

Board of Directors

Regular Session Board Meeting Agenda

Tuesday, January 3, 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**

- December 6, 2022

3. **Public Official Comments**

4. **Presentations**

5. **Announcements**

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

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

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

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

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

B. **Report of Executive Session Actions** (Lynn Jensen)

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

C. **Authorization of Liens** (Susan Dawood)

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

8. Board Action Items

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

Proposed Resolution: That the Board of Directors approve the attached Bylaw Amendment measure (Exhibit A) to the 2023 Annual Meeting of the Members and Election of Directors' Ballot.

8.2 APPROVAL: Security Advisory Committee Member Appointment (Amanda Moore)

Proposed Resolution: That it is recommended that the Board of Directors appoint Cathy Lekawa; contingent upon execution of the confidentiality agreement, effective immediately.

8.3 28-Day Reading: Revise Rule Revise Rule PC.9.5 Dock Application Requirements (Cheryl Mitchell)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule PC.9.5, as attached.

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

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule PC.9.4, as attached.

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

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule LM.7.2, as attached.

8.6 APPROVAL: Revise Rule GR.5.1m Failure to Comply (Amanda Moore)

Proposed Resolution: That the Board of Directors approve to revise rule GR.5.1m, as attached.

8.7 APPROVAL: Revise Rule LM.10.2b Boats Entering without Service Seal (Amanda Moore)

Proposed Resolution: That the Board of Directors approve the to revise rule LM.10.2b, as attached.

8.8 APPROVAL: Revise Rule PC.5.10 Driveway and Additional Parking (Cheryl Mitchell)

Proposed Resolution: That the Board of Directors approve to revise rule PC.5.10, as attached.

8.9 APPROVAL: Funding for the Lighthouse Restaurant and Bar Renovation Project (Eric Kazakoff)

Proposed Resolution: That the Board of Directors approve funding to renovate the Lighthouse Restaurant and Bar, all funding to come from the Repair and Replacement Reserve fund.

8.10 APPROVAL: Funding for the Lodge Patio and Event Space Project (Eric Kazakoff)

Proposed Resolution: That the Board of Directors approve funding for the Lodge Patio and Event Space Project, to come from the Repair and Replacement Reserve and Capital Improvement Funds.

9. Association Reports

- General Manager Report (Eric Kazakoff)

- Community Patrol Report, as written
- Staff Reports, as written

10. **Board Comments**

11. **Architectural Appeals**

- A. Richard Gonzales 22806 Canyon Club Drive
Appealing ACC Denial to Extend Courtyard Wall in Setbacks
Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request due to a CC&R violation to extend a courtyard wall into the front and side yard setbacks.
- B. Gilbert Mugica 30163 Boat Haven Drive
Appealing ACC Denial for Outside Fireplace in the Side Setback
Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the request for a fireplace in the side setback. Further recommends that the member submit an application to correct the fireplace position or remove completely.
- C. Travis Long 22926 Gray Fox Drive
Appealing ACC Denial for New Dock with 72' Long Gangway/Ramp
Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the appeal to keep the ramp length as submitted. Further recommends that the member submit an application to correct the ramp length.

12. **Next Meeting Date**

- Tuesday, January 24, 2022, at 6:00 p.m. – Special Regular Session
- Tuesday, February 7, 2022, at 1:00 p.m. – Executive Session
- Tuesday, February 7, 2022, 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, December 6, 2022. President Renee Griffiths called the meeting to order at 6:02 p.m. Directors present were Bill Van Vleet, Greg Doherty and Tim Cook. Four Board Members were present, Director Alex Cook was absent; quorum was met. Also present were; Legal Counsel, Theresa Filicia; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Amanda Moore; Director of Operations Steve Schneider; ACC Alternate David Humphrey and ACC Member Alexis Prince; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by member Chuck Moreno.

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

2. **Approval of Minutes**

- November 1, 2022

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the November 1, 2022 Regular Session Board Meeting Minutes. Director Van Vleet seconded. Four votes in favor, Director Alex Cook was absent. MOTION CARRIED

3. **Public Official Comments**

EVMWD President Darcy Burke reported on: condolences for the loss of EVMWD Director Phil Williams, pending process announcement for filling the new director vacancy, CA water allocation legislation, possible water service rate increases, appreciation to Sheriff Chad Bianco and Captain Rayls for their lead in the dive exercise to remove vehicles from Canyon Lake at no cost, first quarter Joint Meeting with the City of Canyon Lake, EVMWD & CLPOA, treatment plant tours, new Chairman Elect, Adan Ortega at Metropolitan Water District, and the next Coffee at the Country Club event on Wednesday, December 14th at 7:30 a.m.

4. **Presentations**

- President Griffiths presented a Recognition Award to member Ryan Clark

5. **Announcements**

- Director Van Vleet announced the Board's review of the recommendation for periodic walking on the Golf Course and the Board's decision in Executive Session to not allow walking on the Golf Course.

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

The Board heard member comments.

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

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

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

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

B. Report of Executive Session Actions

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

C. Authorization of Liens

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

8. **Board Action Items**

8.1 APPROVAL: 2023 Annual Meeting of the Members and Election of Directors Ballot Measure – IRS Authorization to Rollover Excess Assessment Income

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve the attached ballot measure to be included on the 2023 Annual Meeting of the Members and Election of Directors' Ballot. Director Van Vleet seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.2 APPROVAL: New Committee Charter - Special Events Committee

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

8.3 APPROVAL: Solar PPA Contract Signature Ratification and Easement Agreements

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors ratify the General Manager Eric Kazakoff's signature on the PPA contract with SCP 73 LLC on April 8, 2022 and also accept the finalized Easement Agreement, as attached. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.4 APPROVAL: Finance Committee Member

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the Finance Committee's recommendation to appoint Dale Welty as a member on the Finance Committee, effective immediately. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.5 APPROVAL: Canyon Lake Drive South Median Improvements

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the funding of \$630,000 plus an 8% contingency from the Reserve Fund, 02-670. Director Doherty seconded. Three votes in favor, Director Tim Cook opposed, Director Alex Cook absent. MOTION CARRIED

8.6 28-Day Reading: Revise Rule GC.9.1. Annual Members Advance Tee Time Reservations

MOTION/RESOLUTION: Director moved that the Board of Directors approve the 28-day reading to revise rule GC.9.1, as attached, to modify the advance booking time rule GC.9.1 for non-resident golf members to 10-days advance booking. MOTION DIED for lack of second.

8.7 APPROVAL: Estates Committee Chairperson Appointment

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the appointment of member Dave Gully to serve as the Chairperson on the Estates Committee. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.8 28-Day Reading: Revise Rule LM.10.2b Boats Entering without Service Seal

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the 28-day reading to revise rule LM.10.2b, as attached. Director Van Vleet seconded. The Board held discussion.
MOTION FAILED

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the 28-day reading to revise rule LM.10.2b, as amended to a \$100 fine. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.9 28-Day Reading: Revise Rule GR.5.1m Failure to Comply

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the 28-day reading to revise rule GR.5.1m, as amended to a \$100 fine. Director Van Vleet seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

8.10 APPROVAL: Revise Rule EC.5.3 Indemnification Required for Bringing Horses into Facility

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve to revise rule EC.5.3, as attached. Director Van Vleet seconded. Four votes in favor, Director Alex Cook absent.
MOTION CARRIED

8.11 APPROVAL: Revise Rule GR.3.8 Lessees

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve to revise rule GR.3.8, as attached. Director Van Vleet seconded. Four votes in favor, Director Alex Cook absent.
MOTION CARRIED

8.12 APPROVAL: Revise Rule GR.4.2c Maximum Number of Permits

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve to revise rule GR.4.2c, as attached. Director Doherty seconded. Four votes in favor, Director Alex Cook absent.
MOTION CARRIED

8.13 APPROVAL: Revise Rule PT.1.4

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule PT.1.4, as attached. Director Van Vleet seconded. Four votes in favor, Director Alex Cook absent.
MOTION CARRIED

9. Association Reports

- General Manager Report, Eric Kazakoff
Reported on: department reports, holiday events, projects, solar installation, pending Ribbon Cutting and Grand Opening Event for Vacation Park, and the opening of RFPs for two Lodge remodels.
- Staff Reports, as written
- Community Patrol, as written

10. Board Comments

- Director Tim Cook commented on appreciation to City of Canyon Lake and Family Matter's Club for the Winter Wonderland Event, appreciation to staff for their efforts in the Toy Drive and Golf Cart Parade, and successful Poker Run and Holiday Home Tour events.
- Director Doherty commented on the CLPOA email newsletter benefits and improvements.
- Director Van Vleet commented on holidays, appreciation to staff, importance of community support, helping those in need, and courtesy to neighbors.

