.

Summary
AB 1869 would restore the penalties that were in place prior to the passage of Proposition 47.

Specifically, this bill would restore previous law by making theft of a firearm felony grand theft in all cases.

Buying and/or receiving a stolen firearm would also be restored as a designated wobbler.

Since this bill would be increasing the penalties for theft and the trafficking of stolen firearms, it would not be "consistent with" and does not "further the intent" of Proposition 47. Therefore, in order for this bill to amend Proposition 47, AB 1869 requires passage by a simple majority of the legislature, the Governor's signature and a simple majority of California voters.

Sponsor
California State Sheriffs Association; California Peace Officers Association; California District Attorney's Association

Staff Contact
Matt Borasi – 916-319-2067
matthew.borasi@asm.ca.gov

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager**

DATE: **March 2, 2016**

SUBJECT: **Consideration of donation to Temescal Canyon High School for their Grad Night expenses**

Recommendation

It is recommended that the City Council: Provide direction to staff.

Background

The City received a letter on February 10, 2016 from Temescal Canyon High School requesting donations to support their Grad Night activities. A Council Member requested that the item be placed on the agenda for City Council consideration of a City donation to the school.

Budget (or Fiscal) Impact

The fiscal impact of this item is dependent on whether the City Council chooses to donate or not, and if so, the amount of the donation. The City Council currently has $3,501.83 left in the City Council Department Promotion and Advertising budget, a portion of which could be used for a donation to the school.

Attachments

1. Letter from Temescal Canyon High School

Temescal Canyon High School

Administrative Team

Whitney D'Amico
Principal

Bert Merlo
Assistant Principal

Greg Stanley
Assistant Principal

Ron Golden
Assistant Principal

Mark Williams
Athletic Director and Assistant Principal

Cari Strange
Activities Director

Governing Board

Heidi Matthies Dodd
President

Juan I. Saucedo
Clerk

Stan Crippen
Member

Susan E. Scott
Member

Tom Thomas
Member

Administration

Dr. Doug Kimberly
Superintendent

Dr. George Landon
Deputy Superintendent Administrative & Fiscal Support Services

Gregory J. Bowers
Assistant Superintendent Facilities & Operations

Dr. Alain Guevara
Assistant Superintendent Instructional Support Services

Kip Meyer
Assistant Superintendent Personnel Support Services

Sam Wensel
Executive Director Personnel Support Services

(951) 253-7250 Phone
(951) 253-7267 Fax

28755 El Toro Road
Lake Elsinore, California
92532

http://leusd.tch.schoolfusion.us/

To Whom it May Concern: January 2016

Every year we, as a school, dedicate time and energy to the entire night after graduation to make sure our students are safe and secure. This activity is known as Grad Night. Graduation is always an exciting day for our seniors, and an even more exciting evening that holds the promise of many celebration parties. National statistics indicate that more teenage alcohol-related accidents and fatalities occur on high school graduation night than any other time of the year. Grad Night helps reduce these statistics by providing a supervised, safe environment for the graduating seniors to celebrate. Grad Night, this year, is May 23rd, 2016 and will be held Disneyland.

The major obstacle with Grad Night is always financing the event. Between the venue, door prizes, and bussing, the cost per student will be as high as $250. At that cost, there will be students who cannot afford to attend Grad Night, who may create their own activities without adult supervision resulting in poor choices. To offset some of the costs, we have conducted a series of fundraisers throughout the year; however, we can still use your help. Anything you can do to assist our students would be greatly appreciated.

Again, thank you for any donation you are willing to provide. The entire Titan Family appreciates your gift. Please return the bottom portion with your donation. Your contribution and support of TCHS Grad Night 2016 is greatly appreciated. Our school tax ID# for your tax purposes is 33-0386669.

Sincerely,

Melissa Fink

Melissa Fink
Temescal Canyon High School
28755 El Toro Road
Lake Elsinore, CA 92532
(951) 253-7250 x. 3614

RECEIVED
FEB 10 2016
BY: RM

TCHS GRAD NIGHT 2016 DONATION:

Company Name: _____ Date: _____

Cash Donation: $ _____ Enclosed _____ To be picked up later ____ (When?) _____

Prize Donation:$ _____ Enclosed _____ To be picked up later ____ (When?) _____

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager**

BY: **Kirsten Rowe, Administrative Services Manager**

DATE: **March 2, 2016**

SUBJECT: **Resolution No. 2016-09 – Amending the pass through convenience fee for credit card payments at City Hall and decreasing the maximum amount allowed to be charged from $1,500.00 to $300.00**

Recommendation

It is recommended that the City Council approve Resolution No. 2016-09 amending the pass through convenience fee for credit card payments at City Hall and decreasing the maximum amount allowed to be charged from $1,500.00 to $300.00.

Background

At the February 3, 2016 City Council meeting, Staff presented Council Members with a six-month update on the use of credit cards for payments at City Hall. The update showed that Staff began accepting credit card payments on July 22, 2015. Through December 31, 2015, the City collected $23,020.60 in credit card payments at City Hall. The credit card transaction company, Square, charges a flat fee of 2.75% of the total transaction amount. For 2015, this transaction fee totaled $633.22. Staff collected $3.00 per transaction, which totaled $270.00. This resulted in a deficit of over $300.00 in fees charged to the City that were not recovered by the convenience fee. An analysis of the transactions showed the biggest discrepancy was for transactions over $300.00. Since the City is charged 2.75% of the total transaction amount, the larger the transaction amount, the more the City is charged.

