

Board of Directors

Regular Session Board Meeting Agenda

Tuesday, December 5, 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

- November 7, 2023

3. Public Official Comments

4. Presentations

- Community Patrol Update (Allied Universal Security Services)
- Member of the Month (President Van Vleet)

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 - D)

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. APPROVAL: Exhibit Correction for the 2024 Annual Meeting of the Members and Election of Directors' Ballot (Harmony McNaughton)

Proposed Resolution: That the Board of Directors approve the corrected ballot measure exhibit, as attached.

D. **Updated Board Meeting Policy** (Harmony McNaughton)

Proposed Resolution: That the Board of Directors approve the updated Board Meeting Policy, as attached.

8. **Board Action Items**

8.1 APPROVAL: Canyon Lake Property Owners Association Board of Directors Resolution to Approve Execution of Final Documents / Closing for Sale to City of Canyon Lake of Portion of Parcel No. 353-101-002, Located at 28730 Vacation Drive which Houses Canyon Lake Fire Station No. 1 ("Fire Station"). (President Van Vleet)

Proposed Resolution: It is recommended that the Board of Directors approve the attached resolution that, in part, authorizes CLPOA's President, Bill Van Vleet, and General Manager, Eric Kazakoff, to execute any and all necessary documents to effectuate the sale of the Fire Station from CLPOA to the City, subject to the terms of the PSA.

8.2 APPROVAL: TWG Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve the appointment of Lawrence Mensch to serve on the TWG Committee. All contingent upon execution of a confidentiality agreement, effective immediately.

8.3 APPROVAL: Green Committee Member Appointment (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors appoint Marcus Schonabaum and Larry Mensch as members on the Green Committee, and Edward Reyes as the alternate. All contingent upon execution of a confidentiality agreement, effective January 1, 2024.

8.4 APPROVAL: CIP Funding for Tennis Area Shade Project (Steve Schneider)

Proposed Resolution: It is recommended that the Board of Directors approve \$295,862 plus a 8% contingency from CIP fund 05-6700 to build a new shade area near the Tennis Courts.

8.5 28-Day Reading: New Rule GR.4.1a Special Event Area Access (Lynn Jensen)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to add rule GR.4.1a, as attached.

8.6 28-Day Reading: Revise Rules GC.2.1-GR.13.2 and CC.2.8 (Mary McFadden)

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rules GC.2.1-GR.13.2 and CC.2.8 as attached.

8.7 APPROVAL: Revise Rule GR.5.3r Illegal Parking (Mary McFadden)

Proposed Resolution: It is recommended that the Board of Directors approve to revise rule GR.5.3r, as attached.

9. **Association Reports**

- General Manager Report (Eric Kazakoff)

- Staff Reports, as written

10. Board Comments

11. Architectural Appeals

A. Jack Bright 23070 Giant Fir Place

Appealing ACC Denial of Change Improvement Application – Columns in Rear Setback

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request due to the columns in the rear setback.

12. Next Meeting Date

- Tuesday, January 2, 2024, at 1:00 p.m. – Executive Session
- Tuesday, January 2, 2024, at 6:00 p.m. – Regular Session

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, November 7, 2023. President Bill Van Vleet called the meeting to order at 6:02 p.m. Directors present were Jeff Bill, Joe Kamashian and Greg Doherty. Four Board Members were present, Director Alex Cook was absent. Quorum was met. Also present were; Legal Counsel, Attorney Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Member Services Supervisor Mary Ziegler; Director of Operations Steve Schneider, Sr. Manager of Planning and Compliance Cheryl Mitchell; ACC Members David Humphrey and Jon Stelzner; and PIO / Clerk of the Board Harmony McNaughton.

1. Welcome and Call to Order

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

2. Approval of Minutes

- October 3, 2023

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the Regular Session Board Meeting Minutes, as attached. Director Doherty seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

3. Public Official Comments

The Board heard public official comments.

4. Presentations

- Allied Universal Security Services Community Patrol Captain Zachary Wells provided a Community Patrol Update.

5. Announcements

- President Van Vleet announced the upcoming Pickleball Courts Ribbon Cutting Ceremony.

6. Member Comments on Non-Personnel Issues

None.

7. Consent Agenda (Items A - C)

MOTION/RESOLUTION: Upon motion properly made by Director Doherty, seconded by Director Kamashian 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 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. APPROVED

8. Board Action Items

8.1 APPROVAL: Secure Motorcycle Parking

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to discuss the proposal by Director Bill. Director Bill seconded. Four votes in favor, Director Cook absent. MOTION CARRIED. The Board held discussion and heard member comments.

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

8.2 APPROVAL: 2024 Water Sport Clubs' Calendar Requests & Lake Use

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 2024 Water Sport Clubs' Calendar request and Rules Variance, as amended to require participants execute a liability release waiver. Director Doherty seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.3 APPROVAL: Fee Schedule Updates

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the FY 2023 – 2024 Fee Schedule updates, as attached. Director Kamashian seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.4 APPROVAL: Revised Sanctioned Club Policy

MOTION/RESOLUTION: Director Bill moved that the Board of Directors approve the Sanctioned Club Policy, as revised. Director Doherty seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.5 APPROVAL: Reserve Funding for Lodge Equipment Well Roof

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve \$63,900 plus an 8% contingency from Reserve fund 02-6700 to replace the Lodge equipment well roof. Director Doherty seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.6 APPROVAL: Reserve Funding for Redesign of Cart Path Area and Tee Area on Hole 2 of the Golf Course

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve \$8,500 plus a 10% contingency from Reserve fund 02-6700 to redesign the Cart Path and Tee area on Hole 2 of the Golf Course. Director Doherty seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.7 APPROVAL: Revise Rule LR.2.7 No Skateboards, Scooters, or Bicycles Allowed

MOTION/RESOLUTION: President Van Vleet moved that the Board of Directors approve to revise rule LR.2.7, as attached. Director Bill seconded. Four votes in favor, Director Cook absent. MOTION CARRIED

8.8 APPROVAL: Revise Rule GR.6.4 Permanent Guest List

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve to revise rule GR.6.4, as attached. President Van Vleet seconded. Four votes in favor, Director Cook absent.
MOTION CARRIED

8.9 28-Day Reading: Revise Rule GR.5.3r Illegal Parking

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors approve the 28-day reading to revise rule GR.5.3r, as attached. Director Doherty seconded. Three votes in favor, Director Bill against, Director Cook absent. MOTION CARRIED

9. Association Reports

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

10. Board Comments

Directors provided board comments.

11. Architectural Appeals

- A. Robert Byrnes 22241 Canyon Club Drive
Appealing ACC Denial Oversized Dock
Item pulled with all in favor.
- B. Richard Fransik 30450 Comanche Circle
Appealing ACC Denial for RV parking, 5' (five) foot fence
Item pulled with all in favor.

12. Next Meeting Date

- Tuesday, December 5, 2023, at 1:00 p.m. – Executive Session
- Tuesday, December 5, 2023, at 6:00 p.m. – Regular Session

13. Adjournment

MOTION/RESOLUTION: Director Doherty moved to adjourn the meeting. Director Kamashian seconded.
Meeting adjourned at 8:08 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 review all financial documents that have been uploaded to the CLPOA drop box per Davis Sterling Code Section 5500. In addition, Staff recommends that the Board of Directors review and approve the attached Financial Statement for the latest monthly close.

Susan C. Dawood, Controller

Date: December 5, 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 December 5, 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 one (1) legal item(s).

Member Related Discussion - The Board of Directors and management held discussion on three (3) member related matters during this meeting.

3rd Party Contract/Agreement - The Board of Directors and management held discussion on four (4) 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

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: December 5, 2023

ACTION:

TO: Board of Directors

FROM: Corporate

RE: **APPROVAL: Exhibit Correction for the 2024 Annual Meeting of the Members and Election of Directors' Ballot**

Background

On November 7, 2023, Canyon Lake Property Owner's Association's Board of Directors approved the 2024 Annual Meeting of the Members and Election of Directors' Ballot with the following measures:

Measure I: IRS Revenue Ruling 70-604

Measure II: Bylaw Amendment Art. VI., Section 1., to add a new subsection (h) (Exhibit A)

Measure III: Bylaw Amendment Art. VI., Section 3., to Extend Future Board Director Terms to One (1) Four-Year (4) Term With a Two Year Waiting Period (Exhibit B)

Measure III's exhibit was found to have some minor technical changes that require correction before being placed on the ballot, for optimal clarity.

Fiscal Impact

n/a

Recommendation

It is recommended that the Board of Directors approve the corrected ballot measure exhibit, as attached.

Harmony McNaughton, CCAM-LS, CMCA

Harmony McNaughton, CCAM-LS, CMCA

PIO / Clerk of the Board

Canyon Lake Property Owners Association

EXHIBIT "B"

PROPOSED AMENDMENTS TO THE BYLAWS

MEASURE III: Bylaw Amendment Art. VI., Section 3., to Extend Future Board Director Terms to One (1) Four-Year (4) Term With a Two Year Waiting Period

The Canyon Lake Property Owners Association amends the provisions contained in the Association's Bylaws as follows:

Amended Bylaws Article VI, Section 3.

Directors shall serve ~~for two (2)~~ **four (4)** year terms. If the Board is composed of five (5) directors, two (2) will be elected in one (1) given year and three (3) in the next **year election**; provided, however, the first election of Directors subsequent to the adoption of this amended Section shall be as follows: The candidates who ~~receive the two (2) highest vote totals are elected~~ shall be elected to ~~two (2)~~ **three (3)** year terms, and the remaining ~~three (3)~~ directors shall be elected to ~~one (1)~~ **four (4)** year terms **thereafter**.

The term served by an elected Director shall be limited to ~~two (2)~~ **one (1)** terms (~~or~~ four years). Upon a Director's completion of four (4) consecutive years of service, there will be a ~~four (4)~~ **two (2)** year waiting period before that Director can again be a candidate for the office of Director. If a current Director has served more than two (2) consecutive terms prior, that Director shall finish the current two (2) year term, and then term limits shall apply. No Director can serve for more than a total of ~~six (6)~~ **eight (8)** years.

If a Director resigns, dies or is removed, that position cannot be filled by a person who is, at that time, in a ~~four (4)~~ **two (2)** year waiting period. A person appointed by the Board to replace a Director will complete the term requirement and term limits will apply, retroactive to the original date of the elected position unless the time left to serve is less than one (1) year. If the replacement time served by an appointed Director is less than one (1) year, that Director may run for ~~two (2) consecutive~~ **one (1)** terms following that interim replacement service.

[The remainder of Art. VI., Section 3. to remain the same.]

Key

AAA-Proposed Deletion

AAA Proposed Addition

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

DATE: December 5, 2023 **ACTION:**
TO: Board of Directors
FROM: Corporate
RE: **APPROVAL: Updated Board Meeting Policy**

Background

At the July Board Meeting, the Board of Directors announced the intention to hold roll call votes for financial items for transparency. The following revision is proposed as a result of the this change to allow for clear understanding of Canyon Lake POA Board's policies and procedures for board meeting. The Board endeavors to maintain and ensure efficient and productive Board Meetings for all directors and members in attendance.

Fiscal Impact

N/A

Recommendation

It is recommended that the Board of Directors approve the revised Board Meeting Policy, as attached.

Harmony McNaughton, CCAM-LS, CMCA

Harmony McNaughton, CCAM-LS, CMCA
PIO / Clerk of the Board

Division: Corporate
Policy No:
Effective Date: ~~July 10~~ December 5, 2023
This policy supersedes all previous Board Policies.

Board Policy

BOARD POLICY

REGULAR MEETINGS

The regular monthly meeting of the Board will be held on the first Tuesday of each month starting at 6:00 p.m. with the exception of holidays and special events as approved by the Board. This meeting will be televised and will be conducted at the Canyon Lake Lodge in the Holiday Bay Room, located at 22200 Canyon Club Drive, Canyon Lake, CA 92587, virtually as needed, or at such other location specified in the notice of the meeting. No third-party audio or visual recording is permitted, without prior approval.

Notice of all regular monthly meeting and the tentative agenda shall be published online at www.canyonlakepoa.com, the official notification method for CLPOA at least four (4) days preceding the meeting. The Board will not, however, be limited to consideration of only those items included on the tentative agenda but may transact any proper business brought before the body, provided it was duly noticed.

SPECIAL MEETINGS

A special meeting of the Board may be called by the Board President, or by any two (2) members of the Board other than the President to be held at such a time and location specified in the notice of the meeting. These meeting are not normally televised and the specific purpose of the meeting will be specified in the notice. These include but not limited to workshops, study sessions, and informal meetings.

Notice of such a special meeting shall be published by the official notification method four (4) days preceding the meeting, unless the meeting qualifies as an executive session (Civ. Code §4920(a)).

EMERGENCY MEETINGS

An emergency meeting of the Board may be called by the Board President, or by any two (2) members of the Board other than the President, when circumstances could not have been reasonably foreseen which require immediate attention and possible Board action and which, by necessity, make it impractical to provide notice to members at least four (4) days prior to meetings.

The lack of the ability to televise a meeting could be considered an emergency provided four (4) of the five (5) members of the Board must agree that an emergency condition exists.

The action taken and the justification for the emergency meeting shall be published by the official notification method after such meeting unless the meeting qualifies as an executive session.

EXECUTIVE SESSIONS

The Executive Session of the Board shall be held on the first Tuesday of each month with the exception of holidays and special events as approved by the Board. The Meeting start time shall be set according to the

amount of business to be discussed (approximately 2:00 PM) and continue until all business is completed or until the meeting has lasted five hours; whichever comes first.

Notice of such an Executive Session shall be published by the official notification method four (4) days preceding the meeting.

PARTICIPATION IN BOARD MEETINGS

Members of the Board may participate in a meeting through use of conference telephone, or similar communications equipment, so long as all members participating in such a meeting can hear one another. Such participation constitutes presence in person at such meeting.

Voting shall only take place at televised or virtual meetings with the exception of Emergency and Executive Session Meetings.

MEETINGS

The term Board "meeting" shall include any congregation of a majority of the Board, at the same time and place to hear, discuss or deliberate upon any item of business scheduled to be heard by the Board, except those matters that may be discussed in Executive Session. A Board "meeting" will include all gatherings of Board Members, including workshops and informal meetings; such meetings will be considered formal Board Meetings, and members are entitled to attend, except for Executive Session.

Meetings shall be limited to 5-hours in length. At the expiration of the 5-hours, the meeting may be adjourned. Any items not covered during the 5-hour period will be covered at the adjourned meeting or as soon as reasonably possible. This time-limit shall apply to all Regular, Special, and Emergency Executive Session meetings, unless special circumstances justify a meeting longer than 5-hours.

No alcohol shall be permitted or consumed at Board Meetings and /or Membership Meetings.

AGENDA ITEMS

Any one (1) Director or the General Manager may request that an item be placed on the Agenda for either an Open Session or an Executive Session, and such item shall be placed on the Agenda, provided the inclusion of the item on the agenda is not in violation of the Association's Governing Documents or California law. Request for Agenda inclusion must be received 7 days in advanced and include a written explanation of the purpose of the discussion and expected outcome that will be included in the Board Book.

Any Director may move, at the beginning of a meeting or at any time before a motion is heard during a meeting, to remove an item from the agenda. Any agenda items approving funding allocation shall call for a roll call vote.

RESERVE EXPENDITURES

The Board shall adopt the attached Resolution (Attachment A), as approval for reserve expenditures, as adopted per the annual budget.

BOARD COMMITTEE LIAISONS

All committees, except the Architectural Control Committee shall have a member of the Board assigned as a liaison between the Board and the committee. The Board member so assigned shall serve as a communication link and shall not attempt to exert influence upon the committee nor participate in the decision making of the committee. The liaison may supply information to the committee that is not confidential, privileged or of

a sensitive nature, where such information will assist a committee in fulfilling its functions. Liaison officers are not authorized to assign projects without Board, or General Manager approval.

The Board shall adopt and participate as Board Liaisons as outlined in the attached Committee Policy.

BOARD PACKETS

All information available on agenda items for Regular and Special meetings will be made available to each member of the Board four (4) days prior to the meeting, but no later than forty-eight (48) hours prior to the meeting. In the event of the need for an Emergency meeting, every effort will be made to provide the members of the Board with all information available prior to the meeting.

MEMBER ATTENDANCE

Any member* may attend meetings of the Board, except when the Board adjourns to Executive Session to consider litigation, matters relating to the formation of contracts with third parties, member discipline, or personnel matters. Members must provide their Tract/Lot to verify membership status to enter the meeting and to speak. The Board shall meet in Executive Session, if requested by a member who may be subject to a fine, penalty, or other form of discipline and the member shall be entitled to attend the Executive Session.

*Members are residents with CLPOA Prime, Associate, or Property Manager identification.

MEMBER PARTICIPATION

Member comments on agenda and non-agenda items shall take place during the member comments section and after a second is made on a motion on Board Action Item at every regular Open Session meeting and shall not be recorded in the meeting minutes. During this member comment section of the meeting, members may speak to any item on or off the agenda within a three (3) minute time constraint on each speaker. The maximum time allowed for member comments is thirty (30) minutes, unless additional time is granted by the Board President.

