

**MINUTES**  
**MEETING OF THE**  
**CANYON LAKE CITY COUNCIL**  
**Wednesday, November 2, 2016**  
**Open Session - 6:30 p.m.**

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

**1. Call Open Session to Order**

Mayor Brown called the meeting to order at 6:32 p.m.

**2. Invocation**

The Invocation was led by Mayor Brown.

**Flag Salute**

Flag Salute was led by Building Official, Jim Barrett.

**3. Roll Call**

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

**4. Approval of the City Council Agenda**

**Moved by Zaitz, seconded by Warren, to approve the 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**

Jim Randle, Chamber of Commerce President, expressed the Chamber's gratitude for everyone who participated in October's events and all the sponsors. Jim Randle also discussed that there would not be a November and December Chamber Lunch, Small Business Saturday would be November 26, 2016, the 21<sup>st</sup> Annual Award Gala would be January 28, 2017 at the Canyon Lake Lodge, and the Golf Tournament would be May 20, 2017.

There was further discussion on what Small Business Saturday was.

There was further discussion regarding the Golf Tournament.

Mayor Brown spoke about Pjammin Day, November 8, 2016.

**6. Public Comment**

Nancy Horton, division one Board of Directors for EVMWD, discussed the Alum treatments, the water treatment plant, and the Railroad Canyon Sewer Treatment Plant. Nancy Horton also discussed her appreciation to the residents of Canyon Lake for their water conservation efforts.

Mayor Brown expressed his gratitude for Nancy Horton.

**7. Consent Calendar**

**7.1 Waiver of Reading in Full of all Ordinances by Title Only**

**7.2 City Council Meeting Minutes**

7.2.1 October 12, 2016 – Adjourned Meeting

**7.3 Adoption of Resolution No. 2016-34, Approving Claims and Demands of the City of Canyon Lake**

Council Member Warren requested check number 22703 be pulled for further discussion.

Council Member Zaitz requested check number 22701 be pulled for further discussion.

**Moved by Zaitz, seconded by Haggerty, to approve the Consent Calendar with check numbers 22701 and 22703 pulled.**

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

**8. Pulled Consent Calendar Items**

Council Member Zaitz discussed his reason for the pulled check no. 22701 for FORMA company's report on the BLM land.

Council Member Zaitz discussed check no. 22701 and asked that the check be agenized on the December 14, 2016 Council Meeting so it could be discussed in detail, and that the public could attend for more information if they wished.

**Moved by Zaitz, seconded by Warren, to place check no. 22701 on the December 14, 2016 City Council Meeting as an agenized item.**

Mayor Brown discussed reviewing the City's purchasing policy and procedures, and asked that the policy be revised. He suggested that large purchases or expenditures that were not emergencies be put on a City Council agenda prior to the City Manager making the commitment for funding.

City Manager Palmer stated that staff would have an updated purchasing policy and procedure ready for the City Council to review at the next City Council Meeting.

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

There was discussion regarding check no. 22703, for Special Enforcement vehicle detailing. Staff stated that the vehicles had not been maintained inside or out, so the initial cleaning took a significant amount of work. The detailing was for two vehicles. One of the vehicles had the decals removed so it could become a general City use vehicle. The detailing would not be a regularly occurring expense.

There was additional discussion regarding the purchasing policies and procedures.

**Moved by Haggerty, seconded by Zaitz, to approve check no. 22703.**

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

**9. Schedule of Future Events:**

There was discussion that the next Veteran's Day Meeting would be held November 9, 2016.

Nancy Horton discussed the Turkey Drive held on November 17, 2016.

Mayor Brown asked that events being held in the City, such as PJammin Day, and the Turkey Drive, be posted on the City's Facebook page in addition to the City's website.

**10. Business Items**

**10.1 Holiday Closure for City Hall**

City Manager Palmer introduced the item.

There was discussion that City Hall would be closed from December 22, 2016 through January 2, 2017.

There was discussion that the building department would still conduct inspections and be open to the public.

In the event of an emergency, public works would still be available.

The City Manager stated that the City Manager and the Administrative Services Manager would have their office phones forwarded to their cell phones in order to respond to any urgent needs.

**Moved by Ehrenkranz, seconded by Zaitz, to approve the closure of City Hall from noon on December 22, 2016 through January 2, 2017.**

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

## **10.2 Council Technology Reimbursement**

City Manager Palmer introduced the item.

