

**Board of Directors
Regular Session Board Meeting Agenda
Tuesday, April 4, 2023 - 6:00 P.M.
22200 Canyon Club Drive, Canyon Lake, CA 92587
This meeting may also be joined virtually at vm.clpoa.net
Dial into the Zoom meeting by phone: 1-669-900-6833
Meeting ID: 837 3700 4446**

1. Welcome and Call to Order

- Pledge of Allegiance
- Verification of Quorum

2. Approval of Minutes

- January 3, 2023
- January 24, 2023
- February 7, 2023
- February 22, 2023
- March 7, 2023

3. Public Official Comments

4. Presentations

5. Announcements

6. Member Comments on Non-Personnel Issues (30 minutes total and limited to 3 minutes per person)

As a member of this association, you are welcome to address the Board of Directors at Regular Open Session Board Meetings. Please submit a written request to the clerk of the board. Please include your Name and Tract and Lot with your written member comment. All comments shall be limited to three (3) minutes and must be relevant to matters within the CLPOA jurisdiction. The comment section will be limited to 30 minutes total. The Board of Directors reserve the right to limit this section of the meeting to a time they believe is appropriate. Please note: Pursuant to Civil Code §4930, the Board of Directors is prohibited from discussing or taking action on items not on the agenda. Therefore, if a response is given, it will be limited to the following: the matter will be taken under advisement, the matter will be referred to appropriate personnel or a very limited factual response will be provided.

7. Consent Agenda (Items A - C)

A. APPROVAL: Ratify Monthly Financial Statement Review (Susan Dawood)

Proposed Resolution: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500.

B. Report of Executive Session Actions (Lynn Jensen)

Proposed Resolution: That the Board of Directors review and approve the Executive Session Actions, as written.

C. Authorization of Liens (Susan Dawood)

Proposed Resolution: That the Board of Directors authorize the Controller or the appropriate personnel to record the liens against the attached Assessor Parcel Numbers in accordance with Civil Code §5673 in order to secure the debt owed to the Association.

8. Board Action Items

8.1 APPROVAL: Canyon Lake Club Sanctioning Request – Fire Fighters Association (Carrie Pratt)

Proposed Resolution: It is recommended that the Board of Directors approve/reject the Fire Fighters Association as a sanctioned club, effective April 4, 2023.

8.2 APPROVAL: Canyon Lake Club Sanctioning Request C.L.E.A.R. Foundation (Carrie Pratt)

Proposed Resolution: It is recommended that the Board of Directors approve/reject the Fire Fighters Association as a sanctioned club, effective April 4, 2023.

8.3 APPROVAL: Senior Work Group Member Appointment (Carrie Pratt)

Proposed Resolution: It is recommended that the Board of Directors approve/reject the appointment of Nancy Green as a member to the Senior Work Group, effective immediately.

8.4 APPROVAL: Recreation Committee Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve the appointment of Jonda Morton to the Recreation Committee, effective immediately.

8.5 APPROVAL: Revise Rule LM.6.19 Secure Moored Boats Required at Docks (Amanda Moore)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule LM.6.19 as attached.

9. Association Reports

- General Manager Report (Eric Kazakoff)
- Community Patrol Report, as written
- Staff Reports, as written

10. Board Comments

11. Architectural Appeals

A. Casey Thompson 22424 San Joaquin Drive West

Appealing ACC Denial for Change to New Home Driveway and Landscape Plan

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request.

B. Cody Burt 23583 Brook Drive

Appealing ACC Denial for RV Parking Strips

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request.

C. Steve Valle 22670 Lighthouse Drive

Appealing ACC Denial to Extend Courtyard Wall in Setbacks

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's appeal per PC.5.10 & PC.8.1.

12. Next Meeting Date

- Tuesday, May 2, 2022, at 1:00 p.m. – Executive Session
- Tuesday, May 2, 2023, at 6:00 p.m. – Regular Session
- Thursday, May 11, 2023, at 8:00 a.m. – Annual Meeting of the Members and Election of Directors
- Thursday, May 11, 2023, at 8:00 a.m. – Annual Meeting of the Members and Election of Directors (Alt. if Quorum is Not Achieved)

13. Adjournment

Please be courteous and respectful to other members, Board of Directors and representatives from Management at all times. We ask that you do not raise hands or interrupt the Board or anyone else who may be speaking. No alcohol shall be permitted and/or consumed at Board meetings and/or Membership meetings. **A member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board where disciplinary action may be taken.**

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, January 3, 2023. President Renee Griffiths called the meeting to order at 6:01 p.m. Directors present were Alex Cook, Bill Van Vleet, Greg Doherty and Tim Cook. Five Board Members were present; quorum was met. Also present were; Legal Counsel, Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Amanda Moore; ACC Alternate David Humphrey and ACC Chair Jon Stelzner; Sr. Manager of Planning and Compliance Cheryl Mitchell; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Art Femister.

Quorum was verified by PIO / Clerk of the Board Harmony McNaughton.

2. **Approval of Minutes**

- December 6, 2022

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the December 6, 2022 Regular Session Board Meeting Minutes. Director Doherty seconded. Four votes in favor, Director Alex Cook abstained. MOTION CARRIED

3. **Public Official Comments**

- Public Agency Officials provided comments.

4. **Presentations**

None.

5. **Announcements**

- Director Van Vleet announced the Security Advisory Committee and CLPOA's initiation of the Camera Program in partner with City of Canyon Lake and Riverside County Sheriff's Office.

6. **Member Comments on Non-Personnel Issues**

The Board heard member comments.

7. **Consent Agenda** (Items A - C)

MOTION/RESOLUTION: Upon motion properly made by Director Tim Cook, seconded by Director Alex Cook and five votes in favor, items A, B and C were approved.

A. APPROVAL: Ratify Monthly Financial Statement Review

MOTION/RESOLUTION: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500. APPROVED

B. Report of Executive Session Actions

MOTION/RESOLUTION: That the Board of Directors review and approve the Executive Session Actions, as written. APPROVED

C. Authorization of Liens

MOTION/RESOLUTION: That the Board of Directors authorize Corporate Counsel, the General Manager, or the appropriate personnel to record the liens against the attached Assessor Parcel

Numbers. APPROVED

8. **Board Action Items**

8.1 APPROVAL: 2023 Annual Meeting of the Members and Election of Directors Ballot Measure
Bylaw Amendment to Change Board Director Terms from Two Years to Four Years (Exhibit A)

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the attached
Bylaw Amendment measure (Exhibit A) to the 2023 Annual Meeting of the Members and Election of
Directors' Ballot. MOTION DIED

8.2 APPROVAL: Security Advisory Committee Member Appointment

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors appoint Cathy Lekawa;
contingent upon execution of the confidentiality agreement, effective immediately. Director Alex Cook
seconded. Five votes in favor. MOTION CARRIED

8.3 28-Day Reading: Revise Rule Revise Rule PC.9.5 Dock Application Requirements

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the 28-day
reading to revise rule PC.9.5, as attached. Director Doherty seconded. Five votes in favor. MOTION
CARRIED

8.4 28-Day Reading: Revise Rule Revise Rule PC.9.4 General Design Date for New or Replacement Docks

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve the 28-day
reading to revise rule PC.9.4, as attached. Director Doherty seconded. Five votes in favor. MOTION
CARRIED

8.5 28-Day Reading: Revise Rule LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21'6") or
Five Thousand (5000) Pounds

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the 28-day
reading to revise rule LM.7.2, as corrected to redline the existing 6,000 lb. weight limitation. Director
Doherty seconded. Five votes in favor. MOTION CARRIED

8.6 APPROVAL: Revise Rule GR.5.1m Failure to Comply

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule
GR.5.1m, as attached. Director Alex Cook seconded. Five votes in favor. MOTION CARRIED

8.7 APPROVAL: Revise Rule LM.10.2b Boats Entering without Service Seal

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve to revise rule
LM.10.2b, as attached. Director Van Vleet seconded. Five votes in favor. MOTION CARRIED

8.8 APPROVAL: Revise Rule PC.5.10 Driveway and Additional Parking

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve to revise rule
PC.5.10, as attached. Director Alex Cook seconded. Four votes in favor, Director Van Vleet against.
MOTION CARRIED

8.9 APPROVAL: Funding for the Lighthouse Restaurant and Bar Renovation Project

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve funding in the
amount not to exceed \$1,500,000 from Repair and Replacement Reserves to renovate the Lighthouse

Restaurant and Bar, all funding to come from the Repair and Replacement Reserve fund. Director Doherty seconded. Four votes in favor, Director Van Vleet against. MOTION CARRIED

8.10 APPROVAL: Funding for the Lodge Patio and Event Space Project

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve funding in the amount of \$1,400,000 (\$900,000 from Repair and Replacement Reserves and \$500,000 from Capital Improvement) for the Lodge Patio and Event Space Project, to come from the Repair and Replacement Reserve and Capital Improvement Funds. Director Doherty seconded. Four votes in favor, Director Van Vleet against. MOTION CARRIED

9. **Association Reports**

- General Manager Eric Kazakoff provided an association report.
- Staff Reports, as written
- Community Patrol, as written

10. **Board Comments**

- Directors provided board comments.

The Board recessed at 8:09 p.m. and resumed the meeting at 8:27 p.m.

11. **Architectural Appeals**

A. Richard Gonzales 22806 Canyon Club Drive

Appealing ACC Denial to Extend Courtyard Wall in Setbacks

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors table this item. Director Alex Cook seconded. Four votes in favor, Director Tim Cook against. MOTION CARRIED

B. Gilbert Mugica 30163 Boat Haven Drive

Appealing ACC Denial for Outside Fireplace in the Side Setback

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the request for a fireplace in the side setback. Further recommends that the member submit an application to correct the fireplace position or remove completely. Director Doherty seconded. Five votes in favor. MOTION CARRIED

C. Travis Long 22926 Gray Fox Drive

Appealing ACC Denial for New Dock with 72' Long Gangway/Ramp

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the appeal to keep the ramp length as submitted. Further recommends that the member submit an application to correct the ramp length. Director Doherty seconded. Five votes in favor. MOTION CARRIED

12. **Next Meeting Date**

- Tuesday, January 24, 2023 at 6:00 p.m. – Special Regular Session
- Tuesday, February 7, 2023 at 1:00 p.m. – Executive Session
- Tuesday, February 7, 2023 at 6:00 p.m. – Regular Session

13. **Adjournment**

Director Tim Cook moved to adjourn the meeting. Director Alex Cook seconded. Meeting adjourned at 8:59 p.m.

Minutes approved: _____ Approved on: _____

The Canyon Lake Property Owners Association Board of Directors (Board) met in a Special Regular Session on Tuesday, January 24, 2023. President Renee Griffiths called the meeting to order at 6:05 p.m. Directors present were Alex Cook, and Bill Van Vleet. Directors Greg Doherty and Tim Cook were absent. Three Board Members were present; quorum was met. Also present were General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; and PIO / Clerk of the Board Harmony McNaughton. Also, in attendance were City of Canyon Lake Officials; Ana Sauseda, City Clerk; Cory Gorham, Management Analyst; Jeff La Tendresse, Fire Chief; Ruby Manzana, Code Enforcement Supervisor; and Jim Morrissey, City Planner.

1. Welcome and Call to Order

Pledge of Allegiance was led by member Aaron Adams.

Invocation was led by Director Van Vleet.

Quorum was verified by PIO / Clerk of the Board Harmony McNaughton.

2. Board Action Items

a. **Discussion:** Annual Events

1. Calendar

Assistant General Manager Lynn Jensen led discussion on the annual community calendar.

2. Policies

Assistant General Manager Lynn Jensen led discussion on the current Canyon Lake POA policies and procedures relating to the projected fee and permitting changes through the City of Canyon Lake.

3. Fees, Permitting & City Presentations

City of Canyon Lake official Jim Morrissey, City Planner, led discussion on the new City fees and permitting process relating to events.

4. City & Club Coordination

Assistant General Manager Lynn Jensen led discussion on ongoing City and Club coordination for events and permitting.

3. Member Comments on Non-Personnel Issues

The Board heard member comments.

4. Next Meeting Date

- Tuesday, February 7, 2023, at 1:00 p.m. – Executive Session
- Tuesday, February 7, 2023, at 6:00 p.m. – Regular Session

5. Adjournment

Director Van Vleet moved to adjourn the meeting. Director Alex Cook seconded. Meeting adjourned at 7:59 p.m.

Minutes approved: _____ Approved on: _____

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, February 7, 2023. President Renee Griffiths called the meeting to order at 6:03 p.m. Directors present were Alex Cook, Bill Van Vleet, and Greg Doherty. Four Board Members were present, Director Tim Cook was absent; quorum was met. Also present were; Legal Counsel, Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Amanda Moore; Director of Operations Steve Schneider; ACC Alternate David Humphrey and ACC Chair Jon Stelzner; Sr. Manager of Planning and Compliance Cheryl Mitchell; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Joe Kamashian.

Quorum was verified by PIO / Clerk of the Board Harmony McNaughton.

2. **Approval of Minutes**

- January 3, 2023
- January 24, 2023

With all in favor, this item was pulled. ITEM PULLED

3. **Public Official Comments**

- Public Agency Officials provided comments.

4. **Presentations**

None.

5. **Announcements**

- President Griffiths announced Director Tim Cook's withdrawal of a resignation letter and receipt of pickleball bids.

6. **Member Comments on Non-Personnel Issues**

The Board heard member comments.

7. **Consent Agenda** (Items A - C)

MOTION/RESOLUTION: Upon motion properly made by Director Van Vleet, seconded by Director Alex Cook and four votes in favor, items A, B and C were approved.

A. **APPROVAL: Ratify Monthly Financial Statement Review**

MOTION/RESOLUTION: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500. APPROVED

B. **Report of Executive Session Actions**

MOTION/RESOLUTION: That the Board of Directors review and approve the Executive Session Actions, as written. APPROVED

C. **Authorization of Liens**

MOTION/RESOLUTION: That the Board of Directors authorize Corporate Counsel, the General Manager, or the appropriate personnel to record the liens against the attached Assessor Parcel Numbers. APPROVED

8. Board Action Items

8.1 APPROVAL: Board Meeting Policy

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors review and approve the revised Board Meeting Policy, as revised to state 'and after a second is made on a Board Action Item'. Director Alex Cook seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.2 APPROVAL: ACC Alternate Committee Member Appointment

MOTION/RESOLUTION: Director Doherty moved that the ACC Committee recommends that the Board of Directors appoint Anissa Brackett to the ACC Committee to serve as an alternate; contingent upon execution of the confidentiality agreement, effective immediately. Director Alex Cook seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.3 APPROVAL: Security Advisory Chairperson Appointment

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors appoint Rich Fransik as Chairperson, effective immediately. Director Alex Cook seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.4 APPROVAL: Revise Rule Revise Rule PC.9.5 Dock Application Requirements

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule PC.9.5, as attached. Director Van Vleet seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.5 APPROVAL: Revise Rule Revise Rule PC.9.4 General Design Date for New or Replacement Docks

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve to revise rule PC.9.4, as attached. Director Doherty seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.6 APPROVAL: Revise Rule LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21'6") or Five Thousand (5000) Pounds

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule LM.7.2, as attached. Director Van Vleet seconded. Three votes in favor, Director Doherty against and Director Tim Cook absent. MOTION CARRIED

8.7 APPROVAL: Re-Sanctioning of the Canyon Lake Clubs

MOTION/RESOLUTION: President Griffiths moved that the Board of Directors table this item. Director Van Vleet seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.8 APPROVAL: Equestrian Hay Fee Schedule Change

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the ratification of the current Equestrian Center Feed Schedule to market price plus a 10% handling fee. Director Doherty seconded. MOTION FAILED

MOTION/RESOLUTION: President Griffiths moved that the Board of Directors approve the ratification of the current Equestrian Center Feed Schedule to market price. Director Alex Cook seconded. Three votes in favor, Director Van Vleet against, and Director Tim Cook absent. MOTION CARRIED

8.9 APPROVAL: Golf Course Mainline Repairs

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve \$132,572 plus a 10% contingency from the Repair and Reserve fund, 02-670 for the mainline repairs listed above. Director Alex Cook seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.10 APPROVAL: Resolution to Accept City of Canyon Lake's Offer to Purchase a Portion of Parcel No. 353-101-002, Located at 28730 Vacation Drive which Houses Canyon Lake Fire Station No. 1.