Members are encouraged to participate and are provided an opportunity to address the Board of Directors during the member comment portion of the meeting. Members wishing to address the Board are required to sign in and fill out a speaker slip. A three (3) minute time limit will be allotted to each member who signs in to discuss both items listed on the agenda and/or items not listed on the agenda. The purpose of this portion of the meeting is to allow members to make comments or ask questions of the Board regarding agenda and non-agenda items. Pursuant to Civil Code section 4930, the Board of Directors is prohibited from discussing or taking action on items not on the agenda. The Board may ask clarifying questions of the presenter and will take items raised during the members' comments portion of the meeting under advisement; the members' comments portion of the meeting is not for discussion, debate or introduction of additional items of business to be taken up at the meeting. After the last member has addressed the Board, the Board may elect to address comments made by members.

All those attending Board meetings are to be courteous and respectful to other members, Board of Directors and representatives from Management at all times. No alcohol shall be permitted and/or consumed at Board meetings and/or Membership meetings. Anyone 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.

MINUTES

The minutes, the proposed minutes marked to indicate draft status, of any meeting of the Board, other than an Executive Session, shall be made available to members within thirty (30) days of the meeting. Any matter discussed in the Executive Session shall be generally noted in the minutes of the Board.

MANNER OF OPERATION

The business of the Board shall use a modified version of the Parliamentary Procedure from Community Association Institute, as a guideline, unless provided otherwise by resolution of the Board. The Board hereby adopts the Association's Social Media Policy, as attached.

Provided, however, that this policy shall not be applicable in emergency circumstances which demand immediate action to protect the health, safety or welfare of the community and CLPOA members.

CIVIL CODE

Nothing contained in this policy shall be deemed to confer a duty on the part of the Board to disclose any matter deemed protected by law, including THE CURRENT CALIFORNIA CIVIL CODE SECTION 4900.

📍 31512 Railroad Canyon Road, Canyon Lake, CA 92587

☎ 951.244.6841

🌐 www.canyonlakepoa.com

DATE: December 5, 2023
TO: Board of Directors
FROM: Corporate Office
RE: **APPROVAL: Canyon Lake Property Owners Association Board of Directors Resolution to Approve Execution of Final Documents / Closing for Sale to City of Canyon Lake of Portion of Parcel No. 353-101-002, Located at 28730 Vacation Drive which Houses Canyon Lake Fire Station No. 1 ("Fire Station").**

Background

In January, the City initiated the purchase of the fire station from the Canyon Lake POA for the appraised value of \$1.39 million. The station and parcel has been owned by the POA since 1970. It has been used by various local agencies through the years to provide Fire and Emergency Medical Services (EMS) to the citizens of Canyon Lake. A full timeline and history of the fire station is available on the CLPOA's website.

After months of working closely together, the Canyon Lake Property Owners Association (Canyon Lake POA) and City of Canyon Lake (City) were pleased to announce they reached an agreement on the terms of a Purchase and Sale Agreement (PSA) for the Canyon Lake Fire Department Station 1 on July 31st at a commemorative signing ceremony to 'pass the key'. With the due diligence period in its final days, the transaction is expected to close escrow on Thursday, December 7, 2023.

Fiscal Impact

The Purchase and Sale Agreement (PSA) and SUMA reflects a sale amount of \$1,390,000, based upon a certified appraisal consistent with the appraisal performed independently by CLPOA's, so the Board is satisfied that the City's Offer to Purchase reflects fair compensation to the Association for the subject property. Payment disbursements are reflected in the final PSA, over a period of five years, with an initial lump sum payment of \$900,000 due at closing, through escrow. Fund allocation is to be determined by the Board of Directors.

Recommendation

It is recommended that the Board of Directors approve the attached resolution that, in part, authorizes CLPOA's President, Bill Van Vleet, and General Manager, Eric Kazakoff, to execute any and all necessary documents to effectuate the sale of the Fire Station from CLPOA to the City, subject to the terms of the PSA.

Bill Van Vleet

Bill Van Vleet, President

***Canyon Lake Property Owners Association Board of Directors
Resolution to Approve Execution of Final Documents / Closing for Sale to City of
Canyon Lake of Portion of Parcel No. 353-101-002, Located at 28730 Vacation Drive
which Houses Canyon Lake Fire Station No. 1 (“Fire Station”).***

WHEREAS the Board of Directors has a duty under California law and the Association’s governing documents to maintain, operate and preserve the common area property and facilities of Canyon Lake Property Owners Association (“CLPOA” or “Association”) and to promote the community welfare of the Association members.

WHEREAS, per the Association’s Bylaws, (Article II Section 2.(b)) the Association has the power to own, enjoy, lease, operate, maintain, convey, sell, assign, transfer, mortgage, or otherwise encumber, or dedicate for public use any real property owned by it.

WHEREAS, the Association owns the real property located at 28730 Vacation Drive, Canyon Lake, California, also known as Parcel No. 353-101-002. The subject property currently houses the Fire Station, as well as CLPOA’s launch ramp / parking lot servicing the North Ski Area (“Launch Ramp”). The City of Canyon Lake (“City”) and CLPOA are parties to a lease agreement whereby CLPOA leases the Fire Station, but not the Launch Ramp, to the City.

WHEREAS, on January 20, 2023, following negotiations between the City of Canyon Lake and the CLPOA regarding a possible amended lease, the Board of Directors received from the City of Canyon Lake a written offer to purchase the Fire Station for \$1,390,000. This offer specifically excluded the Launch Ramp.

WHEREAS, on or about January 30, 2023, the Board of Directors met in Executive Session to evaluate and consider the City’s offer and after a thorough investigation and consultation with legal consultants, accounting consultants, real estate consultants and other professional consultants, the Board of Directors determined that it was in the best interests of the Association for the Association to accept the City’s Offer to Purchase. Thus, on January 30, 2023, the Board of Directors, via a majority vote, passed a resolution to accept the City’s offer to purchase the Fire Station. This resolution was memorialized in a long-form resolution of the Board adopted in open session on February 7, 2023.

WHEREAS, following CLPOA’s acceptance of the City’s offer, the City and CLPOA negotiated a Purchase and Sale Agreement for the Fire Station (“PSA”). On July 31, 2023, CLPOA’s Board adopted a resolution to execute the PSA. The City and CLPOA executed the PSA, effective July 31, 2023.

WHEREAS, following execution of the PSA, the City conducted its due diligence investigation into the purchase of the Fire Station, which due diligence period concluded on or about October 24, 2023. Since this time, the City and CLPOA have been preparing the necessary documents for closing, which is currently scheduled to occur on or before December 7, 2023, subject to any continuances that may be mutually agreed to by the City and CLPOA.

NOW THEREFORE, BE IT HEREBY RESOLVED, the Board authorizes CLPOA's President, Bill Van Vleet, and General Manager, Eric Kazakoff, to execute any and all necessary documents to effectuate the sale of the Fire Station from CLPOA to the City, subject to the terms of the PSA, which documents include, but are not limited to:

1. The Grant Deed, transferring the Fire Station from CLPOA to the City, and severing the Launch Ramp from the rest of the Subject Property, which Launch Ramp will remain CLPOA's property.
2. The Shared Use Maintenance Agreement ("SUMA") that will provide the City with access to the Fire Station, incident to their ownership thereof, and contribute funds to the maintenance of CLPOA's streets, a draft of which is included as an Exhibit C to the PSA.
3. A "Bring Down Certificate", stating that all representations and warranties in Section 13.1 of the PSA remain, as of the date of closing, true, correct, and complete in all material respects as when first made in the PSA.
4. An owner's affidavit in a form reasonable acceptable to the City and its title company.
5. All other documents reasonably necessary or otherwise required by the escrow holder and or title company for this transaction, to consummate the transactions contemplated by the PSA.

Bill Van Vleet
President, Canyon Lake Property Owners Association

December 5, 2023

Joe Kamashian
Secretary, Canyon Lake Property Owners Association

December 5, 2023

Ayes: _____

Nay: _____

Date: December 5, 2023

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – TWG Committee

Background

Lawrence Mensch was selected for the open position on the TWG Committee. The TWG Committee unanimously accepted this member in their October meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Lawrence Mensch to serve on the TWG Committee. All contingent upon execution of a confidentiality agreement, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

Date: December 5, 2023

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment – Green Committee

Background

The Green Committee Charter was changed to no longer have representatives from the different clubs on the committee. Instead, the committee will have seven (7) regular members and one (1) alternate as of January 2024. The Committee would like to appoint Marcus Schonabaum and Larry Mensch as members and Edward Reyes as the Alternate. The Green Committee unanimously accepted these members in their November meeting.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Marcus Schonabaum and Larry Mensch as members and Edward Reyes as the Alternate to serve on the Green Committee. All contingent upon execution of a confidentiality agreement, effective January 1, 2024.

Steve Schneider

Steve Schneider, Director of Operations

Date: December 5th, 2023

To: Board of Directors

From: Director of Operations – Steve Schneider

Board Action/Resolution: CIP Funding for Tennis Area Shade Project

Background

The POA has been requested to refurbish the picnic area adjacent to the tennis courts. It is proposed we install two metal park and recreation style shade structures along with a concrete, retaining walls, ADA ramp, electrical relocation, built in BBQ, concrete trash receptacles and concrete benches. One of the shade structures will be a 28'x30' hip roof structure and the other will be a 12'x24' cantilevered structure over the bleachers.

We received 5 bids. Low base bid was \$183,087 for all concrete work, retaining walls, ADA ramp, electrical, irrigation, drainage, shade assembly, demo, disposals and temporary fencing.

The 2 shade structures including freight and engineered drawings, permit, 6 concrete benches, 2 concrete waste containers and 1 BBQ charcoal waste container will be ordered by the POA and have a 8-12 week lead time with an additional cost of \$112,773.

Fiscal Impact

Project cost \$295,862 plus a 8% contingency funding from 05-6700.

Recommendation

It is recommended that the Board of Directors approve \$295,862 plus a 8% contingency from CIP fund 05-6700 to build a new shade area near the Tennis Courts.

Steve Schneider

Steve Schneider, Director of Operations

📍 31512 Railroad Canyon Road, Canyon Lake, CA 92587

☎ 951.244.6841

🌐 www.canyonlakepoa.com

DATE: December 5, 2023 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: 28 Day Reading – New Rule GR.4.1a Special Event Area Access

Background

With the increased popularity of members using bicycles, e-bikes, scooters and skateboards as transportation throughout the community, there has been a significant increase in use of these personal devices brought to many of the special events held within the community. With the increased number of these personal devices, it has had an impact on pedestrian and vehicle/golf cart traffic at the special event locations. With this increased personal device traffic, event access for pedestrians and participants in the events has become more congested.

Currently, there is not a rule addressing the use of bicycles, scooters, skateboards, E-Bikes, etc. in the event areas, or for being parked and/or left on common area during these special events. To elevate the congestion, and potential for pedestrians or participants to not be allowed ease of path through the parking lots, roads and events areas, staff is recommending the Board consider a rule revision for use of bicycles, e-bike, skateboards, scooters, etc. in the special events areas, parking lots and roadways during the designated event times.

Staff is recommending the attached amendment to restrict access to walking these personal devices into the event parking lots, roads, or common areas during special events. These personal devices may be parked in designated areas at the special events.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve the 28-day reading to add new rule GR.4.1a as attached.

Mary McFadden, Member Services Manager

Current Rule

None

Proposed Revision (Redlined)

GR.4.1a - All personal mobility devices e.g., bicycles, scooters, E-bikes, skateboards, etc. may not be ridden in or upon at special events located on common area, in parking lots, or on roadways where a special event is taking place. In addition, members riding personal use devices to the event, must walk the device in and around the event area, parking lot, or roadway and park the device in the designated area at the special event.

Fine: ~~\$100.00~~

Revised Rule

GR.4.1a - All personal mobility devices e.g., bicycles, scooters, E-bikes, skateboards, etc. may not be ridden in or upon at special events located on common area, in parking lots, or on roadways where a special event is taking place. In addition, members riding personal use devices to the event, must walk the device in and around the event area, parking lot, or roadway and park the device in the designated area at the special event.

Fine: \$100.00

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DATE: December 5, 2023 **ACTION:**

TO: Board of Directors

FROM: Mary McFadden

RE: 28 Day Reading: Revise Rules GC.2.1-Gr.13.2 and CC.2.8

Background

The Rules Review Committee was tasked with reviewing and recommending updates to the golf rules. The Rules Review Committee met with Jon Keigwin from the Green Committee on October 17, 2023 to discuss rule revisions for golf rules. The committee is recommending the Green Committees revisions as attached.

Fiscal Impact

None

Recommendation

Proposed Resolution: It is recommended that the Board of Directors approve the 28-day reading to revise rules GC.2.1-GR.13.2 and CC.2.8 as attached.

Mary McFadden, Member Services Manager

GR.6.13 Golf Course and Country Club Access

CC.2.8 Country Club Area Access

These are the requirements established by CLPOA for access control to the ~~Golf Course and Country Club~~ areas.

~~GR.6.13a~~ Golf cart paths are limited to golfers or guests of the Country Club only.

~~GR.6.13b~~ No pedestrian trespassing (on golf course).

~~GR.6.13c~~ No skateboard, bicycles, scooters or rollerblades allowed on the golf cart paths.

CC.2.8 Access to the Country Club area through the golf course paths must be with a registered golf cart only. All other pedestrians and vehicles must enter through the parking lot

\$100 Fine

GOLF COURSE (GC)

GOLF COURSE (GC)

NOTICE TO ALL MEMBERS: Sections of this Property Owner's Manual include references to certain fees and / or costs that are required to be charged as approved by the Canyon Lake Property Owners Association (CLPOA). Failure to comply with any of these as set forth herein may result in applicable fine(s). For additional information, refer to the Schedule of Fees and Fines.

SECTION I - INTRODUCTION

The Canyon Lake Golf Shop opened in 1970. The 18-hole golf course and driving range are located off Railroad Canyon Road adjacent to the Canyon Lake Country Club facility. The course features ~~5,927~~ (6000) yards of golf from the longest tees for a par of 71. The course rating is ~~68.7~~ 69.2 and it has a slope rating of ~~123~~ 125 on Bermuda grass. The course was ~~architecture and most recent renovations were~~ designed by Ted Robinson, ASGCA, with most recent renovations by Casey O'Callahan, ASGCA. There is also an adjoining full-service Golf Shop that is open 7 days and has helpful staff to assist golfers with all of their needs. The driving range, Golf Shop and Country Club are open to the public; however, the golf course is private and use is available only to Canyon Lake residents ~~members and their guests~~. Proper golf etiquette should be standard practice at all times.

SECTION II - GOLF COURSE RULES FOR MEMBERS

Members as herein defined, include a long-term Lessee with lease of one (1) year or more who possesses recreational use rights as defined in Rules and Regulations of the Property Owners CLPOA under leases.

These rules are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

GC.2.1 Use Privileges – Defined

Members in Good Standing are allowed daily use of the golf course and related facilities in accordance with hours, procedures and restrictions, as stated in these rules.

GC.2.2 Outside Golf Memberships

Outside Golf Memberships are available to Non-Members of the Canyon Lake Property Owners Association pursuant to the Associations Revocable Membership Agreement. An outside Golf Member in compliance with these rules and all provisions of his / her Revocable Golf Membership Agreement shall also be considered a member in good standing for purposes of golf course and country club facilities use only. No other privileges are afforded to outside Golf Members.

GC.2.3 Limitations

The following are limitations for guests of members.

- Member must be a Member in Good Standing in order to extend golf course use privileges to guests.
- Maximum number of guests per member is four(4) at any one time. Exception: The Golf Professional may schedule Member-sponsored coordinated groups of twelve (12) or more.

GC.2.4 Reciprocal Play (Non-Members)

Defined as persons who are Members of other private golf courses where reciprocal play privileges are extended.

GOLF COURSE (GC)

Reservations are required. ~~Cash Only~~ **Payment of Fees** - appropriate fees shall be satisfied ~~on~~ **by the individual at time of check in.** ~~cash basis only.~~ Individual must show proof of current membership of said golf entity, at time of play.

GC.2.5 Non-Members

The golf course is closed to outside play with the following exceptions:

- Guests of Members.
- Reciprocal play.
- Sanctioned tournament play.
- Member-sponsored / coordinated organized play.
- Non-Members with an approved CLPOA Annual Revocable Golf Membership
- Schools team members.

SECTION III - GOLF COURSE RULES FOR USE AND PLAY

Rules and regulations have been established by CLPOA for use and play. These rules are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

GC.3.1 Registration and / or Payment

All players must first register in the Golf Shop. The non-member fee rate will be charged to those unable to show evidence of membership (CLPOA membership card).

GC.3.2 Junior Players

Junior players, unaccompanied by an adult, may play the course provided they can show evidence of knowledge of all safe golfing practices. ~~NOTE: Pro Shop to have written record of evidence.~~

~~GC.3.3 Start~~

~~All players will start on the first tee unless otherwise permitted by the Starter.~~

GC.3.3 No Fivesomes

No fivesomes are permitted without specific permission from the Golf Shop

GC.3.4 Practice

Practice is limited to Practice Facility. Only practice balls supplied by the golf shop are to be used on the driving range. Practice balls, baskets or bags are not to be removed from the Practice Facility.