Deputy City Attorney, Karen Feld, discussed reimbursements and stipends, and the need for receipts attached to an expense report for reimbursements.

There was discussion on what the proposed policy states and that an expense report along with receipts would need to be submitted to receive a reimbursement.

There was discussion regarding reimbursement amounts and the amount on receipts that were submitted.

Mayor Brown suggested that flat rate of one hundred dollars as an amount for internet and phone use was not an unreasonable compensation to request as a reimbursement.

Resident Jack Wamsley discussed the Council trying to set a policy that would be more simple but still within the law.

There was discussion regarding the reimbursement policy for travel and expenses and that expense reports would be turned in every month.

There was discussion of the problems and excess work that requiring receipts would create.

Resident, David Eilers, discussed raising the Council Stipend to accommodate the issue of supplying receipts for phone and internet expenditures.

Deputy City Attorney Karen Feld discussed the good morals of Canyon Lake's City Council and that the government codes were put in place as a result of other cities that would take advantage of reimbursements and stipends and the law stated there would need to be a receipt and expense report submitted for a reimbursement.

There was additional discussion on submitting receipts.

**Moved by Brown, seconded by Ehrenkranz, to approve the proposed City Council Reimbursement Policy.**

Council Member Zaitz requested to include in the policy that an approved expense report be turned in on monthly basis. Mayor Brown did not accept the amendment to his motion.

**Motion failed 2-3 with Council Members Ehrenkranz and Mayor Brown voting aye and Council Members Warren, Zaitz and Mayor Pro Tem Haggerty voting no.**

**10.3 Introduction and First Reading of Ordinance No. 169, and schedule public hearing - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE CALIFORNIA, REPEALING AND READOPTING REVISED SECTION 8.02 OF TITLE 8 OF THE CANYON LAKE MUNICIPAL CODE TO ADOPT THE 2016 EDITIONS OF THE CALIFORNIA CODES (INCLUDING BUT NOT LIMITED TO THE GREEN BUILDING CODE) AND RELATED MODEL CODES WITH APPENDICES AND AMENDMENTS THERETO**

Building Official Jim Barrett introduced the item.

There was discussion that adopting Ordinance No. 169 would have no financial impact on the City.

There was discussion on the changes to the California Codes.

There was discussion regarding the process for adoption.

**Moved by Haggerty, seconded by Zaitz, to approve Ordinance No. 169 and set a public hearing date during the Adjourned City Council Meeting on December 14, 2016.**

Larry Greene, resident, inquired about the codes being adopted.

There was discussion regarding the Fire Code and what Ordinance No. 169 included.

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

**10.4 Interim Urgency Ordinance No. 168**

- a. Adoption of Interim Urgency Ordinance No. 168: AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CANYON LAKE REGULATING PERSONAL CULTIVATION OF**

**MARIJUANA AND BANNING OUTDOOR PERSONAL  
CULTIVATION, DECLARING THE URGENCY THEREOF**

**b. Future consideration of a possible City tobacco smoking bans or regulations**

Mayor Brown and City Manager Palmer introduce the item.

City Attorney Elizabeth Martyn discussed, by phone, the changes made to and the provisions of the Interim Urgency Ordinance No. 168 that were made following the October, 26, 2016 Special Council Meeting.

It was discussed that regulations could only be made by a public agency and the (POA), Property Owners Association, would not have the jurisdiction.

There was discussion regarding what regulations could be upheld if made by the POA.

There was discussion regarding cultivating marijuana in a greenhouse.

There was discussion clarifying what the Council was going to approve.

There was discussion regarding Ordinance No. 165 and Proposition 64.

There was a discussion regarding a possible permit by the City required to cultivate within the City of Canyon Lake.

There was discussion on what and how much substance a marijuana plant could produce.

There was discussion regarding inspections from the City's Building Official.

There was discussion regarding the removal of the word "legal" from item D;7 in Ordinance No. 168.

There was discussion regarding restrictions on the height of marijuana plants.

There was discussion on the process of an interim ordinance.

There was discussion regarding the ability to grow in more than one residence.

There was further discussion regarding greenhouse regulations.

There was further discussion regarding authorized growers in a household.

Resident Jack Wamsley discussed the issues with edibles.

There was discussion with residents in the audience if there should be more specific restrictions on regards to indoor cultivation.