MOTION/RESOLUTION: Director Van Vleet moved that NOW THEREFORE, BE IT HEREBY RESOLVED, that based upon the foregoing, the Board of Directors has determined, by a majority vote, that it is in the best interests of the Association and its membership to accept the City of Canyon Lake's Offer to Purchase. IT IS RESOLVED FURTHER that the Secretary of the Association is hereby instructed to maintain of copy of this Resolution in the Association's record book. I hereby certify that the foregoing Resolution was adopted by the Association's Board of Directors at its meeting on January 30, 2023. Director Doherty seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

8.11 DISCUSSION: Lodge Remodel and Patio Addition Project Updates

General Manager Eric Kazakoff led discussion on the interior lodge remodel and exterior patio addition.

9. Association Reports

- General Manager Eric Kazakoff provided an association report.
- Staff Reports, as written
- Community Patrol, as written

10. Board Comments

- Directors provided board comments.

Architectural Appeals

A. Richard Gonzales 22806 Canyon Club Drive
Appealing ACC Denial to Extend Courtyard Wall in Setbacks

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors remove this item from the agenda. Director Alex Cook seconded. Four votes in favor, Director Tim Cook absent. MOTION CARRIED

11. Next Meeting Date

- Tuesday, February 22, 2023 at 6:00 p.m. – Special Regular Session
- Tuesday, March 4, 2023 at 1:00 p.m. – Executive Session
- Tuesday, March 4, 2023 at 6:00 p.m. – Regular Session

13. Adjournment

President Griffiths moved to adjourn the meeting. Director Alex Cook seconded. Meeting adjourned at 8:24 p.m.

Minutes approved: _____ Approved on: _____

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, February 22, 2023. President Renee Griffiths called the meeting to order at 6:00 p.m. Directors present were Alex Cook, Bill Van Vleet, Greg Doherty and Tim Cook. Five Board Members were present; quorum was met. Also present were General Manager Eric Kazakoff; Controller Susan Dawood; Finance Committee Chairperson Claude Beauchamp; Assistant General Manager Lynn Jensen; and Corporate Administrator Andrea Moreno.

1. Welcome and Call to Order

Pledge of Allegiance was led by member Joe Washle.

Quorum was verified by Assistant General Manager Lynn Jensen.

2. Board Action Items

A. Introduction to Budget Process by Finance Committee Chairperson

Finance Committee Chairperson Claude Beauchamp presented the proposed 2023-2024 budget. The Board held discussion.

B. 2023-2024 Budget

Controller Susan Dawood presented the Finance Committee's proposed 2023-2024 budget.

C. Cost Trends

Controller Susan Dawood presented the cost trends.

D. Discussion

President Griffiths provided presentations on reserve funding and amenities for board consideration.

3. Member Comments on Non-Personnel Issues

The Board heard member comments.

4. Next Meeting Date

- Tuesday, March 7, 2023 at 1:00 p.m. – Executive Session
- Tuesday, March 7, 2023 at 6:00 p.m. – Regular Session

5. Adjournment

With all in favor, the meeting adjourned at 8:20 p.m.

Minutes approved: _____ Approved on: _____

The Canyon Lake Property Owners Association Board of Directors (Board) met in Regular Session on Tuesday, March 7, 2023. President Renee Griffiths called the meeting to order at 6:02 p.m. Directors present were Alex Cook, Bill Van Vleet, Greg Doherty, and Tim Cook. Five Board Members were present; quorum was met. Also present were; Legal Counsel, Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Amanda Moore; Director Steve Schneider; ACC Alternate David Humphrey and ACC Chair Jon Stelzner; Planning and Compliance Supervisor/ACC Coordinator Natalie Torres; Controller Susan Dawood; Sr. Manager of Planning and Compliance Cheryl Mitchell; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Steve Libring.
Quorum was verified by PIO / Clerk of the Board Harmony McNaughton.

2. **Approval of Minutes**

Item not reviewed.

3. **Public Official Comments**

- Public Agency Officials provided comments.

4. **Presentations**

- Director Van Vleet presented a community security update.

5. **Announcements**

None.

6. **Member Comments on Non-Personnel Issues**

The Board heard member comments.

7. **Consent Agenda** (Items A - E)

MOTION/RESOLUTION: Upon motion properly made by Director Van Vleet, items D and E were pulled.

MOTION/RESOLUTION: Upon motion properly made by Director Van Vleet, seconded by Director Alex Cook and five votes in favor, items A, B, and C were approved.

MOTION/RESOLUTION: Upon motion properly made by Director Van Vleet, seconded by Director Doherty and five votes in favor, item D was approved.

MOTION/RESOLUTION: Upon motion properly made by Director Van Vleet, seconded by Director Doherty and five votes in favor, item E was approved.

A. **APPROVAL:** Ratify Monthly Financial Statement Review

MOTION/RESOLUTION: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500. APPROVED

B. **Report of Executive Session Actions**

MOTION/RESOLUTION: That the Board of Directors review and approve the Executive Session Actions, as written. APPROVED

C. Authorization of Liens

MOTION/RESOLUTION: That the Board of Directors authorize Corporate Counsel, the General Manager, or the appropriate personnel to record the liens against the attached Assessor Parcel Numbers. APPROVED

D. APPROVAL: Funds Transfer

MOTION/RESOLUTION: That in compliance with Civil code 5515 and prudent fiscal management, it is recommended that the appropriate money (\$2,000,000) is transferred between the ICS Money Market (#350) the ICS Operating Cash (#320) account in order to be accessible for future and immediate expenditures approved by the Board of Canyon Lake Property Owners Association.

E. APPROVAL: Reserve Funds Transfer

MOTION/RESOLUTION: That in compliance with Civil code 5515 and prudent fiscal management, it is recommended that the appropriate money is transferred between the Operating Account and the Reserve Accounts in order to repay each fund for monies owed as of April 30, 2022.

8. **Board Action Items**

8.1 APPROVAL: Disband Fiesta Day Committee

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors disband the Fiesta Day Committee, effective immediately. Director Tim Cook seconded. Five votes in favor. MOTION CARRIED

8.2 APPROVAL: Green Committee Member Appointment

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors appoint Eric Shrader as a member of the Green Committee, effective immediately. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.3 APPROVAL: CIP Funding for Community Garden Area

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve \$16,000 from the CIP fund, 05-670 for a Community Garden Area. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.4 APPROVAL: CIP Funding for Pickleball Courts Phase 2 Project

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve \$352,486 plus a 5% contingency from 05-670 for 2 additional Pickleball Courts and \$29,800 from the 02-670 for the resurfacing of the 4 existing courts. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.5 APPROVAL: Rules & Regulations Review Committee Member Appointment

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors appoint Kevin Thayer as a member of the Rules and Regulations Review Committee; contingent upon execution of the confidentiality agreement, effective immediately. Director Van Vleet seconded. Five votes in favor. MOTION CARRIED

8.6 28-Day Reading: Revise Rule LM.6.19 Secure Moored Boats Required at Docks

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve the 28-day reading to revise rule LM.6.19 as attached. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.7 28-Day Reading: Revise Rule GR.5.6.d.1 Proof of Insurance Required for Golf Cart

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve the 28-day reading to revise rule GR.5.6.d.1, as attached. Director Doherty seconded. MOTION FAILED

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve the 28-day reading to revise rule GR.5.6.d.1, as amended to a \$50 fine. Director Van Vleet seconded. MOTION FAILED

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors table this item. Director Alex Cook seconded. Five votes in favor. MOTION CARRIED

8.8 APPROVAL: Re-Sanctioning of the Canyon Lake Clubs

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors conditionally approve re-sanctioning of the Canyon Lake Clubs; contingent upon the Family Golf, Roadrunners and Triathlon and Fitness Clubs' full compliance within three months. The sanctioned club renewal is for a period of three (3) years, effective 2023-2025. Director Alex Cook seconded. Five votes in favor. MOTION CARRIED

The Board recessed at 8:15 p.m. and resumed the meeting at 8:27 p.m.

8.9 APPROVAL: 2023 Resolution for Variances for Fiesta Hopper

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the attached Resolution on Variances for Fiesta Hopper, for the 2023 annual event, effective March 7, 2023. Director Doherty seconded. Five votes in favor. MOTION CARRIED

MOTION/RESOLUTION: President Griffiths moved that the Board of Directors reorder the agenda items for review of items 8.11 and 8.12 before item 8.10. Director Alex Cook seconded. Five votes in favor. MOTION CARRIED

8.11 APPROVAL: FYE 23-24 Operating Budget & Fee Schedule

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the attached Operating Budget as part of the Annual Budget for the Fiscal Year beginning May 1, 2023, as amended to correct the twilight rate to \$41. Director Doherty seconded. Five votes in favor. MOTION CARRIED

8.12 APPROVAL: FYE 23-24 Reserve Funding Approval

MOTION/RESOLUTION: Director Van Vleet moved that For the Fiscal Year beginning May 1, 2023, the Board of Directors approve the funding levels presented as an integral part of the 2023-2024 Canyon Lake Property Owners budget. Director Alex Cook seconded. MOTION FAILED

MOTION/RESOLUTION: President Griffiths moved that for the Fiscal Year beginning May 1, 2023, the Board of Directors approve the funding levels as amended to \$2,100,000 to the Repair and Replacement Reserve fund, \$500,000 to the Capital Improvement fund, and \$2,500,000 to the Road Reserve fund. Director Tim Cook seconded. Two votes in favor, Directors Van Vleet, Doherty and Alex Cook were against. MOTION FAILED

MOTION/RESOLUTION: Director Van Vleet moved that For the Fiscal Year beginning May 1, 2023, the Board of Directors approve the funding levels presented as an integral part of the 2023-2024 Canyon Lake Property Owners budget. Director Doherty seconded. Three votes in favor, Director Tim Cook and President Renee Griffiths were against. MOTION CARRIED

8.10 APPROVAL: FYE 23-24 Annual Assessments

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve the annual assessment in the amount of \$3,816 to be effective May 1, 2023, with the final approved annual assessment amount rounded in order to be evenly divided by 12. Director Van Vleet seconded. Three votes in favor, Director Tim Cook and President Renee Griffiths were against. MOTION CARRIED

9. Association Reports

- General Manager Eric Kazakoff provided an association report.
- Staff Reports, as written
- Community Patrol, as written

10. Board Comments

- Directors provided board comments.

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors recess at 9:10 p.m. Director Van Vleet seconded. With all in favor, the meeting recessed and resumed at 9:18 p.m.

11. Architectural Appeals

A. Roger Lai 23842 Continental Dr.

Appealing ACC Denial for Dock, Ramp, Canopy & Existing Boat Lift

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request for a larger dock. Director Doherty seconded. Five votes in favor. MOTION CARRIED

B. Eric Barajas 22840 Compass Dr.

Appealing ACC Denial for Boulders Near Curb

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approved the boulders in their current location. Director Van Vleet seconded. Five votes in favor. MOTION CARRIED

C. Michael Wenger 23795 Outrigger Dr.

Appealing ACC Denial to Extend Courtyard Wall in Setbacks

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's appeal per PC.5.10 & PC.8.1. Director Doherty seconded. Five votes in favor. MOTION CARRIED

12. Next Meeting Date

- Tuesday, April 4, 2023 at 1:00 p.m. – Executive Session
- Tuesday, April 4, 2023 at 6:00 p.m. – Regular Session

13. Adjournment

MOTION/RESOLUTION: Director Van Vleet moved to adjourn the meeting. Director Tim Cook seconded.

Meeting adjourned at 9:58 p.m.

Minutes approved: _____ Approved on: _____

TO: Board of Directors

FROM: Controller

RE: Monthly Financial Statement Review

Background

5500.

Per Davis Stirling Code 5500 the Board shall: do all of the following:

- (a) Review, on a monthly basis, a current reconciliation of the association's operating accounts.
- (b) Review, on a monthly basis, a current reconciliation of the association's reserve accounts.
- (c) Review, on a monthly basis, the current year's actual operating revenues and expenses compared to the current year's budget.
- (d) Review, on a monthly basis, the latest account statements prepared by the financial institutions where the association has its operating and reserve accounts.
- (e) Review, on a monthly basis, an income and expense statement for the association's operating and reserve accounts.
- (f) Review, on a monthly basis, the check register, monthly general ledger, and delinquent assessment receivable reports.

Fiscal Impact

None

Recommendation:

Staff recommends that the Board of Directors review and approve the attached Financial Statement information for the current month.

Susan C. Dawood, Controller

Date: April 4, 2023

From: Lynn Jensen

Board Report: CLPOA Report of Executive Session

On behalf of the CLPOA Board of Directors, please see the Report of Executive Session for the Board Meeting held on April 4, 2023. The meeting was called to order at approximately 1:00 p.m. Items discussed during this session included:

Legal Matters - The Board of Directors and management received an update from legal counsel regarding Association matters. In addition, the Board held discussion on four (4) legal item(s).

Member Related Discussion - The Board of Directors and management held discussion on two (2) member related matters during this meeting.

3rd Party Contract/Agreement - The Board of Directors and management held discussion on nine (9) third party contract/agreements pending with the Association during this meeting.

Personnel Matters - The Board of Directors and management held discussion on pending personnel matters during this meeting.

The meeting concluded at or before 5:30 p.m.

Lynn Jensen

Lynn Jensen
Assistant General Manager

Date: April 4th, 2023

To: Board of Directors

From: Accounting Department

Board Action/Resolution: Authorization of Liens

Background

Civil Code §5673 requires the Board of Directors to authorize the approval of the recordation of liens against members when they become delinquent. In addition, if the debt continues to remain outstanding and additional charges occur in relationship to the initial debt, the lien may be periodically updated and refiled.

Fiscal Impact

There are fees and staff time required to file the claim. These fees are included in our claim and may be awarded by the judge if we are successful.

Recommendation

It is recommended the Board of Directors authorize the Controller or the appropriate personnel to record the liens against the attached Assessor Parcel Numbers in accordance with Civil Code §5673 in order to secure the debt owed to the Association.

Assessor Parcel Number

- | | |
|----------------|-----------------|
| 1. 355-411-007 | 8. 353-082-013 |
| 2. 354-052-024 | 9. 353-074-017 |
| 3. 355-061-024 | 10. 353-052-035 |
| 4. 353-391-026 | 11. 355-301-003 |
| 5. 354-132-049 | 12. 353-104-005 |
| 6. 354-220-024 | 13. 351-172-016 |
| 7. 353-033-028 | |

Date: April 4th, 2023

To: Board of Directors

From: Activities Department

Board Action/Resolution: Canyon Lake Club Sanctioning Request – Fire Fighters Association

Background

The Canyon Lake Property Owners Association has received a request from the Canyon Lake Fire Fighters Association seeking approval as a CLPOA Sanctioned Club.

As required per the Sanctioned Club Policy, the Club has submitted the following documents:

1. List of Club Officers (Club Board Members)
2. Signed Club Damages Agreement must be submitted.
3. Clubs must submit a signed Gate Access Agreement.
4. Provide a copy of the Club’s new, current or updated by-laws as approved by the membership of the club. A copy of the meeting minutes approving by-laws must be attached. The by-laws shall contain the following as a minimum:
 - a. Name of Club including principle address.
 - b. Objective and purpose of the club.
 - c. Membership qualifications.
 - d. List of officers and duties of same.
 - e. Procedures, policies and manner of operation for the club.
 - f. Method of disciplinary action against club member for non-compliance with club rules or CLPOA rules.
 - g. Dissolution clause. (Minimum membership, lack of attendance, method of closing out organization.)
5. A roster

The Fire Fighters Association roster DOES NOT meet policy requirements; but they have provided a letter asking for an exception. Staff asks the Board to review this letter in consideration.

Fiscal Impact

The fiscal impact shall include the costs associated with use of the facilities and common areas, any liability costs incurred by the Association for use of the facilities and amenities, and administrative costs for overseeing and managing the clubs for the Association. The total cost is to be determined.

Recommendation

It is recommended that the Board of Directors approve/reject the Fire Fighters Association as a sanctioned club, effective April 4, 2023.

Carrie Pratt

Carrie Pratt, Senior Activities Manager

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

Canyon Lake Property Owners Association Sanctioned Club Application

Renew Club Sanction New Club Sanction

Name of Club: Canyon Lake Firefighters Association

Principal Address: 31566 Railroad Canyon, Suite 2 PMB #132, Canyon Lake, CA 92587

Club Type: members only

Clubs requesting sanctioning are required to submit the following items:

- ✓ 1. List of Club Officers (Club Board Members)
- ✓ 2. Signed Canyon Lake Sanctioned Club Damages Agreement
- ✗ 3. Signed CLPOA Club and Committee Gate Access Agreement
4. Provide a copy of the Club's new, current or updated by-laws as approved by the membership of the club. A copy of the meeting minutes approving by-laws must be attached. The by-laws shall contain the following as a minimum:
 - ✓ a. Name of Club including principle address.
 - ✓ b. Objective and purpose of the club.
 - ✓ c. Membership qualifications.
 - ✓ d. List of officers and duties of same. The name of club secretary and president must be kept current with the CLPOA.
 - ✓ e. Procedures, policies and manner of operation for the club.
 - ✓ f. Method of disciplinary action against club member for non-compliance with club rules or CLPOA rules.
 - ✓ g. Dissolution clause. Minimum membership, lack of attendance, method of closing out organization.
- ✓ 5. A roster of all the current club members. Clubs must maintain a minimum of twenty (20) club members at all times. The minimum twenty (20) members must be prime, associate, or sub-associate members. Membership of any club shall at all times be composed of at least 75% residents of Canyon Lake. All other memberships will not be counted towards the minimum membership requirements.