GC.3.5 Stopping

Persons stopping between nines must check in with the Starter before resuming play.

GC.3.6 Falling Behind / Play Through

Groups falling more than one (1) hole behind must allow following group to play through.

GC.3.7 No Fighting or Misconduct

Fighting or misconduct of any kind is subject to applicable fine and suspension of golf privileges.

~~GC.3.8 No Loud Music (Moved to GC.3.14)~~

~~Radios, Stereos and other sound emitting devices shall not exceed an acceptable noise level~~

GOLF COURSE (GC)

GC.3.8 Refillable Sand Bottles Required

It is mandatory for all golfers using the golf course to carry refillable sand bottles. ~~Divots on tees and fairways must be replaced, bunkers raked and ball marks on greens repaired.~~ This rule applies to all golfers walking or using golf carts. ~~(This should not be a rule)~~

GOLF COURSE (GC)

GC.3.9 No Swimming, Fishing or Wading in Golf Course Lakes

No swimming, fishing or wading is permitted in golf course lakes. ~~Players' balls must be retrieved from shore.~~

GC.3.10 No Pets on Golf Course

Pets are not allowed on the golf course at any time (on leash or otherwise).

GC.3.11 Only Authorized Persons Allowed on Golf Course and / or Cart Paths

~~No persons except registered golfers, maintenance / supervisory personnel or authorized spectators are permitted on golf course or cart paths. Cart paths cannot be used to commute from one side of the community to the other.~~

Only authorized golf carts and persons allowed on the Golf Course and/or Cart Paths which include guests of the Country Club, registered golfers, maintenance/supervisory personnel or authorized spectators. Cart paths cannot be used to commute from one side of the Community to the other

GC. 3.12 Only Authorized Golf Carts Allowed on Golf Course

- No personal vehicles other than authorized golf carts allowed on golf course.
- No manually or electrically operated bicycles, skateboards, scooters, hoverboards, inline skates, rollerblade skates or other forms of transportation are allowed to be used on the golf course or cart paths
- A golf carts must be registered with the POA

GC.3.13 No Pedestrians

No pedestrians allowed on the golf course or cart paths including walkers, joggers or runners

GC.3.14 No Loud Music

Radios, Stereos and other sound emitting devices shall not exceed an acceptable noise level

~~GC.3.13 No Bicycles~~

~~Bicycles are not permitted on golf course or cart paths.~~

~~GC.3.14 No Skateboards~~

~~No skateboard riding allowed on golf course or cart paths.~~

~~GC.3.15 No Scooters~~

~~No scooters are permitted on golf course or cart paths.~~

~~GC.3.16 No Inline Skates~~

~~Inline skates are not allowed on the golf course or cart paths.~~

SECTION IV - GOLF CART RULES

These rules have been established by CLPOA and are to be adhered to by all. Any violation of the rules may result in applicable fine(s). Further, any violation of the rules could also result in the loss of golfing privileges.

~~Golf carts pose a serious problem for the rough and fairway turf grass. They compact the soil, leave ruts in the turf in wet areas and damage new growth. As a result, the following rules have been established for golf carts:~~

GOLF COURSE (GC)

GC.4.1 Drivers License Required

No person without a valid Driver License is permitted to operate any golf cart at any time on the golf course.

GC.4.2 Authorized Use Only

No one shall be permitted to ride in carts without permission from the Pro Shop unless playing golf. A fee may apply.

GC.4.3 Ninety Degree (90°) Rule in Effect

~~The ninety degree (90°) rule is in effect at all times. If this is unfamiliar, ask at the Golf Shop.~~

GOLF COURSE (GC)

GC.4.4 Maximum Two (2) Persons Per Cart / Maximum Two (2) Carts Per Foursome

Two (2) persons per cart, maximum two (2) carts per foursome.

GC.4.5 No Fivesomes

~~No fivesomes are permitted without specific permission from the Golf Shop.~~

GC.4.6 No Carts on Steep Hills

~~No carts on steep hills allowed.~~

GC.4.7 Stay on Paths

~~Golf carts must be kept on paths except to go to ball.~~

GC.4.8 Stay Off Tees

~~Golf carts must stay completely off tees.~~

GC.4.9 Stay and / or Park on Cart Path Around Tees and Greens

Stay and / or park on the cart path around tees and greens. Keep all four (4) tires on cart path at all times.

GC.4.10 No Parking in Front of Greens

~~Golf carts may not be parked in front of greens.~~

GC.4.11 Maintain Required Distance from Greens

Golf carts must be kept at least fifteen ~~twenty (20)~~ (15) yards away from greens.

GC.4.12 Maintain Required Distance from Greens for Carts with Authorized Medical Flags

Carts with authorized medical flags must go no closer than fifteen (15) yards to greens or tees.

GC.4.13 Carts without Turf-Friendly Tires Allowed on Cart Paths Only

Carts without turf friendly tires must remain on cart path at all times.

SECTION V – GOLF COURSE OPERATIONS POLICY FOR USAGE

PREAMBLE

~~CLPOA Golf Course Operations Policy is as follows:~~

GC.5.1

~~This policy has been adopted by the Board of Directors, upon the recommendation of the Green Committee, to provide for orderly operation of golfing activities and to ensure that all Canyon Lake property owners and their guests have first priority. This policy recognizes the fact that Member competition exists for preferred starting times and attempts to address the problem equitably.~~

GC.5.2

~~Major holidays and / or holiday weekends are determined annually and posted in the Golf Shop for advanced notification of exceptions to normal operating procedures.~~

GC.5.3

~~Any reference to the Golf Professional includes the Golf Professional and his designees.~~

GOLF COURSE (GC)

GC.5.4

~~For purposes of clarification of this Golf Course Operations Policy, golf course use privileges are extended to Members in Good Standing that are Prime Members and / or Associate Members.~~

SECTION VI - POLICY FOR HOURS OF OPERATION, OPEN PLAY & CLOSURE

Weather and conditions permitting, the operating hours of the golf course, pro shop and practice facility shall be set by the Golf Professional, with the concurrence of the General Manager. Any change in operating hours shall be effective immediately upon posting at the Golf Course unless a later effective date is specified in the notice. Hours of operation shall also be noticed to the local membership in the Association's official publication within seven (7) days after the effective date of any change. NOTE: ~~In the event of a frost delay, a modified shotgun format may be utilized to shorten the delay of tee times.~~ Rental carts must be returned fifteen (15) minutes prior to sunset.

GC.6.1 Open Play

Open Play pertains to the following:

- Sunday all day (except for tournaments approved by the Golf Professional).
- Monday all day (except for designated maintenance days).
- Tuesday after Women's Club organized play.**
- Wednesday after Men's Club organized play and after Family Club organized play.**
- Thursday before and after Niner's Club organized play.**
- Friday all day (except for tournaments approved by the Golf Professional).
- Saturday all day (except for tournaments approved by the Golf Professional).

****NOTE:** Upon completion and clearing of the #1 Tee, the Golf Professional will schedule open play.

GC.6.2 Closure of Golf Course

Course will be closed for a full maintenance day each month. Maintenance days will take place on the 2nd Monday of each month. In the event of a scheduling conflict, the General Manager has the authority to change the maintenance day. The course will be closed for ~~18~~ 21 days in the fall, usually in late September or early October.

SECTION VII - POLICY FOR GOLF TOURNAMENTS

Approved Tournaments are as follows:

GC.7.1 Annual Tournaments

Tournament requests will be submitted to the Club Professional for approval and scheduling.

GC.7.2 Weekly

- ~~Tuesday Morning – Women's Club.~~
- ~~Wednesday Morning – Men's Club Day.~~
- ~~Wednesday Afternoon – Family Club Day.~~
- ~~Thursday Morning – Niner's Club Day.~~

GC.7.3 Junior Golf

~~Tournaments to be coordinated with the Golf Professional.~~

GOLF COURSE (GC)

GC.7.4 Outside Tournaments

An outside tournament is defined as non-Member play, organized under the direction and with the approval of the Golf Professional for the purpose of generating revenue.

SECTION VIII - DRESS CODE POLICY

~~Proper dress~~ **Appropriate golf** attire is required. The Golf Professional shall refuse play or expel from the course and practice facility, during play, anyone who refuses to comply with the following:

Golf Attire - Proper golf attire is required for all players:

Men: Shirts with collars and sleeves, slacks or bermuda shorts of mid-thigh length are considered appropriate attire. Mock turtleneck shirts with at least 1.25-inch break are the only non-collar shirts.

Not permitted: tank tops, t-shirts, mesh shirts, sweatpants, warm-up suits, swimwear, gym shorts, or other athletic shorts.

Women: Dresses, skirts, slacks, mid-length shorts and blouses are considered appropriate golf attire along with sleeveless collared shirts.

Not permitted: halter tops, t-shirts, bare midriffs, cutoff shorts, sweatpants, swimwear, or other athletic shorts.

Denim is not considered proper golf attire for either the golf course or practice facility.

Golf shoes with metal spikes are not allowed, shoes with soft spikes or spikeless shoes must be worn.

GC.8.1 Shirt Style

Men's shirts must have a fold-down collar or Mock Turtle T.

GC.8.2 Halter Tops, Tube Tops, Tank Tops or Bare Midriffs are Not Permitted

No halter tops, tube tops, tank tops or bare midriffs.

GC.8.3 Short Shorts are Not Allowed

No short shorts. Shorts more than 5" above the knee must be 18" from the waistband to the hemline. This applies to both male and female golfers.

GC.8.4 Shirts and Shoes Required

Shirts and shoes must be worn at all times.

GC.8.5 No Denim Jeans or Shorts are Allowed

No denim jeans or denim shorts.

GC.8.6 No Cutoffs, Athletic Shorts, Board Shorts and / or Bathing Suits Allowed

No cutoffs, no athletic shorts, no board shorts, no bathing suits.

GC.8.7 Non-Metal Spikes Required

Canyon Lake Golf Course requires non-metal spikes.

GC.8.8 Dress Code in Effect at Golf Course and Practice Facility

The dress code is in effect in and around the practice facility and golf course at all times.

GOLF COURSE (GC)

SECTION IX - RESERVATIONS PROCEDURE

These procedures are to be followed for making reservations. Methods are as follows:

GC.9.1 Annual Members

Reservations for starting times may be made **by phone, in person or online** up to fourteen (14) days in advance ~~beginning at 6:45 a.m. daily~~ for resident members with an annual membership. All other members may make a reservation ten (10) days in advance. Non-resident annual members may make a reservation ~~ten - seven (7)~~ **(10)** days in advance.

GC.9.2 Guests of Members

Reservations must be made by hosting Member only.

GC.9.3 Advanced Reservations

~~The Golf Professional should be notified promptly of any cancellations. Failure to adhere to this policy may result in loss of the privilege.~~

~~**GC.9.3a Multiple Starting Times**— Member's group play non-prime time (after 10:30 a.m.) starting times may be assigned a maximum of ten (10) days in advance. NOTE: This is excluding major holidays / holiday weekends at the discretion of the Golf Professional. Maximum one (1) hour of starting times per group approximately eight (8) starting times. Submit participants' names upon making reservations. Overbooking may result in loss of privileges.~~

~~**GC.9.3b Reciprocal Players'**— Starting times should be made by the reciprocal club's Golf Professional at least two (2) days in advance.~~

~~**GC.9.3c Outside Groups with Twelve (12) or More Players**— Member sponsored coordinated (non-prime time only).~~

- ~~• Must be made a minimum of ten (10) days in advance.~~
- ~~• Must be arranged by the Golf Professional.~~
- ~~• Must not conflict with the established course group priorities.~~
- ~~• A non-refundable deposit is required. Any potential refund will be made at the discretion of the Golf Professional.~~

SECTION X - CHECK IN PROCEDURE

~~The Golf Professional has the authority to substitute players on the tee for any tardy player or groups, and to assign additional players to complete foursomes.~~

All players must register in the Pro Shop fifteen (15) minutes in advance of starting time and present proper identification upon request. All guests must be registered prior to check-in.

SECTION XI - GOLF CART RENTAL PROCEDURE

These are the procedures for golf cart rental.

- In order to rent a golf cart, a golf cart rental agreement must be properly executed.**
- Driver must have a valid Driver License and must be eighteen (18) years of age or older.**

GOLF COURSE (GC)

SECTION XII - TEMPORARY MEDICAL FLAG PROCEDURE

These are the procedures for temporary medical flag. A temporary medical flag may be obtained from the Golf Professional by **providing one of the following:**

- Presenting a Department of Motor Vehicles (DMV) handicap placard validated by Drivers License.
- Presenting a DMV certification form completed and signed by an authorized physician for individuals not holding a valid Driver License.
- A letter confirming a medical problem signed by a doctor.

A daily temporary medical flag may be issued at the Golf Professional's discretion and must be returned to the golf shop at the end of the round.

~~GC.12.1~~

~~Presenting a Department of Motor Vehicles (DMV) handicap placard validated by Drivers License.~~

~~GC.12.2~~

~~Presenting a DMV certification form completed and signed by an authorized physician for individuals not holding a valid Driver License.~~

~~GC.12.3~~

~~A letter confirming a medical problem signed by a doctor.~~

~~GC.12.4~~

~~A daily temporary medical flag may be issued at the Golf Professional's discretion and must be returned to the golf shop at the end of the round.~~

SECTION XIII - GOLF COURSE MARSHAL'S PROCEDURE FOR ENFORCEMENT OF RULES & REGULATIONS

The Canyon Lake Golf Course is a private golf course for residents of Canyon Lake. Non-residents may play golf if they are sponsored by a resident of Canyon Lake. The sponsoring resident is responsible for their guests at all times, and is ultimately responsible for all actions and fines of their guests.

The duties of the Golf Course Marshals are to ensure that the rules and regulations of the CLPOA are upheld and that the approved golf course policy is met and to ensure proper speed of play.

GC.13.1

It is proper for the Golf Course Marshals to issue citations; however, it should always be the intent to gain conformity with the rules and regulations.

GC.13.2

A copy of the CLPOA Rules and Regulations should be in the Marshals' possession at all times and should quote the rule to the violator. If the necessary result is not achieved, proceed with the appropriate action.

GOLF COURSE RULES		
Section No.	Abbreviated Violation	Fine Amount
GC.3.1	Registration and / or Payment	\$100 \$50.00
GC.3.3	Start No Fivesomes	\$100 \$50.00
GC.3.4	Practice	\$100 \$50.00
GC.3.5	Stopping	\$100 \$50.00
GC.3.6	Falling Behind	\$100 \$50.00
GC.3.7	Fighting or Misconduct	\$500.00
GC.3.8	Replace Divots, Rake Bunkers and Repair Ball Marks	\$50.00
GC.3.9	Swimming, Fishing or Wading in Golf Course Lakes	\$100 \$50.00
GC.3.10	Pets on Golf Course	\$100 \$50.00
GC.3.11	Authorized Persons on Golf Course and / or Cart Paths	\$100 \$50.00
GC.3.12	Authorized Golf Carts Allowed on Golf Course	\$100 \$50.00
GC.3.13	Bicycles -No Pedestrians	\$100 \$50.00
GC.3.14	Skateboards No Loud Music	\$50.00
GC.3.15	Scoters	\$50.00
GC.3.16	Inline Skates	\$50.00
GC.4.1	Drivers License Required	\$100.00
GC.4.2	Authorized Use	\$100 \$50.00
GC.4.3	Ninety Degree (90°) Rule	\$100 \$50.00
GC.4.4	Maximum Two (2) Persons Per Cart	\$100 \$50.00
GC.4.5	Fivesomes	\$50.00
GC.4.6	Carts on Steep Hills	\$50.00
GC.4.7	Stay on Paths	\$50.00
GC.4.8	Stay Off Tees	\$50.00
GC.4.9	Stay and / or Park on Cart Path Around Tees and Greens	\$100 \$50.00
GC.4.10	Parking in Front of Greens	\$50.00
GC.4.11	Maintain Required Distance from Greens	\$100 \$50.00
GC.4.12	Maintain Required Distance from Greens for Carts with Authorized Medical Flags	\$100 \$50.00
GC.4.13	Carts without Turf-Friendly Tires	\$100 \$50.00

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🌐 www.canyonlakepoa.com

DATE: December 5, 2023 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: APPROVAL – Revise Rule GR.5.3r Illegal Parking

Background

It was brought to staff's attention that there is not a rule addressing vehicles parked in a fashion that prevents speed trailer operation and enforcement. Staff is recommending this amendment to allow CLPOA to cite these vehicles when appropriate. Staff is also recommending a small increase in the fine amount, due to the safety concerns in lack of speed enforcement. After consulting with patrol, it was decided that a distance of 20 feet is appropriate.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve to revise rule GR.5.3r as attached.

Mary McFadden, Member Services Manager

Current Rule

GR.5.3r - No other illegal parking found to be blocking other vehicles from moving from a parking area, parking within a loading zone or vehicles parked within a designated golf cart parking spot.

Fine: \$50.00

Proposed Revision (Redlined)

GR.5.3r - No other illegal parking found to be blocking other vehicles from moving from a parking area, parking within a loading zone, ~~or~~ vehicles parked within a designated golf cart parking spot, or parking within 20 feet of any speed enforcement trailer and preventing its operation.