- President Griffiths commented on hard work of staff for community events, appreciation for the hard work from the Tuesday Work Group (TWG), upcoming Senior Center NYE event, Boat Parade submissions, and appreciation for staff.

The Board recessed at 7:16 p.m. and resumed the meeting at 7:29 p.m.

11. Architectural Appeals

A. Paul Herber 3779-043

Appealing ACC Denial for Patio Cover in Side Setback

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request due to a CC&R violation and require removal. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

B. Richard Gonzales 3869-047

Appealing ACC Denial to Extend Courtyard Wall in Setbacks

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

C. Jason Woodhouse 3716-445

Appealing ACC Denial for Fence and Gate in Front Yard Setback

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

D. Ivan Moran 3779-072

Appealing ACC Denial for Dock, Ramp, Canopy, Boat List, Toy Rack & Swim Bench (Oversized Dock)

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request. Director Doherty seconded. Four votes in favor, Director Alex Cook absent. MOTION CARRIED

12. Next Meeting Date

- Tuesday, January 3, 2022 at 1:00 p.m. – Executive Session
- Tuesday, January 3, 2022 at 6:00 p.m. – Regular Session

13. Adjournment

Director Tim Cook moved to adjourn the meeting. Director Van Vleet seconded. Meeting adjourned at 7:56 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: January 3, 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 January 3, 2023. The meeting was called to order at 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 three (3) 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 five (5) 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 5:30 pm.

Lynn Jensen

Lynn Jensen
Assistant General Manager

Date: January 3rd, 2023

To: Board of Directors

From: Accounting Department

Board Action/Resolution: Authorization of Liens

Background

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

Fiscal Impact

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

Recommendation

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

Assessor Parcel Number

1. 355-072-047
2. 355-044-011
3. 355-211-006
4. 353-151-010
5. 354-041-003
6. 354-161-018
7. 355-123-037
8. 354-073-003

9. 355-072-026
- 10.355-061-027
- 11.351-155-001
- 12.353-060-007
- 13.353-022-005
- 14.355-301-003
- 15.353-171-002
- 16.355-183-006

- 17.355-182-012
- 18.355-194-002
- 19.353-161-017
- 20.351 162 011-6

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 3, 2023
TO: Board of Directors
FROM: Corporate Office
**RE: APPROVAL – 2023 Annual Meeting of the Members and Election of Directors
Ballot Measure - Bylaw Amendment to Change Board Director Terms from Two
Years to Four Years (Exhibit A)**

Background

The Association is under contract with HOA Elections of California Inc. as the inspector of elections for the 2023 Annual Meeting of the Members and Election of Directors. In addition to the annual election of directors, there is one standing ballot measure included every year as follows: I Measure: Authorization to Rollover Excess FY 2023 - 2024 Assessment Income and Apply to the FY 2024 - 2025 Assessment to Avoid Additional Taxes. This measure was approved at the December 6, 2022 Board Meeting.

In addition to this measure, there has been an interest in revisiting a Bylaw Ballot Measure that would extend the terms of Board Members from two-year terms to four-year terms (allowing for a total of two consecutive four-year terms, or eight years, if approved). This measure was on the 2021 ballot but failed to get enough votes to pass. If approved, I believe it would greatly benefit the Association by bringing continuity to the board and the management of our association reducing election costs by 50%, significantly increase governance consistency and improve long term continuity by reducing the chance of dramatic fluctuation in planning focus, expenditures, and budgeting. With this change, the Canyon Lake POA will be guided by more experienced leadership that will carry a greater responsibility for the long-term impact of their fiscal decisions. The Measure is as follows: II Measure: Bylaw Amendment to Change Board Director Terms from Two Years to Four Years (Exhibit A)

Fiscal Impact

If added to the ballot and approved by the membership, the Association would save approximately \$40,000 in Election costs every other year (reducing election costs by 50%).

Recommendation

It is recommended that the Board of Directors approve the attached Bylaw Amendment measure (Exhibit A) to the 2023 Annual Meeting of the Members and Election of Directors' Ballot.

Bill Van Vleet

Bill Van Vleet, Treasurer

📍 31512 Railroad Canyon Road, Canyon Lake, CA 92587

📞 951.244.6841

🌐 www.canyonlakepoa.com

2023 Annual Meeting of the Members and Election of Directors Ballot Measure

I MEASURE: AUTHORIZATION TO ROLLOVER EXCESS 23-24 ASSESSMENT INCOME AND APPLY TO THE 24-25 ASSESSMENT TO AVOID ADDITIONAL TAXES

FOR

AGAINST

II MEASURE: BYLAW AMENDMENT TO CHANGE BOARD DIRECTOR TERMS FROM TWO YEARS TO FOUR YEARS (AS SET FORTH IN EXHIBIT A)

FOR

AGAINST

Canyon Lake Property Owners Association

EXHIBIT A

PROPOSED AMENDMENT TO THE BYLAWS

Board Director Terms

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

Bylaws - Article VI. Directors, Section 3. Election and Term of Office.

Section 3. Election and Term of Office. Regularly scheduled elections for the Board of Directors shall be held every other year. Directors shall serve for four (4) two (2) year terms. ~~If the Board is composed of five (5) Directors, two (2) Directors will be elected in one (1) given year and three (3) Directors in the following election next year.~~ In 2024, two directors will be elected for three (3) year terms to accommodate the new election cycle; then four year terms will apply thereafter.; 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 shall be elected to two (2) year terms, and the remaining three (3) Directors shall be elected to one (1) year terms.

The number of consecutive terms served by an elected Director shall be limited to two (2) terms (or eight (8) four (4) years). Upon a Director's completion of eight (8) four (4) consecutive years of service, there will be a four (4) 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 four (4) two (2) year term, and then term limits shall apply. No Director can serve for more than a total of twelve (12) six (6) 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) 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 terms following that interim replacement service. If the entire Board is removed, dies or resigns, the election of Directors shall be as described in paragraph one above, except the Director's servicing the remaining years in the term ~~one (1) year terms~~ shall be considered serving a full term and term limits would apply.

Directors shall serve for the terms stated above or until their respective successors are elected, or until their death, resignation or removal, whichever is earliest. Any successor Director selected to fill a vacancy in accordance with Section 4, below, shall serve for the balance of the term remaining in order to preserve the staggered terms and election of the Directors. Any Director may resign at any time by giving written notice to the President or Secretary. Any Director may be removed from office by a vote of a majority of the Members entitled to vote at any election of Directors. If any or all Directors were so removed, new Directors may be elected at the same meeting.

Key

~~AAA~~ Proposed Deletion

AAA Proposed Addition

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 3, 2023 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: APPROVAL – Appoint Security Advisory Committee Member(s)

Background

The Security Advisory Committee charter outlines that the Committee is to be made up of 7 members plus 2 alternates. One vacancy has opened since the instatement of the committee and the following member is being recommended for appointment:

Cathy Lekawa – alternate committee member

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve to appoint the individuals listed above to the Security Advisory Committee.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Date: 1/3/23

Action

To: Board of Directors

From: Planning and Compliance Department

Re: Rule Revision –28-day Reading PC.9.5 Dock Application Requirements

Background

The Committee is recommending the dock information to be updated to reflect current changes. The entire section was redlined and re-written for simplification purposes.

Additional information has been added, such as definition of fixed and adjustable ramps in order to end the confusion on what the Committee deems as adjustable and fixed.

Fiscal Impact

Fine: none. Informational purposes only.

Recommendation

It is recommended that the Board of Directors approve the rule revision for PC.9.5 Dock Application Requirements for a 28-day reading, as written

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.9.5 Dock Application Requirements

Plans must show the placement of all proposed structures and be adequately dimensioned so the installation can be checked for accuracy of location. There must also be an accurate profile showing the present condition of the slope, the location of the dock, the method of anchorage, and the provisions for keeping the dock near to the shore at all elevations of the lake. Additional requirements are:

- Plans must be drawn to scale and must say what the scale is.
- Plans must show other docks with distances and all other structures on both sides of applicant's lot (i.e., seawall, etc.).
- Site plan must show property lines (sides and rear as well as those of adjoining properties).
- Dock and ramp drawing must show size, openings, ramp attachments and type of attachment, cable hookups, and canopy and / or lift, if applicable.
- Plans must show the low water (1372 foot msl) and contour at 1372 foot level. The innermost point of the dock, usually the header, can encroach no further than 1372-foot msl level in the water.