For previously Sanctioned Clubs:

NEW

1. A statement signed by the club president setting forth the accomplishment of a community service by the club during the prior three years of sanction. See the revised policy for community service requirements.
2. A copy of meeting minutes for, two (2) meetings per calendar year, for the previous term of sanction.

Submitted By: Cory Willis 714-614-2679 Date: 3-20-2023

Office Held: Vice President of CLFFA

Date: April 4th, 2023

To: Board of Directors

From: Activities Department

Board Action/Resolution: Canyon Lake Club Sanctioning Request – C.L.E.A.R. Foundation

Background

The Canyon Lake Property Owners Association has received a request from the Canyon Lake Enrichment, Activities and Recreation Foundation (C.L.E.A.R.) are seeking approval as a CLPOA Sanctioned Club.

As required per the Sanctioned Club Policy, the Club has submitted the following documents:

1. List of Club Officers (Club Board Members)
2. Signed Club Damages Agreement must be submitted.
3. Clubs must submit a signed Gate Access Agreement.
4. Provide a copy of the Club’s new, current or updated by-laws as approved by the membership of the club. A copy of the meeting minutes approving by-laws must be attached. The by-laws shall contain the following as a minimum:
 - a. Name of Club including principle address.
 - b. Objective and purpose of the club.
 - c. Membership qualifications.
 - d. List of officers and duties of same.
 - e. Procedures, policies and manner of operation for the club.
 - f. Method of disciplinary action against club member for non-compliance with club rules or CLPOA rules.
 - g. Dissolution clause. (Minimum membership, lack of attendance, method of closing out organization.)
5. A roster

C.L.E.A.R. Foundation Club Packet DOES meet all policy requirements.

Fiscal Impact

The fiscal impact shall include the costs associated with use of the facilities and common areas, any liability costs incurred by the Association for use of the facilities and amenities, and administrative costs for overseeing and managing the clubs for the Association. The total cost is to be determined.

Recommendation

It is recommended that the Board of Directors approve/reject the C.L.E.A.R. as a sanctioned club, effective April 4, 2023.

Carrie Pratt

Carrie Pratt, Senior Activities Manager

Date: April 4, 2023

To: Board of Directors

From: Activities Department

Board Action/Resolution: Committee Appointment – Senior Work Group

Background

Nancy Green has been recommended by the Senior Work Group to be appointed as a new member. The Senior Work Group voted their approval March 7, 2023, at their monthly meeting.

It is recommended the Board of Directors appoint this member to the Senior Work Group to fill a vacancy.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve/reject the appointment of Nancy Green as a member to the Senior Work Group, April 4, 2023.

Carrie Pratt

Carrie Pratt, Senior Activities Manager

Date: April 4, 2023

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – Recreation Committee

Background

The Recreation currently only has nine members and can have 10. Jonda Morton was selected for the open position on the Committee. After discussion, the Recreation Committee accepted Jonda Morton as their new Committee Member.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Jonda Morton to the Recreation Committee, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: April 4, 2023 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: APPROVAL – Revise Rule LM.6.19 Secure Moored Boats Required at Docks

Background

The Rules Review Committee was tasked with reviewing and recommending updates to the mooring requirements for boats, specifically in coves. Some coves are very small and narrow, making it difficult to maneuver boats into and out of the cove. Docks with multiple boats tied off is one example of a contributing factor to this problem. To help prevent impediment of the navigational waterway(s), the committee is recommending adding the below verbiage to the existing rule.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the to revise rule LM.6.19 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

LM.6.19 Secure Moored Boats Required at Docks

Moored boats must be properly secured to docks. Boats adrift may be impounded at Owner's expense.

Fine: \$50.00

Proposed Revision (Redlined)

LM.6.19 ~~Secure Moored Boats Required at Docks~~ Docked Boats

~~Moored boats must be properly secured to docks.~~ All docked boats must be secured. All docked boats must not impede the navigational waterway of any cove. Boats adrift may be impounded at Owner's expense.

Fine: ~~\$50.00~~ \$100.00

Revised Rule

LM.6.19 Docked Boats

All docked boats must be secured. All docked boats must not impede the navigational waterway of any cove. Boats adrift may be impounded at Owner's expense.

Fine: \$100.00

ACTIVITIES DEPARTMENT

Senior Center Dept. 19

- The Senior Committee meets at the Senior Center for their regular scheduled meeting on 1st Tuesdays at 9 am
- The Senior Center is hosting a 'Meet the Candidates' forum on Saturday, April 15 @ 9:30 am. Light refreshments provided.
- Next Potluck, last Sunday of April 2023.

Activities Dept. 50

- Community benches throughout community. Give Activities a call to order a bench.
- Coordinating with the City of Canyon Lake, Building and Safety Inspector & Canyon Lake Fire Department with updates to their fee schedule, and to identify safe and code compliant facility layouts.
- Calendared reservations for community members at parks.
- Concerts at the Lodge in 2023
 - The English Beat – May 6 - \$59 & \$79
 - Atlanta Rhythm Section – June 17 - \$49 & \$69
 - Deana Carter – August 19 - \$44 & \$64
 - The Fabulous Thunderbirds – November 4 - \$59 & \$79

Pool Dept. 54

- The Pool will be closed for a scheduled power outage on Monday, April 10
- Pool stats:
 - Since opening on March 13th thru March 28th- total 588
 - Aqua fitness and lap swim - 172
 - Open swim - 416

Event & Activities Updates

Upcoming Events

- Cars, Coffee & Donuts hosted by the Car Club 04/08/2023
- Easter Event hosted by the Yacht Club 04/08/2023
- Wakeboard Club Event 04/15/2023
- Wakeboard Club Event 04/16/2023
- Pool Movie Night 04/22/2023
- PEO Chapter Meeting 04/22/2023
- Derby Day hosted by the Mermaids Club 04/29/2023
- Pub/Cart Crawl hosted by the Chamber of Commerce 04/29/2023

Classes

- Senior Fitness
 - Tuesday & Thursday, 10-10:45 am @ the Lodge
- Dance Cardio – Get Fit with Sticks
 - - Tuesday & Thursday, 9-9:45 am @ the Lodge
- Restorative Yoga
 - Thursdays, 7-8 pm @ the Lodge
- Line Dancing
 - Tuesdays (Basic Introduction), 1-2 pm @ the Lodge
 - Tuesdays (Beginners), 2-4 pm @ the Lodge
 - Wednesdays (Improvers), 2-4 pm @ the Lodge

Committees

Recreation Committee – no open positions

Senior Committee – one open position

Report presented by *Carrie Pratt, Sr. Activities Manager*

COMMUNICATION REPORT

Goals & Campaigns - March 2023

Goals & Objectives

The primary goals of the Communication's team this fiscal year are:

- Enhance online digital services and experience
 - Online Calendar
 - Online Campground Reservations
 - Online Facility Schedules
 - Improved Amenity Pages
- Expand the Canyon Lake POA's communication efforts, with a focus on increasing social media reach and engagement.
- Promote and market the Canyon Lake POA's revenue generating amenities and services:
 - Golf Course
 - Restuarants
 - Happy Camp & Propane Sales
 - Online Store
 - Gift Cards
- Promote Recreation & Events
- Promote Weddings & Banquets

Looking Forward

In consideration of our primary goals for this year, below are new campaigns we will be focusing on in the upcoming months:

- Online Enhancements (coming soon)
 - Online Campground Reservations
 - Amenity/Facility Calendars
- Community Project Promotions
 - Solar Project
 - Canyon Lake Drive South Median Project
 - Lodge Renovation
- Upcoming Event Promotions
 - The English Beat Concert
 - Fiesta Hopper
 - Movie Nights
 - Tacos & Family Fun Nights
 - Atlanta Rhythm Section Concert
 - Deana Carter Concert
- Promoting Dining and Events at Restaurants
- Member Welcome Packet
- Wedding Promotional Packet
- Amenity Promotions
 - Golf Course Video Hole Tour
 - Golf Annual Membership Campaign
 - Golf Guest for a Day Promotion
 - Golf Daily Play Promotion (Canyon Lake residents only)

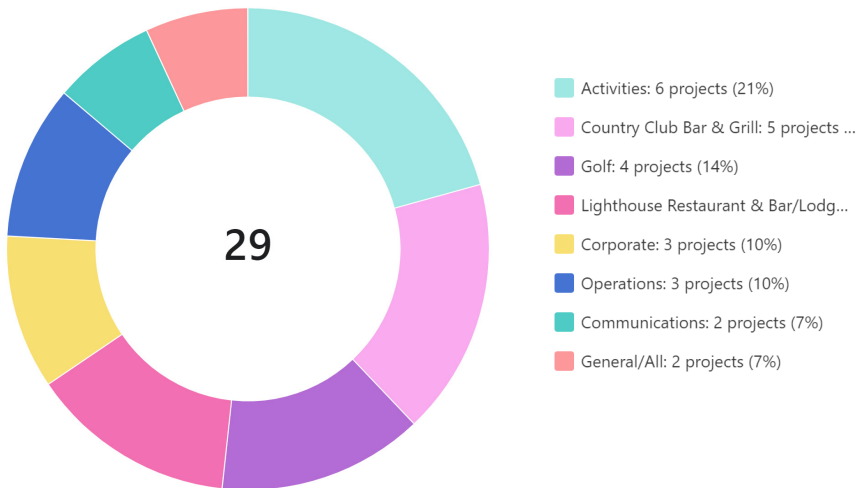
COMMUNICATION REPORT

KPI Dashboard - March 2023

ACTIVE CAMPAIGNS

March 2023

Below are the number of campaigns Communications managed during the month of November, broken down by the departments collaborated with for these campaigns.



HIGHLIGHTS

238

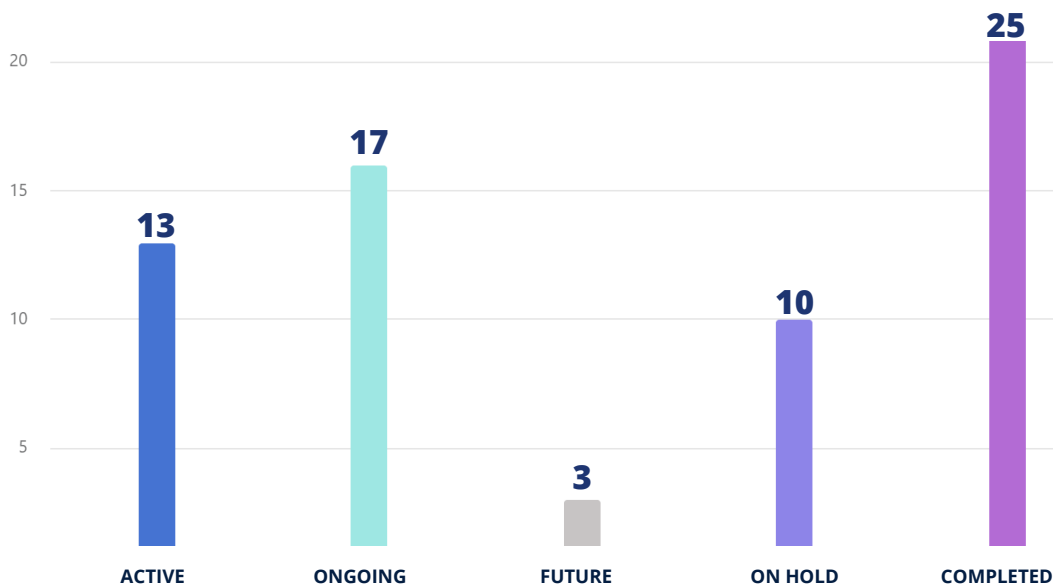
tasks completed
in March 2023

35

club events promoted
in fiscal year 2022/23

CAMPAIGN STATUS

Below is the status of the campaigns Communications manages. These numbers are tracked for the current fiscal year 2022/23 (May 1, 2022 through May 30, 2023).



FEATURE CAMPAIGNS - CANYON LAKE POA

March 2023

Community Promotions

CANYON LAKE POA

2023 BOARD CANDIDATES

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

Facebook Instagram @canyonlakepoa

CANYON LAKE CHAMBER OF COMMERCE

MEET THE CANDIDATES FORUM

THURSDAY, MARCH 30, 2023
CANYON LAKE LODGE | 6 P.M. - 8 P.M.
WATCH ONLINE VM.CLPOA.NET

SENIOR WORK GROUP

MEET THE CANDIDATES FORUM

SATURDAY, APRIL 15, 2023
CANYON LAKE SENIOR CENTER | 9:30 A.M.

CANYON LAKE

LIVING Magazine
Spring 2023

SPRING HAS SPRUNG
In Canyon Lake!

INSIDE THIS ISSUE
2023 Pool Season Details
Canyon Lake Woman's Club
Project Updates
Lake Health

2023 CONCERTS AT THE LODGE PRESENTS

ARS ATLANTA RHYTHM SECTION

JUNE 17, 2023

VIP: \$69 | GENERAL ADMISSION: \$49

TICKETS ON SALE NOW
WWW.CLPOA.COM/ATLANTARHYTHMSECTION

CONCERTS MAY BE CANCELED OR POSTPONED.
TICKET REFUNDS ARE AVAILABLE IF A CONCERT IS CANCELED.

2023 AQUA FITNESS

Get into shape and join us for a fun water cardio exercise class! This instructor-led class provides a great full-body workout, in a friendly social atmosphere and it is perfect for adults of any skill level. Classes are \$2.50 per class until April 30, and \$3 per class starting May 1. 10 classes are \$20, or \$30 per month for unlimited classes. Evening classes are coming in May.

Spring Classes
8:30 a.m. Monday - Wednesday, Friday
(no class on Thursday)

Summer Classes
8 a.m. Low Intensity, Monday - Friday
9 a.m. High Intensity, Monday - Friday

PRICING
Class (50 min)
\$2.50 until April 30, \$3 starting May 1.

10 Class Punch Card \$20.00
Unlimited Monthly Punch Card \$30.00
Classes and punch cards may be purchased at the Pool office.

WWW.CLPOA.COM/POOL

Contact the Pool Office for more info.
951.244.6841 x617

CANYON LAKE PROPERTY OWNERS ASSOCIATION

Restaurant Promotions

St. Patrick's Day

STEEL CANYON

GREEN BEER • DRINK SPECIALS • FOOD SPECIALS

FRIDAY, MARCH 17 | 6 P.M. TO 9 P.M.

Call 951.246.1773 for reservations
Open to residents and available to the public

CANYON LAKE COUNTRY CLUB BAR & GRILL

@canyonlakecountryclub

32001 Railroad Canyon Road, Canyon Lake, CA 92587 | www.canyonlakecc.com

LIGHTHOUSE RESTAURANT & BAR

St. Patrick's Day

FRIDAY, MARCH 17

SPECIALS
GREEN BEER
CORNEBEEF AND CABBAGE

LIGHTHOUSE RESTAURANT & BAR

@canyonlakelighthouse

LIGHTHOUSE RESTAURANT & BAR

HAIRLARIOUS COMEDY

JOHNNY HERRERA PMAN

ROCKY OSBORN
FRIDAY, APRIL 7, 2023

TICKETS ON SALE NOW

TICKETS \$15 | APPETIZER BUFFET | 21 & OLDER
SHOWTIME 7 P.M. HOLIDAY BAY ROOM
Open to residents and their guests

WWW.CANYONLAKELIGHTHOUSE.COM

LINE DANCING

COUNTRY DANCING • LESSONS • BEGINNER FRIENDLY

MONDAY, MARCH 6 | 5:30 P.M. TO 7:30 P.M.