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

Revised Rule

GR.5.3r - No other illegal parking found to be blocking other vehicles from moving from a parking area, parking within a loading zone, vehicles parked within a designated golf cart parking spot, or parking within 20 feet of any speed enforcement trailer and preventing its operation.

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.
- Thanks to everyone who came to shop at the Holiday Boutique.
- Senior Center free Christmas dinner is full, the waitlist will be called as people cancel.
- Senior Center New Year's Eve party is on sale now.
- No December Potluck.

Activities Dept. 50

- Park hours change on October 1, 2023, to winter hours of 8 am – 8 pm until April 30, 2024.
- Community benches throughout community. Give Activities a call to order a bench.
- Coordinating with the JWC on the Tree Lighting event.
- Winter Winterland planning with the City
- Concerts At The Lodge 2024 Concerts
 - February 10 - Oingo Boingo
 - April 20 - Thompson Square
 - August 10 – Marcy Playground
 - November 2 – Colt Ford
- CLUB RESERVATIONS FOR 2024
 - The planning calendar is getting full – emails will be going out shortly
- Jose Montano former pool manager is now the Recreation Manager.

Pool Dept. 54

- Pool staff have been very busy helping Operations with the installation of the Christmas trim throughout the Community.
- Aqua Fitness
 - Monday through Friday 8:30
- Pool stats:
 - Month of November to 11/15 - total 595
 - Aqua fitness and lap swim – 272
 - Open swim – 323
- Pool Closed two weeks early due to unexpected broken heaters.
- Pool will reopen Spring 2024!

Event & Activities Updates

Upcoming Events

- Winter Wonderland by the City 12/02 @3pm
- Toy Drive and Christmas Parade 12/03 @5pm
- Boat Parade 12/09 @ 5pm
- Breakfast w/ Santa by the Ski Club 12/09 @8am
- Parade of Lights 12/09 @ 5pm
- Choraleers Concert @ the Lodge 12/10 @2pm
- Community Theater Christmas Dinner Show @ the Lodge 12/15 @7pm
- Community Theater Pageant @ the Lodge 12/16
- Brunch with Santa @ the Lodge 12/17

Classes

- Active Fitness – new name, same class
 - Tuesday & Thursday, 10-10:45 am @ the Lodge
- Dance Cardio – Get Fit with Sticks
 - Tuesday & Thursday, 9-9:45 am @ 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
- Restorative Yoga
 - Thursdays, 7-8 pm @ the Lodge

Committees

Senior Committee – no open positions

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

COMMUNICATION REPORT

Goals & Campaigns – November 2023

Goals & Objectives

The primary goals of the Communications team this fiscal year are:

- **Foster Community Engagement:** Promote community engagement through social media and digital platforms to connect with the Canyon Lake POA.
- **Build Greater Transparency:** Provide regular updates on projects, publicize key decisions, and make relevant resources easily accessible.
- **Promote Community Recreation & Events:** Highlight local events, club functions, and recreational opportunities to encourage community participation and support.
- **Improve Information Dissemination:** Utilize various communication channels to ensure accurate and timely information reaches community members.
- **Promote Revenue-Generating Amenities:** Support marketing efforts for golf course, restaurants, Happy Camp, propane sales, online store, and gift cards. Emphasize weddings and banquets at the Lodge.
- **Enhance Online Digital Services:** Improve the website's knowledge base, feature event pages, and provide online facility schedules.

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**
(in progress or coming soon)
 - Lodge Upcoming Events Page
 - Amenity/Facility Calendars
 - Manager Bio Pages
- **Community Project Promotions**
 - Lodge Renovation Project
 - Year 2 Pavement Project
- **Upcoming Event Promotions**
 - Pickleball Ribbon Cutting
 - Senior Center Holiday Boutique
 - JWC's Sip & Shop Event
 - Tree Lighting Festival
 - Toy Drive & Christmas Parade
 - Ski Club's Breakfast with Santa
 - Parade of Lights
 - Senior Center Christmas Dinner Party
 - Senior Center NYE Party
 - Lodge NYE Party
- **Member Services Notices**
 - Canyon Lake Virtual Tours (360)
 - ePasses
 - Access Updates for Permanent Guests & Service Providers
- **Community Safety/Security**
 - Lake Warning Flags
 - Lake Emergency Markers
 - Canyon Lake Camera Program
 - E-bike Registration Program
 - Boater's Guide
- **Canyon Lake POA Merchandise Store Redesign**
- **SMS Text Marketing**
- **Promoting Dining and Events at Restaurants**
- **Amenity Promotions**
 - Golf Course Video Hole Tour
 - Golf Annual Membership Campaign
 - Golf Daily Play Promotion (Canyon Lake residents only)
 - Lighthouse Restaurant Promotions

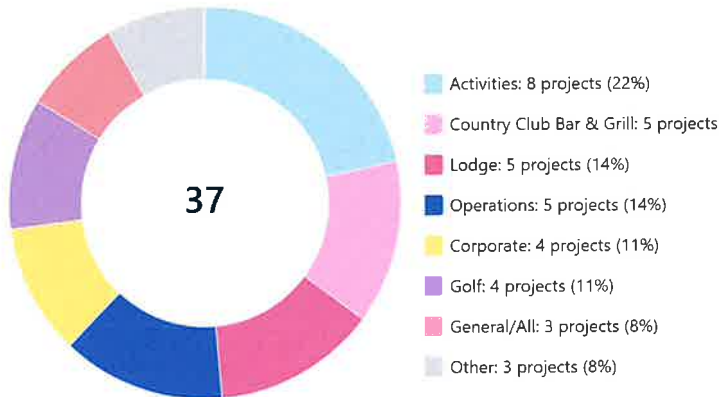
COMMUNICATION REPORT

KPI Dashboard – November 2023

ACTIVE CAMPAIGNS

November 2023

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



HIGHLIGHTS

379

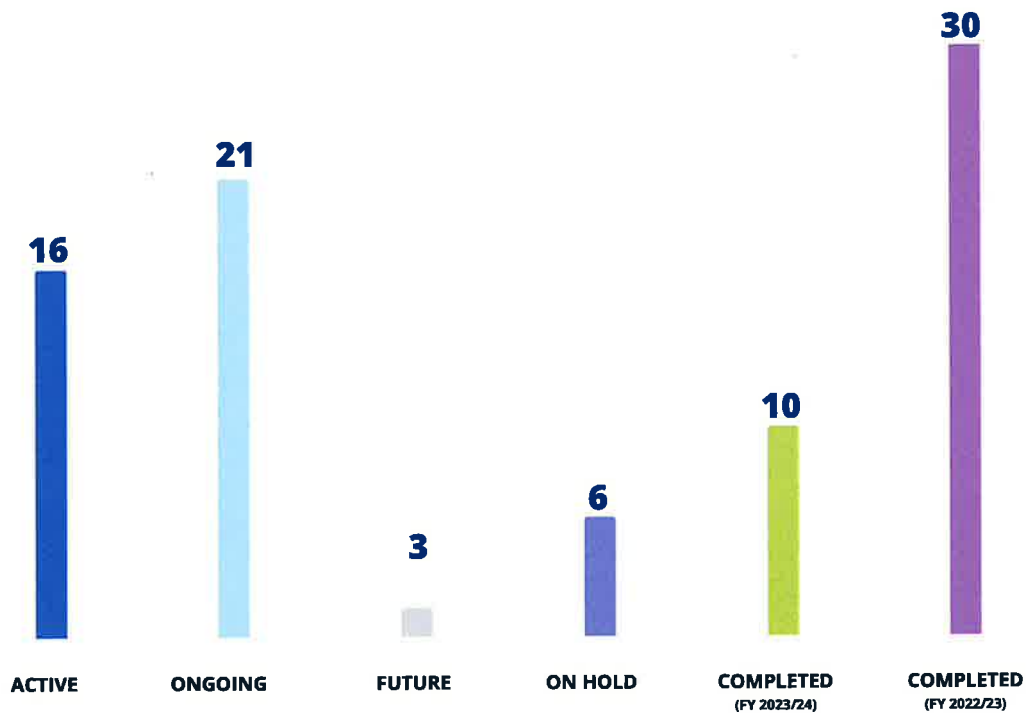
tasks completed
in November 2023

19

club events promoted
in fiscal year 2023/24

CAMPAIGN STATUS

Below is the status of the campaigns Communications manages. These numbers are tracked for the current fiscal year 2023/24 (May 1, 2023 through May 30, 2024).



FEATURE CAMPAIGNS – CANYON LAKE POA

November 2023

Community Promotions

2024 CONCERTS AT THE LODGE PRESENTS

10 FEB	QUINGO BOINGO FORMER MEMBERS VIP \$79 GA \$59	20 APR	THOMPSON SQUARE VIP \$79 GA \$59
10 AUG	MARCY PLAYGROUND VIP \$69 GA \$49	02 NOV	COLT FORD VIP \$59 GA \$39

TICKETS ON SALE NOW!
WWW.CLPOA.COM/CONCERTS

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

41ST ANNUAL
TREE LIGHTING FESTIVAL

November 26, 2023 | 4 p.m. to 7 p.m.
Canyon Lake Lodge

Free Family Activities
Visit from Santa | Face Painters | Ferris Wheel Ride | Photo Booth
Bounce Houses | Cotton Candy Machine | Balloon Animal Creators
LED Toy Vendor | Large Petting Zoo | DJ music
Food Vendors & more!

View more info at www.clpoa.com/treelighting Hosted by CANYON LAKE

Vote for us!

BEST
INLAND EMPIRE
MAGAZINE
2023

Food & Drink Services
Fitness
Entertainment
Outdoors
Region

CANYON LAKE @canyonlakepoa

PICKLEBALL COURTS
RIBBON CUTTING Ceremony

THURSDAY, NOVEMBER 16 5 P.M.

Presenting
• 2 NEW COURTS
• NEW RESURFACING

CANYON LAKE @canyonlakepoa

Canyon Lake Senior Center's
23rd
HOLIDAY BOUTIQUE
2-Day Shopping Event

NOVEMBER 4 & 5 | 9 A.M. – 4 P.M.

LOCALLY CRAFTED ART
UNIQUE ARTISAN GIFTS
HOLIDAY & HOME DECOR
AND MORE!

Canyon Lake Senior Center
22307 Canyon Lake Drive
Canyon Lake, CA 92557

www.clpoa.com/holidayboutique

CANYON LAKE
Happy Thanksgiving

THANKS Giving DAY

- HOLIDAY HOURS -
The Canyon Lake POA Office (including Member Services) is closed Thursday, November 23 through Saturday, November 25. Regular hours will resume on Monday, November 27.

Restaurant & Golf Promotions

CANYON LAKE COUNTRY CLUB BAR & GRILL

Jon Dutch music
ACOUSTIC LIVE MUSIC

SUNDAY, NOVEMBER 12 4 P.M. TO 7 P.M.

HAPPY HOUR FROM 2 P.M. TO 6 P.M.
Call 951.246.1773 for reservations
Open to Members and the Public

CANYON LAKE COUNTRY CLUB BAR & GRILL
@canyonlakecountryclub

CANYON LAKE GOLF-PRO SHOP

Men and Women Apparel
20% to 50% Off
Golf Bags
15% Off
Golf Clubs
Up to 40% Off
Men and Women Golf Shoes
20% to 40% Off

BLACK FRIDAY SALE

SHOP EARLY FOR CHRISTMAS
November 20 to November 26

LODGE SUNSET LOUNGE & TERRACE

Drinksgiving
Mix & Mingle

Wednesday, November 22

HAPPY HOUR DRINK SPECIALS ALL NIGHT

Eobra / AEROGJET
FITTING DAY

FRIDAY, DECEMBER 1, 2023
10 A.M. - 2 P.M.

Contact the Golf Shop today! 951.246.1782

CANYON LAKE GOLF & BOUTIQUE CLUB

COMMUNICATION REPORT

Website Highlights – November 2023

Website Analytic Highlights

Users

12K

↑ 3.6%

Views

43K

↑ 4.4%

Event count

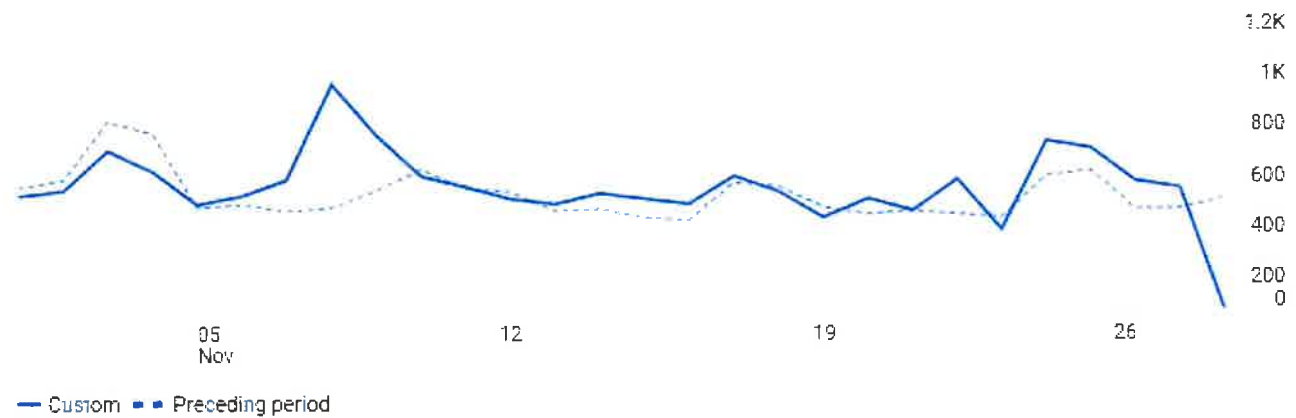
103K

↑ 3.7%

New users

11K

↑ 4.6%



Top 15 Visited Website Pages

	Page title and screen class	↓ Views	Users	Views per user	Average engagement time	Event count
		100% of total	100% of total	Avg 0%	Avg 0%	100% of total
1	Home - Canyon Lake POA	8,155	4,428	1.84	27s	23,444
2	Login - Canyon Lake POA	5,243	1,941	2.70	53s	11,704
3	My Info - Canyon Lake POA	1,612	785	2.05	46s	3,380
4	Home - Lighthouse Restaurant	1,471	897	1.64	27s	4,403
5	Events - Canyon Lake POA	1,337	781	1.71	52s	2,927
6	Concerts At The Lodge - Canyon Lake POA	1,182	596	1.98	45s	3,106
7	Camping - Canyon Lake POA	1,135	634	1.79	59s	3,178
8	Menus - Canyon Lake POA	1,098	796	1.38	12s	2,904
9	Make Payment - Canyon Lake POA	1,047	592	1.77	1m 28s	1,957
10	Search - Canyon Lake POA	898	388	2.31	54s	1,810
11	Lunch & Dinner Menu - Canyon Lake POA	852	645	1.32	1m 02s	1,529
12	Restaurant - Canyon Lake POA	836	630	1.33	16s	2,012
13	Memberships - Canyon Lake POA	652	467	1.40	44s	1,562
14	Book Golf Tee Time - Canyon Lake POA	621	154	4.03	3m 49s	1,149
15	Events Reservation - Canyon Lake POA	615	376	1.64	22s	1,267

COMMUNICATION REPORT

Social Media Highlights – November 2023

PERFORMANCE SUMMARY

20,641

**Followers
Total**

318

**Published Posts
Total**

271,716

**Impressions
Total**

10,125

**Engagement
Total**



5,076
Page Likes
+5



3,613
Followers
+25



3,930
Page Likes
+26



3,538
Followers
+4



2,912
Page Likes
+16



1,572
Followers
+19

CANYON LAKE POA

GOLF & COUNTRY CLUB

LIGHTHOUSE RESTAURANT

SOCIAL MEDIA AUDIENCE

November 1, 2023 – November 28, 2023

PROFILE SUMMARY

Profile	Followers	Growth	Posts	Impressions	Engagements
Canyon Lake POA Facebook	5,076	5	102	87,732	4,760
Canyon Lake POA Instagram	3,613	25	121	76,264	1,662
Golf & Country Club Facebook	3,930	26	26	63,562	2,521
Golf & Country Club Instagram	3,538	4	41	14,049	212
Lighthouse Facebook	2,912	16	10	24,529	851
Lighthouse Instagram	1,572	19	18	5,580	119

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

Marine Patrol Report

November 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	SEPTEMBER	OCTOBER	NOVEMBER
LM.2.5 Expired/ No Registration (State)	0	0	2
LM.2.6 Expired/ No Registration (POA)	0	1	2
LM.2.7 Expired / No Registration at a dock or lift	1	1	5
LM.7.3 Reckless behavior while operating a motorized boat	0	0	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	3	0	0
LM.6.7 Excessive Wake	0	3	0
GR.2.18a Loud Noise	0	0	0

Warnings Issued

Warning	SEPTEMBER	OCTOBER	NOVEMBER
LM.2.5 Expired/ No Registration (State)	0	0	0
LM.2.6 Expired/ No Registration (POA)	0	0	1
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	1	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	0	2	
LM.6.7 Excessive Wake	4	6	1
GR.2.18a Loud Noise	1	1	0
LM.9.11 Plowing	2	2	0

Additional Information

	SEPTEMBER	OCTOBER	NOVEMBER
Total Calls for Service	93	37	37
Boat Safety Inspection	23	10	8
Boat Tow (Out of fuel/mechanical)	11	2	3
Boat Tow (Adrift)	2	1	1
Battery Assist	0	0	1
P&C Inspector Escort Hours	6.25	3.5	12.5
Fishing License Checks	16	15	4
Quagga Inspection	36	15	12
White Tag Applied	20	7	11
Quarantine Tag Applied	1	0	0

Boat Operating Hours

	SEPTEMBER	OCTOBER	NOVEMBER
Boat 1 START 1093.2 / END 1247.8	173.1	192.9	154.6
Boat 2 START 797.5 / END 924.8	94.7	116.5	127.3
Boat 3 START 883.3 / END 920.3	18.8	30.9	37.0
Boat 4 START 1260.2 / END 1269.4	2.9	3.1	9.2

Boat Operating Hours by Location

	SEPTEMBER	OCTOBER	NOVEMBER
Main Lake	174.5	219	156.1
East Bay	93.3	93	135
North Ski	18.8	30.9	37

Incident Report Summary

	SEPTEMBER	OCTOBER	NOVEMBER

NO REPORTS	0	0	0
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Incident Report Detail

Incident Description	Location

Report presented by: *Dave Martilla (Marine Patrol Captain)*

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

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

Completed Projects

- **Lodge Outdoor Venue** – Project is completed and open to members to enjoy.
- **East Port Concrete repairs and replacement** – concrete was repaired and replaced as needed around the area.
- **Holiday Harbor Dock Replacement** – The dock has been installed.