Staff presented the following options for Council members to consider:

Option 1: Stop accepting credit card payments at City Hall. This would require any customer wishing to make a payment at City Hall to do so via check or cash only. This option would eliminate the City incurring any transaction charges; however, may create an inconvenience for customers wanting to pay by credit card.

Option 2: Continue to allow customers to pay by credit card, and keep the convenience fee at $3.00 per transaction, regardless of the amount of the transaction. Although this

option will still allow customers to utilize credit cards for payments, the City would not recover the full amount of the transaction fee charged by the transaction company.

Option 3: Continue to allow customers to pay by credit card, but cap the maximum amount payable by credit card at $300.00 instead of $1,500.00. This option would also increase the convenience fee. The convenience fee would become a tier structure based on the amount of the transaction. Staff proposes the following convenience fee tier structure:

Transaction Amount:	Convenience Fee:
$0.01 - $100.00	$3.00
$100.01 - $300.00	$6.00

Council Members voted to approve Option 3. This Staff Report presents a resolution which would establish a tiered convenience fee structure as well as lowering the maximum amount payable by credit card from $1,500.00 to $300.00.

Budget (or Fiscal) Impact

Staff estimates that this option would have minimal, if any, fiscal impact.

Attachments

1. Resolution No. 2016-09

RESOLUTION 2016-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE AMENDING THE PASS THROUGH CONVENIENCE FEES FOR CREDIT CARD PAYMENTS AT CITY HALL AND DECREASING THE MAXIMUM AMOUNT ALLOWED TO CHARGED FROM $1,500.00 TO $300.00

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Canyon Lake is authorized to adopt and implement a pass-through charge for municipal services; provided, however, that such charge does not exceed the estimated reasonable cost of providing such services; and

WHEREAS, the City Council of the City of Canyon Lake desired to make credit card payment options available to the public for convenience and must implement a new charge for the service provided by the City of Canyon Lake as set forth herein; and

WHEREAS, on July 1, 2015 the City Council initially adopted a pass through convenience fee for credit card transactions at City Hall and a maximum amount allowed to be charged, which would be evaluated after 6-months of operating; and

WHEREAS, the City Council of the City of Canyon Lake finds that this approval of a charge is for the purposes of meeting operating expenses, related to use of credit cards, in that this charge directly reimburses the City for expenses required to process the activity for which the charge is imposed. Accordingly, this action is exempt from CEQA under the provisions of Section 21080 (b) of 8 of the Public Resources Code, and Section 15273 of the CEQA guidelines; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Canyon Lake as follows:

SECTION 1. CHARGE ESTABLISHED AND ADOPTED

A. As set forth above, the City Council of the City of Canyon Lake hereby finds and determines that, based upon the data, information, analysis, oral and written documentation presented to this City Council, the charge shall be set at $3.00 for transactions in the amount of $0.01 to $100.00 and $6.00 for transactions in the amount of $100.01 to $300.00.

B. The maximum amount allowed payable by credit card shall be set at $300.00.

C. The fees set forth, hereby are adopted and approved as the fees for providing the use of credit cards at City Hall.

SECTION 2. EFFECTIVE DATE

A. The fees set forth shall be effective immediately after the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 2nd day of March, 2016.

Tim Brown, Mayor

ATTEST:

Ariel M. Hall, City Clerk

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

I, Ariel M. Hall, 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. 2016-09 adopted by the City Council of the City of Canyon Lake, California, at a regular meeting thereof, held on March 2, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Ariel M. Hall, City Clerk

City of Canyon Lake
City Council
Staff Report

TO:	**Honorable Mayor and Members of the City Council**
FROM:	**Ariel M. Hall, Interim City Manager/City Clerk**
BY:	**Kirsten Rowe, Administrative Services Manager**
DATE:	**March 2, 2016**
SUBJECT:	**City's Entryway Monument Project**

Recommendation

It is recommended that the City Council provide direction for the City's Entryway Monument Project.

Background

At the November 4, 2015 City Council meeting, Council members approved the changing of the City's proposed entryway monuments from 10 foot wide by 10 foot high signs to a more simplified design (Attachment 1) that mirrored the previous entryway monuments. City Council directed Staff to obtain estimates for the more simplified design.

Staff obtained five estimates from various vendors:

1. **Woodland Manufacturing** *(Attachment 2)* – approximately $2,200.00 per sign
   This sign would be made out of "Coraform", which is outdoor rated, rot and bug resistant, with a 10 year warranty. There would be slight additional cost for mounting posts and hardware.

2. **Art Sign Works** *(Attachment 3)* – approximately $2,600.00 per sign
   This sign could be carved or sandblasted out of cedar wood. The approximate costs includes posts for mounting.

3. **Watson's Wooden Cedar** *(Attachment 4)* – approximately $1,500.00 per sign
   This sign would be CNC routed into cedar wood, and then clear-coated for durability. There would be a slight additional cost for mounting posts and hardware.