Randall Longwith, consultant and attorney, discussed the dangers of cultivating indoors and the benefit of allowing dispensaries in the community.

There was discussion regarding authorized growers requirement to get a permit from the City.

There was discussion regarding the permit required for an authorized grower.

There was discussion that there would be discussion with the City Building Official regarding an authorized grower permit.

There was discussion regarding the permit process and what steps would need to be put in place for an authorized grower permit.

Council Member Zaitz left the dias at 9:04 p.m.

Council Member Zaitz returned to the dias at 9:06 p.m.

There was discussion that there would be further discussion at a future Council Meeting regarding a permit in relation to authorized marijuana growers.

There was discussion regarding the changes to Ordinance No. 168

There was discussion regarding permits and looking into other states that currently require permits for authorized growers to create a permit for the City of Canyon Lake.

**Moved by Brown, seconded by Haggerty, to approve Ordinance No. 168 with the removal of the word “legal” from item D;7.**

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

**10.5 Consideration of Approving Fiscal Year 2017/2018 Community Development Block Grant Project and Allocation for Public Service Agencies**

Administrative Services Manager Mike Borja introduced the item

**Moved by Haggerty, seconded by Zaitz, to approve Public Hearing date of December 14, 2016 for Approving Fiscal Year 2017/2018 Community Development Block Grant Project and Allocation for Public Service Agencies**

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

Mayor Brown discussed opening a discussion for a potential reconsideration on vote made prior in the evening.

Deputy City Attorney Karen Feld stated if a council member voted against an item and that council member proposes a reconsideration for that item that item could be discussed further.

Council Member Zaitz discussed what is required by law in regards to a policy for reimbursement.

Deputy City Attorney Karen Feld discussed the current policy.

There was discussion regarding the \$40.00 and \$60.00 internet and cellphone reimbursement cap.

There was discussion regarding the policy that was presented and was previously discussed.

Council Member Ehrenkranz left the dias at 9:30 p.m.

Council Member Ehrenkranz returned to the dias at 9:32 p.m.

There was a discussion to make a motion to approve the presented reimbursement policy with the addition of providing receipts.

**Moved by Zaitz, seconded by Haggerty to reopen discussion regarding Council Reimbursement Policy.**

Mayor Brown left the dias at 9:34 p.m.

**Motion passed 3-1-1 with Council Members Ehrenkranz, Zaitz, and Mayor Pro Tem Haggerty voting aye, Mayor Brown absent and Council Member Warren voting no.**

**Moved by Zaitz, to approve presented reimbursement policy with two changes of adding of "up to \$40.00" and "up to \$60.00."**

There was discussion on an amendment to the motion.

**Motion died for lack of a second.**



Mayor Brown returned to the dias at 9:38 p.m.

**Moved by Zaitz, to approve the presented reimbursement with the addition of “up to \$40.00”, “up to \$60.00” and “officials and employees must attach receipts for all expenses to their completed expense report.”**

There was discussion to bring back this item at the December 14, 2106 Adjourned Council Meeting.

**Motion died for lack of a second.**

There was further discussion to address this item during the December 14, 2016. City Manager Palmer stated that an item would be brought at the December meeting for additional discussion.

#### **11. City Manager Comments**

City Manager Palmer discussed the new City website and the next Council Meeting would be December 14, 2016 at 6:00 p.m.

#### **12. Committee and Council Reports/Comments**

##### 12.1 Council Member Ehrenkranz

Council Member Ehrenkranz discussed meetings he had attended.

##### 12.2 Council Member Warren

Council Member Warren discussed important dates for Covered California.

##### 12.3 Council Member Zaitz

Council Member Zaitz discussed this would be his last meeting and was sorry that the audit report for the 2015/2016 fiscal year financial reports would not be ready.

##### 12.4 Mayor Pro Tem Haggerty

Mayor Pro Tem Haggerty discussed the meeting she had attended.

##### 12.5 Mayor Brown

Mayor Brown discussed his gratitude to the residents, councilmembers and staff.

#### **13. Announcements**

The next regular City Council meeting for December 7, 2016 would be adjourned to an **Adjourned Council Meeting, December 14, 2016 at 6:00 p.m. for Open Session.**

**14. Adjournment**

Mayor Brown adjourned the meeting at 9:53p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Stephanie Hunter", is written over a horizontal line.

Stephanie Hunter  
Office Specialist