Developing Projects

- **Gault Field Canvas** – Multiple canvas coverings are scheduled to be replaced at the fields.
- **Gault Field Overseeding** – Gault field is closed for overseeding and out-field leveling.
- **Golf Course Hole 2 Tee box** – Architect has been hired to re-design the tee boxes.
- **Indian Beach Swim-up Dock** – Project will begin next year with completion in the Spring.
- **Lodge Bar/Restaurant Remodel** – Flooring is being installed and drywall is finishing up in the restaurant area. Finish carpentry has begun.
- **Lodge Equipment Well Roof Repairs** – This project should begin in December.
- **Mailbox Slabs and Lighting** – Project is continuing.
- **Paving project (phase 2)** – Gutter repairs will begin in December and the paving in January 2024.
- **Senior Center Generator** – This project should be completed early December.
- **Storm Drain work on Fairweather & San Joaquin** – An engineer was hired to assist with the Fairweather storm drain. When water levels go down, San Joaquin repairs will be completed.
- **Tennis Court Shade Structure** – 5 bids have been received.

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 including the ribbon cutting at the new Pickleball courts and the annual Tree Lighting Festival.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for many private member parties and weddings. Our new outdoor area at the Lodge has already hosted its first wedding with more scheduled in coming months.

General Maintenance Items

- **Resident Matters** – Responded to residential requests, questions, and/or concerns.
- **Vandalism** – Vandalism reports included are for the previous month (October); 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, parks, 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

- **Permit to Operate** – Annual submittal was completed to the Department of Housing & Community Development for the Happy Camp Permit to Operate.
- **Hazardous Material Permit** – Annual submittal was completed to the County of Riverside for the Happy Camp Hazardous Material Permit.
- **Auto Lift Inspection** – Annual inspection was completed at the Operations yard for the Auto Lift.

Safety / Training

- **Right to Know & SDS Training** – This month's safety meeting was on the Right to Know for all employees and the training on how to read and understand the Safety Data Sheets (SDS) for all chemicals used at Operations. This training is required yearly.

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 November.

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

- Golf Course Inspection: November 2
- New member application review

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 December 14, 2023, at 1:00pm.

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

- Reserve Study
- Rental docks at Eastport
- Walking Path, Outrigger Park

The Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on January 11, 2024, at 3:30pm.

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

- Washing of vehicles in community
- Outdoor TVs at Lodge outdoor area

The Committee meets on the 2nd Tuesday of the month in the Conference Room at the POA. The next scheduled meeting is on January 9, 2024, at 4:00pm.

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

- Organize and label storage containers
- Fill deep ruts along Golden Gate Dr.
- Maintenance on vehicle turnout

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 December 26, 2023, at 1:00pm.

DIRECTOR'S MESSAGE

As the year comes to an end we look back and realize just how busy the Operations department has been in completing projects and taking care of the community. It seems the year just started and now here we are looking to 2024 and a whole new list of projects, events and activities around Canyon Lake. The Lodge restaurant is really coming together. The flooring is going in and the wall finishings are going up. With the bar and outdoor areas complete this will really finish off the overall modernization of this amenity. Our streets will begin their second phase of the re-paving project in December and January. Members can visit our website or call the Operations department to get more information on which streets are next. The tennis court shade structure will be a nice addition if approved. The new Pickleball Courts are done and look great. Overall, this year has been very productive and our department is looking forward to what will come in the New Year.



Presented By: *Steve Schneider, Director of Operations*

VANDALISM REPORT
October 2023

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
328525	N/A	7/12/2023	COMMON AREA / HARRELSON PARK	REPAIR PERIMETER FENCING IN WATER	\$7.00	1	\$57.00	HOG RINGS
328850	N/A	8/9/2023	COMMON AREA / CLDN	PICK UP DROPPED STAPLES ON GROUND IN GOLF CART LANE	\$0.00	1	\$50.00	LABOR TIME ONLY
329013	N/A	8/24/2023	COMMON AREA / HOLIDAY HARBOR	REPAIR / RE-ATTACH PARTITION IN RESTROOM	\$68.27	6	\$368.27	HARDWARE
329015	N/A	8/25/2023	GOLF COURSE	REPLACE LOCKS FOR GOLF COURSE AREAS	\$0.00	2	\$100.00	LABOR TIME ONLY
329189	2838756	9/11/2023	EAST GATE	ASSESS & REPAIR GATE ARM	\$0.00	4	\$300.00	ON-CALL EMERGENCY LABOR
329350	N/A	9/27/2023	COMMON AREA / LITTLE PONY	CHECK PERIMETER FENCING	\$59.40	1	\$109.40	BARBED WIRE
329366	N/A	9/27/2023	LODGE	REPLACE STOLEN PROPANE TANKS	\$326.14	1	\$376.14	REPLACEMENT PROPANE TANKS
329380	2874213 / 2875409	10/2/2023	COMMON AREA / HOLIDAY HARBOR	REPLACE DAMAGED TOILET SEAT IN MEN'S RESTROOM	\$66.29	0.5	\$91.29	TOILET SEAT
329423	N/A	10/9/2023	COMMON AREA / EASTPORT	CHECK PERIMETER FENCING	\$20.00	1	\$70.00	CHAIN LINK FENCE
329488	N/A	10/16/2023	GAULT FIELD	CHECK PERIMETER FENCING	\$30.00	1	\$80.00	CHAIN LINK FENCE
329536	N/A	10/20/2023	COMMON AREA / NORTH SKI	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	HOG RINGS
329575	N/A	10/25/2023	SENIOR CENTER PARKING LOT	REPLACE MISSING MOTORCYCLE SIGNAGE	\$59.81	3	\$209.81	NEW SIGN
329615	2921141	10/30/2023	COMMON AREA / HOLIDAY HARBOR	CLEAN UP GRAFFITI IN MEN'S RESTROOM	\$5.00	0.25	\$17.50	GRAFFITI REMOVER
329619	2924543	10/30/2023	MAIN GATE	ASSESS & REPAIR GATE ARM	\$0.00	4	\$300.00	ON-CALL EMERGENCY LABOR
329624	N/A	10/30/2023	GOLF COURSE	ASSESS & REPAIR FENCE ON GOLF COURSE	\$57.27	2	\$157.27	SIEEVES & HOG RING
329630	N/A	10/31/2023	GAULT FIELD	CLEAN UP CHALK MESS	\$0.00	1	\$50.00	LABOR TIME ONLY

\$ 1,487.50

\$706.18 \$ 29.75 ~~\$2,393.68~~

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2023	2023-2024 To Date Ending October 2023	Project Totals 5/1/21 to 10/31/23
Admin Int	-	-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
#1010 Int. - Carpeting	-	18,775	18,775
#1032 Admin - Thermostat	-	1,745	1,745
Admin IT	-	23,932	23,932
#1036 Admin IT - Servers	-	-	-
#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
#1050 HVAC #21	-	11,500	11,500
#1052 HVAC #23	-	10,500	10,500
#1053 HVAC #24	-	10,500	10,500
#1056 HVAC #27	-	12,675	12,675
#1057 HVAC #28	-	11,150	11,150
#8083 HVAC Equestrian	-	9,500	9,500
Park Equipment & Furnishings	-	-	-
2-2209-00 Harrelson Park Dock Replacement \$59,700	28,429	30,429	58,858
#7021 East Port - Basketball Court - Light Fixtures	3,613	-	3,613
#0405 Park Equipment-Sunset Beach	31,625	-	31,625
#1005 Diamond Point Park - Playground Equipment	22,345	-	22,345
#20031 Restroom - Roadrunner Park	3,687	-	3,687
#0022 Dock - Indian Beach	32,350	-	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	122,721	-	122,721
#20057 Lift Station Sierra Park	13,100	-	13,100
2-2209-01 Holiday Harbor Park Dock \$194,412.00	1,500	89,493	100,993
#16007 Indian Beach - Furniture	-	5,027	5,027
#18012 - Indian Beach Restrooms	4,985	-	4,985
#24009 - Tennis Court Restrooms	-	3,650	3,650
2-2303-00 Pickleball Courts Phase 2 (Resurfacing)	-	29,800	29,800
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	9,425	12,125
#12040 Gault Field #2 - lghts	-	9,425	9,425
#12051 Gault Field #4 - Fence, Chain Link	2,350	-	2,350
#12003 Gault Field - Netting	-	6,800	6,800
#12013 Gault Field - Roof, Tile, Replace	-	2,775	2,775
Equestrian	-	-	-
#1174 Equestrian - Sand Replacement	80,190	-	80,190
#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	-	-	-
#22010 Senior Center - Tables	-	1,453	1,453
Lodge	-	-	-
#17018 Lodge - Fridge	2,980	-	2,980
#18109 Lodge - HVAC #2	27,750	-	27,750
#18110 Lodge - HVAC #3	27,750	-	27,750
#18016 Lodge - Ext. Patio (Resurface)	-	4,200	4,200
#18023 Lodge - Ext. Fencing/Rails	-	5,875	5,875
#18034 Lodge - Roof Plumbing	7,247	-	7,247
#1526 Lodge - Food Prep Station	8,357	-	8,357
#1188 Lodge - Tennis Courts, Resurface	34,950	-	34,950
#0910 Lodge - Remodel	14,955	-	14,955
#18039 Lodge - Restroom	-	8,590	8,590
#18086 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	51,178	-	51,178
2-2006 Lodge Front Patio/Event Space Design \$28k	18,115	4,940	23,055
#18102 Lodge Climate Wizard	2,544	-	2,544
#18137 Restroom Repairs	1,754	-	1,754
#24090 Lodge - Tennis Courts, Restrooms	4,250	-	4,250
#24012 Lodge - Tennis Courts, Shades	-	16,066	16,066
#18118 Lodge - Cameras	3,279	-	3,279
#18019 Lodge - Ext. Concrete Furnishings	-	24,515	24,515
#18013 Lodge - Elevator (Service), Cab Refurb	1,651	-	1,651
#18036 Lodge - Sewer Assessment/Repairs	3,800	-	3,800
#18054 Lodge - Holiday Bay, Stage Audio System	-	16,679	16,679
#18061 Lodge - Fire Alarm System	-	2,335	2,335
#18082 Lodge - Int. Floor, Carpet	2,633	-	2,633
#18078 Lodge - Kitchen, Freezer, Fridge, Walk-In	-	13,282	13,282
#18140 Lodge - Carpets	-	6,148	6,148
#2-2301-01 Lodge - Restaurant and Bar Renovation	889,845	1,332,255	2,222,100
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
#4086 Magnolia Room	3,550	-	3,550
#1633 Main Gate - HVAC	6,000	-	6,000
#1635 Main Gate - Gate Operator	5,784	-	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

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	2021-2023 To Date Ending April 2023	2023-2024 To Date Ending October 2023	Project Totals 5/1/21 to 10/31/23
#2019 CC - Bar, Sink	3,648	-	3,648
#4079 CC - Patio Furniture	1,558	7,843	9,401
#4015 CC - Bar, Cooler	7,088	-	7,088
#4011 CC - Ext. Door, Entry Nw	1,506	-	1,506
#4063 CC - Magnolia, Cabinets	4,895	-	4,895
#4091 CC - Restrooms	-	6,227	6,227
Corporate Office	-	-	-
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel - P&C	28,930	-	28,930
#1051 AC Unit - P&C	-	11,200	11,200
Computers	-	-	-
#1900 CP Computers	3,826	-	3,826
Operations	-	-	-
#1839 Operations - Ext. Walls, Repairs	20,500	-	20,500
Fairway Estates	-	-	-
#10001 Fairway Estates - Lane Spike	-	3,477	3,477
Pool	-	-	-
#1156 Pool Chemical Reader	1,886	-	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21031 Pool, Pump and Motor	6,588	3,344	9,911
#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
#21030 Pool, Heaters	11,314	-	11,314
#21006 Pool Furniture	5,781	2,703	8,484
#21047 Pool Vacuum	4,305	-	4,305
#21023 Pool Reel Winder	-	16,718	16,718
Lake	-	-	-
#23009 Roofing Tiles for N. Ski Shelter	2,250	-	2,250
#1691 Docks - Pebble Cove, Replace	21,000	-	21,000
#2004 Dock - Indian Beach \$36,277.50 4/7/20	-	-	-
#17010 Lake - Buoys	7,859	4,902	12,761
#8018 Docks - Lodge, Slips, 2007	-	7,805	7,805
Campground	-	-	-
#3032 Campground Restroom Remodelling \$431,621	512,133	2,250	514,383
#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	15,889	-	15,889
#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	7,797	-	7,797
#8003 North Gate - Gate Camera	4,602	-	4,602
East Port	-	-	-
#7014 - East Port - Basketball Court Resurfacing	26,300	-	26,300
#7019 East Port - Fiber Optics	-	5,125	5,125
Ski Slalom	-	-	-
#1904 Ski Slalom - Railing, Pipe	1,990	-	1,990
#23008 Ski Slalom - Restrooms (Refurb)	4,015	-	4,015
Golf Courses	-	-	-
#13057 Golf Netting	5,500	6,400	11,900
#13012 Golf Course Maintenance Yard	14,480	-	14,480
#13038 Irrigation Engineering and Design	22,183	-	22,183
#1208 GC Irrigation, Sys	66,786	-	66,786
2-2008-00 GC Irrigation Sys Additional \$12k	22,415	-	22,415
2-2102-00 GC Irrigation Sys \$2,030,400	1,448,541	-	1,448,541
#13007 Golf - Concrete, Repairs	26,950	-	26,950
#13009 Golf - Driving Range	-	30,010	30,010
#13046 Golf - Maintenance, Golf Carts (1)	11,552	-	11,552
#13056 Golf - Maintenance, Water Treatment	-	18,833	18,833
2-2302-00 Golf Course Mainline Repairs \$145,829.20	80,430	-	80,430
2-2307-00 Driving Range Restoration \$131,888.60	-	105,765	105,765
Grounds	-	-	-
#13051 Signs, POA	4,380	-	4,380
#8015 Main Gate Entrance Fountain Monument Repairs	19,616	-	19,616
#14003 East Port Landscaping Monument	128,404	46,223	174,628
#14006 Mailbox (Concrete Pads)	183,293	9,550	172,843
#14018 Signs, Street	8,353	-	8,353
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	91,286	-	91,286
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	18,113	-	18,113
2-2212-00 CLDS Median Improvements \$680,400	514,741	81,460	596,201
#14012 Grounds - Signs, POA	8,711	-	8,711
#10005 Fairway Estates - Signs	1,110	-	1,110
#7008 Fire Hydrants	-	1,561	1,561
Vehicles	-	-	-
#25023 - Toyota, Tacomas	2,490	3,674	6,164
#25025 -Vehicle - Tractor, Kubota (1)	8,902	-	8,902
#25003 -Boat, Champlon	12,360	-	12,360
#25004 - Boat	45,880	-	45,880
#25005 - Boat Trailer	11,739	-	11,739
#25006 - Boat (Patrol & Operations)	45,880	-	45,880
#25010 -Chevy's, 1988 (98-08) (4)	31,221	-	31,221
#1616 - Ford Escapes	55,515	-	55,515
#1616 Golf Cart - Enclosed	11,037	-	11,037
Unallocated	20,719	-	20,719
Total Repair & Replacement Fund Acct 02-0670	5,428,967	2,116,508.80	7,545,475