4. **Wooden Apple Signs** *(Attachments 5 - 7)* – approximately $1,800.00 - $3,200.00
   Wooden Apple Signs has 3 options:
   1. Chip-carved into the background with 1 – 2 colors *(Attachment 5)* – approximately $1,800.00 per sign.

   2. Chip-carved into the background with full natural color *(Attachment 6)* – approximately $2,400.00 per sign

   3. Chip-carved into the background with raised relief applied and full natural color *(Attachment 7)* – approximately $3,200.00 per sign

   There would be a slight additional cost for mounting posts and hardware.

5. **Signs By Tomorrow** *(Attachment 8)* – approximately $5,500.00 per sign
   This sign would be carved or sandblasted high-density foam. This price includes posts, hardware, and installation.

Once City Council provides direction on which vendor/design it prefers, Staff will work with the vendor to design the sign. Staff will then return to City Council with a finalized design and quote.

Budget (or Fiscal) Impact

The fiscal impact will be based on the vendor/design chosen. For 2 entryway monument signs, the estimated costs are between $3,000.00 and $10,000.00. Council had originally budgeted $30,000.00 for this project.

Attachments

1. Monument Design Approved at November 4, 2015 Meeting
2. Woodland Manufacturing Example
3. Art Sign Works Example
4. Watson's Wooden Cedar Example
5. Wooden Apple Signs Chip Carved Example
6. Wooden Apple Signs Chip Carved with Full Natural Color Example
7. Wooden Apple Signs Chip Carved and Raised Relief with Full Natural Color Example
8. Signs By Tomorrow Example