HAPPY HOUR ALL DAY MONDAY

Call 951.246.1773 for reservations
Open to the Public and Members

CANYON LAKE COUNTRY CLUB BAR & GRILL

@canyonlakecountryclub

32001 Railroad Canyon Road, Canyon Lake, CA 92587 | www.canyonlakecc.com

FEATURE CAMPAIGNS - CANYON LAKE POA

March 2023

Project Coverage

Solar Project



Canyon Lake Drive South



Basketball Court Resurfacing



View all project pages at www.clpoa.com/projects

FEATURE CAMPAIGNS - CANYON LAKE POA

March 2023

Lodge Renovation | Phase 1



View Lodge Renovation Project page at www.clpoa.com/lodgereno

COMMUNICATION REPORT

Website Highlights - March 2023

WEBSITE ANALYTICS HIGHLIGHTS



Users

12,298



New Users

11,093



Number of Sessions per User

1.38



Sessions

16,978



Pageviews

40,363



Pages / Session

2.38



Avg. Session Duration

00:01:46



Bounce Rate

56.36%



TOP 10 VISITED WEBSITE PAGES

March 1, 2023 - March 27, 2023

Page Title ?	Pageviews ?	Unique Pageviews ?	Avg. Time on Page ?	Entrances ?	Bounce Rate ?	% Exit ?	Page Value ?
	11,114 % of Total: 100.00% (11,114)	9,033 % of Total: 100.00% (9,033)	00:01:18 Avg for View: 00:01:18 (0.00%)	4,587 % of Total: 100.00% (4,587)	54.57% Avg for View: 54.57% (0.00%)	41.27% Avg for View: 41.27% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
1. Home - Canyon Lake POA	2,214 (19.92%)	1,827 (20.23%)	00:00:50	1,498 (32.66%)	32.91%	34.33%	\$0.00 (0.00%)
2. Community Garage Sale - Canyon Lake POA	946 (8.51%)	735 (8.14%)	00:03:11	601 (13.10%)	78.04%	72.73%	\$0.00 (0.00%)
3. Login - Canyon Lake POA	892 (8.03%)	639 (7.07%)	00:00:43	242 (5.28%)	47.93%	22.53%	\$0.00 (0.00%)
4. Camping - Canyon Lake POA	405 (3.64%)	269 (2.98%)	00:02:05	230 (5.01%)	51.74%	46.91%	\$0.00 (0.00%)
5. Events - Canyon Lake POA	365 (3.28%)	304 (3.37%)	00:01:34	85 (1.85%)	77.65%	35.07%	\$0.00 (0.00%)
6. Search - Canyon Lake POA	360 (3.24%)	316 (3.50%)	00:00:29	22 (0.48%)	36.36%	9.44%	\$0.00 (0.00%)
7. Lighthouse Home - Canyon Lake POA	294 (2.65%)	247 (2.73%)	00:01:28	220 (4.80%)	60.00%	56.12%	\$0.00 (0.00%)
8. My Info - Canyon Lake POA	292 (2.63%)	221 (2.45%)	00:00:36	42 (0.92%)	14.29%	8.56%	\$0.00 (0.00%)
9. Restaurant - Canyon Lake POA	285 (2.56%)	242 (2.68%)	00:01:18	167 (3.64%)	58.08%	49.12%	\$0.00 (0.00%)
10. Course Details - Canyon Lake POA	142 (1.28%)	123 (1.36%)	00:00:42	25 (0.55%)	48.00%	40.85%	\$0.00 (0.00%)

COMMUNICATION REPORT

Email Highlights - March 2023

EMAIL DASHBOARD - MARCH 2023

48429

DELIVERED

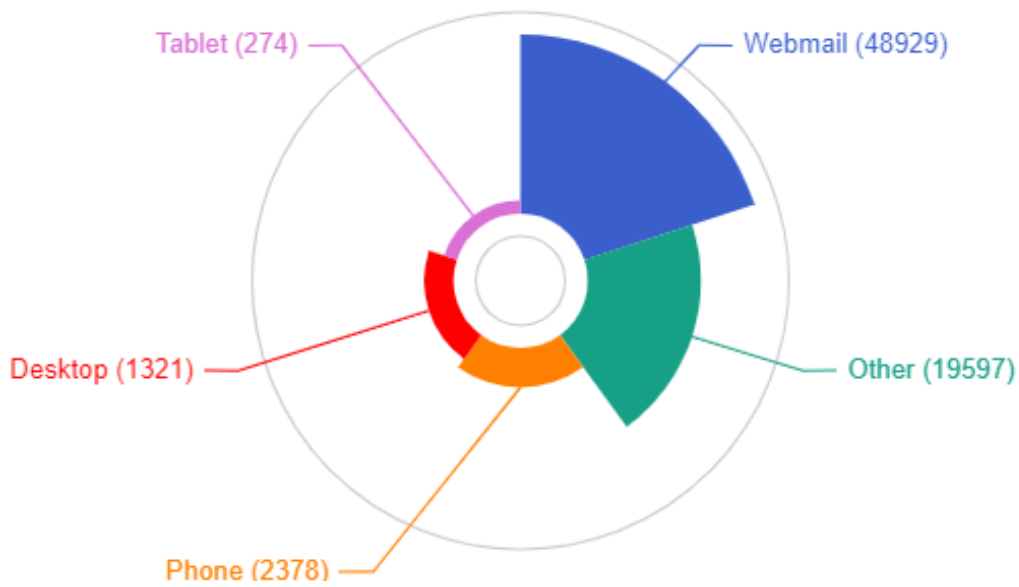


29477

UNIQUE OPENS



TOP DEVICE OPENS MARCH 2023



DELIVERY BY EMAIL CLIENT MARCH 2023

- Gmail (20648)
- Yahoo (14746)
- Microsoft Outlook (5075)
- Microsoft 365 (1865)
- Apple iCloud (1375)
- Remaining (4720)



COMMUNICATION REPORT

Social Media Highlights - March 2023

PERFORMANCE SUMMARY

17,222

Followers
Total

249

Published Posts
Total

292,431

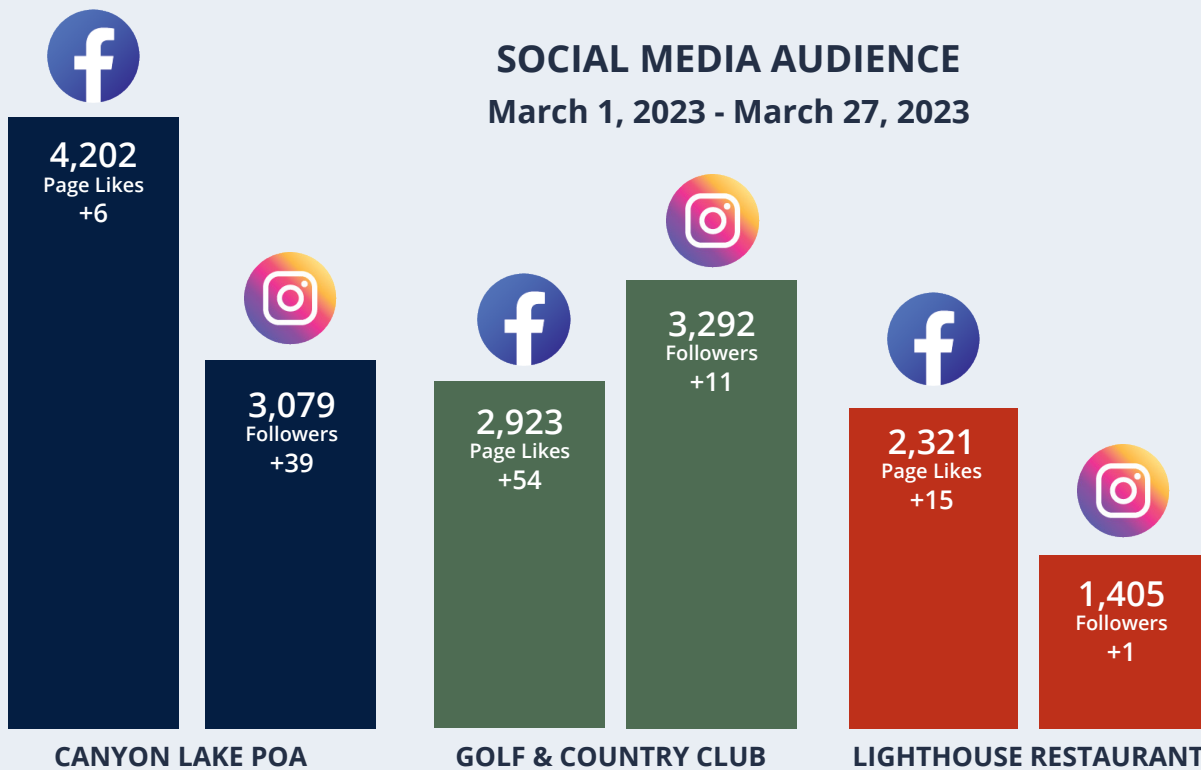
Impressions
Total

20,337

Engagement
Total

SOCIAL MEDIA AUDIENCE

March 1, 2023 - March 27, 2023



PROFILE SUMMARY

Profile	Followers	Growth	Posts	Impressions	Engagements
Canyon Lake POA Facebook	4,202	6	67	83,153	10,135
Canyon Lake POA Instagram	3,079	39	97	79,383	2,324
Golf & Country Club Facebook	2,923	54	20	90,157	6,126
Golf & Country Club Instagram	3,292	11	44	19,084	435
Lighthouse Facebook	2,321	15	9	16,799	1,266
Lighthouse Instagram	1,405	1	12	3,855	51

Date: 4/4/23

To: Board of Directors

From: Planning and Compliance Department – Cheryl Mitchell
Department Report - ACC Committee Overview

Total current items monitored by the department 2188 which includes permit due dates, violations, extension, and escrow inspections, last month 1995.

Permit Breakdown

1. 1206 Open permit – up
 - a. 79 new home/major additions - up
 - b. 118 lakeside permits - up
 - c. 221 solar panel permits - down
 - d. 48 fence permits - down
 - e. 5 dumpster/pod permits - down
 - f. 399 Same Day Permits - down
 - g. 723 Improvements (multiple types) - up

Violation/Escrow Breakdown

1. 1043 Open violations – up
2. 41 Open escrows - up

ACC Committee Overview

1. Total of 285 items reviewed – up
2. Total of 153 permits approved - down

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (2) -up
2. Grading Permit (0) – no change
3. Improvements (48) – no change
4. Lakeside Improvement (16)-up
5. Recorded Variance (7) - down
6. Rejected Applications (25) - down
7. Re-Submittal's (7) - down
8. Permit issued same day (Over the counter) (93) - up
9. Preliminary Applications (7) - up

Member Complaints

1. 16 Complaints investigated (2 months) - up
2. 0 already written. – no change

Letter - Compliance

1. 244 compliances - down
2. 129 Courtesy Notices -up

Department focus

The next few months the department will be focusing on weed abatement. Currently there are 212 vacant lots. All vacant lots received a letter of explanation about the weed abatement process and expectations on how the lot is to be abated and become compliant by May 15, 2023.

Attached are the three letters:

- a. Initial weed abatement letter,
- b. Notice of violation letter, and
- c. Final letter intent to enter the lot to abate for those lots that are in violation of **PC.8.2**.

PC.8.2 Vacant Lots - Landscaping is not required on vacant lots. However, the property owner is responsible for maintaining the lot is a reasonably weed-free condition and in such a manner so that the lot is not rendered unsightly by reason of unattractive growth. In order to be considered compliant, the weeds on a lot must be cut or mowed down to no taller than four (4) inches high above the grade and removed from the property.

For those lots that fail compliance standards, an outside company will be hired to abate the lots. Those lots that have been abated by the CLPOA will be charged an abatement fee along with an administration fee. The amount charged will depend on the size of the lot which will be determined by the company conducting the work, and prior to the abatement of the lot.

Members will not be offered any additional time to abate their lot – it is the members responsibility to ensure that their lot is cleared all year long. The abatement period is to ensure that all lots are clear of weeds and the potential of fires hazard.

31512 Railroad Canyon Road, Canyon Lake, CA 92587
951.244.6841
www.canyonlakepoa.com

March 3, 2023

Canyon Lake Member
Somewhere USA
California

1234-567
Canyon Lake

RE: **Notice of Weed Abatement Procedure (CC&Rs Section 8(k) and PC.8.2)**

Dear Member:

As the spring season approaches it is important to note, it is the responsibility of each owner to ensure his or her lot is free of weeds and unattractive growth at all times of the year. It is possible that removing weeds from the lot once a year will not be sufficient. Every owner must monitor his or her lot and remove weeds, dead foliage and/or debris as required throughout the year, as not to allow the lot to become unsightly.

In order to be considered compliant, the weeds on a lot must be cut or mowed down to no taller than four (4) inches high from the grade and removed from the property. Weed removal must be performed in a manner that will not cause slope instability, damage to adjacent lots, or runoff of sediment into the lake.

The CC&R's, Rules and Regulations, and Architectural Guidelines have been established for the benefit of all members within the Association to assist in preserving values in the community and promoting harmony among neighbors.

With the purpose to maintain consistency in obtaining compliance for weed abatement, the Association will promptly begin vacant lot inspections on **March 15, 2023**. The owners of vacant lots that are not in compliance as of **March 15, 2023**, will be provided written notice that their property is not in compliance. The Association will give vacant lot owners that are not in compliance as of **March 15, 2023**, sixty (60) days to weed abate the property. The goal is to have all vacant lots cleared no later than May 15, 2023.

No additional time will be allotted in an effort to achieve compliance in a timely manner. If a vacant lot owner fails to timely perform the required weed abatement, the lot owner will be noticed for a disciplinary hearing and subject to disciplinary measures, including but not limited to fines and costs. Said costs may include costs that the Association incurs to enter the subject property and perform the necessary landscaping services to bring the property into compliance. Please be advised that no Weed Abatement services are provided by the Association.

We thank you in advance for your attention to this matter. Your cooperation and compliance are certainly appreciated. Please contact the Planning and Compliance Department if you should have any questions or concerns. We may be reached at (951) 244-6841, extension 320 or email pncinspect@canyonlakepoa.com.

Sincerely,

Planning and Compliance Department

2

31512 Railroad Canyon Road, Canyon Lake, CA 92587
951.244.6841
www.canyonlakepoa.com

March 20, 2023

Canyon Lake Member
Somewhere USA
California

1234-567
Canyon Lake

Re: **Notice of Non-Compliance and the Association's Intent to Schedule a Disciplinary Hearing** for Non-Compliance if the weeds and debris are not removed from lot by May 15, 2023.

Dear Member:

On or about, March 3, 2023, we notified you that all vacant lots would be inspected in mid-March and those vacant lots that are not clear of weeds and debris would receive notification that their property was not in compliance with the Association's governing documents. An inspection of your property was performed in mid-March, and it was noted that your vacant lot has not been maintained in a weed free condition as required by Planning and Compliance Rule 8.2. This letter is to inform you that if your property is not cleared of all weeds and debris **by May 15, 2023**, you will be scheduled for a Disciplinary Hearing.

The purpose of the Disciplinary Hearing will be to allow you an opportunity to be heard before the Association assesses penalties against you for failing to properly maintain your vacant lot in accordance with the Association's Planning and Compliance Guidelines including but not limited to PC 8.2. Said costs include but are not limited to the costs the Association incurs for maintaining and clearing the weeds and debris from your property. Please note that the Association has the authority to enter your property for this purpose under section 8(k) of your CC&R's as set forth below:

CCR 3804 Section 8 (k)

"All lots, whether occupied or unoccupied, and any improvements place thereon, shall at all times be maintained in such a manner as to prevent their becoming unsightly by reason of unattractive growth on such lot or the accumulation of rubbish or debris thereon. In the event of any such lot or improvement thereon is not so maintained, the Association shall have the right, through its agents and employees, to enter thereon for the purpose of maintenance, restoration or repair, the cost of which shall be added to and become a part of the annual charge to which such lot is subject."

We urge you to give this matter your immediate attention. Failure to comply by **May 15, 2023**, will result in the scheduling of a Disciplinary Hearing and the possible penalties as set forth above.

Thank you for your prompt attention to this matter. We look forward to resolving your violation without further action as soon as possible.

Planning & Compliance Department

CC: Legal Counsel/Member File

Enclosed: pictures of violation

31512 Railroad Canyon Road, Canyon Lake, CA 92587
951.244.6841
www.canyonlakepoa.com

May 21, 2023

VIA CERTIFIED AND FIRST-CLASS MAIL

Canyon Lake Member
Somewhere USA
California

1234-567
Canyon Lake

Re: **Notice of Disciplinary Hearing and Notice of the Association's Intent to Enter**, to remove the weeds, accumulation of rubbish, and Perform Maintenance at the Subject Property.

Dear Member:

According to our records, you have failed to respond to the Association's notices to you that the Subject Property is in violation of the Planning and Compliance Guidelines, and therefore requires removal of the weeds on your vacant lot as described below. You were provided a deadline of **May 15, 2023**, to bring your property into compliance and have failed to do so.

The Association is offering you an opportunity to appear before the ACC Committee to discuss the matter and contest your non-compliance with the Association's governing documents. If it is determined that you are in violation of the Planning and Compliance Guidelines, including but not limited **PC 8.2**, fines and/or penalties may be imposed against you.