Proposed Change (Redlined):

PC.9.5 Dock Application Requirements

Plans must show the placement of all proposed structures and be accurately dimensioned so the installation can be checked for accuracy of location. ~~There must also be an accurate profile showing the present condition of the slope, the location of the dock, the method of anchorage, and the provisions for keeping the dock near to the shore at all elevations of the lake. Additional requirements are:~~

- ~~• Plans must be drawn to scale and must say what the scale is.~~
- ~~• Plans must show other docks with distances and all other structures on both sides of applicant's lot (i.e., seawall, etc.).~~
- ~~• Site plan must show property lines (sides and rear as well as those of adjoining properties).~~
- ~~• Dock and ramp drawing must show size, openings, ramp attachments and type of attachment, cable hookups, and canopy and / or lift, if applicable.~~
- ~~• Plans must show the low water (1372 foot msl) and contour at 1372 foot level. The innermost point of the dock, usually the header, can encroach no further than 1372-foot msl level in the water.~~

Application requirements are:

- Site plans must be prepared and signed/ stamped by a registered civil engineer or licensed surveyor, drawn to scale, and must say what the scale is. Plans need to show only the rear of the property with emphasis on the rear property line location and the dock.
- The plan must show side and rear property lines as well as those of adjoining properties.
- The plan must also show other docks with distances and all other structures on both sides of the applicant's lot (i.e., seawall, gazebo, etc.). For docks in coves, distance to the dock(s) across the cove must be shown.
- Dock and ramp drawing must show size, openings, a ramp labeled fixed or adjustable, ramp wedge

PC.9.5 Final, 11/18/22

labeled (if needed) with degrees, metal cable tie hookups or strong arm, and canopy and /or lift (if applicable).

- The plan must show the low water contour at 1372-foot mean sea level (msl) of the lake floor. The innermost point of the dock closest to the shoreline, usually the header, can encroach no farther out than the 1372-foot msl.

NOTE: Fixed ramps are mounted to a seawall, retaining wall, or support posts. Adjustable ramps usually have wheels and are mounted on tracks near the shoreline. Adjustable ramps are designed to move in or out from the shoreline depending on the water level. For high water, move the dock in. For low water, move the dock out.

Proposed Change:

PC.9.5 Dock Application Requirements

Plans must show the placement of all proposed structures and be adequately dimensioned so the installation can be checked for accuracy of location. Application requirements are:

- Site plans must be prepared and signed/ stamped by a registered civil engineer or licensed surveyor, drawn to scale, and must say what the scale is. Plans need to show only the rear of the property with emphasis on the rear property line location and the dock.
- The plan must show side and rear property lines as well as those of adjoining properties.
- The plan must also show other docks with distances and all other structures on both sides of the applicant's lot (i.e., seawall, gazebo, etc.). For docks in coves, distance to the dock(s) across the cove must be shown.
- Dock and ramp drawing must show size, openings, a ramp labeled fixed or adjustable, ramp wedge labeled (if needed) with degrees, metal cable tie hookups or strong arm, and canopy and /or lift (if applicable).
- The plan must show the low water contour at 1372-foot mean sea level (msl) of the lake floor. The innermost point of the dock closest to the shoreline, usually the header, can encroach no farther out than the 1372-foot msl.

NOTE: Fixed ramps are mounted to a seawall, retaining wall, or support posts. Adjustable ramps usually have wheels and are mounted on tracks near the shoreline. Adjustable ramps are designed to move in or out from the shoreline depending on the water level. For high water, move the dock in. For low water, move the dock out.

Fine – No fine. Information only.

Justification:

The Committee realized when the dock information was being updated that the application information needed updating also. The entire section was redlined and re-written. Additional information was added. The Committee also added a definition of fixed and adjustable ramps to hopefully end the confusion by members.

Date: 1/3/23

Action

To: Board of Directors

From: Planning and Compliance Department

Re: Rule Revision –28-day Reading PC.9.4 General Design Date for New or Replacement Docks

Background

Due to the demand for larger docks, the ACC Committee and staff find it necessary to update the general design date for PC.9.4.

The size of dock design needs to be updated to reflect the larger size boats and demand for larger slips. Because Canyon Lake is a small lake at 383 acres with a large part of the lake in the coves and East Bay it is necessary to be uniform in the general design. Therefore, oversized docks cannot be requested by everyone due to navigation and surrounding dock, especially in tight areas, coves and may be a problem for other members' traversing the area.

"Master planned area", it was never intended that the ACC be the designer for coves, marinas and other types and styles of docks. The Committee is not composed of registered engineer or licensed surveyors, so the design is up to the member and the contractor. Also, the Committee is an appointed volunteer group that does not have the time to develop plans.

To improve the understanding concerning docks, additional criteria has been included that the Committee uses in their decision-making process. The ACC must make decisions that are in the best interest of both owner and neighbors, which includes the ability to navigate both the coves and open lake.

Fiscal Impact

Fine: none. Informational purposes only.

Recommendation

It is recommended that the Board of Directors approve the rule revision for PC.9.4 General Design Data for New or Replacement Docks for a 28-day reading, as written

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.9.4 General Design Data for New or Replacement Docks

The Committee will rule on type and color of dock allowed. The Committee may, in its sole discretion, deviate from these guidelines.

- U dock: 28' long including a 6' header, 16' wide, 3' fingers, 10' opening
- W dock: 27' long including a 5' header, 32' wide, 3' fingers, 10' opening
- L dock: 25' long including 4' header, 11' wide
- T dock: 25' long including 4' header, 16' wide
- Finger dock: 24' long, 6' wide

Typical dock design is based on width of rear property line. These are guidelines only. The Committee has the authority to deviate from these guidelines (e.g. relocated docks).

- Lots with over 26' at rear property line: U dock.
- Two adjacent lots with less than 26' each and more than 20' each at rear property line: W dock.
- More than two adjacent lots of 20' each at rear property line: joint use L or Finger dock.
- More than two adjacent lots with less than 20' each at rear property line; joint use T, L, or Finger dock.

This is general design information and subject to specific review by the Committee for approval. Where the Committee deems it would be appropriate, a master plan may be created for placement of docks in coves.

Current Rule (Redlined):

PC.9.4 General Design Data for New or Replacement Docks

The Committee will rule on **the** type and color of dock allowed. The Committee may, in its sole discretion, deviate from these guidelines.

- U dock: 28' long including a 6' header, 16' wide, 3' fingers, 10' opening
Maximum slip length in tight coves: 22' long
Maximum slip length in open water area: 25' long
Maximum header depth: 6' long
- W dock: ~~26'~~ 28' long including a ~~5'~~ 6' header, ~~32'~~ 29' wide, 3' fingers, 10' opening
Maximum slip length in tight coves: 22' long
Maximum slip length in open water area: 25' long
Maximum header depth: 6' long
- L dock: 25' long including 4' header, 11' wide
- T dock: 25' long including 4' header, 16' wide
- Finger dock: ~~24'~~ 25' long, ~~6'~~ 4' wide

Minimum length of a ramp fixed to the top of a 1383' high msl seawall: 20' (Shorter than 20' is harder to walk on when the water in the lake goes down.)

Typical dock design is based on width of rear property line. These are guidelines only. The Committee has the authority to deviate from these guidelines. (e.g., ~~relocated docks~~).

- Lots with over 26' at rear property line: U dock.
- Two adjacent lots with less than 26' each and more than 20' each at rear property line: W dock.
- More than two adjacent lots of 20' each at rear property line: joint use L or Finger dock.
- More than two adjacent lots with less than 20' each at rear property line; joint use T, L, or Finger dock.

This is general design information and subject to specific review by the Committee for approval. Where the Committee deems it would be appropriate, a master plan may be created **by property owners** for placement of docks in coves. **All coves are different with some coves being extremely tight when it comes to dock placement. A marina in a cove made up of three or more slips with three or more property owners is highly recommended as a marina takes less space. The Committee will evaluate open water placement vs cove placement location. Navigation and placement of future docks where there are none will be considered for all dock changes and also determine if there is sufficient room for a side-tie lift. The Committee has the authority to require dock relocation as needed.**

PC.9.4 Final 2, 11/17/22

2

Proposed Change:

PC.9.4 General Design Data for New or Replacement Docks

The Committee will rule on the type and color of dock allowed. The Committee may, in its sole discretion, deviate from these guidelines.