Attachment 1

Woodland Manufacturing

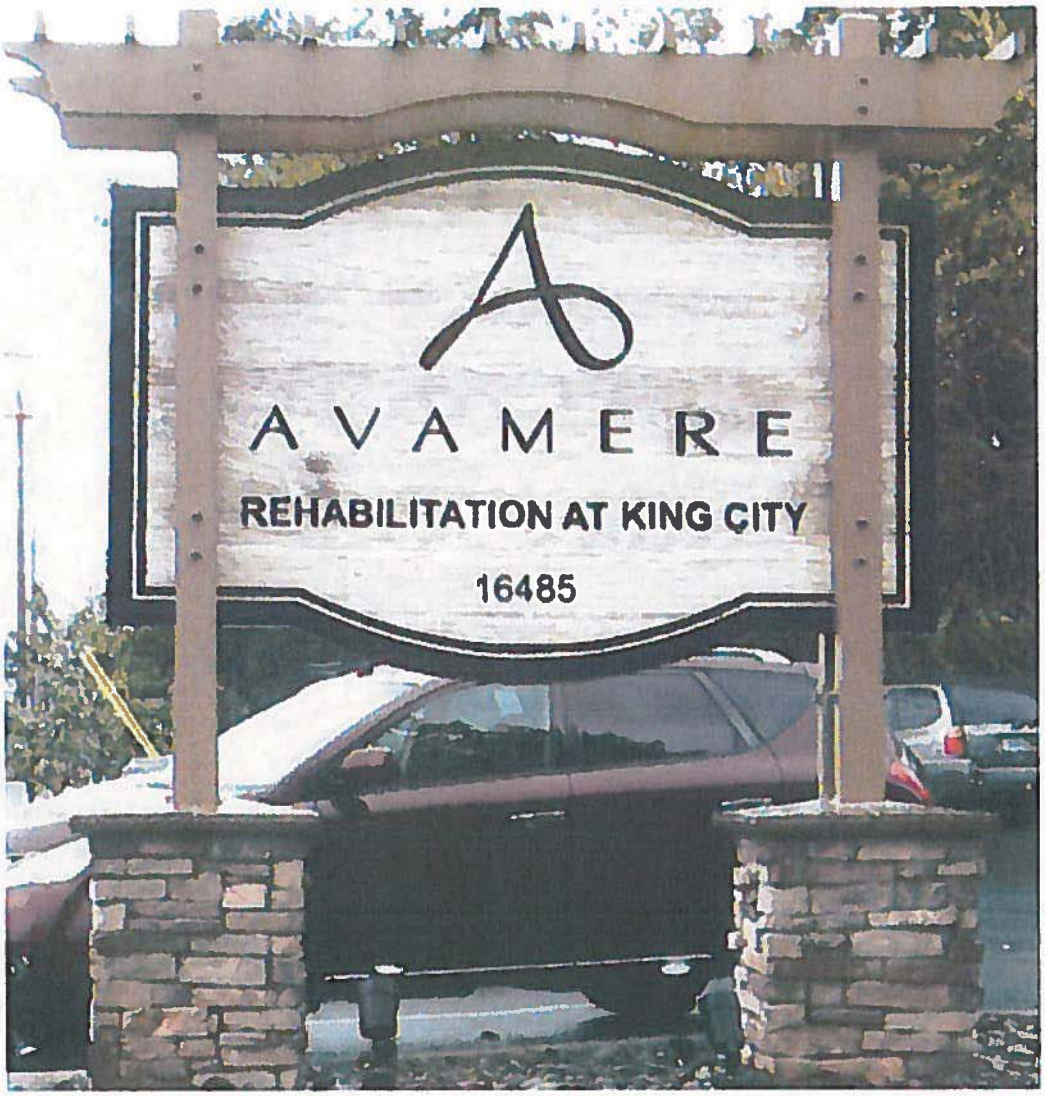
example of Corafoam sign

Attachment 2

Woodland Manufacturing

example of Cora-foam sign

Attachment 2



Art Signworks

example of sandblasted cedar sign

Attachment 3

Watson's Wooden Words

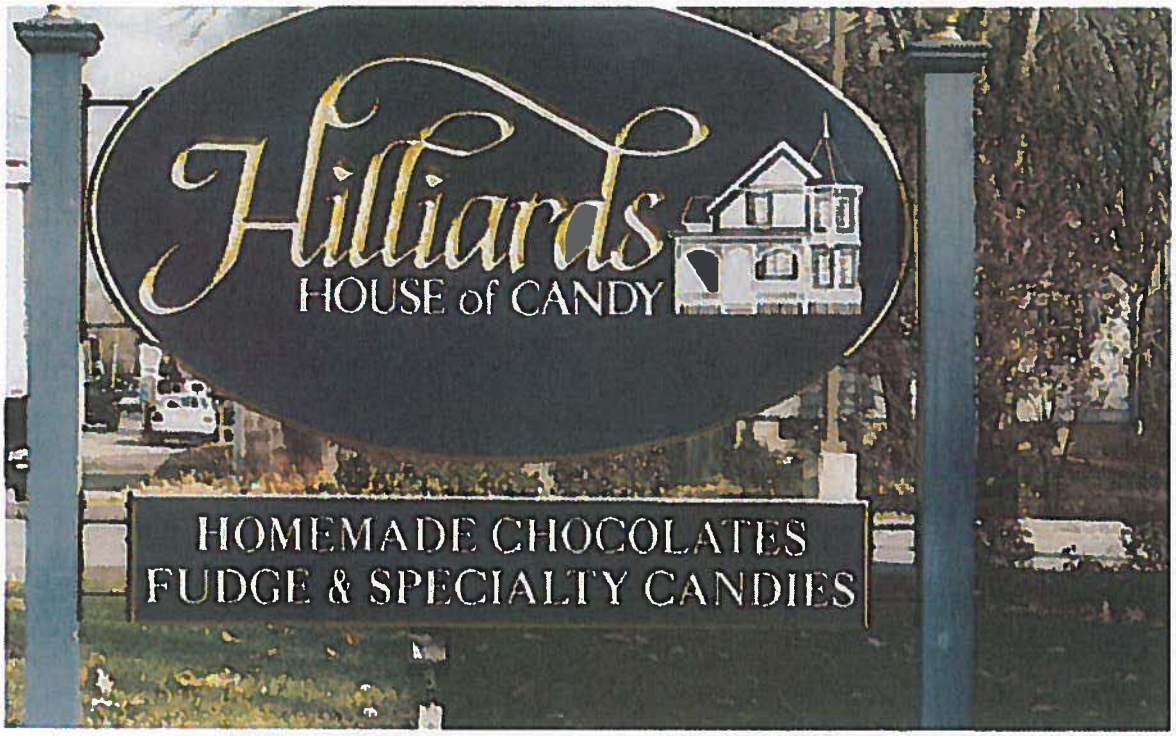
example of carved cedar sign