Please take notice that the ACC Committee will also consider taking disciplinary action against you as follows: **The Association will enter upon the Subject Property and perform removal of weeds, debris, and dead foliage as necessary in order to bring the Subject Property into compliance with the Planning and Compliance Guidelines listed above. The cost of said restoration, removal, maintenance, and repair work will become your debt as part of the assessments for the Subject Property.**

Please note that this disciplinary action is authorized under the Declaration of Covenants, Conditions and Restrictions (the CC&R's) for your lot, which states in pertinent part that *"In the event any such lot or improvement thereon is not so maintained, the Association shall have the right, through its agents and employees, to enter thereon for the purpose of maintenance, restoration or repair, the cost of which shall be added to and become a part of the annual charge to which the lot is subject."*

Please further note that your failure to schedule to appear at a disciplinary hearing meeting by **Monday, June 5, 2023** shall constitute a waiver of your rights to address the ACC Committee with respect to the violation and the proposed disciplinary action and will be deemed as authorization for the Association to enter your property, without further notice, to perform the landscaping services needed to bring your

property into compliance. The costs associated with said landscaping services will be at your expense as set forth in section 8(k) of your CC&R's.

Notice of Hearing: it has come to the point where we must send you this Notice of Hearing and possible Suspension of Privileges for failure to comply with the above-mentioned violation(s).

As a reminder, you will need to either bring the property into compliance or schedule to meet with the ACC Committee by **Monday, June 5, 2023**.

The Association's Intent to Enter will be:

Dates: June 8, 2023 – June 11, 2023

Thank you for your prompt attention to this matter. We look forward to resolving your violation without further action as soon as possible. Should you have any questions, please contact Planning and Compliance Department at 951-244-6841 ext. 320 or email pncinspect@canyonlakepoa.com should you have any questions.

Sincerely,

Planning and Compliance Department

Attached: pictures

CC: Legal Counsel
Member File

 31512 Railroad Canyon Road, Canyon Lake, CA 92587
 951.244.6841
 www.canyonlakepoa.com

COMMUNITY PATROL REPORT

February 2023

Community Patrol’s primary functions are to provide the community with services that include access control at the entry gates, Rules and Regulations compliance, and incident observation and reporting to the Association. Community Patrol’s services do not replace the services of outside public safety agencies such as law enforcement, fire services, medical services, city code enforcement, etc. In the table below, the “Calls for Service” column reflects the number of calls made by community members based on the violation type.

Citations Issued

Violation	December		January		February	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speed (Patrol)	5	5	1	0	0	2
Speed (Trailer)	N/A	32	N/A	36	N/A	0
Long Term Parking	14	5	9	1	13	4
Noise	15	2	17	1	13	0
Gate Runner	34	1	30	6	34	2
Verbal Abuse to Staff	1	0	4	2	1	0

Additional Information

	December	January	February
Total Calls for Service	73	61	61
Call for Service – Unable to Locate	17	14	34
Total Number of Citations Issued	376	298	318

Gate Entry Statistics

	December	January	February
Total Guest Passes issued by Gate	-	-	-
- Main Gate	16,428	14,067	12,295
- East Gate	11,025	9,559	8,458
- North Gate	7,288	6,052	5,392
Total Guest Entries by Gate	-	-	-
- Main Gate	36,308	32,631	27,585
- East Gate	23,451	20,957	19,185
- North Gate	14,715	12,997	12,624
Total RFID Entries by Gate	-	-	-
- Main Gate	134,654	72,326	128,627
- East Gate	66,270	71,230	65,124
- North Gate	39,106	44,563	36,147
Confiscated Guest Passes	93	99	91

Two Guest Lane Entry Protocol*

	December	January	February
Total time in minutes	-	-	-
- Main Gate	37	25	37
- East Gate	25	0	5


*If traffic volume in the guest lane backs up into the nearest intersection, staff in the middle lane will temporarily begin to issue guests passes to improve traffic flow.

Incident Report Detail

Incident Description	Location
1. On 2/15/2023 Watch Commander found the access gate to railroad canyon road from the golf course grounds yard, had been cut.	1. Railroad Canyon Access Road
2. On 02/15/2023 while on routine patrol the officer found vandalism at Lions Park, inside of the portable	2. Lions Park

<p>potty. Operations was notified of the vandalism and was later cleaned up.</p>	
<p>3. 02/16/2023 While locking the 6th tunnel, they noticed the tunnel lock had been chopped off, no further damage was found and operations was notified.</p>	<p>3.6th Tunnel</p>
<p>4. 02/17/2023 Officer found the access gate leading to the 6th tee restrooms, had the chain cut. No further damage was found. Operations was notified.</p>	<p>4. Access gate to 6th Tee restrooms</p>
<p>5. 02/20/2023 While locking the senior center, the Watch Commander found a door frame inside of the building had been damaged. Operations was notified and the door frame was fixed.</p>	<p>5. Senior Center</p>

Report presented by: *Zach Wells (Community Patrol Captain)*

 31512 Railroad Canyon Road, Canyon Lake, CA 92587
 951.244.6841
 www.canyonlakepoa.com

Marine Patrol Report

FEBRUARY 2023

Marine Patrol’s primary functions are to provide the community with services that include Quagga Mussel and boat safety inspections, Rules and Regulations compliance, and incident observation and reporting to the Association. In the table below, the “Calls for Service” column reflects the number of calls made by community members based on the violation type.

Citations Issued

Citation	DECEMBER	JANUARY	FEBRUARY
LM.2.5 Expired/ No Registration (State)	1	0	4
LM.2.6 Expired/ No Registration (POA)	0	0	1
LM.2.7 Expired / No Registration at a dock or lift	2	1	7
LM.7.3 Reckless behavior while operating a motorized boat	1	0	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	2	0	7
LM.6.7 Excessive Wake	4	0	1
GR.2.18a Loud Noise	0	1	0

Warnings Issued

Warning	DECEMBER	JANUARY	FEBRUARY
LM.2.5 Expired/ No Registration (State)	0	0	0
LM.2.6 Expired/ No Registration (POA)	0	0	0
LM.2.7 Expired / No Registration at a dock or lift	0	0	0
LM.7.3 Reckless behavior while operating a motorized boat	1	2	3
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	0	0	0
LM.6.7 Excessive Wake	2	7	2
GR.2.18a Loud Noise	0	0	0
LM.9.11 Plowing	2	1	2

Additional Information

	DECEMBER	JANUARY	FEBRUARY
Total Calls for Service	42	32	51
Boat Safety Inspection	14	4	12
Boat Tow (Out of fuel/mechanical)	4	6	6
Boat Tow (Adrift)	1	1	0
Battery Assist	2	2	1
P&C Inspector Escort Hours	8.75	4.75	9.5
Fishing License Checks	16	35	46
Quagga Inspection	11	5	14
White Tag Applied	6	10	15
Quarantine Tag Applied	0	0	0

Boat Operating Hours

	DECEMBER	JANUARY	FEBRUARY
Boat 1 START 11013.9/ END 30.8	105.2	11.7	30.8
Boat 2 START 10895.0/ END 11037.0	55.5	159.2	142
Boat 3 START 626.8/ END 627.3	8.5	9.4	0.5
Boat 4 START 905.7/ END 1000.0	109.3	128.4	94.3

Boat Operating Hours by Location

	DECEMBER	JANUARY	FEBRUARY
Main Lake	139.5	171.4	168.5
East Bay	138.5	137.3	98.5
North Ski	0.5	0.0	0.0

Incident Report Summary

	DECEMBER	JANUARY	FEBRUARY

NO REPORTS	0	0	0
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Incident Report Detail

Incident Description	Location

Report presented by: *Don Motteler (Marine Patrol Captain)*

RESERVE ITEMS & CIP SUMMARY

Repair and replacement reserve items and CIP were scheduled and/or coordinated during the month of March. Refer to attached reports for additional information.

OPERATIONS DEPARTMENT

In March, Operations worked on Board Approved Projects, Reserve Items, CIP, and Committee recommendations and requests.

Completed Projects

- **Basketball Courts** – Courts have been resurfaced and are open.
- **Equestrian Center Arena** – Arenas have had new material brought in and are completed.
- **Main Gate Monument** – Monuments have been painted, and rock cleaning completed.

Developing Projects

- **CLDS Median at Main Gate** – Crews are working on clearing the center divider to prep for new material. Progress has been slow due to the rain.
- **Harrelson Park Dock Replacement** – This dock is being built and should be completed by end of April.
- **Holiday Harbor Dock Repairs** – This dock will begin being built after Harrelson Park is complete.
- **Lodge Bar/Restaurant Remodel** – Bar area has been temporarily secured and construction has begun indoors. A temporary bar was made to serve the members. Construction is moving along with good progress.
- **Lodge Outdoor Venue** – Work is continuing. Progress has been slow due to the weather.
- **Magnolia Room Cabinets** – Cabinets to be installed for TV and club items.
- **Mailbox Slabs and Lighting** – Project is continuing.
- **Pickleball Court Addition** – Work should start in April.
- **Solar Panels** – Work is almost complete at the Equestrian Center and Lodge. Driving range will start in early April.

Functions with Staff Assistance

- Operations staff assisted with the set-up and break-down for multiple clubs and POA events at different locations around the community. We also helped with prep for events hosted by EVMWD and the City of Canyon Lake. Gault Field has also been given a lot of attention for Little Leagues opening day.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for many private member parties.

General Maintenance Items

- **Resident Matters** – Responded to residential requests, questions, and/or concerns.
- **Vandalism** – Vandalism reports included are for the previous month (February); the vandalism report for the current month is in progress. Acts of vandalism are a serious problem throughout the

community; if any residents are witness to these acts, please contact Community Patrol at (951) 244-6841 ext. 410.

Public Works / Grounds Maintenance

- **Public Works** – Streets, gutters and storm drains were monitored for debris and standing water.
- **Weed Abatement** – Operations has been concentrating on weed abatement in easements and other common areas.
- **Tree Maintenance** – Schedule has been established with sourced vendor according to priority. Operations assists on an as needed basis.

Landscape Maintenance

Operations communicates with Land Care Logic on a routine basis to ensure landscape-related matters and any maintenance improvements are addressed as needed.

- No major issues to report this month.

Golf Course Maintenance

Operations has communicated any Golf Course related matters and maintenance improvements to the Golf Course Superintendent at Bright View as needed.

- No major issues to report this month.

Parks and Beaches

- No major issues to report this month.

Regulatory / Compliance

- **Synergy Inspections and Cleanings** – Hoods in the kitchens at the Country Club and Lodge were all cleaned and inspected.
- **EVMWD Backflow Testing** – Testing and repairs were completed on the backflows throughout the community per EVMWDs requirements.

Safety / Training

- **Slips, Trips & Falls** – Training was conducted by Safety Compliance Company going over ways to help prevent any accidents from keeping a neat area to cleaning up spills quickly to prevent injury.

EQUESTRIAN CENTER

- No major issues to report this month.

HAPPY CAMP CAMPGROUND

- No major issues to report this month.

COMMITTEES / WORK GROUPS

Refer to the recap below for Committee updates for the month of March.

Green Committee: The Green Committee met on March 9, 2023, in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Widen #1, #14 cart path
- Any new walker/runner developments
- Homeowner on #2 Tee
- E-Bikes on the Golf Course

The Green Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on April 13, 2023, at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee met on March 9, 2023, in the Magnolia Room at the Country Club. The following items were addressed by the FPC Committee:

- Causeway flooding
- Gault field turf & lighting
- Signs for waterfront parks
- Weight room

The Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on April 12, 2023, at 3:30pm.

Recreation Committee: The Recreation Committee on March 14, 2023, in the Conference Room at the POA Building. The following items were addressed by the Recreation Committee:

- Play equipment at Estates.
- Beach/lake access at Happy Camp
- Shade structure at Sunset Beach

The Committee meets on the 2nd Tuesday of the month in the Conference Room at the POA. The next scheduled meeting is on April 11, 2023, at 4:00pm.

Tuesday Work Group (TWG): The TWG Committee met on March 28, 2023, in the Magnolia Room Magnolia Room at the Country Club. The following agenda items were addressed by the TWG Committee.

- Next divot party scheduled 5/8
- 50th Anniversary Plaque
- Suggest adding poppies to dry areas on course

The Committee meets on the last Tuesday of the month in the Magnolia Room at the Country Club. The next TWG meeting is scheduled for April 25, 2023, at 1:00pm.

DIRECTOR'S MESSAGE

March has brought a lot of rain that has slowed down progress for Operations on some projects, yet we were still able to cross a few off the list. Basketball courts are re-opened, and the equestrian arenas have gotten a fresh new base. The lighthouse monuments at the min gate look great with their new look and color to match the POA color scheme. The main gate median is progressing on schedule with almost all the base removed, and the ground prepped for new material. Equestrian Center and Lodge solar panels are almost completed and then we will move on to the last location, the driving range. Our biggest project is the Lodge Remodel, inside and out, which is moving along. The outside area has had a slight delay due to the rain. When visiting the Lodge, you can see the banners hung which show our project renderings of what the area will have. This area will add a great deal of entertaining area for our members to enjoy for their events or just for an evening out. With the heavy rain this month we were also given a great deal of clean up with flooding areas and debris from the runoff. Water was tested after each rain event to be sure it is safe for membership and the parks and beaches were cleaned up for those who wanted to come enjoy. All in all, Operations was very busy thru March overseeing projects, cleaning all areas, and making sure the grounds are ready for the Spring events to come.



Presented By: *Steve Schneider, Director of Operations*

**VANDALISM REPORT
February 2023**

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
326767	N/A	1/27/2023	COMMON AREA / HARRELSON PARK	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	HOG RINGS
326773	2311259	1/30/2023	COMMON AREA / LIONS PARK	CLEAN GRAFFITI OFF BENCH AT LIONS PARK	\$6.50	0.5	\$31.50	MAGIC ERASER & GRAFFITI REMOVER
326777	2311591	1/30/2023	LODGE	ASSESS & REPAIR / RE-SECURE BOLLARD LIGHT	\$0.00	5.5	\$275.00	LABOR TIME ONLY
326810	N/A	2/1/2023	COMMON AREA / EASTPORT PARK	REPLACE DOGI-POT AT PARK	\$552.80	1	\$602.80	DOGI-POT
326834	N/A	2/3/2023	GAULT FIELD	CHECK PERIMETER FENCING	\$250.00	2	\$350.00	CHAIN LINK FENCE
326904	N/A	2/10/2023	COMMON AREA / VACATION PARK	CHECK PERIMETER FENCING	\$69.60	1	\$119.60	CHAIN LINK FENCE & BARBED WIRE
326943	2495239	2/15/2023	GOLF COURSE MAINT. YARD	ASSESS & REPAIR LOCK ON GOLF COURSE MAINT. GATE	\$30.00	12.5	\$655.00	SHOP STOCK HARDWARE
326944	2495593	2/15/2023	COMMON AREA / LIONS PARK	REMOVE GRAFFITI IN PORTALET AT PARK	\$1.50	0.5	\$26.50	MAGIC ERASER
326978	N/A	2/16/2023	COMMON AREA / HARRELSON PARK	CHECK PERIMETER FENCING	\$1.00	1	\$80.00	CHAIN LINK FENCE
326992	N/A	2/17/2023	GOLF COURSE / 6TH TEE	REPLACE LOCK AND / OR CHAIN AT 6TH TEE GATE	\$0.00	1.5	\$75.00	LABOR TIME ONLY
326993	N/A	2/17/2023	GOLF COURSE / 6TH TEE	REPAIR / REPLACE DOOR CLOSING HINGE ON RESTROOM DOOR	\$9.00	4.5	\$234.00	SCREWS
326995	2498517	2/17/2023	COMMON AREA / EASTPORT PARK	EXCESS CLEAN UP IN RESTROOM	\$5.00	0.5	\$30.00	GENERAL CLEANING SUPPLIES
327076	2513855	2/27/2023	COMMON AREA / EMERALD PARK	CLEAN GRAFFITI OFF TABLE	\$5.00	0.25	\$17.50	GRAFFITI REMOVER
327084	2512728	2/27/2023	COMMON AREA / HOLIDAY HARBOR	REPLACE SOAP DISPENSER IN RESTROOM	\$40.00	0.5	\$65.00	SOAP DISPENSER
327086	2513824	2/27/2023	COMMON AREA / HOLIDAY HARBOR	CLEAN GRAFFITI OFF TABLE	\$5.00	0.25	\$17.50	GRAFFITI REMOVER