- U dock: 28' long including a 6' header, 16' wide, 3' fingers, 10' opening
Maximum slip length in tight coves: 22' long
Maximum slip length in open water area: 25' long
Maximum header depth: 6' long
- W dock: 28' long including a 6' header, 29' wide, 3' fingers, 10' opening
Maximum slip length in tight coves: 22' long
Maximum slip length in open water area: 25' long
Maximum header depth: 6' long
- L dock: 25' long including 4' header, 11' wide
- T dock: 25' long including 4' header, 16' wide
- Finger dock: 25' long, 4' wide

Minimum length of a ramp fixed to the top of a 1383' high msl seawall: 20' (Shorter than 20' is harder to walk on when the water in the lake goes down.)

Typical dock design is based on width of rear property line. These are guidelines only. The Committee has the authority to deviate from these guidelines.

PC.9.4 Final 2, 11/17/22

- Lots with over 26' at rear property line: U dock.
- Two adjacent lots with less than 26' each and more than 20' each at rear property line: single W dock.
- More than two adjacent lots of 20' each at rear property line: joint use L or Finger dock.
- More than two adjacent lots with less than 20' each at rear property line; joint use T, L, or Finger dock.

This is general design information and subject to specific review by the Committee for approval. Where the Committee deems it would be appropriate, a master plan may be created by property owners for placement of docks in coves. All coves are different with some coves being extremely tight when it comes to dock placement. A marina in a cove made up of three or more slips with three or more property owners is highly recommended as a marina takes less space. The Committee will evaluate open water placement vs cove placement location. Navigation and placement of future docks where there are none will be considered for all dock changes and also determine if there is sufficient room for a side-tie lift. The Committee has the authority to require dock relocation as needed.

Fine: Guidance only. No fine associated with this rule.

Justification: The size of dock design needed to be updated. Canyon Lake is a small lake at 383 acres with a large part of the lake in the coves and East Bay. Oversize docks cannot be requested by everyone and can affect other members having docks. Navigation may be a problem for other members' transversing the area. Concerning a master plan, it was never intended that the ACC be the designer. The Committee is not composed of a registered engineer or a licensed surveyor. Also, the Committee is an appointed volunteer group that does not have the time to develop plans. To improve understanding concerning docks, we are including additional criteria the Committee uses to make a decision. The ACC must make decisions that are in the best interest of both the property owner and the neighbors.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 3, 2023 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

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

Background

As the popularity of wake sports has increased, boat manufacturers have developed sophisticated ballast systems, wake plates, tabs, etc. to increase and control the size and shape of wakes. In addition, manufacturers are building boats that are progressively getting heavier as a heavier boat will displace more water and create a larger wake. To address growing concerns about excessive wakes being generated from boats, CLPOA hired an Environmental Services Professional to conduct a lake carrying capacity study to help identify if a weight limit is necessary for Canyon Lake. Based off the results of the study, the proposed rule change would have the following impact:

1. Establish a 5000 lbs. maximum boat weight
2. Grandfather all currently registered boats over 5000 lbs. until the vessel is sold, removed, or transferred to another owner

If approved, this change would have minimal to no impact on pontoon, deck, ski, and fishing boats as the weight of these boats are generally around a range of 2000 lbs. to 3500 lbs.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule LM.7.2 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21'6")

No Boats Permitted Over Twenty-one feet six inches (21'6"). Boats over twenty-one feet six inches (21'6") in length are prohibited for use on Canyon Lake. All boats (existing and new) may be required to be physically measured by the Canyon Lake Property Owners Association to make certain they comply with the Associations boat length limitation and Manufacturers specification documentation before the registration certificate can be issued. Verification will be based on the Manufacturers specification documentation. Marine Patrol has the authority to inspect and measure any boat that does not appear to match the measurements on the Manufacturers specification documentation and or Department of Motor Vehicle Registration. All boats shall be measured by these established guidelines.

GRANDFATHER CLAUSE FOR BOAT LENGTH Any boat currently registered with the CLPOA as of October 7, 2014 that exceeds the 21'6" requirement, will be allowed to continue to be registered for use in the CLPOA until sold or removed, providing the boat ownership is not transferred to another person in the community.

LM.7.2a Guidelines for Measuring Non- Pontoon Boats (including Sail Boats, Pickle Forks, etc)

- o Boats are to be measured from extreme tip of bow to stern.
- o All attached swim steps shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

LM.7.2b Guidelines for Measuring Pontoon Boats

- o Pontoon Boats shall be measured by the surface deck from front to back.
- o All pontoon flotation devices shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

Proposed Revision (Redlined)

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

~~No Boats Permitted Over Twenty-one feet six inches (21'6").~~ Boats over twenty-one feet six inches (21'6") in length ~~or exceeding five thousand (5000) pounds in dry weight~~ are prohibited for use on Canyon Lake. All boats (existing and new) may be required to be physically measured by the Canyon Lake Property Owners Association to make certain they comply with the Associations boat length limitation and Manufacturers specification documentation before the registration certificate can be issued. ~~Verification will be based on the Manufacturers specification documentation. Marine Patrol has the authority to inspect and measure any boat that does not appear to match the measurements on the Manufacturers specification documentation and or Department of Motor Vehicle Registration. All boats shall be measured by these established guidelines.~~

GRANDFATHER CLAUSE FOR BOAT LENGTH AND WEIGHT Any boat currently registered with the CLPOA as of ~~October 7, 2014~~ ~~January 4, 2021~~ ~~October 4, 2022~~ February 7, 2023 that exceeds the ~~21'6"~~ length or weight requirement, will be allowed to continue to be registered for use in the CLPOA until sold, ~~or~~ removed, ~~providing the boat ownership is not~~ or transferred to another person in the community.

LM.7.2a ~~Guidelines~~ Rules for Measuring Non- Pontoon Boats (including Sail Boats, Pickle Forks, etc)

- o Boats are to be measured from extreme tip of bow to stern.
- o All attached swim steps shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

LM.7.2b ~~Guidelines~~ Rules for Measuring Pontoon Boats

- o Pontoon Boats shall be measured by the surface deck from front to back.
- o All pontoon flotation devices shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

Revised Rule

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

Boats over twenty-one feet six inches (21'6") in length or exceeding five thousand (5000) pounds in dry weight are prohibited for use on Canyon Lake. All boats (existing and new) may be required to be physically measured by CLPOA to make certain they comply with the Association's boat length limitation and Manufacturer's specification documentation before the registration certificate can be issued.

GRANDFATHER CLAUSE FOR BOAT LENGTH AND WEIGHT

Any boat currently registered with the CLPOA as of February 7, 2023 that exceeds the length or weight limitation will continue to be allowed to be registered for use in the CLPOA until sold, removed, or transferred to another owner.

LM.7.2a Rules for Measuring Non- Pontoon Boats (including Sail Boats, Pickle Forks, etc)

- o Boats are to be measured from front most point of bow to stern.
- o All swim steps shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

LM.7.2b Rules for Measuring Pontoon Boats

- o Pontoon Boats shall be measured by the surface deck from front to back.
- o All pontoon flotation devices shall be excluded from the measurement.
- o All motors and out drives shall be excluded from the measurement.

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

DATE: January 3, 2023 **ACTION:**
TO: Board of Directors
FROM: Sr. Member Services Manager
RE: APPROVAL – Revise Rule GR.5.1m Failure to Comply

Background

Staff is recommending to increase the fine amount for members / guests failing to comply with Community / Marine Patrol instructions.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve to revise rule GR.5.1m as attached.

Amanda Moore

Amanda Moore, Member Services Manager

Current Rule

GR.5.1m Failure to comply with a Community Patrol Officer's instructions.

Fine: \$50.00

Proposed Revision (Redlined)

GR.5.1m Failure to comply with a Community Patrol Officer's instructions.

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

Revised Rule

GR.5.1m Failure to comply with a Community Patrol Officer's instructions.

Fine: \$100.00

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: January 3, 2023 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

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

Background

Staff is recommending to simply add a fine to LM.10.2b.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve to revise rule LM.10.2b as attached.

Amanda Moore

Amanda Moore, Member Services Manager

Current Rule

LM.10.2b Boats Entering without Service Seal

All boats without a service seal must be inspected and complete a CLPOA Boat Inspection Form prior to launch. [For further information on requirements for boat inspection, refer to paragraph LM.10.4].

Proposed Revision (Redlined)

LM.10.2b Boats Entering without Service Seal

All boats without a service seal must be inspected and complete a CLPOA Boat Inspection Form prior to launch. [For further information on requirements for boat inspection, refer to paragraph LM.10.4].