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

2021-2022 To Date Ending April 2022	2022-2023 To Date Ending October 2023	Project Totals 5/1/21 to 10/31/23
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3-2209-00 Pavement Engineering "Year Two"	-	-
3-2104-01 Pavement Imp Plan Design	29,222	158,450
3-2102-00 Pavement Condition Index	-	202,493
3-2104-00 Campground - Misc Road Repairs	-	94,514
3-2201-02 Striping - (Holiday Harbor)	-	1,950
3-2201-01 Striping CLDS	-	15,550
#14017 - Traffic Signs	-	6,450
Misc Repairs	-	10,911
Traffic Study	2,900	2,500
Total Road Reserve Fund Acct 03-0670	32,122	495,719

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

Ending October 31, 2023

	2020-2021 Ending April 2021	2021-2022 Ending April 2022	2020-2023 Ending April 30, 2023	2022-2023 Ending October 2023	Project Totals 5/1/20 to 10/31/23
		11,368	-	-	11,368
5-2111-01 Flag Poles		1,283	127,344	-	239,230
5-2004-00 Sierra Park North Pump Track Design & Engineering \$88,690.00	110,803				29,798
5-2010-03 Roadrunner Restroom Design \$31,800	23,624	6,174	-	-	121,650
5-2102-01 Mailbox Lighting Project \$145,320	60,825	60,825	-	-	120,227
5-2102-02 Sierra Park Shade Structures \$ 126,195	16,892	78,602	24,733	-	144,482
5-2102-03 Indian Beach Shade Project \$131,056		128,285	15,217	-	12,299
5-2105-00 Surveillance System – Happy Camp		12,299	-	-	13,483
5-2105-01 Speed Traller (3rd)		13,483	-	-	16,586
5-2105-02 Large Dog Park Phase 2		16,586	-	-	215,589
5-2105-03 Road Runner Park Restroom \$184,000		163,027	52,542	-	11,373
5-2106-00 Office Remodel P & C		11,373	-	-	2,178,563
5-2106-01 Sierra Park North \$2,200,000*		1,777,659	400,904	-	2,575
5-2107-00 Equestrian Center Barn Fans		2,575	-	-	270
5-2107-01 Lighthouse Restaurant & Bar Remodel		270	-	-	30,436
5-2108-00 Shade Canopy Lodge/Bar Patio		30,436	-	-	10,940
5-2108-01 Rob Caveney Park - Fencing		10,940	-	-	43,175
5-2111-00 Pickleball Courts Phase 2 Design		25,852	17,523	-	10,775
5-2111-00 Happy Camp Propane Dispenser		10,775	-	-	3,071
5-2109-01 Sprinklers POA and Conference Room		3,071	-	-	7,920.00
5-2203-00 Community Solar Project				7,920.00	62,008
5-2206-00 Country Club Patio Shade Project			59,508	2,500.00	354,218
5-2302-00 Pickleball Phase 2			21,874	332,343.56	47,120
5-2302-01 Lodge Patio Event Space			29,774	17,346.17	18,346
5-2303-01 Community Garden Area				18,345.66	13,414
5-2308-01 Cameras				13,414.46	6,636
5-2307-01 Golf Shade				6,636.00	3,520
5-2309-01 Lodge Holiday Bay Room Speakers				3,519.81	
	211,944	2,365,662.15	749,420.78	402,025.66	3,729,052.59

Date: 12/5/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Jack Bright Appealing ACC Denial of Change Improvement Application-due to columns in rear setback

Tract/Lot: 3718-064

Address: 23070 Giant Fir Place

Rule Violation

Member Since: September 16, 2019

PC.3.1d Rear Setback
CC&R Section 6. ARCHITECTURAL CONTROL COMMITTEE (Para 1)

Exhibits for Review

Exhibit A June 8, 2023- Rejected Pool Application and Plan
Exhibit B June 15, 2023- Rejected Pool Application and Plan
Exhibit C June 22, 2023- Approved Pool Application and Plan
Exhibit D October 19, 2023- Rejected Change Application and Plan for Pool

Background

May 24, 2023, an application for pool, paver decking, equipment wall screen, and columns was submitted for ACC Committee review on June 8, 2023.

June 8, 2023, the ACC Committee rejected the application and plans stating, the raised bond beam at the rear of the pool is considered a structure that is in the five (5') foot rear setback. The equipment wall must be out of the five (5') foot setback.

The application was revised and resubmitted on two (2) additional occasions based on the ACC Committee review results due to proposed improvements encroaching within the setback area. The revisions included removal of columns from application and plans, and revision of equipment wall to fence and gate screen.

With the proper revisions to the application and plan being resubmitted, on June 22, 2023, the ACC Committee approved the application and plan for Pool, Paver Decking, Vinyl Fence and Gate Equipment Screening.

October 5, 2023, a change application was submitted for planter walls w/ veneer, steps, additional paver decking, extend and raise equipment wall. October 19, 2023, the ACC Committee rejected the change application and plan stating, the application and plans do not match. Columns cannot be in the five (5') foot rear setback.

Rules Description

CC&R Section 6. Architectural Control Committee (Para 1)

All plans and specifications for any structure or improvement whatsoever to be erected on or moved upon or to any lot, and the proposed location thereof on any lot or lots, the construction material, the roofs and exterior color schemes, any later changes or additions after initial approval thereof, and any remodeling, reconstruction, alternations, or additions thereto on any lot shall be subject to and shall require the approval in writing before any such work is commenced of the Architectural Control Committee (herein called "Committee") as the same is from time to time composed.

PC.1.1 Architectural Control Committee

The CC&Rs recorded against the tracts in the development establish a three (3) person Architectural Control Committee (herein called the "Committee"), the members of which are appointed by the Board of Directors. The Committee is assigned broad powers and responsibilities to review the aesthetic character of proposed improvements, modifications, and alterations. Setbacks, location, elevation, design, landscaping materials and color are all within the purview of the Committee. The architectural design of each building should be in keeping with surrounding structures and consistent in style to maintain and enhance Canyon Lake as a desirable place to live. The Committee makes decisions based on the CC&Rs, Rules, and aesthetics for the purpose of enhancing and protecting the value, desirability and attractiveness of the property described in the Tract and of the Subdivision as a whole. As a general rule, a property owner has no natural right to air, light, or an unobstructed view and California law is reluctant to imply such a right.

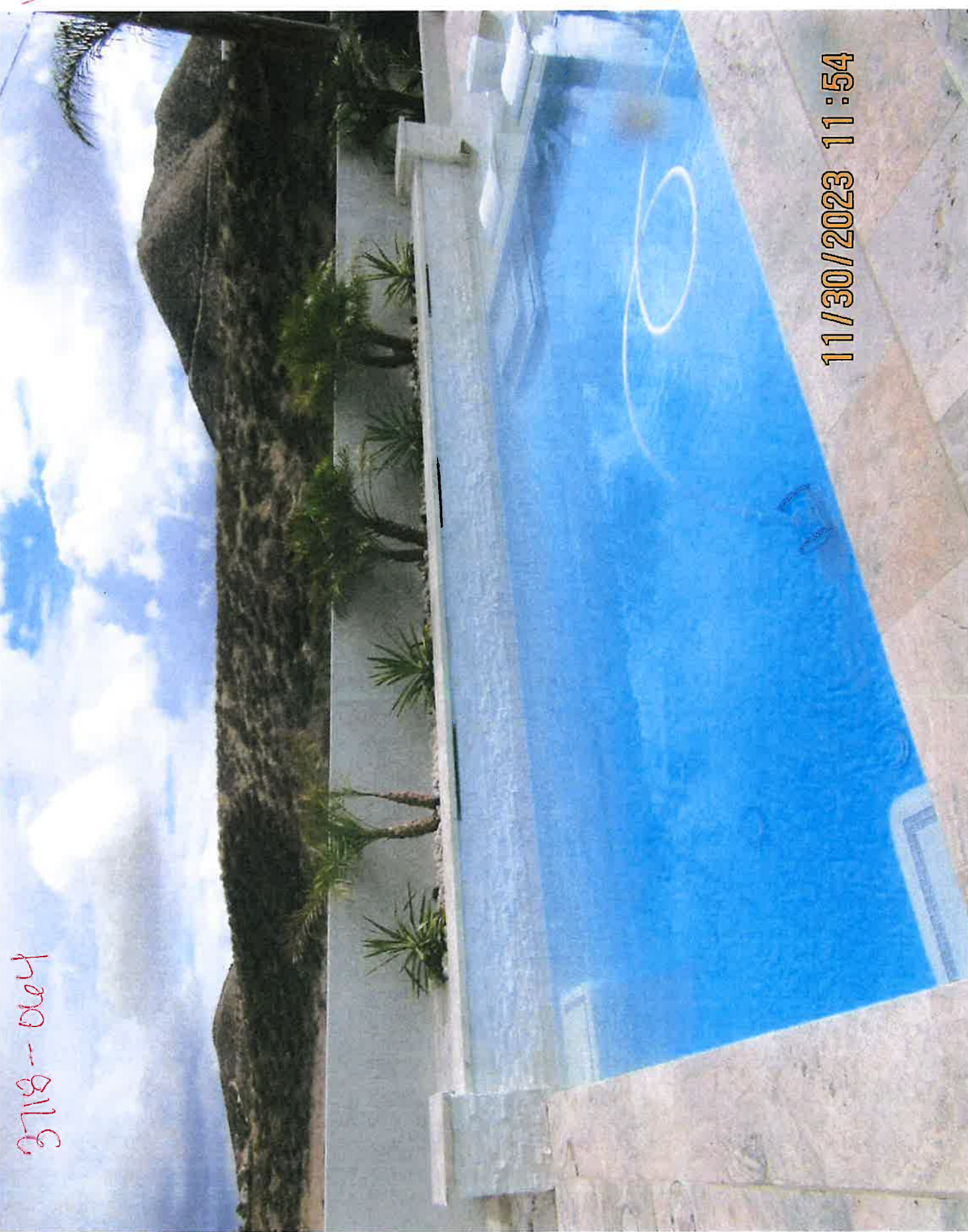
The CC&Rs provide that *no improvement may be installed, placed, or moved on a lot, or altered or modified, without the written approval of the Committee.* A permit is required for any project on the property except softscape and remodeling of the internal approved habitable structure. Architectural approval application forms can be picked up at the Planning and Compliance Department or online at the CLPOA website. Completed application forms and application fees, if required, must be submitted to the Planning and Compliance Department. Upon submission, the application will be scheduled for review by the Committee. Applicants may attend the Committee's meeting. Following the Committee's review and decision, the applicant will be mailed a written decision.

PC.2.9 Structure (Section II-Definitions)

A structure is defined as a habitable or non-habitable building or part of a building, accessory structure, support post(s), garden wall(s), gazebo, deck, pool, spa, and other improvements.

PC.3.1d Rear Setback

Twenty (20) feet, or twenty-five percent (25%) of the depth of the lot, whichever is greater, from the Rear Line of each lot, unless such Rear Line shall be either contiguous to a boundary line of the golf course in which case the depth of the rear yard shall be twenty-five (25) feet or twenty-five (25%) percent of the depth of the lot, whichever is greater; or contiguous to a lake shoreline, in which event the depth of the rear yard shall be thirty (30) feet or twenty-five (25%) percent of the depth of the lot, whichever is greater. No structures are allowed in the rear five (5) foot setback measured from the rear property line(s).



17

3718--004

11/30/2023 11:54

8.1



11/30/2023 11:55



19

11/30/2023 11:55



11/30/2023 11:58

2' 6 1/2''

8



12



11/30/2023 12:00

28



11/30/2023 12:02

83



11/30/2023 12:08

24



11/30/2023 12:08

25

Committee Results

The Committee met and results are as follows:

1st Meeting Denied June 8, 2023: the raised bond beam at the rear of the pool is considered a structure that is in the five (5') foot rear setback. The equipment wall must be out of the five (5') foot setback.

2nd Meeting Denied June 15, 2023: the fence cannot be perpendicular to the property line in the five (5') foot side setback. Suggest a gate or no fence at all.

3rd Meeting Approved June 22, 2023: pool must drain to the sanitary sewer through an inground line with a 'p' trap with an airgap, per PC.5.13.

4th Meeting Denied October 19, 2023: application and plans do not match. Columns cannot be in the five (5') foot rear setback. PC.3.1d.

Member's Appeal:

Pool builder incorrectly called our pedestals, columns on the plans. The pedestals that were constructed between our raised planter wall and the end of our raised planter wall are only an Architectural design element and should be considered part of the planter wall. They are not structural; they are hollow with no rebar. They will be used to hold a flowerpot, not a column!

Please see Member's written statement

Fiscal Impact

None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC Committee decision and deny the member's request due to the columns in the rear setback.

Cheryl Mitchell

Senior Planning and Compliance Manager

CM/NT

ARCHITECTURAL APPEAL FORM
TO THE BOARD OF DIRECTORS
CANYON LAKE PROPERTY OWNERS ASSOCIATION

MEMBER/APPLICANT INFORMATION

Member Name: Jack Bright Tract: 3718 Lot: 064
Mailing Address: 23070 GIANT Fir PL Phone: 951-434-5152
City: CANYON LAKE State: CA Zip-code: 92587
Email: JBright2042@yahoo.com

APPEAL INFORMATION

Date of Notice of ACC Denial: 10-28-23

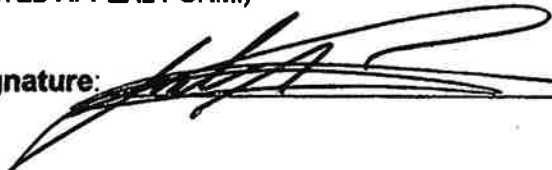
Brief Description of Proposed Improvement(s) Denied by the ACC: Pool Builder
INCORRECTLY CALLED OUR PEDESTALS, COLUMNS ON THE PLANS.

Brief Description of Grounds for Appealing ACC Denial: The Pedestals that were
constructed between our raised planter wall and at the end
of our raised planter wall are only an architectural design
element, and should be considered part of the planter wall.
They are not structural, they are hollow with no rebar.
They will be used to hold a flower pot, not a column!

INFORMATION ON APPEAL PROCESS

PURSUANT TO CIVIL CODE SECTION 1378, IF THE ACC DENIES, IN WHOLE OR IN PART, A MEMBER'S APPLICATION FOR ARCHITECTURAL APPROVAL, THE MEMBER MAY APPEAL THAT DENIAL TO THE BOARD OF DIRECTORS BY SUBMITTING THIS COMPLETED APPEAL FORM TO THE ASSOCIATION WITHIN 30 DAYS OF THE DATE OF NOTICE OF THE ACC DENIAL. (THE COMPLETED APPEAL FORM MUST BE RECEIVED BY THE ASSOCIATION DURING REGULAR BUSINESS HOURS WITHIN THAT 30 DAY PERIOD.) UPON RECEIPT OF A TIMELY AND COMPLETED APPEAL FORM, THE APPEAL SHALL BE SCHEDULED TO BE CONSIDERED BY THE BOARD OF DIRECTORS AT AN OPEN SESSION MEETING OF THE BOARD AS REQUIRED BY CIVIL CODE SECTION 1378(a)(5). THE BOARD OF DIRECTORS SHALL HAVE 30 DAYS TO RESPOND TO AN APPEAL, WHICH TIME PERIOD WILL BEGIN RUNNING UPON RECEIPT OF A TIMELY AND COMPLETED APPEAL FORM, EXCEPT THAT THE BOARD OF DIRECTORS MAY EXTEND THAT INITIAL 30 DAY RESPONSE TIMEFRAME FOR AN ADDITIONAL 30 DAYS BY SENDING THE MEMBER/APPELLANT WRITTEN NOTICE TO THAT EFFECT. (DUE TO THE VOLUME OF APPEALS AND/OR PRESS OF OTHER BUSINESS BEFORE THE BOARD, IT MAY NOT ALWAYS BE POSSIBLE TO HEAR AN APPEAL WITHIN 30 DAYS OF RECEIPT OF A TIMELY AND COMPLETED APPEAL FORM.)

Member Signature:



Date: 11-14-23

Member Appeal

A **column** and a **pedestal** are both supporting structures, but they are not interchangeable. Generally speaking, a column is a vertical support that is typically cylindrical in shape, while a pedestal is a support that is often square or rectangular in shape and can have a wider base than a column.

A **column** is a structural element that is used to support weight or compressive loads. Columns are often used in architecture to provide support for a roof or other structure. They can be made from a variety of materials, including stone, wood, and metal. In classical architecture, columns are often decorated with elaborate carvings or other ornamentation.

A **pedestal**, on the other hand, is a support that is typically used to elevate a statue, vase, or other decorative object. Pedestals can be made from a variety of materials, including stone, wood, and metal. They can be simple or ornate, depending on the intended use and the aesthetic preferences of the designer.

To summarize:

- A **column** is typically cylindrical in shape and used to support weight or compressive loads.
- A **pedestal** is often square or rectangular in shape and used to elevate decorative objects.

A **column** is a solid upright structure designed to support a larger structure above it, such as a roof or horizontal beam, but sometimes for decoration ¹ ². It is a vertical support that is typically cylindrical in shape ². A **pedestal** is the base or foot of a column, statue, vase, lamp, or the like; the part on which an upright work stands ¹. It is a support that is often square or rectangular in shape and can have a wider base than a column ².