Attachment 4

Watson's Wooden Words

example of carved cedar sign

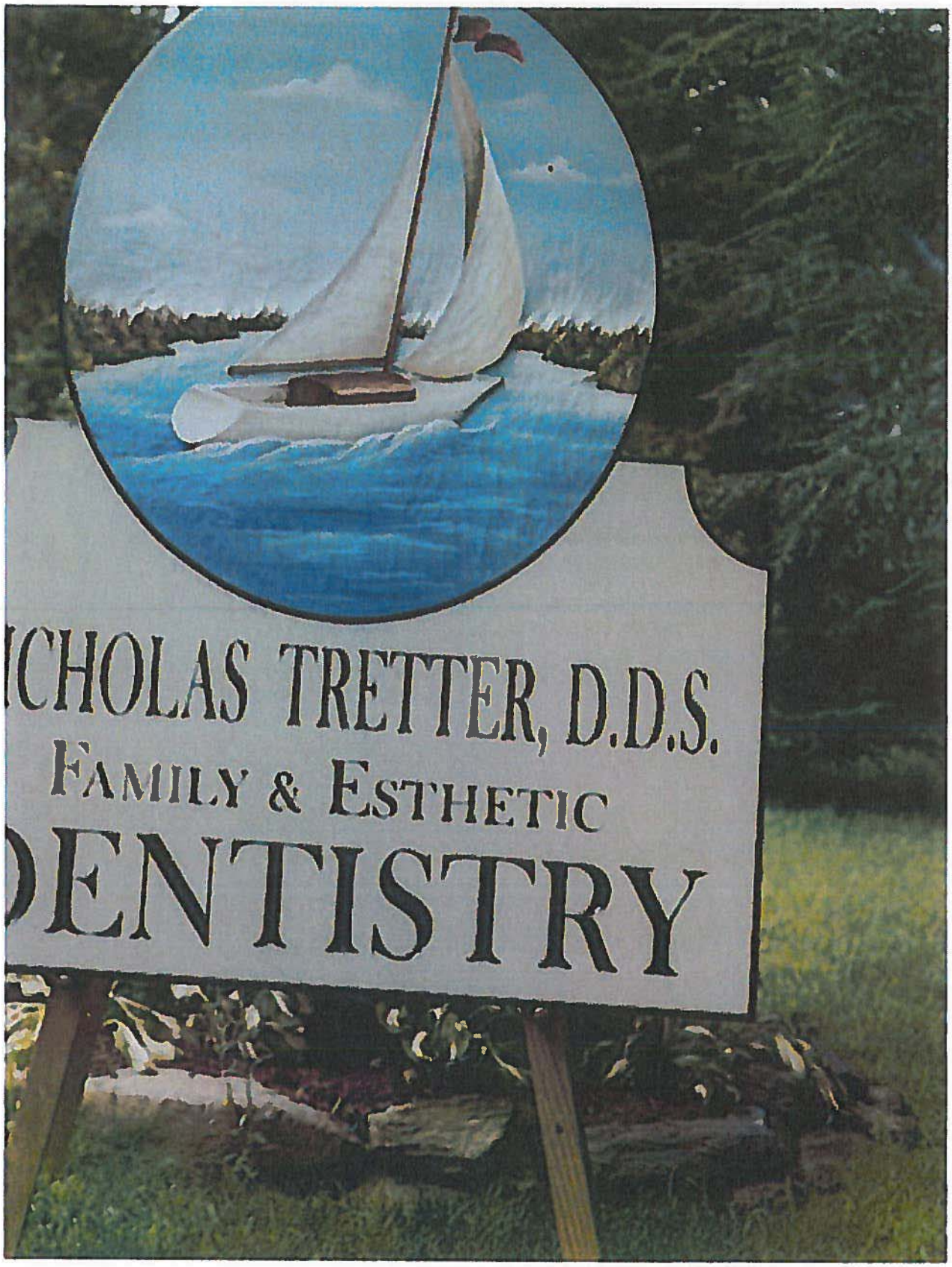
Attachment 4



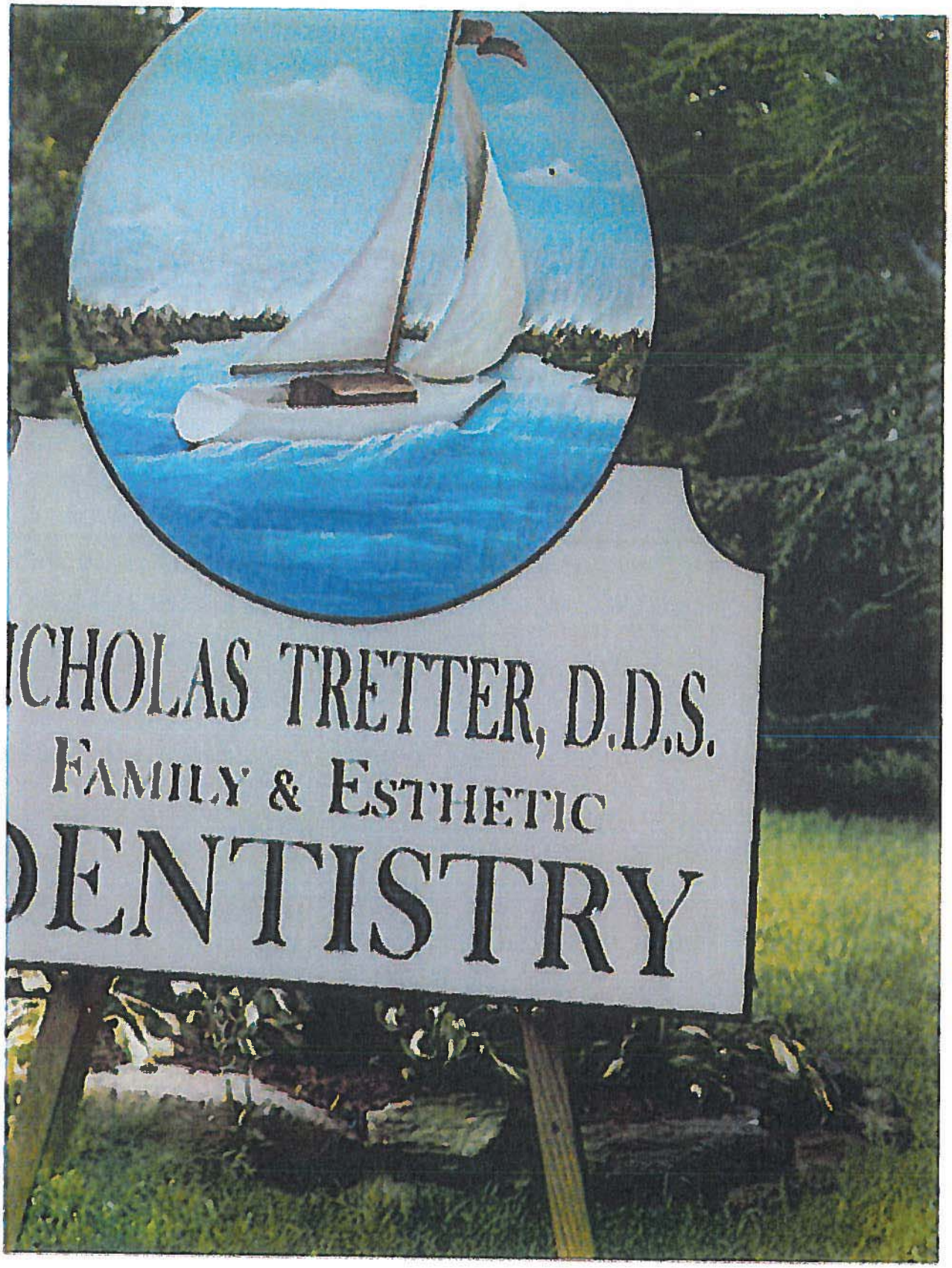
Wooden Apple Signs

example of chip-carved into background

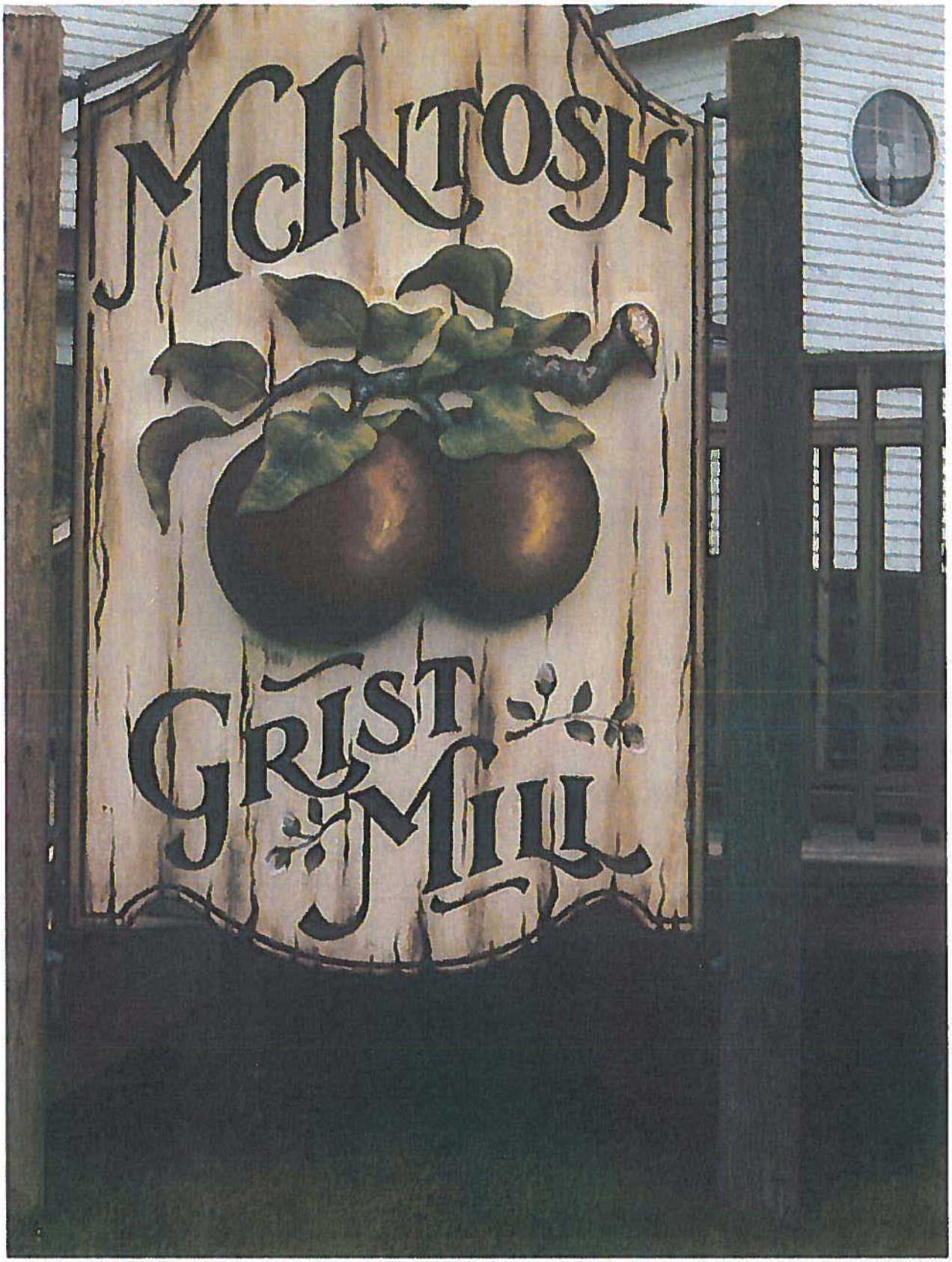
Attachment 5



Wooden Apple Signs
example of chip carved with full natural color
Attachment 6



Wooden Apple Signs
example of chip carved with full natural color
Attachment 6



Wooden Apple Signs
example of raised applied/chip carved combination with full color

Attachment 7

Proof

SIGNS BY TOMORROW
SIGNS & GRAPHICS NATIONWIDE
26440 Jefferson Ave
Murrieta, CA 92562
951-600-8500 • Fax: 951-346-9200
design@sbtcal.com
sbtcal.com