Fine: \$100.00

Revised Rule

LM.10.2b Boats Entering without Service Seal

All boats without a service seal must be inspected and complete a CLPOA Boat Inspection Form prior to launch. [For further information on requirements for boat inspection, refer to paragraph LM.10.4].

Fine: \$100.00

Date: 1/3/23

Action

To: Board of Directors

From: Planning and Compliance Department

Re: Rule Approval–PC.5.10 Driveways

Background

Current rule required clarification on blocking the front of the home.

To improve the understanding of PC.5.10 the Committee felt it necessary to revise the rule to include information on additional parking. The additional parking on the opposite side of the existing driveway, the Committee is including the criteria the Committee uses for additional parking and the approval process.

The sentence in red indicated that if additional parking is being requested is shall not obstruct the front view of the home. For members that want to install additional perpendicular parking on the opposite side of the driveway, there must be at least eight (8') feet between the side of the home and the property line, and the plan must meet the one-third (1/3) landscape requirements and a minimum of eighteen (18') feet between curb cuts.

Fiscal Impact

Fine: none. Informational purposes only.

Recommendation

It is recommended that the Board of Directors approve the rule revision for PC.5.10 Driveway, as written

Cheryl Mitchell

Senior Planning and Compliance Manager

ACC Rule Revision

Current Rule:

PC.5.10 Driveways and Additional Parking

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

Proposed Change (Redlined):

PC.5.10 Driveways and Additional Parking

A concrete driveway shall be installed at all homes prior to occupancy. Only concrete or paver driveways are allowed for driveways or additional parking. In most cases, additional parking shall be perpendicular to the street and not transverse the front of the house. Additional perpendicular or parallel parking for a RV, trailer, boat, car, truck, etc. shall not **obstruct** the front view of the home from the street and may be installed provided the one third landscaping requirement for the front yard is met per PC.8.1. **For members that want to install additional perpendicular parking on the opposite side of the property away from the driveway, there must be at least eight (8) feet between the side of the home and the property line.** Turn around (circular) driveways and **additional parking** may be approved, providing they **meet the 1/3 landscaping requirement and also** maintain a minimum of eighteen (18) feet between **curb cuts** (i.e.; entrance and/ or exit). Circular driveways are for easy access to the street and are not for long term permanent parking of RVs, trailers, and boats. For corner lots with parking on the side parallel to the side street, the Committee will set the location for the parking area using the apex of the corner. Curb cuts cannot be made in the radius of the curb. Members must provide measurements and calculations for the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete, but the ribbons or the area between parking strips will not be used for calculating the

one third landscaping requirement. ~~Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete but the ribbons or area between parking strips will not be used for calculating the one third landscaping requirement.~~ A curb cut must be listed on the application if being **accomplished requested**. All driveways, additional parking, and curb cuts are at the discretion of the Committee based on the front width of the lot, neighbor's street parking requirements, aesthetics, and topography.

PC.5.10 Final 9/2/22

Proposed Change:

PC.5.10 Driveways and Additional Parking

A concrete driveway shall be installed at all homes prior to occupancy. Only concrete or paver driveways are allowed for driveways or additional parking. In most cases, additional parking shall be perpendicular to the street and not transverse the front of the house. Additional perpendicular or parallel parking for a RV, trailer, boat, car, truck, etc. shall not obstruct the front view of the home from the street and may be installed provided the one third landscaping requirement for the front yard is met per PC.8.1. For members that want to install additional perpendicular parking on the opposite side of the property away from the driveway, there must be at least eight (8) feet between the side of the home and the property line. Turn around (circular) driveways may be approved, providing they meet the 1/3 landscaping requirement and also maintain a minimum of eighteen (18) feet between curb cuts (i.e.; entrance and/or exit). Circular driveways are for easy access to the street and are not for long term permanent parking of RVs, trailers, and boats. For corner lots with parking on the side parallel to the side street, the Committee will set the location for the parking area using the apex of the corner. Curb cuts cannot be made in the radius of the curb. Members must provide measurements and calculations for the 1/3 landscaping requirement. Decorative ribbons of landscaping material such as artificial grass or rocks may be installed in the concrete, but the ribbons or the area between parking strips will not be used for calculating the one third landscaping requirement. A curb cut must be listed on the application if being requested. All driveways, additional parking, and curb cuts are at the discretion of the Committee based on the front width of the lot, neighbor's street parking requirements, aesthetics, and topography.

Fine: Guidance only. No fine associated with this rule.

Justification: To improve understanding concerning additional parking on the opposite side of the property away from the driveway, we are including additional criteria the Committee uses to make a decision.