\$982.40 \$ 32.50 \$2,636.40
\$ 1,625.00

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending February 2023	Project Totals 5/1/21 to 02/28/23
		-	-
Admin Int		-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
Admin IT		-	-
#1047 Battery Back Up		2,047	2,047
HVAC Units		-	-
#1421 HVAC Country Club	12,800	-	12,800
\$1055 HVAC POA		11,253	11,253
Park Equipment & Furnishings		-	-
2-2209-00 Harrelson Park Dock Replacement \$59,700		28,429	28,429
#7021 East Port - Basketball Court - Light Fixtures	3,613	-	3,613
#0405 Park Equipment-Sunset Beach	31,625	-	31,625
#1005 Diamond Point Park - Playgroud Equipment	22,345	-	22,345
#20031 Restroom - Roadrunner Park	-	3,687	3,687
#6022 Dock - Indian Beach	15,700	16,650	32,350
#16018 Indian Beach Trash Receptacles		2,648	2,648
#15005 Holiday Harbor Trash Receptacles		1,787	1,787
2-1904-01 Small Dog Park \$33,363.75	7,995	-	7,995
2-2105-00 Large Dog Park Phase #2 \$105741.70	117,701	1,307	119,008
#20057 Lift Station Sierra Park		13,100	13,100
2-2209-01 Holiday Harbor Park Dock \$194,412.00		1,500	1,500
#18012 - Indian Beach Restrooms		4,985	4,985
Gault Field		-	-
#1200 Gault Field - BBQ Station		1,583	1,583
#12011 Gault Field - BBQ Station		2,246	2,246
#12041 Gault Field - Lights (2)		6,000	6,000
#1309 Gault Field - Netting & Shade Cover	11,310	-	11,310
#1305 Gault Field - Field #2 Lights	10,000	-	10,000
#12033 Gault Field #1 - Lights		2,700	2,700
Equestrian		-	-
#1174 Equestrian - Sand Replacement	26,040	-	26,040
#1179 Equestrian Repairs	19,113	-	19,113
#1181 Equestrian - Fence Vinyl	5,800	-	5,800
Restaurant Equipment		-	-
#18082 Ice Machine Lodge	-	14,500	14,500
#0901 Lodge Fire Suppression Cylinders	-	-	-
#0901 Misc. Restaurant Equip	11,294	-	11,294
#2117 Salad/Sandwich Prep Station	3,850	-	3,850
Furniture		-	-
#1793 Furniture - Lodge Pool View	11,854	-	11,854
#0903 Furniture Corporate Office	7,194	-	7,194
#1579 Furniture Senior Center		-	-
Lodge		-	-
#17018 Lodge - Fridge		2,980	2,980
#18109 Lodge - HVAC #2		27,750	27,750
#18110 Lodge - HVAC #3		27,750	27,750
#18034 Lodge - Roof Plumbing		7,247	7,247
#1526 Lodge - Food Prep Station	8,357	-	8,357
#1168 Lodge - Tennis Courts, Resurface	34,950	-	34,950
#0910 Lodge Remodel	14,955	-	14,955
#18066 Lodge - Kitchen, Charbroiler	3,366	-	3,366
#18087 Lodge -Kitchen, Oven	9,935	-	9,935
#18099 Lodge - Kitchen, Skillet	22,848	-	22,848
#18056 Lodge - Holiday Bay, Stage Lights	47,937	27,209	75,146
2-2006 Lodge Front Patio/Event Space Design \$28k	18,115	-	18,115
#18102 Lodge Climate Wizard	2,544	-	2,544
#18137 Restroom Repairs		1,754	1,754
#24090 Lodge - Tennis Courts, Restrooms		4,250	4,250
#18118 Lodge - Cameras		3,279	3,279
#18013 Lodge - Elevator (Service), Cab Refurb		1,651	1,651
#2-2301-01 Lodge - Restaurant and Bar Renovation		419,849	419,849
Country Club		-	-
#1432 CC Undercounter Freezer	2,257	-	2,257
#1759 CC Replace Folding Grille	3,903	-	3,903
#4053 CC Replace Range Burner - Unit#2	13,621	-	13,621
#4068 Magnolia Room	3,550	-	3,550
#1633 Main Gate - HVAC	6,000	-	6,000
#1635 Main Gate - Gate Operator	2,300	3,484	5,784
#1660 North Gate - Gate Operator	3,383	-	3,383
#8019 Main Gate - Decal lane booth	2,500	-	2,500
#4048 CC Walk In Freezer		16,853	16,853
#4070 CC - Television		4,186	4,186
#4030 CC - Carpeting		8,782	8,782
#2019 CC - Bar, Sink		3,648	3,648
#4079 CC - Patio Furniture		1,558	1,558
#4015 CC - Bar, Cooler		3,046	3,046
#4011 CC - Ext, Door, Entry New		1,506	1,506
#4063 CC -Magnolia, Cabinets		4,895	4,895

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending February 2023	Project Totals 5/1/21 to 02/28/23
Corporate Office		-	-
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel -- P&C	28,930	-	28,930
Computers		-	-
#1900 CP Computers	3,826	-	3,826
Operations		-	-
#1839 Operations - Ext, Walls, Repairs	20,500	-	20,500
Pool		-	-
#1156 Pool Chemical Reader		1,886	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21031 Pool, Pump and Motor		6,566	6,566
#1158 Pool Pump	2,890	-	2,890
#1864 Lighting, Pool	2,550	-	2,550
#1869 Pool Office, HVAC	4,500	-	4,500
#21010 Pool - Lighting Pools		1,575	1,575
#21026 - Pool Deck Repair	2,950	-	2,950
#Pool - Pool, Heaters (1)		1,617	1,617
Lake		-	-
#23009 Roofing Tiles for N. Ski Shelter	2,250	-	2,250
#1691 Docks - Pebble Cove, Replace	15,700	5,300	21,000
#2004 Dock - Indian Beach \$36,277.50 4/7/20	-	-	-
#17010 Lake - Buoys		7,859	7,859
Campground		-	-
#3032 Campground Restroom Remodeling \$431,621	246,019	266,114	512,133
#1275 Campground - Railing, Stairs	1,550	-	1,550
Entry Gates		-	-
#8001 East Gate - Fence, Wrought Iron		9,175	9,175
#8003 East Gate - Gate Openers		12,568	12,568
#8005 East Gate - Lighting		17,160	17,160
#8008 East Gate - Restroom		7,850	7,850
#8018 Main Gate - Gate Operators		10,549	10,549
#1006 Fairway Estates - Operators		6,297	6,297
Ski Slalom		-	-
#1904 Ski Slalom - Railing, Pipe	1,990	-	1,990
Golf Course		-	-
#13057 Golf Netting		5,500	5,500
#13012 Golf Course Maintenance Yard		14,480	14,480
#13038 Irrigation Engineering and Design	5,000	17,183	22,183
#1208 GC Irrigation, Sys	66,786	-	66,786
2-2008-00 GC Irrigation Sys Additional \$12k	17,390	5,025	22,415
2-2102-00 GC Irrigation Sys \$2,030,400	1,397,326	-	1,397,326
#13007 Golf - Concrete, Repairs		26,950	26,950
#13046 Golf - Maintenance, Golf Carts (1)		11,552	11,552
Grounds		-	-
#13051 Signs, POA		4,380	4,380
#8015 Main Gate Entrance Fountain Monument Repairs	5,800	9,316	15,116
#14003 East Port Landscaping Monument	18,555	109,850	128,404
#14006 Mailbox (Concrete Pads)		111,469	111,469
#14016 Signs, Street		8,353	8,353
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	81,386	9,900	91,286
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	15,850	2,263	18,113
2-2212-00 CLDS Median Improvements \$680,400		192,742	192,742
#14012 Grounds - Signs, POA		3,465	3,465
#10005 Fairway Estates - Signs		1,110	1,110
Vehicles		-	-
#25023 - Toyota, Tacomas		2,490	2,490
#25025 -Vehicle - Tractor, Kubota (1)		8,902	8,902
#25003 -Boat, Champion	12,360	-	12,360
#25004 - Boat		45,880	45,880
#25005 - Boat Trailer		6,142	6,142
#25006 - Boat (Patrol & Operations)		45,880	45,880
#25010 -Chevy's, 1998 (98-06) (4)	31,221	-	31,221
#1616 - Ford Escapes	55,515	-	55,515
#1618 Golf Cart - Enclosed	11,037	-	11,037
Unallocated	20,719	-	20,719
Total Repair & Replacement Fund Acct 02-0670	2,648,671	1,683,446	4,332,117

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending February 2023	Project Totals 5/1/21 to 02/28/23
			\$ -
		114,966	\$ 114,966
	193,183	4,310	\$ 197,493
	94,514	-	\$ 94,514
	1,950	-	\$ 1,950
	15,550	-	\$ 15,550
	6,450	-	\$ 6,450
		10,911	\$ 10,911
		2,500	\$ 2,500
	311,648	132,687	444,335

3-2209-00 Pavement Engineering "Year Two"
 3-2104-01 Pavement Imp Plan Design
 3-2102-00 Pavement Condition Index
 3-2104-00 Campground - Misc Road Repairs
 3-2201-02 Striping - (Holiday Harbor)
 3-2201-01 Striping CLDS
 #14017 - Traffic Signs
 Misc Repairs
 Total Road Reserve Fund Acct 03-0670

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

	2020-2021 Ending April 2021	2021-2022 Ending April 2022	2022-2023 Ending February 2023	Project Totals 5/1/20 to 02/28/23
			-	-
5-2111-01 Flag Poles		11,368	-	11,368
5-2004-00 Sierra Park North Pump Track Design & Engineering \$88,690.00	110,603	1,283	127,344.21	239,230
5-2010-03 Roadrunner Restroom Design \$31,800	23,624	6,174	-	29,798
5-2102-01 Mailbox Lighting Project \$145,320	60,825	60,825	-	121,650
5-2102-02 Sierra Park Shade Structures \$ 126,195	16,892	78,602	24,733.00	120,227
5-2102-03 Indian Beach Shade Project \$131,056		129,265	15,217.37	144,482
5-2105-00 Surveillance System -- Happy Camp		12,299	-	12,299
5-2105-01 Speed Trailer (3rd)		13,483	-	13,483
5-2105-02 Large Dog Park Phase 2		16,586	-	16,586
5-2105-03 Road Runner Park Restroom \$184,000		163,027	52,542.17	215,569
5-2106-00 Office Remodel P & C		11,373	-	11,373
5-2106-01 Sierra Park North \$2,200,000*		1,777,659	389,462.81	2,167,122
5-2107-00 Equestrian Center Barn Fans		2,575	-	2,575
5-2107-01 Lighthouse Restaurant & Bar Remodel		270	-	270
5-2108-00 Shade Canopy Lodge/Bar Patio		30,436	-	30,436
5-2108-01 Rob Caveney Park - Fencing		10,940	-	10,940
5-2111-00 Pickleball Courts Phase 2		25,652	7,820.70	33,472
5-2111-00 Happy Camp Propane Dispenser		10,775	-	10,775
5-2109-01 Sprinklers POA and Conference Room		3,071	-	3,071
5-2206-00 Country Club Patio Shade Project			59,508.35	59,508
5-2208-01 Pickleball Phase 2 Design			21,874.33	21,874
5-2302-01 Lodge Patio Event Space			29,774.00	29,774
	211,944	2,365,662.15	728,276.94	3,305,883.09

- Control

Date: 4/4/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Casey Thompson Appealing ACC Denial for Change to New home Driveway and Landscape Plan.

T/L: 3718-186

Address: 22424 San Joaquin Dr W

Rule Violation

Member Since August 28, 2019

PC.5.10 Driveways, Additional Parking
PC.6.2c Detail of Improvement/Modification for which Approval is Sought
PC.6.3a Content of Plan
PC.6.4b Profile Plan
PC.8.1 Landscape Requirements

Exhibits for Review

Exhibit 1	Original Plot Plan'
Exhibit 2	Legend
Exhibit 3	Driveway & Landscape Plan
Exhibit 4	Revised Plot Plan
Exhibit 5	Grade View
Exhibit 6-9	Pictures of front

Background

A new home was approved for the Thompsons on **January 30, 2020**, after several other meetings this application was rejected.

A secondary change was submitted and approved on **May 27, 2021**, for front yard landscape design with conditions of **1/3** landscape requires appeared to have been met. Sidewalk to the left of the home to be DG.

The Thompson's requested more time to complete the build, so the Committee went to the property to review the progress. It was determined that the member concreted the landscaped area to the right of the property viewed from the street. Please see exhibit **2 & 3** of original plan, seven (**7**) days to submit a change application letter sent.

A change application was submitted for review on **December 1, 2022**, and **December 29, 2022**. At both meetings, the Committee denied the application and plan due to **PC.5.10** and **PC.8.1** requirements not being met.

The newly poured concreted driveway to the right of the property would block the front view of the home, and the 1/3 landscape requirements were not met.

The landscaped strips in the driveway are not a part of the calculation as referenced in **PC.5.10**. The false grade that was mentioned in the members appeal is to be determined. Pictures show that the grade was higher prior to the concrete being poured.

The landscape is short approximately **55 sq. ft.**, however the bigger issue is the driveway to the right of the home once a vehicle is parked, it will block the front view of the home.

Rules Description

PC.5.10 Driveways and Additional Parking - A concrete driveway shall be installed at all homes prior to occupancy. Only concrete or paver driveways are allowed for driveways or additional parking. In most cases, additional parking shall be perpendicular to the street and not transverse the front of the house. Additional perpendicular or parallel parking for a RV, trailer, boat, car, truck, etc. shall not block the front view of the home from the street and may be installed provided the one third landscaping requirement for the front yard is met per **PC.8.1**. Turn around (circular) driveways may be approved, providing they maintain a minimum of eighteen (**18'**) feet between cutouts (i.e.; entrance and/ or exit). Circular driveways are for easy access to the street and are not for long term permanent parking of RVs, trailers, and boats. For corner lots with parking on the side parallel to the side street, the Committee will set the location for the parking area using the apex of the corner. Curb cuts cannot be made in the radius of the curb. Members must provide measurements and calculations for the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete, but the ribbons will not be used for calculating the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete but the ribbons or area between parking strips will not be used for calculating the one third landscaping requirement. A curb cut must be listed on the application if being accomplished. All driveways, additional parking, and curb cuts are at the discretion of the Committee based on the front width of the lot, neighbor's street parking requirements, aesthetics, and topography.

PC.6.2c Detail of Improvements / Modifications for which Approval is Sought - The application form contains a section for the applicant to list the improvements or modifications for which architectural approval is sought. Sufficient detail of the project shall be provided so an independent third party can understand the proposed project. This section must be completed. **The Committee's approval of any application shall not, under any circumstances, be deemed to extend to improvements or modifications not specifically listed and described in this section.**

PC.6.3a Contents of Plans - All existing and proposed structures, including fences, decks, patios, driveways, walks, walls, retaining walls, etc., shall be shown on the submitted plans. The plans must also be accurate and to scale, show locations of setbacks and include dimensions of the proposed improvement(s) and distances from the proposed improvement(s) to existing improvements, setbacks, and property lines. Construction specifications are not required to be submitted to the Committee except for seawalls (Refer to paragraph **PC.9.6**).

PC.6.4b Profile Plan - A profile plan is required of the lot from curb to rear lot line with the house shown to allow the Committee to see and evaluate the elevation relationship between the curb, all floors, and highest elevation of the roof. Profile must show accurate elevations for each floor and the ridge height in feet above

msl. Earthwork must be shown on the plans as well as existing and finish contours, retaining walls and slopes. Where practical, all drainage shall be directed to the adjacent street.

PC.8.1 Improved Lots - Landscaping must be maintained in a neat, clean, manicured, and attractive condition on all improved lots. All yards and slopes must be improved with some form of landscaping in all areas. A minimum of two (2) fifteen-gallon trees or larger located in the twenty (20') foot front setback and/or Community setback (excluding the courtyard area, if applicable) are required. Trees must be planted a minimum of six (6') feet back from the curb. Planting additional trees throughout the property is encouraged but not required. See **PC.8.4** for information on trees. All landscaping shall be maintained in a reasonably weed-free condition. Bare dirt is not an approved landscaping material. See **PC.8.10** for information on artificial grass and decompose granite (DG). A minimum of one-third ratio of landscaping to concrete shall be maintained in the front yard.

Committee Results

The Committee met and the application was denied:

1st Meeting New Home Approved January 30, 2020: roof shall be Tesla brand solar panels and not steel roofing. Propane shall meet City requirements. (Normal New Home requirements).

2nd Meeting Front Yard Landscape Change Approved Denied May 27, 2021: front area is approximately 1566 sq.ft. requiring 522 sq.ft. of landscaping. 1/3 landscaping requirement met. Sidewalk on the left side to be DG. DG must be properly installed and compacted, or it is just dirt. If artificial grass is installed, a permit application is required.

3rd Meeting Driveway- Landscape Change Denied December 1, 2022: front area required 517.32 sq.ft. of landscaping. The first plan had 560 sq.ft. and the second plan had 572 sq.ft. of landscaping. The actual plan now has only 461.7 sq. ft which is insufficient. The concrete you added without approved needs to be removed.