Learn more: 1. wikidiff.com 2. thecontentauthority.com

People also ask

What is the difference between column and pedestal?



is that column is a solid upright structure designed usually to support a larger structure above it, such as a roof or horizontal beam, but

Column vs Pedestal - What's th...
WIKI DIFF wikidiff.com/column/pedestal

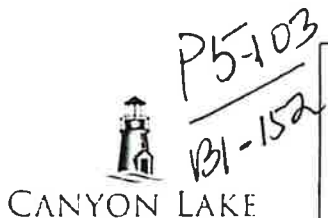
What is a classical pedestal?



In classical architecture, a pedestal is **used as a base to support columns, statues or other ornaments**. A classical pedestal may be square, octagonal or circular and is usually

What Is Pedestal | Functions of ...
👤 civiljungle.com/pedestal/

Column Column - Outdoor Metal Pedestal



OFFICE USE ONLY	
Date Rec'd: 5/24/23	Staff Initials: DM
Violation: Y or N	EXISTING: Y or N
ACC Date: 6/8/23	BOND: Y or N

**ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNER'S ASSOCIATION
POOL APPLICATION**

TRACT 3718 LOT 064 PHONE: 951-232-5756

	OWNER	CONTRACTOR
NAME:	JACK BRIGHT	Quality Custom Pools, Inc
SITE ADDRESS:	33070 Giant Fir Pl.	30133 Marine Way
MAILING ADDRESS:		
EMAIL:		jim@qualitycustompools.com

Please describe and numerically indicate improvement(s) below along with corresponding plot plan

Identify the type of improvement(s):

New Improvement Existing

1. Shotcrete Pool 14x30 - 420 SF (NO SPA)
2. 6x16 AREA w/ Textured Pavers (end of pool)
3. Stucco Equipment Screen Wall (4' high)
4. Columns (2) brnch above Pool same material using on Pool

I have read and understand the Architectural Control Committee procedures and requirements and the restrictive covenants for Canyon Lake, and will comply with all provisions set forth therein.

I hereby grant permission to the Committee or its agents to make periodic inspections during reasonable hours to insure that construction is in accordance with approval plans.

Approval of these plans shall not be construed to be a permit for, or approval of any violation of any of the provisions of the rules and regulations and governing documents of the Canyon Lake Property Owner's Association.


Signature of Property Owner

5-23-23
Date

Revised 10/10/17

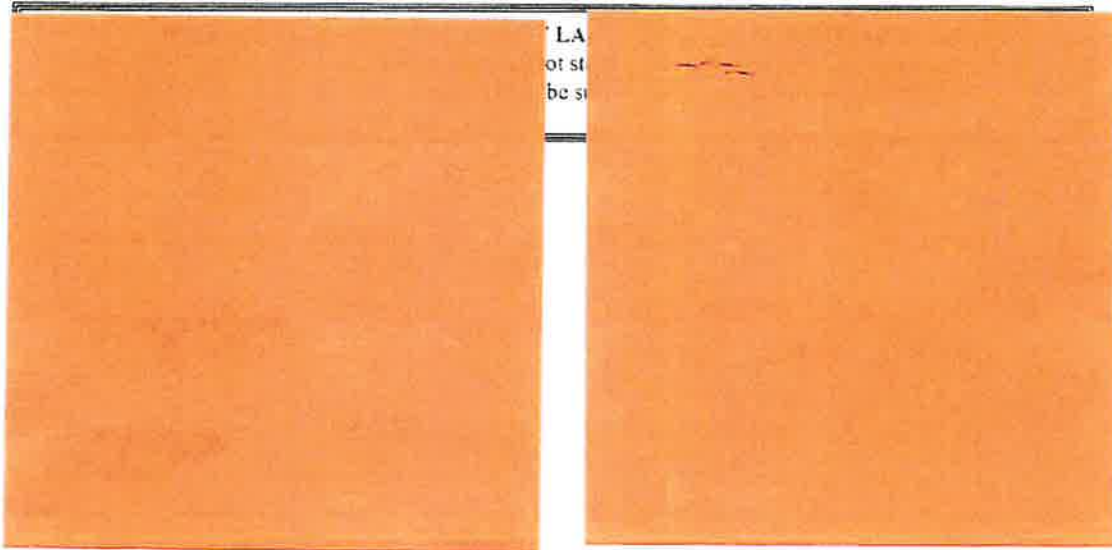
NO WORK ON SUNDAYS OR HOLIDAYS

Exhibit A
 June 8, 2023
 Rejected Appl. + plan



ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
POOL APPLICATION

TRACT 3718 LOT 064



Rejected by Architectural Committee:

JUN 08 2023

Date: _____

[Signature]

Condition of Rejection:

Raised board beams at the rear of the pool is considered a structure that is in the five(5) foot rear setback. The equipment wall must be out of the five(5) foot setback.

Comments:

Complies to Senate Bill 442 and 2018 Pool Safety Guidelines:

Alarms On Doors Entering Pool Area Meets CBC 3109.115922 Requirements -Techko Model S187D - Conforms to UL2017

5'h Self Closing Gate opening Outward and Self Latching w/Latch Above 54" From Grade

Water Motion Alarm - Pool Guard Model PGRM-2 - Meets F2208

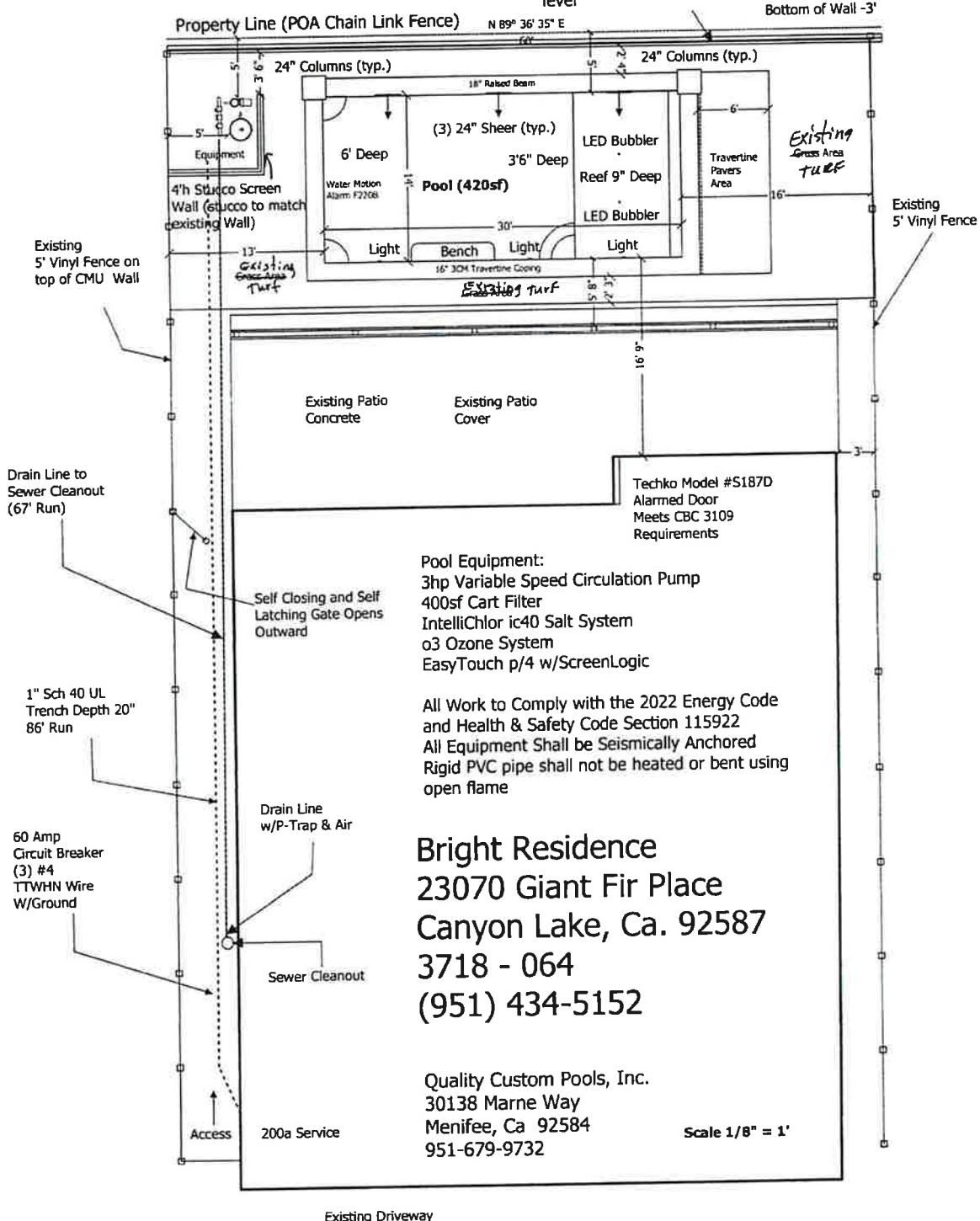
Scope of Work;
Shotcrete Swimming Pool
Paver Seating Area
Stucco CMU Equipment Screen Wall

SITE PLAN REVIEWED
for conformance to structural details

Matthew G. Thompson
Pool Engineering, Inc.

Structural details shall take precedence over conflicts with site plan

Existing 5'-6'h CMU Wall -
Backfilled approx. 2'-3' on house
side of wall to make backyard
level



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

June 19, 2023

Jack Bright
23070 Giant Fir Place
Canyon Lake, CA 92587

3718-064
23070 Giant Fir Place

Application Submitted For:

Pool, Paver Decking, Equip. Screening Wall, Columns

(Please note resubmittal to ACC Committee for review on 6/15/23; results to follow)

On **June 8, 2023**, the Architectural Control Committee met, and your property was on the agenda.

The Committee has determined that your plans submitted for the above-mentioned has been denied; the raised bond beam at the rear of the pool is considered a structure that is in the five (5') foot rear setback. The equipment wall must be out of the five (5') foot setback.

You may re-submit your application and plans with changes or appeal the denial to the ACC Committee in writing. If an appointment to meet with the Committee is desired, please contact Planning and Compliance.

Enclosed herewith is an Appeal Form for your use if you want to appeal this denial to the Association's Board of Directors. To appeal, a completed Appeals Form must be received by the Association within thirty (30) days of the date of this notice. Therefore, you have until **July 19, 2023**, to respond. See the enclosed Appeal Form for further details on the appeals process.

Please contact me in the Planning and Compliance Department should you have any questions or concerns. I may be reached at (951) 244-6841, extension 320, or you may email cherylmitchell@canyonlakepoa.com.

Sincerely,



Cheryl Mitchell
Planning and Compliance Senior Manager
ACC Committee Staff Liaison

to ACC 6/15

22

Resubmit to ACC 6/15/22

P5-103
131-152
CANYON LAKE

OFFICE USE ONLY	
Date Rec'd: 5/24/23	Staff Initials: DM
Violation: Y or N	EXISTING: Y or N
ACC Date: 6/8/23	BOND: Y or N

ARCHITECTURAL CONTROL COMMITTEE
 CANYON LAKE PROPERTY OWNER'S ASSOCIATION
POOL APPLICATION

TRACT 3718 LOT 064 PHONE: 951-232-5756

	OWNER	CONTRACTOR
NAME:	JACK Bright	Quality Custom Pools, Inc
SITE ADDRESS:	23070 Giant Fir Pl.	30133 Marine Way
MAILING ADDRESS:		
EMAIL:		jim@qualitycustompools.com

Please describe and numerically indicate improvement(s) below along with corresponding plot plan

Identify the type of improvement(s):

New Improvement Existing

- Shotcrete Pool 14x30 - 420 SF (NO SPA)
- 6x16 AREA w/ Transition Pavers (end of pool)
- Tan Vinyl Equipment Screen Fence (4' high)

I have read and understand the Architectural Control Committee procedures and requirements and the restrictive covenants for Canyon Lake, and will comply with all provisions set forth therein.

I hereby grant permission to the Committee or its agents to make periodic inspections during reasonable hours to insure that construction is in accordance with approval plans.

Approval of these plans shall not be construed to be a permit for, or approval of any violation of any of the provisions of the rules and regulations and governing documents of the Canyon Lake Property Owner's Association.


Signature of Property Owner

5-23-23
Date

June 15, 2023
Rejected Appl + Plan

Exhibit B

Revised 10/10/17

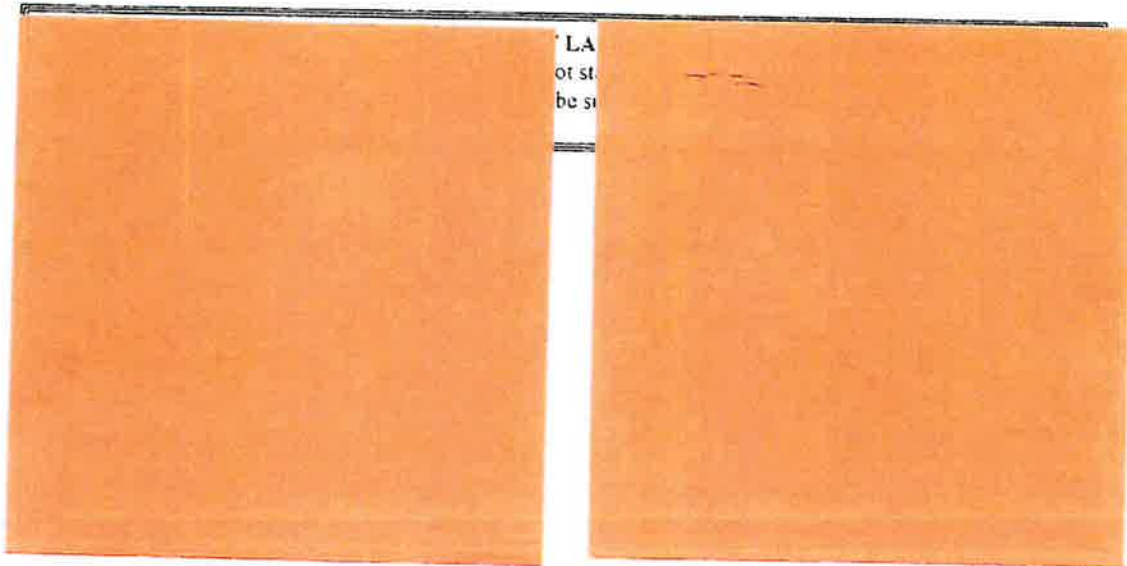
NO WORK ON SUNDAYS OR HOLIDAYS

 X 6/9/2023 PN



ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
POOL APPLICATION

TRACT 3718 LOT 064



Rejected by Architectural Committee:

JUN 08 2023

Date: _____

[Signature]

Alexis Benin

[Signature]

Condition of Rejection:

Raised board beam at the
rear of the pool is considered
a structure that is in the
five(5) foot rear setback.
The equipment wall must
be out of the five(5) foot
setback.

Comments:



CANYON LAKE

ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
APPLICATION FOR PLAN APPROVAL

TRACT 3718 LOT 064

IMPROVEMENTS MUST BE COMPLETED NO LATER THAN 180 DAYS FROM DATE OF PERMIT
ISSUANCE PER PC.7.1 CC&R REQUIREMENTS.

Approved by Architectural Control Committee:


Condition of Approval:

Date: _____

Rejected by Architectural Control Committee:

Condition of Rejection:

JUN 15 2023

Date: _____


Fence cannot be perpendicular
to the property line in the
five(5) foot side setback.
Suggest a gate or no fence
at all.