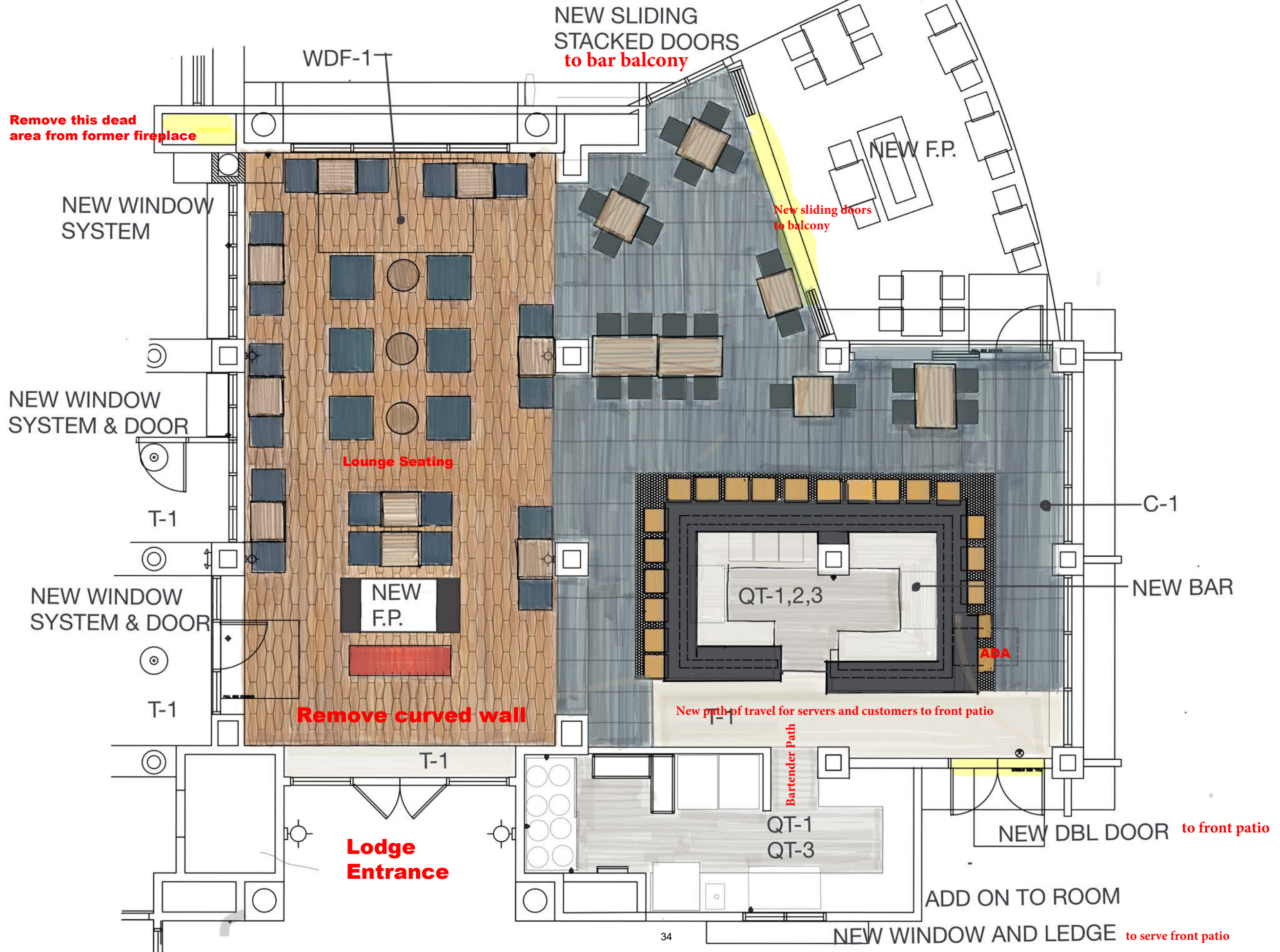
IF YOU'RE LUCKY
ENOUGH TO
HAVE A HOUSE
BY THE WATER
YOU'RE
LUCKY
ENOUGH



CANYON LAKE LODGE
22200 CANYON LAKE DR
CANYON LAKE, CA 92587

CONCEPT
IMAGES

12-18-18



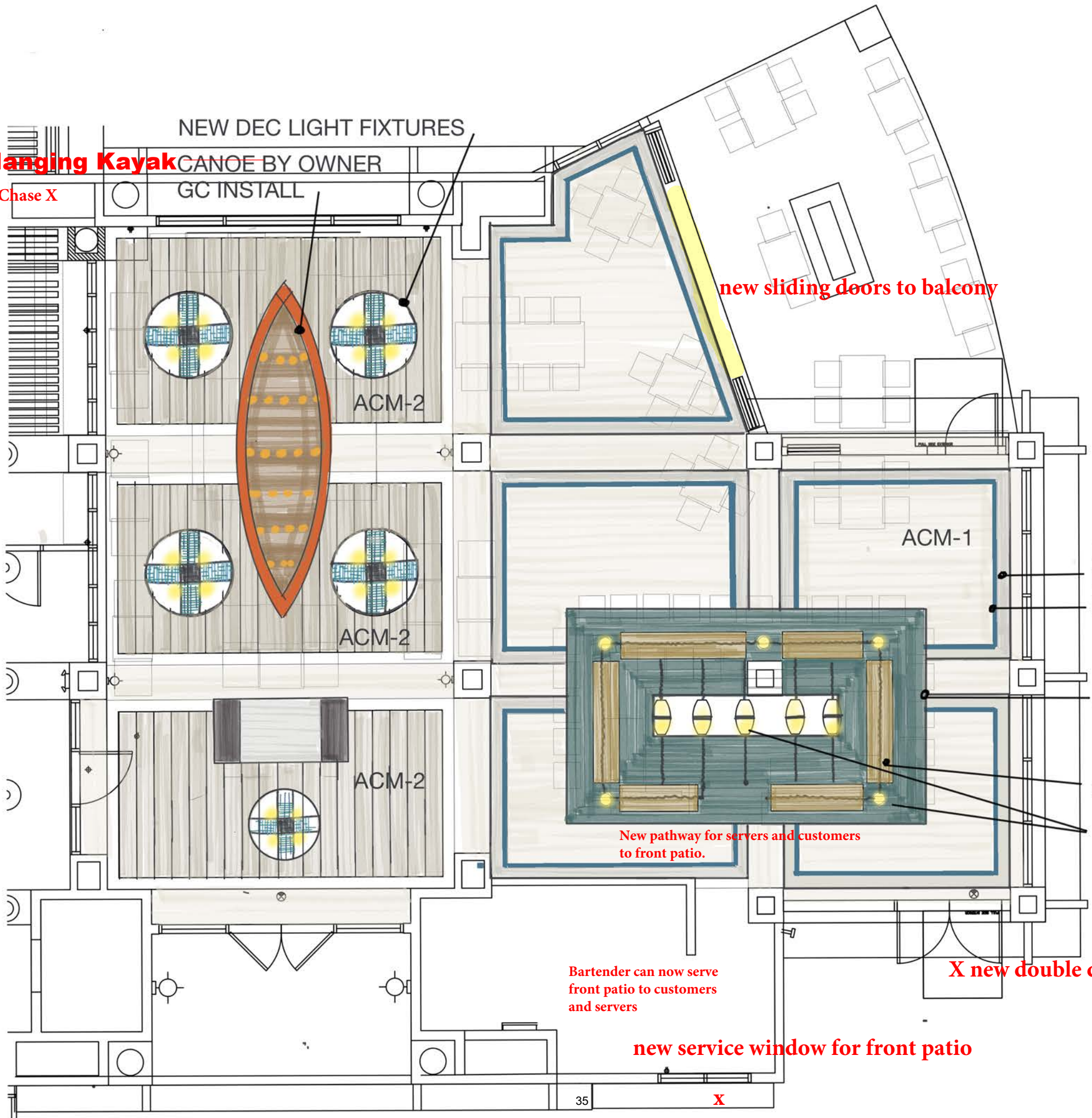
CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

CONCEPT PLAN

12-18-18

remove This old fireplace Chase X
Hanging Kayak
 CANOE BY OWNER
 GC INSTALL
 NEW DEC LIGHT FIXTURES



new sliding doors to balcony

New pathway for servers and customers to front patio.