Members Appeal – Please see written appeal.

Fiscal Impact

None

Staff Recommendation

Staff recommend that the Board of Directors uphold the ACC Committee decision and deny the member's request.

Cheryl Mitchell

Senior Planning and Compliance Manager

DAMAGE AREA

= 724

SQ. FT.

GRAND TOTAL

= 5,824

SQ. FT.

BUILDING SUMMARY

LEGEND

QTY. % SIZE



=TREE GRAPE MYRTLE
SCIENTIFIC NAME: *Lagerstroemia*

3 PC.

24" BOX
10 GAL



=SHRUBS NANDINA
SCIENTIFIC NAME: *Nandina domestica*

32 PC.

1 GAL



EXISTING TREE
TO BE REMOVED

0 PC.



MULCH 2" DEPTH MIN.

1017 Sqft

12.84 %



GROUND COVER
COLORED ROCK
2" DEEP

2958 Sqft

37.95 %



CONCRETE

507 Sqft

TOTAL 50.19%

6.4 %

1415

LP6

LP GAS
TANK

1395

1400

1405

118.19' PROP. LINE

(N54°58'54"E 110.90')

1415

SEWER SERVICE HOLE

(N51°38'13"E(R))

RES-2

TBM 1414.72

1416

T.B.M.

INAIL AND TAG IN TOP
OF CURB STAMPED R.C.F. ILLEGIBLE
ELEVATION = 1414.72

TELCO

N54°58'55"E(R)

40'-0"

1415

4" HIGH
WALL

LP6

PROPOSED
PORCH

20'-0"

57.48' PROP. LINE
R=220.00 N=57.49'

PE:1412

PROPOSED
RESIDENCE

Concrete
DRIVEWAY

LOT 186

PROPOSED
GARAGE

N40°00'36"E(R)

PE:1411.5

TRACT MAP NO. 3718
M.B. 59/19-30.

1412

PROPOSED
COVERED PATIO

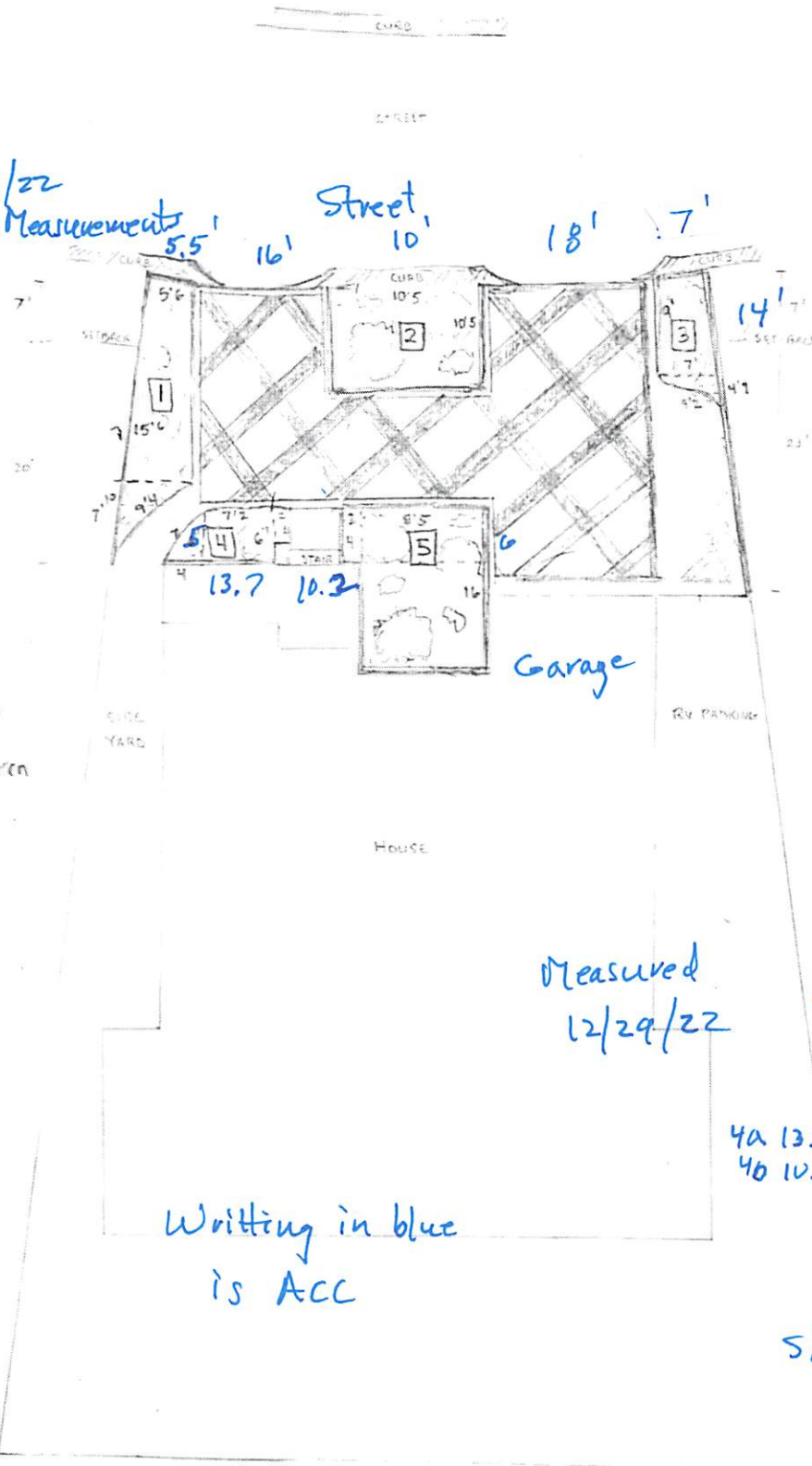
1410

PDF F6046
113.78'



FRONT YARD LANDSCAPE UPDATE 11/21/22

12/29/22
Actual Measurements



TOTAL AREA: 1900 sqft
LANDSCAPED AREA: 760 sqft
40% Landscaped area

- LANDSCAPING
- 1 = 144 sqft
 - 2 = 105 sqft
 - 3 = 78.5 sqft
 - 4 = 64 sqft
 - 5 = 138 sqft
 - Turf IVIARY = 232 sqft

Measured
12/29/22

Area 1 $\frac{20.8 \times 56}{2} + (\frac{7.9 \times 6}{2}) = 116.48 + 23.7 = 140.18$

2 - $10 \times 10.5 = 105$

3 - $7 \times 14 = 98$

4 - $23.9 \times 5 = 119.5$

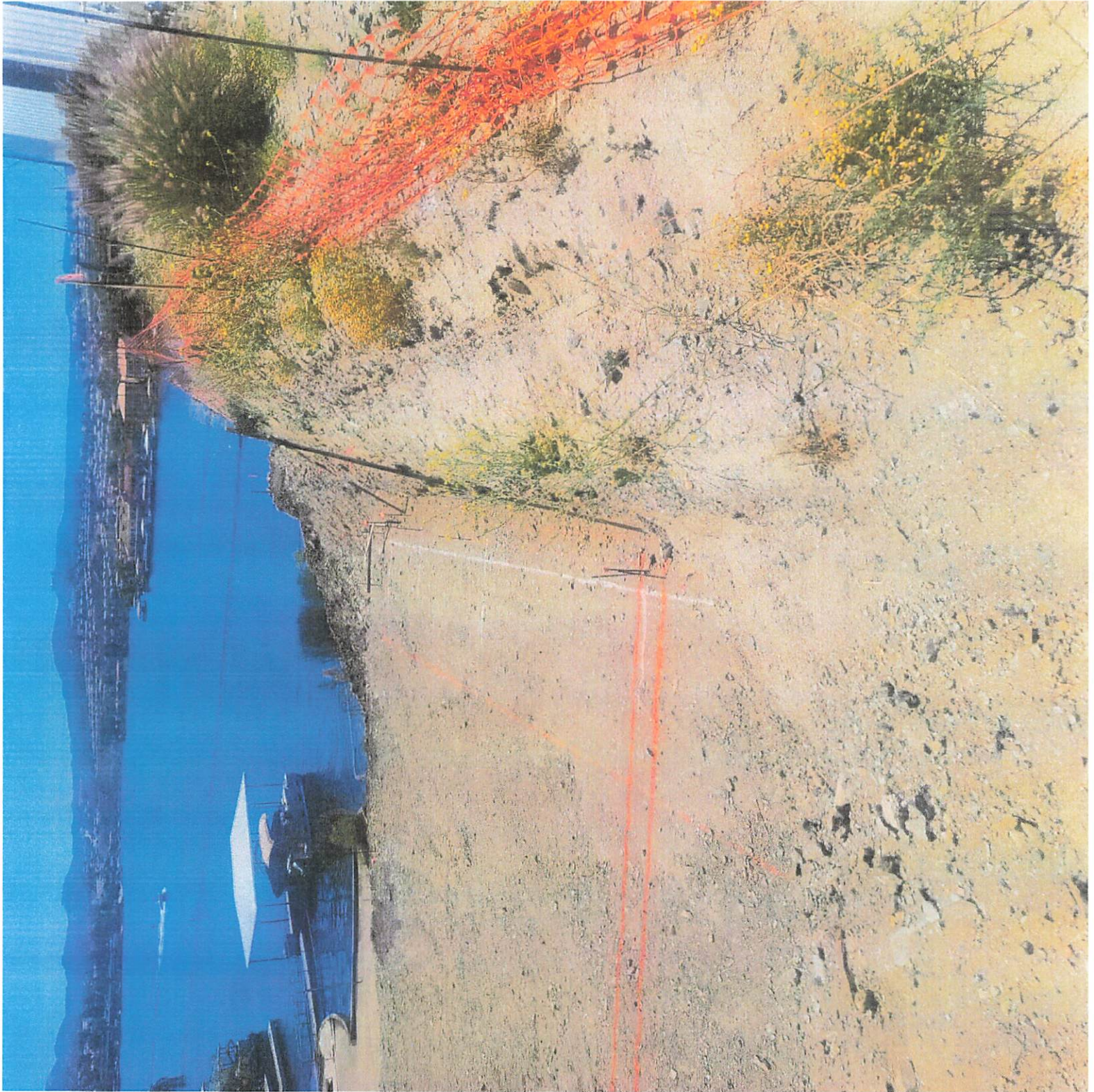
5 - $10.5 \times 6 = 63$

4a 13.7
4b 10.2

Total LS - 431.2

Short 86.

Writing in blue
is ACC



48



12/06/2021 11:25

6



12/06/2021 11:26

22424

22424

6H

10/13/2022 11:46



12



Date: 4/4/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Cody Burt Appealing ACC Denial RV Parking Strips (Not to Plan)

T/L: 3863-369

Address: 23583 Brook Dr

Rule Violation

Member Since January 12, 2016

PC.6.3 Plan Requirements
PC.6.3a Contents of Plans
PC.6.3b Plan Specifications
PC.6.4b Profile Plan

Exhibits for Review

Exhibit 1 Previously Approved Plot Plan
Exhibit 2 View of Front
Exhibit 3 Resubmittal of Plot Plan (no change)

Background

April 7, 2022, Mr. Burt was approved for DG, Concrete Pads, Resize Planter Box, and Expand Concrete Patio, the application was approved with conditions: DG must be properly installed and compacted, or it is just dirt. Block stuccoed to match will be six (6") to thirty-six (36") inches in height. (See exhibit 1)

Inspection was conducted on **October 17, 2022**, and the inspector noted that the measurement did not match, project not to plan, parking strips installed (not walkway), and change application required. Nowhere on the plan or application did it notate parking strips to be installed, or RV parking strips as indicated by Mr. Burt. Please see exhibit 2.

An interim letter was sent to Mr. Burt requesting an application for the change to plan. On **November 12, 2022**, a change application was submitted (copy of original plan provided) and reviewed by the ACC Committee on **December 1, 2022**. See exhibit 3.

The Committee denied the application; installed without approval. The plan does not meet **PC.5.10** and **PC.8.1** requirements. Need to remove the first twenty-nine (29') feet measured from the back of the curb. The Committee request a meeting with the member at the property. The DG needs to be restored. The Committee met again at the property on **January 5, 2023**, and a final time **January 12, 2023**. Application still denied – plot plan does not match, measurements and calculations required. It appears that there is only **116 sq. ft.** of landscape which would not meet **PC.8.1** landscape requirements of **401 sq. ft.** Additionally, the parking strips block the front view of the home in violation of **PC.5.10**.

Rules Description

PC.5.10 Driveways and Additional Parking - A concrete driveway shall be installed at all homes prior to occupancy. Only concrete or paver driveways are allowed for driveways or additional parking. In most cases, additional parking shall be perpendicular to the street and not transverse the front of the house. Additional perpendicular or parallel parking for a RV, trailer, boat, car, truck, etc. shall not block the front view of the home from the street and may be installed provided the one third landscaping requirement for the front yard is met per PC.8.1. Turn around (circular) driveways may be approved, providing they maintain a minimum of eighteen (18') feet between cutouts (i.e.; entrance and/ or exit). Circular driveways are for easy access to the street and are not for long term permanent parking of RVs, trailers, and boats. For corner lots with parking on the side parallel to the side street, the Committee will set the location for the parking area using the apex of the corner. Curb cuts cannot be made in the radius of the curb. Members must provide measurements and calculations for the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete, but the ribbons will not be used for calculating the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete but the ribbons or area between parking strips will not be used for calculating the one third landscaping requirement. A curb cut must be listed on the application if being accomplished. All driveways, additional parking, and curb cuts are at the discretion of the Committee based on the front width of the lot, neighbor's street parking requirements, aesthetics, and topography.

PC.6.2c Detail of Improvements / Modifications for which Approval is Sought - The application form contains a section for the applicant to list the improvements or modifications for which architectural approval is sought. Sufficient detail of the project shall be provided so an independent third party can understand the proposed project. This section must be completed. The Committee's approval of any application shall not, under any circumstances, be deemed to extend to improvements or modifications not specifically listed and described in this section.

PC.6.3 Plan Requirements The plans must include a plot plan as a cover sheet, specific information about the proposed improvement(s) and elevations.

PC.6.3a Contents of Plans - All existing and proposed structures, including fences, decks, patios, driveways, walks, walls, retaining walls, etc., shall be shown on the submitted plans. The plans must also be accurate and to scale, show locations of setbacks and include dimensions of the proposed improvement(s) and distances from the proposed improvement(s) to existing improvements, setbacks, and property lines. Construction specifications are not required to be submitted to the Committee except for seawalls (Refer to paragraph PC.9.6).

PC.6.3b Plan Specifications - The plans must include information on the improvements / modifications for which approval is sought, including, but not limited to, size, height, dimensions, proposed color and, where appropriate, roof material. The plans must clearly depict any proposed grade change and color change.

PC.6.4b Profile Plan - A profile plan is required of the lot from curb to rear lot line with the house shown to allow the Committee to see and evaluate the elevation relationship between the curb, all floors, and highest elevation of the roof. Profile must show accurate elevations for each floor and the ridge height in feet above msl. Earthwork must be shown on the plans as well as existing and finish contours, retaining walls and slopes. Where practical, all drainage shall be directed to the adjacent street.

PC.8.1 Improved Lots - Landscaping must be maintained in a neat, clean, manicured, and attractive condition on all improved lots. All yards and slopes must be improved with some form of landscaping in all areas. A minimum of two **(2)** fifteen-gallon trees or larger located in the twenty **(20')** foot front setback and/or Community setback (excluding the courtyard area, if applicable) are required. Trees must be planted a minimum of six **(6')** feet back from the curb. Planting additional trees throughout the property is encouraged but not required. See **PC.8.4** for information on trees. All landscaping shall be maintained in a reasonably weed-free condition. Bare dirt is not an approved landscaping material. See **PC.8.10** for information on artificial grass and decompose granite (DG). A minimum of one-third ratio of landscaping to concrete shall be maintained in the front yard.

Committee Results

The Committee met and the application was denied:

1st Meeting Approved April 7, 2022: DG must be properly installed and compacted, or it is just dirt. Block stuccoed to match will be six **(6")** to thirty-six **(36")** inches in height.

2nd Meeting Denied December 1, 2022: installed without approval. This does not meet **PC.5.10** and **PC.8.1**. You need to remove the first twenty-nine **(29')** feet measured from the back of the curb. Request meeting with the member on Thursday. DG needs to be restored.

3rd Meeting Denied January 5, 2023: Meeting at the property. Discussion only.

4th Meeting Denied January 12, 2023: the application and the plan do not match. Measurements and calculations must be supplied. The front area is **1204 Sq. Ft.** requiring **401 sq. ft.** of landscaping. The Committee measured and there is only approximately **116 sq. ft.** per **PC. 5.10**. The first twenty-nine **(29')** feet of concrete should be removed.