Comments:

Complies to Senate Bill 442 and 2018 Pool Safety Guidelines:

Alarms On Doors Entering Pool Area Meets CBC 3109.115922 Requirements -Techko Model S187D - Conforms to UL2017

5'h Self Closing Gate opening Outward and Self Latching w/Latch Above 54" From Grade

Water Motion Alarm - Pool Guard Model PGRM-2 - Meets F2208

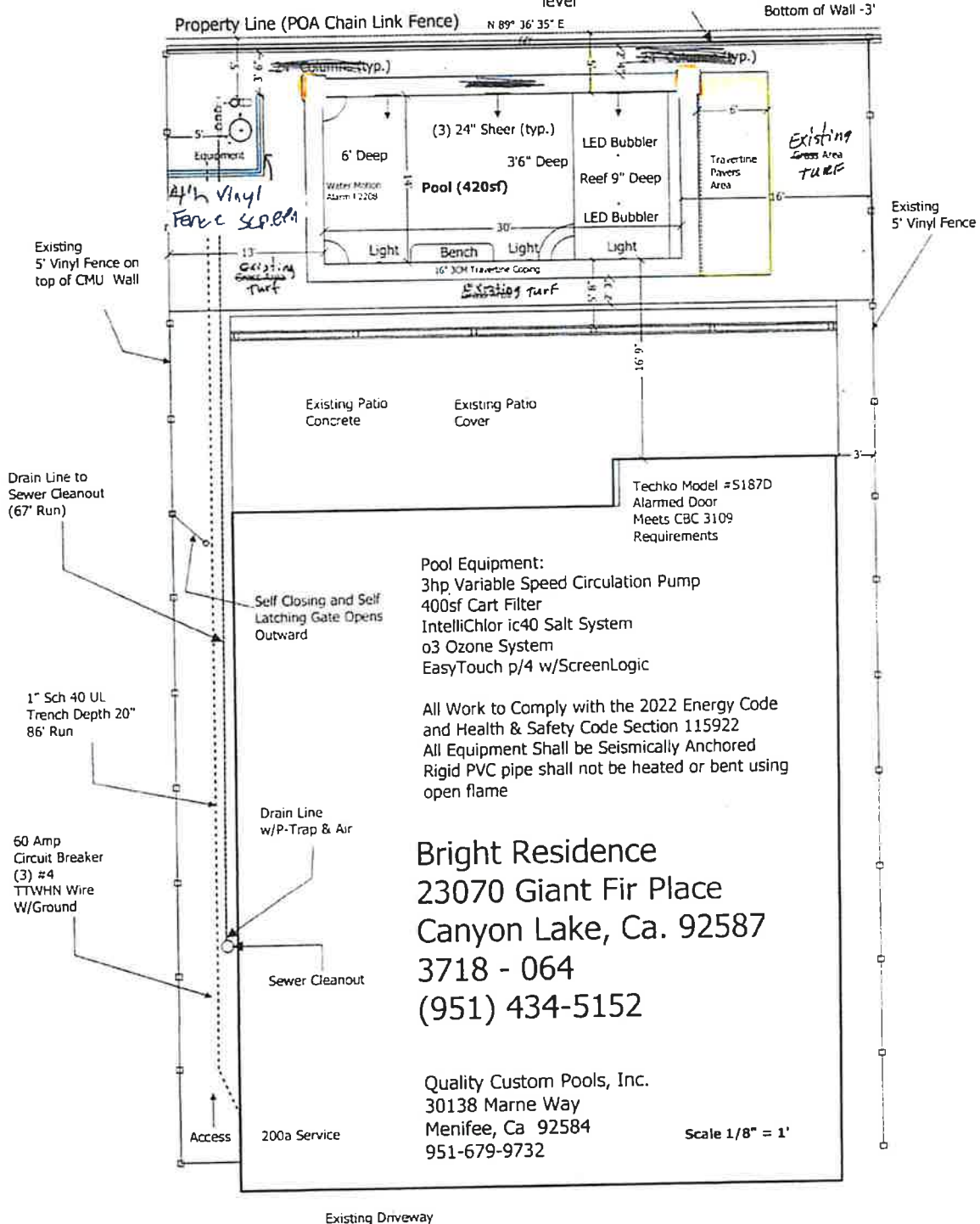
Scope of Work;
Shotcrete Swimming Pool
Paver Seating Area
Stucco CMU Equipment Screen Wall

SITE PLAN REVIEWED
for performance in structural details

Matthew G. Thompson
Pool Engineering, Inc.

Structural details shall take precedence over conflicts with site plan

Existing 5'-6'h CMU Wall -
Backfilled approx. 2'-3' on house side of wall to make backyard level



45

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

June 23, 2023

Jack Bright
23070 Giant Fir Place
Canyon Lake, CA 92587

3718-064
23070 Giant Fir Place

Application Submitted For:

Pool, Paver Decking, Equip. Screening Vinyl Fence

On June 15, 2023, the Architectural Control Committee met, and your property was on the agenda.

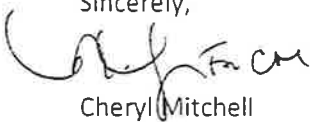
The Committee has determined that your plans submitted for the above-mentioned has been denied; fence cannot be perpendicular to the property line in the five (5') foot side setback. Suggest a gate or no fence at all.

You may re-submit your application and plans with changes or appeal the denial to the ACC Committee in writing. If an appointment to meet with the Committee is desired, please contact Planning and Compliance.

Enclosed herewith is an Appeal Form for your use if you want to appeal this denial to the Association's Board of Directors. To appeal, a completed Appeals Form must be received by the Association within thirty (30) days of the date of this notice. Therefore, you have until July 23, 2023, to respond. See the enclosed Appeal Form for further details on the appeals process.

Please contact me in the Planning and Compliance Department should you have any questions or concerns. I may be reached at (951) 244-6841, extension 320, or you may email cherylmitchell@canyonlakepoa.com.

Sincerely,



Cheryl Mitchell
Planning and Compliance Senior Manager
ACC Committee Staff Liaison

to ACE 6/22

45

Resubmit to ACC 6/15/22

P5-103
131-152
CANYON LAKE

OFFICE USE ONLY	
Date Rec'd	5/24/23
Staff Initials	DM
Violation: Y or N	EXISTING: Y or N
ACC Date: 6/8/23	BOND: Y or N

ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNER'S ASSOCIATION
POOL APPLICATION

TRACT 3718 LOT 064 PHONE: 951-232-5756

OWNER CONTRACTOR

NAME:	<u>JACK Bright</u>	<u>Quality Custom Pools, Inc</u>
SITE ADDRESS:	<u>23070 Giant Fir Pl.</u>	<u>32133 Marine Way</u>
MAILING ADDRESS:		
EMAIL:		<u>jim@qualitycustompools.com</u>

Please describe and numerically indicate improvement(s) below along with corresponding plot plan

Identify the type of improvement(s):

New Improvement Existing

- Shotcrete Pool 14x30 - 420 SF (NO SPA)
- 6x16 AREA B Transition Pavers (end of pool)
- Tan Vinyl Equipment Screen Fence (4' high) With Gate

CLPOA

JUN 22 2023

PLAN & COMPLIANCE

APPROVED
SUBJECT TO ALL CC&R/RULES
& REGULATIONS OF THE C.L.P.O.
& SUBJECT TO ALL REQUIRED PERMITS
FROM CITY OF CANYON LAKE BUILDING

I have read and understand the Architectural Control Committee procedures and requirements and the restrictive covenants for Canyon Lake, and will comply with all provisions set forth therein.

SAFETY DEPARTMENT
SEE LETTER OF APPROVAL FOR
SPECIAL CONDITIONS

I hereby grant permission to the Committee or its agents to make periodic inspections during reasonable hours to insure that construction is in accordance with approval plans.

Approval of these plans shall not be construed to be a permit for, or approval of any violation of any of the provisions of the rules and regulations and governing documents of the Canyon Lake Property Owner's Association.

[Signature]
Signature of Property Owner

5-23-23
Date

Approved April + Plan
June 29, 2023
Exhibit C

NO WORK ON SUNDAYS OR HOLIDAYS

Revised 10/10/17

[Signature] 6/16/2023
[Signature] 6/9/2023 PN



ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
POOL APPLICATION

TRACT 3718 LOT 064

IMPROVEMENTS MUST BE COMPLETED NOT LATER THAN 180 DAYS FROM DATE OF PERMIT ISSUANCE. However, if construction has not started within 30 days from date of approval, the permit will expire and a new application with fee must be submitted for consideration by the Committee.

Approved by Architectural Committee:

JUN 22 2023

Date: _____

[Signature]

Condition of Approval:

Pool must drain to the
sanitary sewer through an
inground line with a 'p'
trap with an airgap.

project must be built to the exact
measurements as shown on plan.

Rejected by Architectural Committee:

JUN 08 2023

Date: _____

[Signature]

Condition of Rejection:

Raised bond beam at the
rear of the pool is considered
a structure that is in the
five (5) foot rear setback.
The equipment wall must
be out of the five (5) foot
setback.

Comments:

Inspector: Please note that the
Contractor stated to the Chairperson
that he would build the bond beam
with pilasters in the rear setback
and then take it to the Board.



CANYON LAKE

ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
APPLICATION FOR PLAN APPROVAL

TRACT 371B LOT 064

IMPROVEMENTS MUST BE COMPLETED NO LATER THAN 180 DAYS FROM DATE OF PERMIT ISSUANCE PER PC.7.1 CC&R REQUIREMENTS.

Approved by Architectural Control Committee:


Condition of Approval:

Date: _____

Rejected by Architectural Control Committee:

Condition of Rejection:

Date: JUN 15 2023



Fence cannot be perpendicular to the property line in the five(5) foot side setback. Suggest a gate or no fence at all.

Comments:

16
Change to plan



OFFICE USE ONLY	
Permit# <u>PS-103</u>	Staff Initials: _____
Date Rec'd: <u>10/5</u>	BOND: <u>Y/N</u> FILE
Existing: <u>Y</u> or N	Violation: Y or N
ACC Date: <u>10/11/23</u>	Violation# _____

**ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
IMPROVEMENT APPLICATION**

TRACT 371B LOT 064 PHONE: 951-232-5756

OWNER		CONTRACTOR	
NAME: <u>Jack Bright</u>	NAME: <u>Quality Custom Pools, Inc</u>		
SITE ADDRESS: <u>23070 Giant Fir</u>	ADDRESS: <u>3030 Marine Way Mariner</u>		
MAILING ADDRESS:	BUSINESS LICENSE #		
PHONE/EMAIL: <u>951-434-5152</u>	PHONE/EMAIL: <u>951-232-5756 jim@qualitycustompools.com</u>		

Please describe and numerically indicate improvement(s) below along with corresponding plot plan

Identify the type of improvement(s):

New Improvement Existing

1. Construct 18" h Planter Walls Capped & Veneer to Match Pool
2. Travertine Steps
3. Expanded Travertine Pavers
4. Construct 18" h Header Wall
5. Extend Equipment Wall & Raised to 5' h

Planter Wall is 4' from property line - Return Walls are between property line & Planter wall

I have read and understand the Architectural Control Committee (ACC) procedures and requirements and the restrictive covenants for Canyon Lake and will comply with all provisions set forth therein.

I hereby grant permission to the Canyon Lake Property Owners Association, ACC Committee, and/or its agents to make periodic inspections during reasonable hours to ensure that construction is in accordance with approved plans.

I understand that per PC.1.5, Canyon Lake Property Owners Association's review and/or approval does not relieve owners of any duties to obtain city permits nor does Canyon Lake Property Owners Association's review and/or approval reflect compliance with any public agency requirements.

Approval of these plans shall not be construed to be a permit for or approval of any violation of any of the provisions of the rules and regulations and governing documents of the Canyon Lake Property Owners Association.

[Signature]
Signature of Property Owner

10/5/2023
Date

Exhibit D
 Oct. 19, 2023
 Rejected Appl + Plan
 PN

NO WORK ON SUNDAYS OR HOLIDAYS



CANYON LAKE

ARCHITECTURAL CONTROL COMMITTEE
CANYON LAKE PROPERTY OWNERS ASSOCIATION
IMPROVEMENT APPLICATION

TRACT 3718 LOT 064

IMPROVEMENTS MUST BE COMPLETED NO LATER THAN 180 DAYS FROM DATE OF PERMIT ISSUANCE PER PC.7.1 CC&R REQUIREMENTS

Approved by Architectural Control Committee:

Condition of Approval:

Date: _____

Rejected by Architectural Control Committee:

Condition of Rejection:

Date: OCT 19 2023
[Signature]
[Signature]

Application and plans do not match. Columns cannot be in the (5) five foot rear setback. PC 3.1D

Comments:

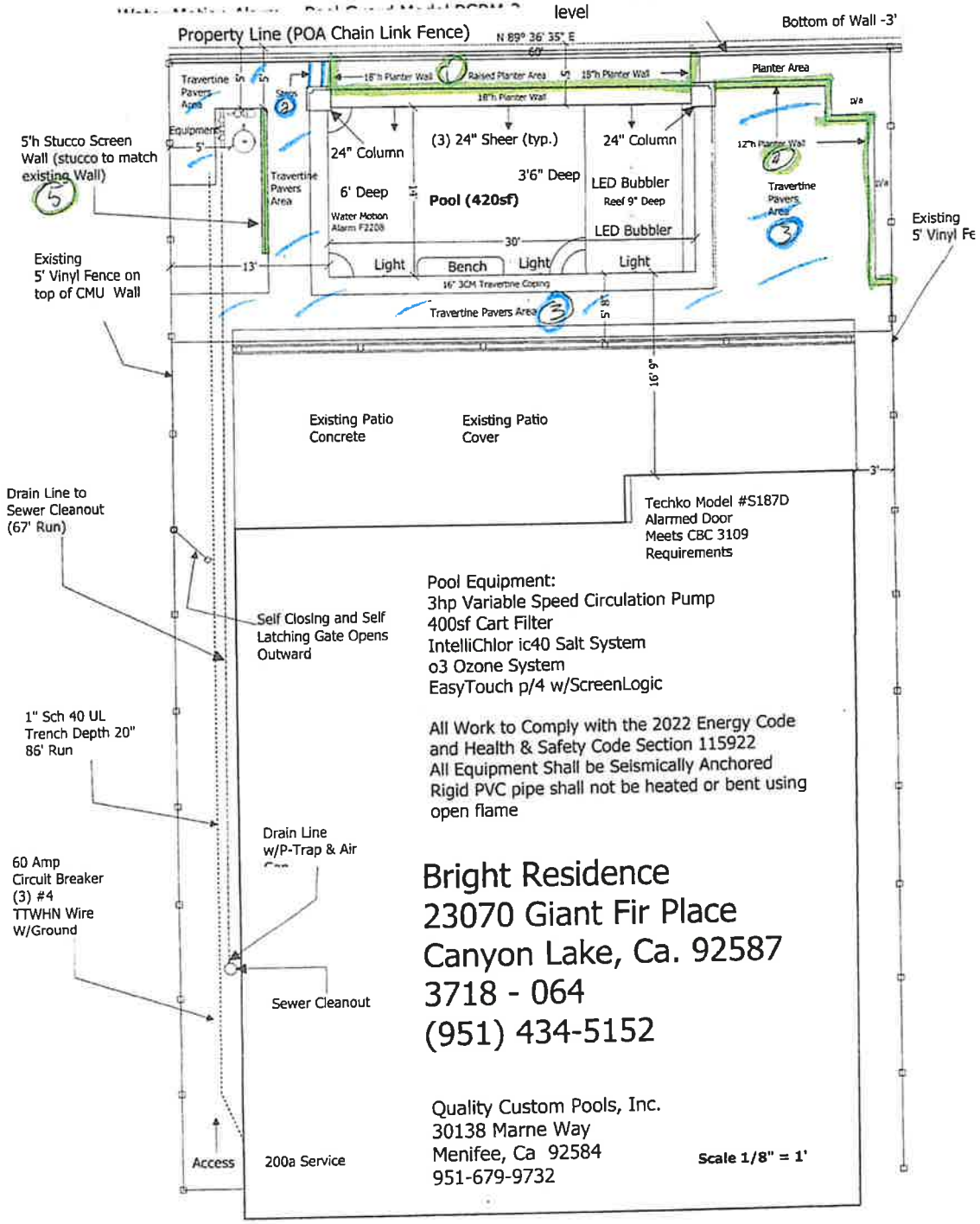
Complies to Senate Bill 442 and 2018 Pool Safety Guidelines:

Alarms On Doors Entering Pool Area Meets CBC 3109.115922 Requirements -Techko Model S187D - Conforms to UL2017

Scope of Work;
Shotcrete Swimming Pool
Paver Seating Area
Stucco CMU Equipment Screen Wall

5'h Self Closing Gate opening Outward and Self Latching w/Latch Above 54" From Grade

Existing 5'-6'h CMU Wall - Backfilled approx. 2'-3' on house side of wall to make backyard level



Pool Equipment:
 3hp Variable Speed Circulation Pump
 400sf Cart Filter
 IntelliChlor ic40 Salt System
 o3 Ozone System
 EasyTouch p/4 w/ScreenLogic

All Work to Comply with the 2022 Energy Code and Health & Safety Code Section 115922
 All Equipment Shall be Seismically Anchored
 Rigid PVC pipe shall not be heated or bent using open flame

Bright Residence
 23070 Giant Fir Place
 Canyon Lake, Ca. 92587
 3718 - 064
 (951) 434-5152

Quality Custom Pools, Inc.
 30138 Marne Way
 Menifee, Ca 92584
 951-679-9732

Scale 1/8" = 1'

Existing Driveway

31512 Railroad Canyon Road, Canyon Lake, CA 92508
951.244.6841
www.canyonlakepoa.com

October 28, 2023

Jack Bright
23070 Giant Fir Pl
Canyon Lake, CA 92587

3718-064
23074 Giant Fir Pl

Application Submitted For: Pool, Paver Decking, Equipment Screening Vinyl Fence & Gate
Change: Veneer Planter Walls, Paver Decking, Steps, Extend Eqp. & Raise
Screening Wall

On **October 19, 2023**, the Architectural Control Committee met, and your property was on the agenda.

The Committee has determined that your plans submitted for the above-mentioned has been denied; the application and plans do not match. The columns cannot be in the five (5') foot rear setback. **PC.3.1d**, a **CC&R** requirement.

You may re-submit your application and plans with changes or appeal the denial to the ACC Committee in writing. If an appointment to meet with the Committee is desired, please contact Planning and Compliance.

Enclosed herewith is an Appeal Form for your use if you want to appeal this denial to the Association's Board of Directors. To appeal, a completed Appeals Form must be received by the Association within thirty (30) days of the date of this notice. Therefore, you have until **November 28, 2023**, to respond. See the enclosed Appeal Form for further details on the appeals process.

Please contact me in the Planning and Compliance Department should you have any questions or concerns. I may be reached at (951) 244-6841, extension 320, or you may email cherylmitchell@canyonlakepoa.com.

Sincerely,



Cheryl Mitchell
Planning and Compliance Senior Manager
ACC Committee Staff Liaison