Job# _____ Job#

City of Canyon Lake Client

0 Revision 1/27/16 Date

APPROVED:
☐ no changes

APPROVED:
☐ w/ changes as noted

PLEASE UPDATE AS FOLLOWS:

_____
_____
_____
_____

Customer Approval:

_____ Customer Signature

_____ Date

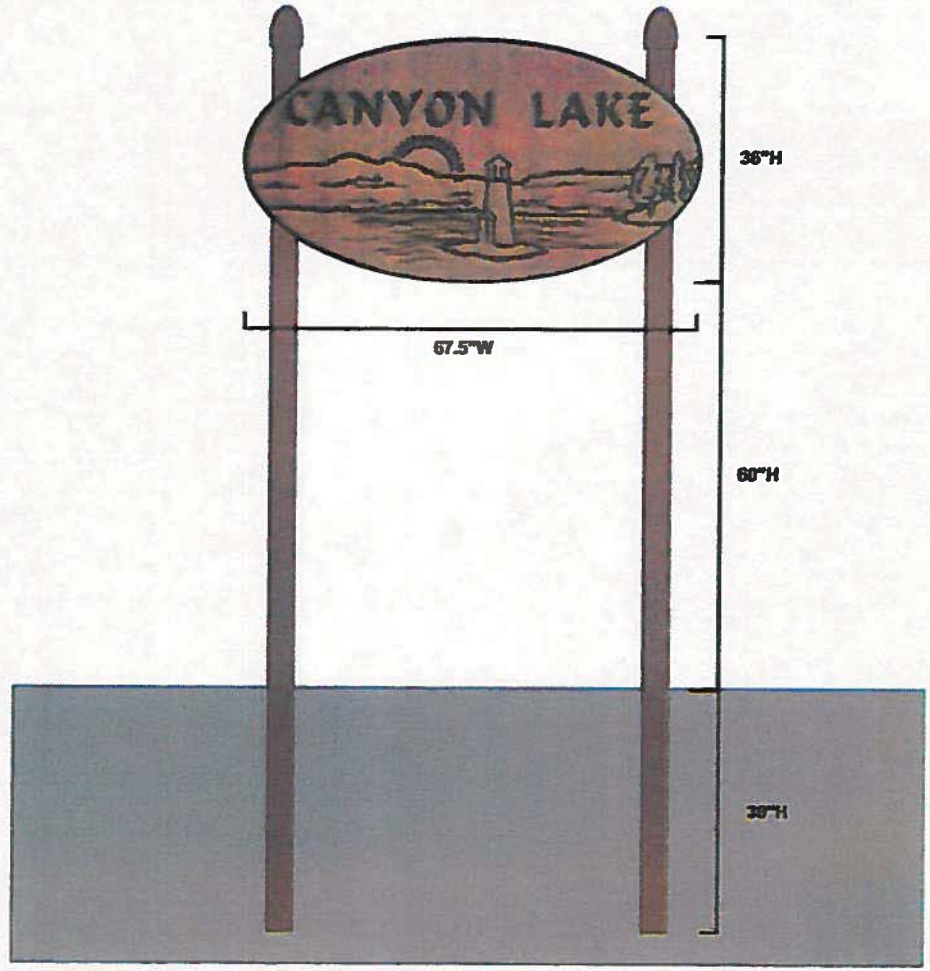
***NOTE:** Approvals can be made with an emailed response indicating that your project is approved.*

***NOTE:** Graphic design work by Signs By Tomorrow is the property of SBT unless completed under a paid graphic design agreement or unless written authorization is provided by SBT. Payment for minor proof revisions does not constitute a design agreement.*

Your order includes one basic setup/proof and one minor revision of that proof. Basic set up includes placement of your logo, graphic or photo and up to three lines of text.

- *Minimum charge of $25 each for additional minor revisions*
- *New designs or major revisions may be more.*
- *Work done under design agreements may include more than one revision.*

Substrate: HDU



Please Note: Please review design, colors, size, spelling and grammer, information accuracy (telephone numbers, URLs, addresses, prices, etc), and order quantity.
Once your graphics are printed or fabricated changes cannot be made.
This is a low-resolution PDF proof. This proof is intended for concept, content and layout review only. The colors in this document are not a true representation of the printed product.
Due to the variances of the monitor on which it is viewed, colors of the printed product may vary from the digital PDF proof.
Typographical errors cannot be changed after the product is produced. Please carefully check proof for accuracy of content and spelling. *Thank you for your understanding.*

Attachment 6

Proof

SIGNS BY TOMORROW
26440 Jefferson Ave
Murrieta, CA 92562
951-800-8500 • Fax: 951-346-9200
design@sbtcal.com
sbtcal.com

Job#: _____ Job#

City of Canyon Lake — Client

0 — Revision 1/27/16 — Date

APPROVED:
☐ no changes

APPROVED:
☐ w/ changes as noted

PLEASE UPDATE AS FOLLOWS:

_____
_____
_____
_____

Customer Approval:

_____ Customer Signature

_____ Date

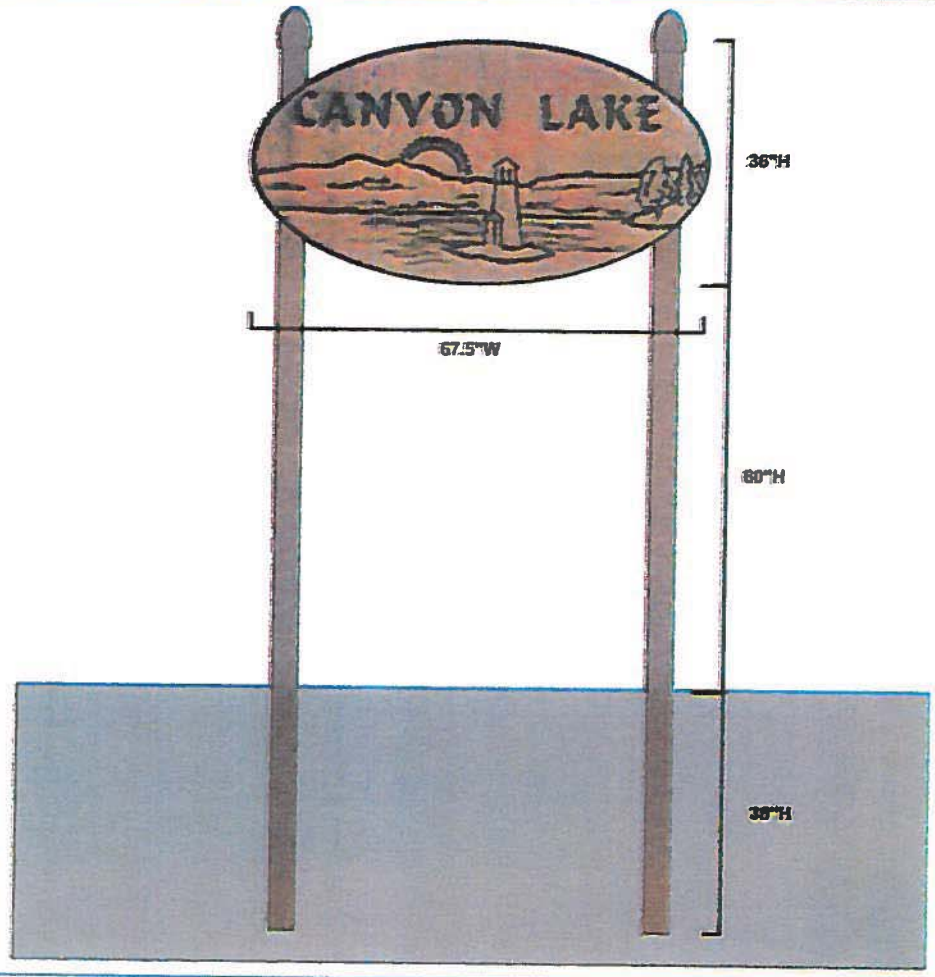
NOTE: Approvals can be made with an emailed response indicating that your project is approved.

NOTE: Graphic design work by Signs By Tomorrow is the property of SBT unless completed under a paid graphic design agreement or unless written authorization is provided by SBT. Payment for minor proof revisions does not constitute a design agreement.

Your order includes one basic setup/proof and one minor revision of that proof. Basic set up includes placement of your logo, graphic or photo and up to three lines of text.

- *Minimum charge of $25 each for additional minor revisions*
- *New designs or major revisions may be more.*
- *Work done under design agreements may include more than one revision.*

Substrate: HDU



Please Note: Please review design, colors, size, spelling and grammer, information accuracy (telephone numbers, URLs, addresses, prices, etc), and order quantity.
Once your graphics are printed or fabricated changes cannot be made.
This is a low-resolution PDF proof. This proof is intended for concept, content and layout review only. The colors in this document are not a true representation of the printed product.
Due to the variances of the monitor on which it is viewed, colors of the printed product may vary from the digital PDF proof.
Typographical errors cannot be changed after the product is produced. Please carefully check proof for accuracy of content and spelling. *Thank you for your understanding.*

Attachment 6

City of Canyon Lake
City Council
Staff Report

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

FROM: **Ariel M. Hall, Interim City Manager/City Clerk**

DATE: **March 2, 2016**

SUBJECT: **Discussion regarding potential permitting of short-term rentals**

Recommendation

Staff recommends that the City Council: Discussion and provide further direction to staff.

Background

In the month of January the County of Riverside adopted an ordinance governing short-term rentals. This prompted City Council Member Zaitz to request that the City Council discuss these types of rentals and whether or not the City should consider a similar ordinance.

Short-term rentals are homes that are rented whole or in part for a period of time less than 30 days. Short-term rentals are becoming increasingly popular for travelers, and there are some homes in Canyon Lake that are listed on popular websites for this type of travel.

Currently, the City does not register or permit homes that are being used as short-term rentals. The City does have a Transient Occupancy Tax that *may* apply to single family residence homes if rented infrequently and incidentally to its use as a residence to the owner or his/her family. Without a permitting or registration process there is no way to accurately track homes that are being used as short-term rentals nor the frequency of the rentals.

Budget (or Fiscal) Impact

There is no cost associated with discussing the issue. Depending on the direction provided to Staff associated costs would be presented at a future meeting.

Attachments

None