Members Appeal – Please see attached written appeal.

Fiscal Impact

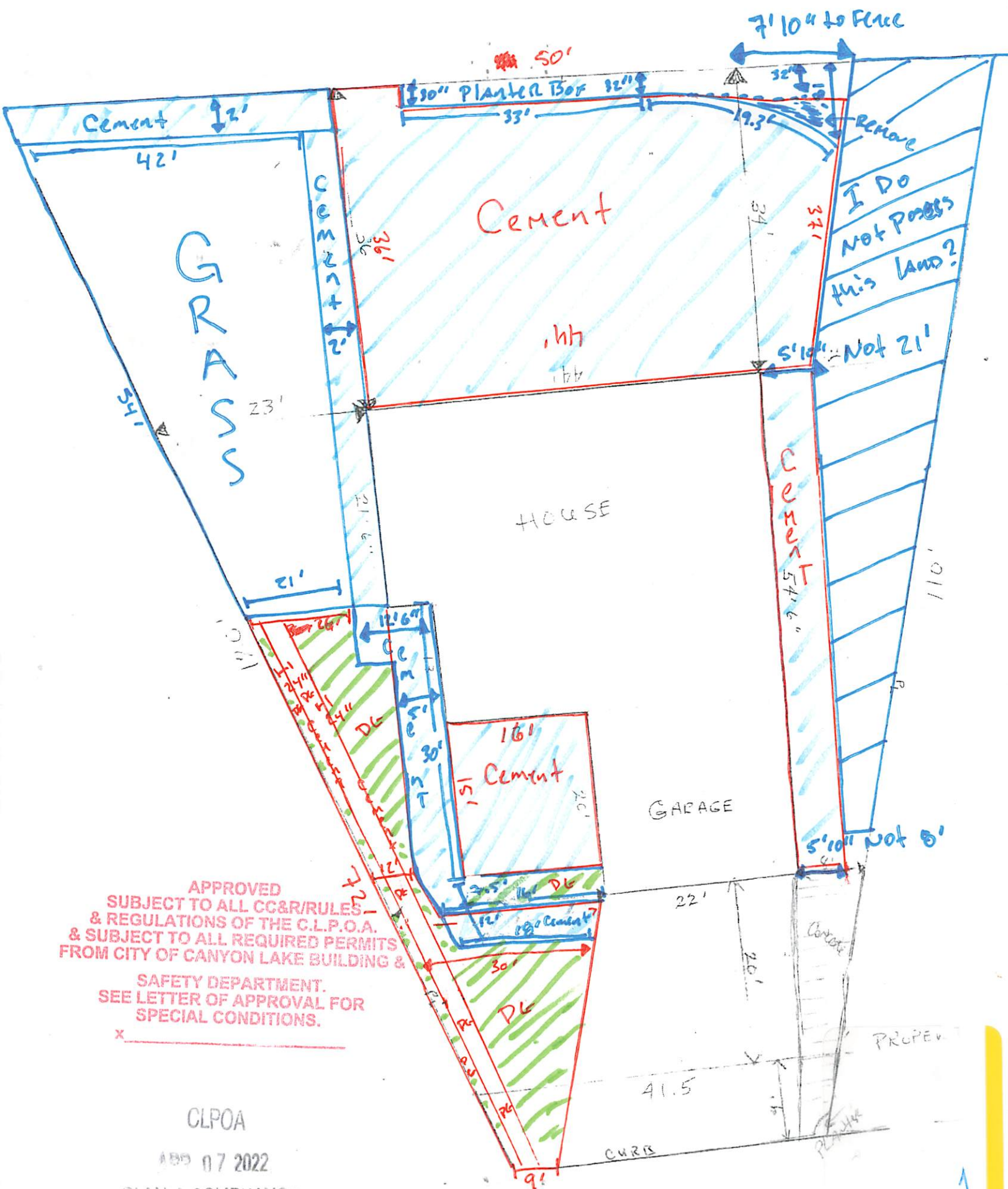
None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC Committee decision and deny the members request.

Cheryl Mitchell

Senior Planning and Compliance Manager



APPROVED
 SUBJECT TO ALL CC&R/RULES
 & REGULATIONS OF THE C.L.P.O.A.
 & SUBJECT TO ALL REQUIRED PERMITS
 FROM CITY OF CANYON LAKE BUILDING &
 SAFETY DEPARTMENT.
 SEE LETTER OF APPROVAL FOR
 SPECIAL CONDITIONS.

CLPOA
 189 07 2022
 PLAN & COMPLIANCE



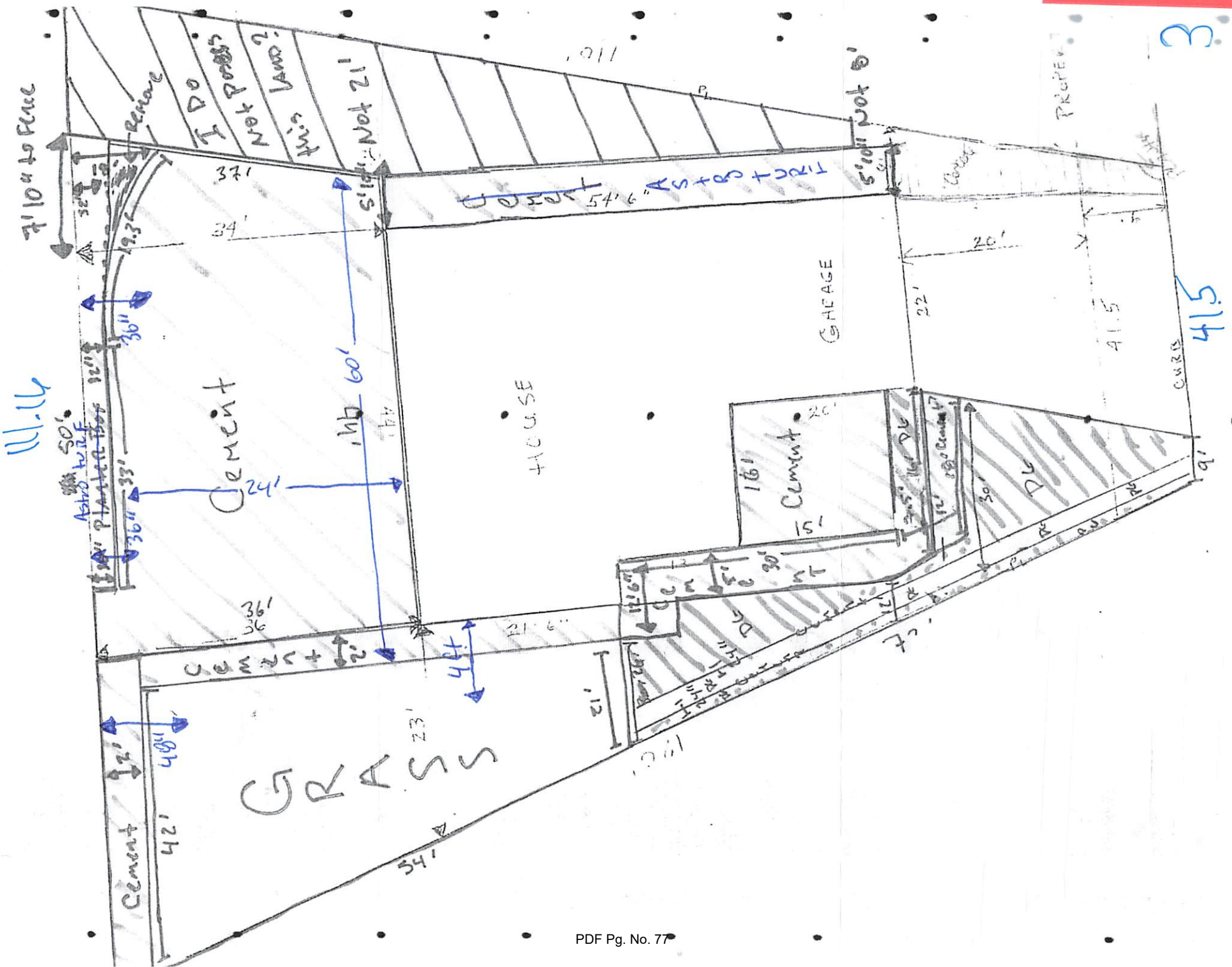
21

10/17/2022 14:17

23583
23583

2

U.L.L



3

415

Date: 4/4/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Steve Valle the ACC Denial for Over-Height Decorative Fence/Screen Located in the Front Setback

T/L: 3869-017

Address: 22670 Lighthouse Dr

CC&R Violation

Member Since January 11, 2023

PC.2.4 Front Yard Setback

Exhibits for Review

Exhibit 1 RivCo Overview
Exhibit 2-5 Inspectors Pictures
Exhibit 6 Submitted plan

Background

July 19, 2022, the inspectors noticed a non-permitted decorative fence/screen in the front yard setback without approval. A letter was sent explaining that the fence/screen required removal. Mr. Valle submitted an application and plan that was reviewed on August 25, 2022, October 27, 2022, and a final time November 17, 2022. The Committee due to a CC&R violation denied the application and plan and member's appeal.

The Committee recommended the fence to be relocated thirty-two (32') feet back from the curb and submit for a variance due to the height of six (6') feet. Mr. Valle refused and decided to appeal to the Board.

Rules Description

PC.2.4 Front Yard Setback - The area between the Front Property Line and a parallel line twenty (20') feet deep into the property. This is also called the Front Yard.

PC.4.3b Height Limitations - Block walls or wrought iron fences on side property lines within Front Setbacks are permissible to a maximum height of three (3') feet and within the community setback to a maximum height of eight (8") inches. Maximum height of safety fencing / railing is forty-two (42") inches. Maximum height of walls and fences (not already subject to a height limit) shall not exceed five (5') feet. Maximum height of a gate shall not exceed one (1') foot above the approved fence height. Fences, walls, and gates in the courtyard area are not subject to height limitations but must be aesthetically pleasing in height and appearance. Height is measured from the highest point of the fence, wall, or gate to the grade on the high side.

Committee Results

The Committee met and the application was denied:

1st Meeting Denied August 25, 2022: cannot have a six (6') plus foot fence in the front setback. Fence needs to be removed. Installed without a permit.

2nd Meeting Denied October 27, 2022: fencing needs to be moved so that it is thirty-two (32') feet back from the curb. A variance is required as this is at least six (6') feet tall and set near the property line. You cannot have this fencing in the front area thirty-two (32') feet.

3rd Meeting Denied November 17, 2022: discussion only. No Change. Member stated he is appealing the CC&R violation to the Board.

Committee In-Conclusion: Member installed a six (6') foot panels next to the property line without a permit. Committee met with member and measured location from the back of the curb. The first two panels are in the front yard setback. They need to be reset behind the other panels. A variance is required for a six (6') foot fence, a CC&R violation.

Members Appeal – appealing the decision for decorative six (6') panel at the property line.

Fiscal Impact

None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC Committee decision to relocate the decorative fence/screening thirty-two feet back from the curb, out of the front yard setback and submit for a variance for the six (6') over height fence, a CC&R violation.

Cheryl Mitchell

Senior Planning and Compliance Manager

Map My County Map

22670 Lighthouse Dr



Legend

- Blueline Streams
- ▤ City Areas

IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

Notes



0 47 94 Feet

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051

PLAN & COMPLIANCE

JUL 22 2021



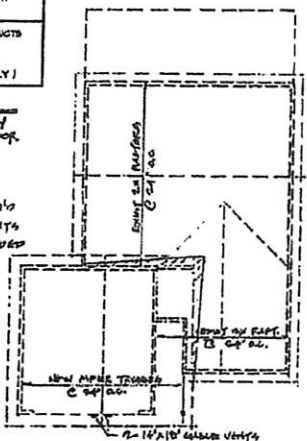
FRONT ELEVATION

POA

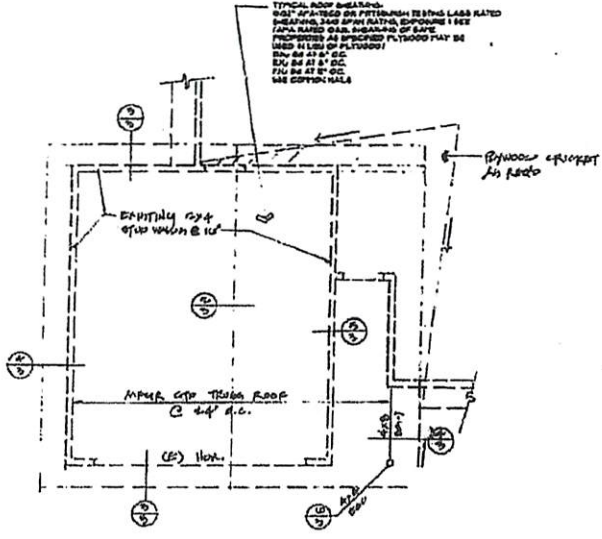
4:12 ROOF PITCH
(TYPICAL) S.W.C.
EAGLE TILE ROOFING PROVIDED
100 PSF FOR ROOF
10 lbs. PER SQUARE
INSTALL PER MFG. SPEC'S.
(MIR CLASS-A ASSEMBLY)

NOTE:
CONTRACTOR SHALL VERIFY
EXISTING ROOF PITCH FROM
TO TRUSS FABRICATION

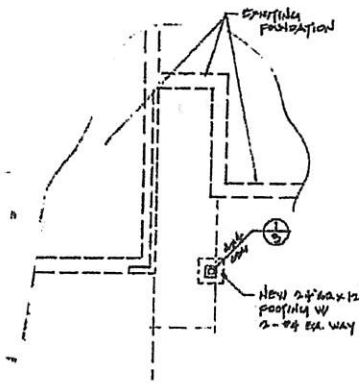
AFTER VENTILATION
105/000 = 1.92 m² REQS
2 - 14"x18" SQUARE VENTS
2 x .875 = 1.75 m² PROVIDED



ROOF PLAN



FRAMING PLAN



FOUNDATION PLAN

SHEET NO.

DRAWING INDEX

TITLE

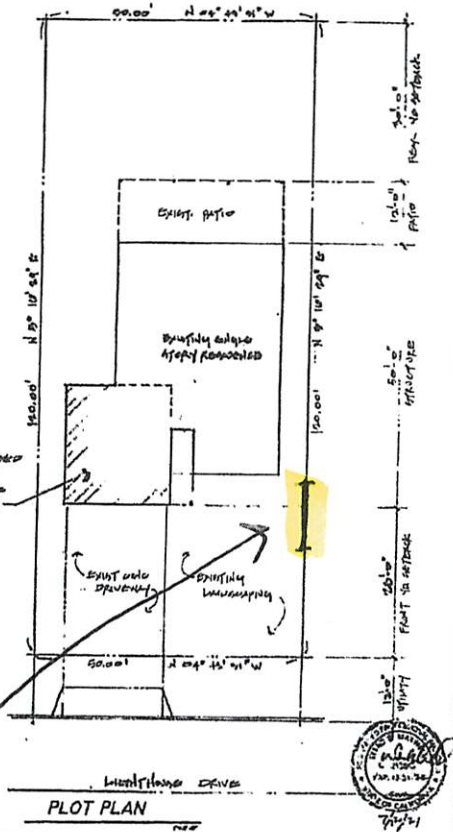
- 1 - GARAGE BUILDING PLANS
- 2 - STRUCTURAL NOTES
- 3 - STRUCTURAL DETAILS

LEGAL DESCRIPTION

LOT 17 TRACT 5869
22670 LIGHTHOUSE DRIVE
CANYON LAKE, CA. 92587

PROPERTY OWNERS

STEVE & NANCY VALLEE
22670 LIGHTHOUSE DRIVE
CANYON LAKE, CA. 92587



PLOT PLAN

CODE DATA

THIS PROJECT SHALL COMPLY WITH THE
2018 CALIFORNIA BUILDING CODE
2018 CALIFORNIA PLUMBING CODE
2018 CALIFORNIA MECHANICAL CODE
2018 CALIFORNIA ELECTRICAL CODE
2018 CALIFORNIA RESIDENTIAL CODE
2018 CALIFORNIA GREEN CODE
2019 ENERGY STANDARDS
OCCUPANCY RSV1 CONST V8

REVISIONS	BY

MAXWELL ENGINEERING
CONSULTING ARCHITECTURAL ENGINEER TRANSFORMATION
3050 CENTRAL EXPWAY, SUITE E, CANYON LAKE, CA 92587
PHONE (951) 874-2244 FAX (951) 874-2246

NEW GARAGE ROOF FOR
STEVE VALLEE
22670 LIGHTHOUSE DRIVE
CANYON LAKE, CA. 92587

DATE
11/11/21
VALLEE
07/15/21
1

6'x6' Composite Fence