Bartender can now serve front patio to customers and servers

new service window for front patio

X new double doors to front patio

PAINT TRIMS
 IP-8
 IP-9

NEW WD SOFFIT
 WD-2. IP-6

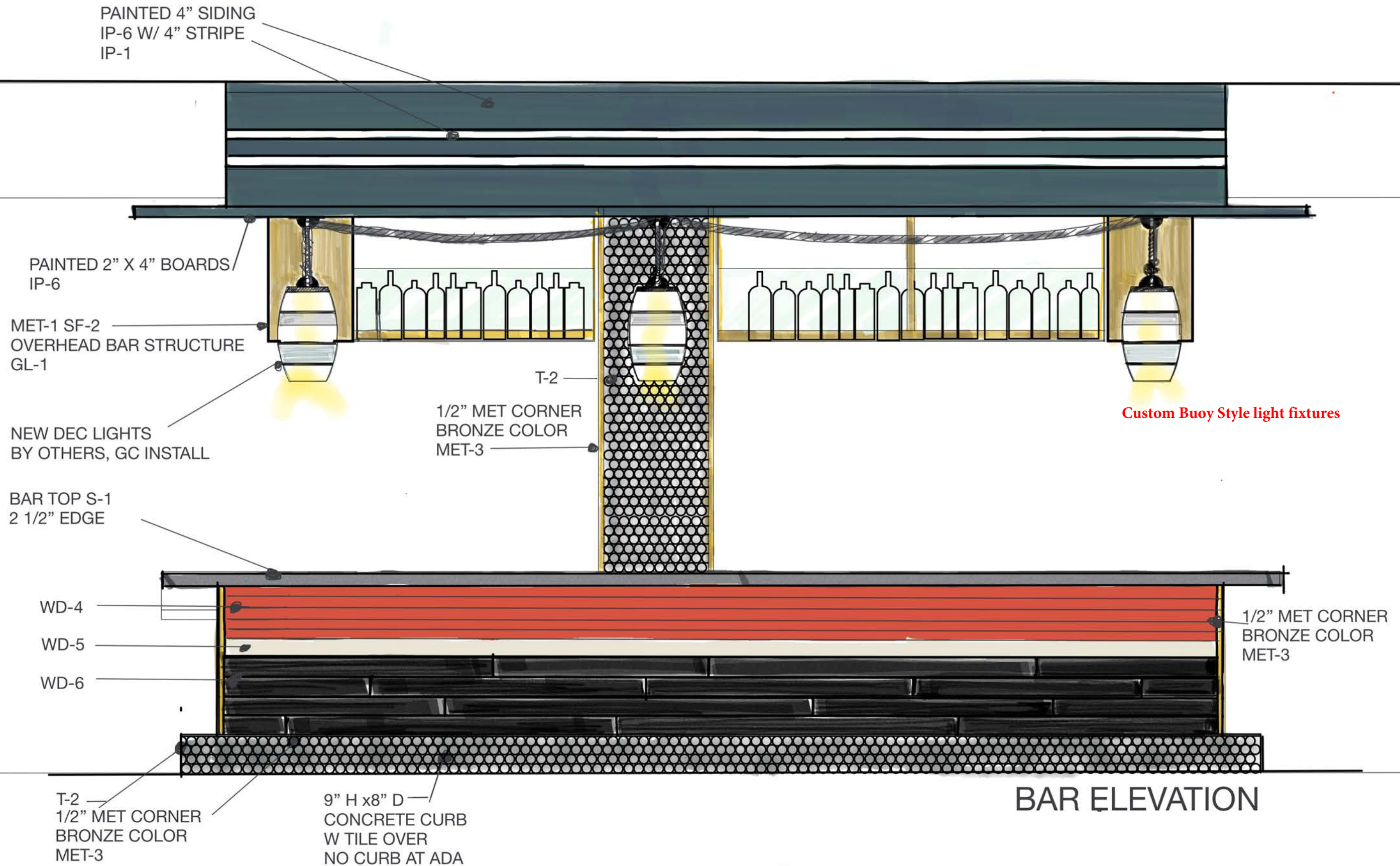
OVERHEAD SHELF
 NEW DEC. LIGHT FIXTURES

CANYON LAKE LODGE

22200 CANYON LAKE DR
 CANYON LAKE, CA 92587

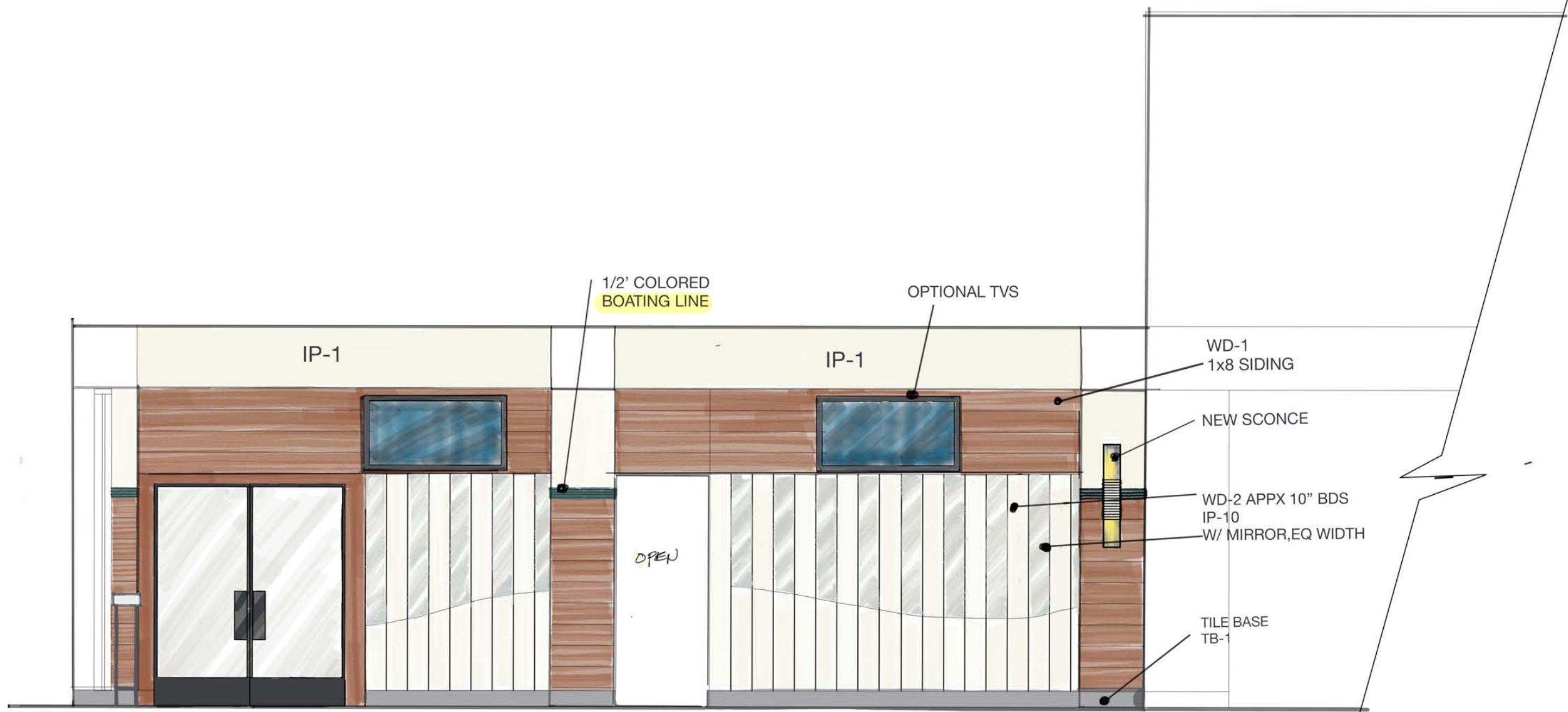
CONCEPT
 RCP

12-18-18



CANYON LAKE LODGE
22200 CANYON LAKE DR
CANYON LAKE, CA 92587

BAR ELEV
12-18-18



NEW DOORS
New Double doors to front Patio

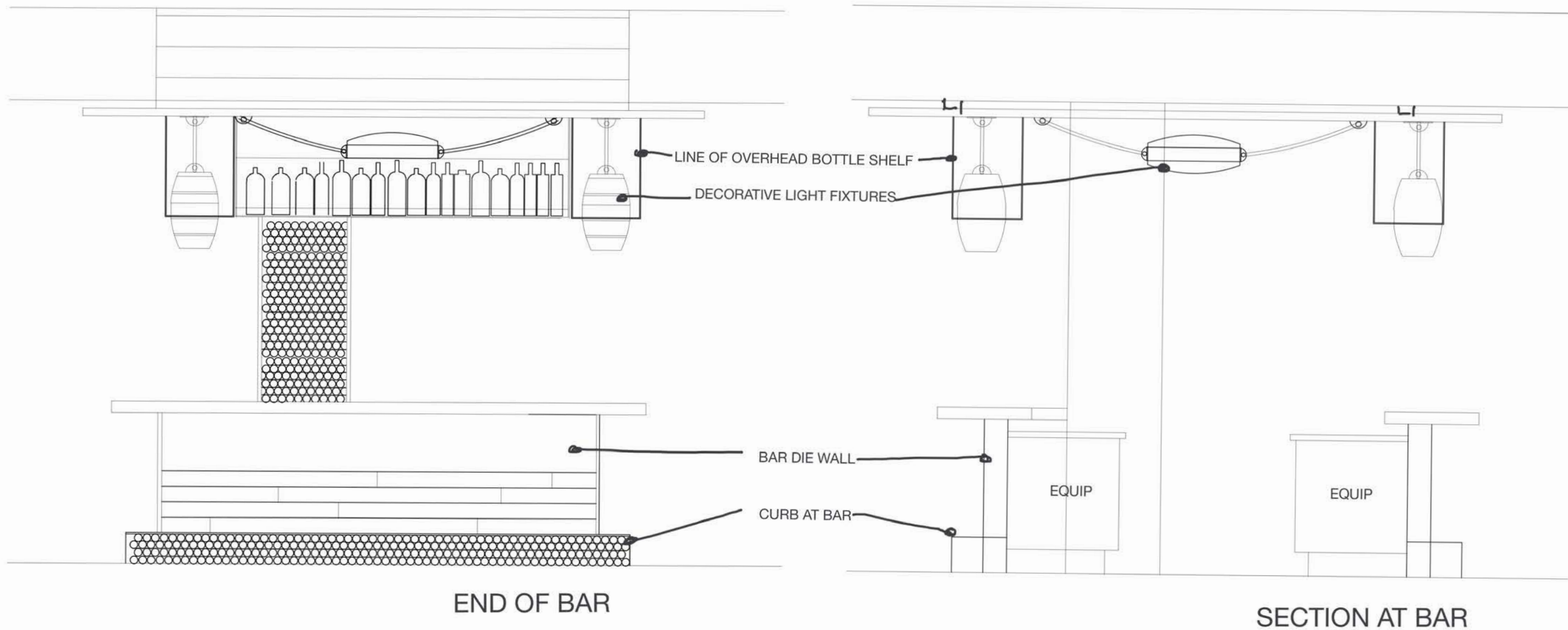
there is now a direct pathway for servers and customers to access front patio between the bar and this wall

CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

BAR ELEV

12-18-18

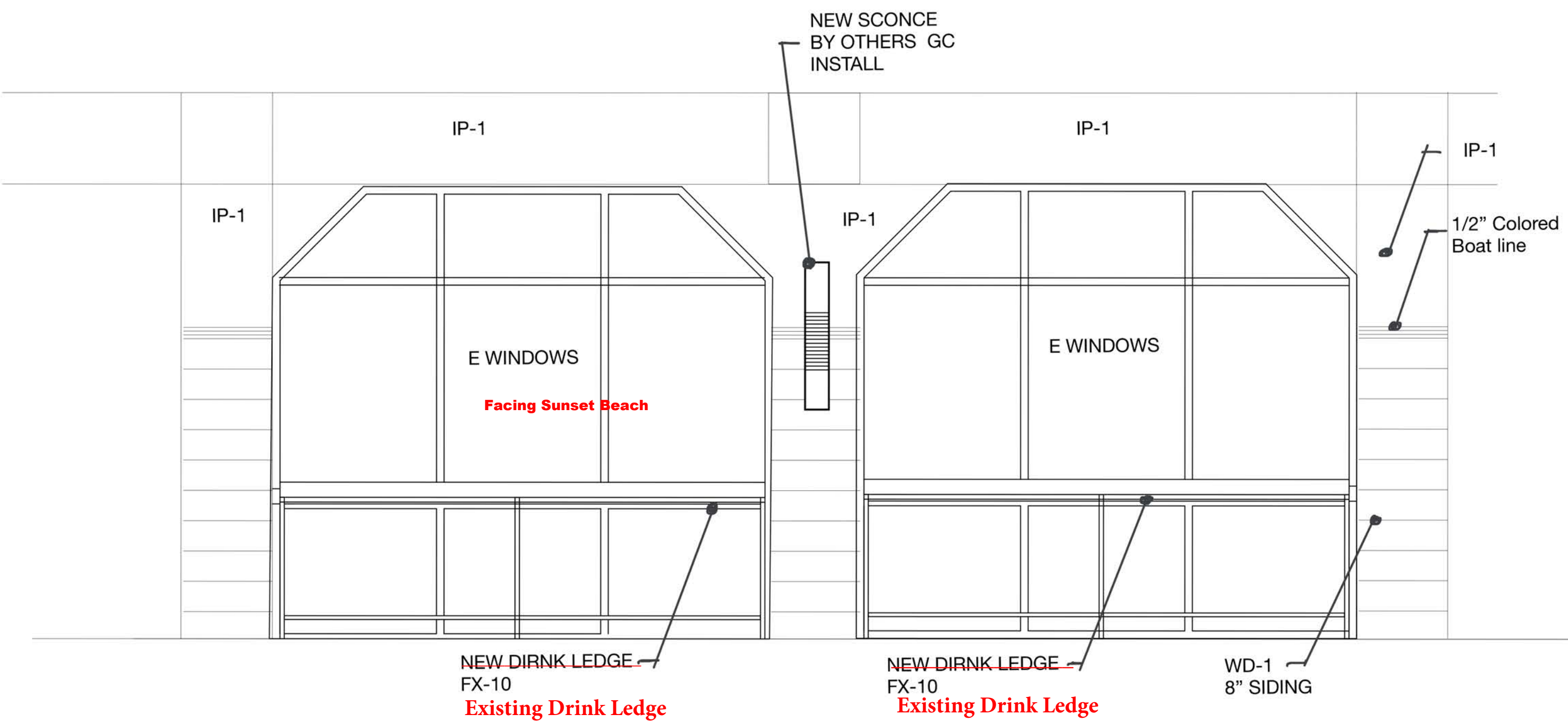


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

BAR ELEV

12-18-18

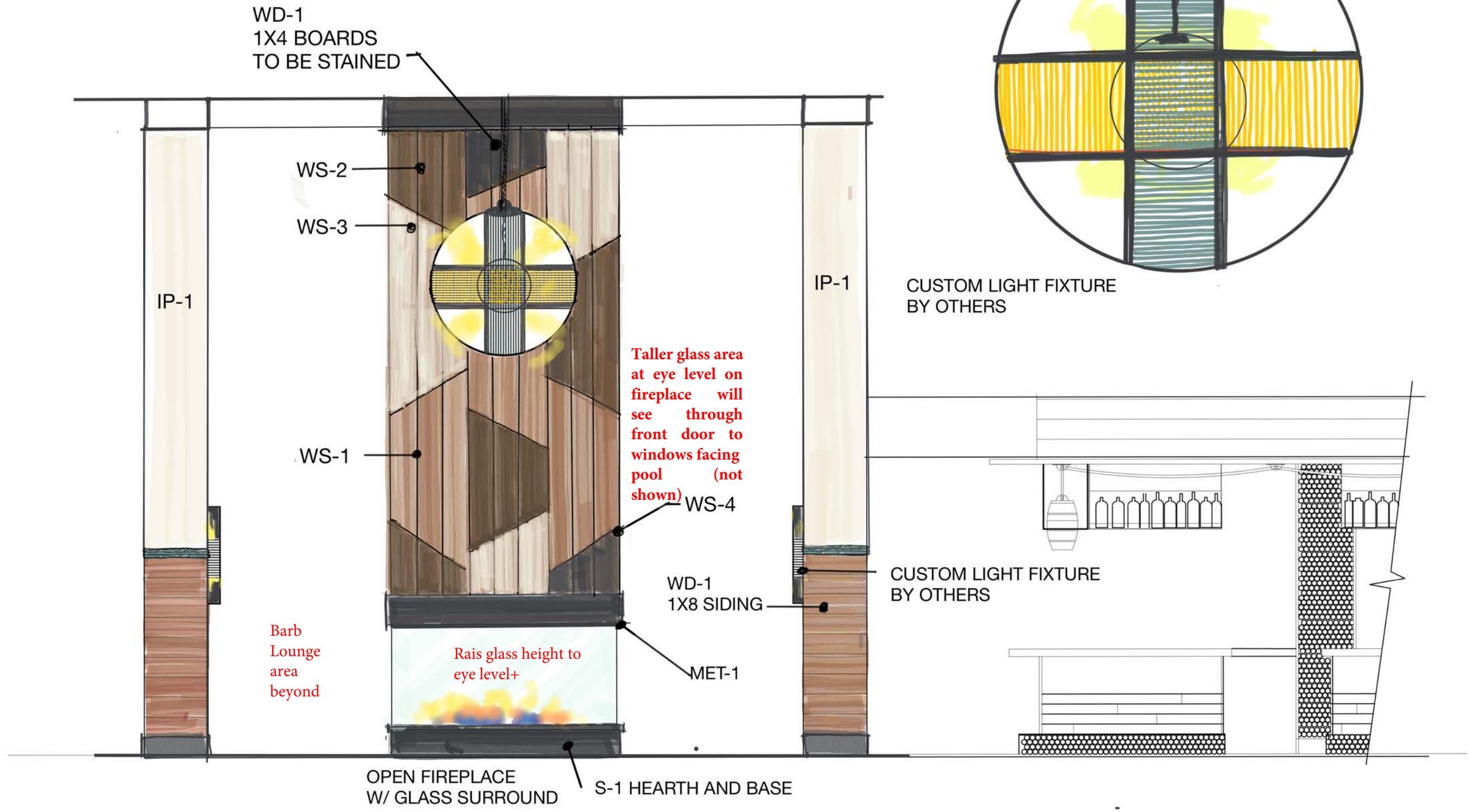


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

BAR AREA
WINDOWS

12-18-18



CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

FIRE
PLACE

12-18-18

1X6 SPACED BOARDS
OPTION, LP OVER MDF

ACM-3 BEYOND

ACM-2 AT CLG
AND EDGE

IP-1

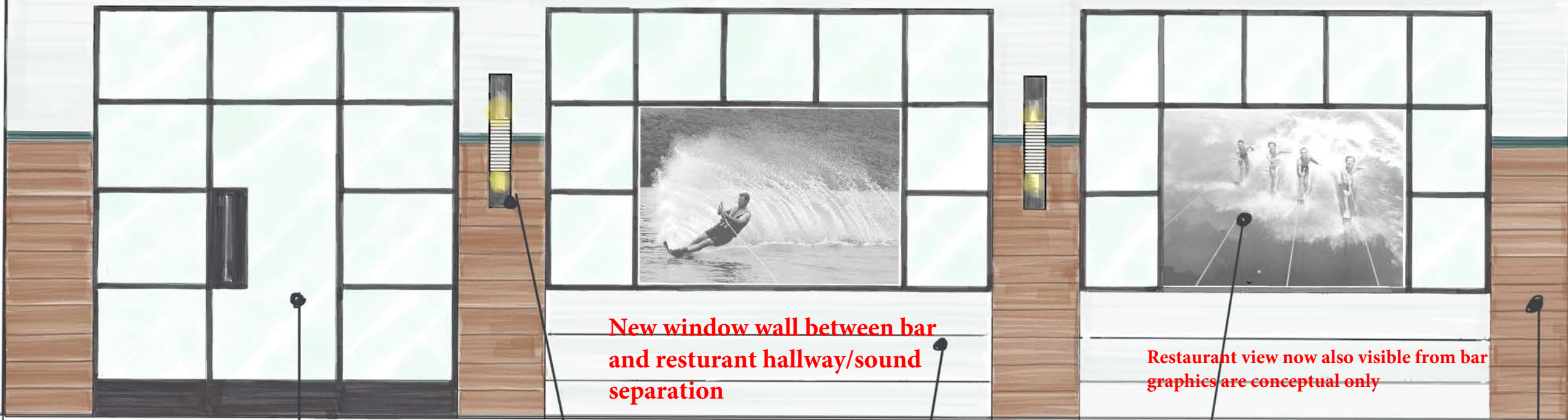


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

LOUNGE
WALL

12-18-19



**New window wall between bar
and resturant hallway/sound
separation**

**Restaurant view now also visible from bar
graphics are conceptual only**

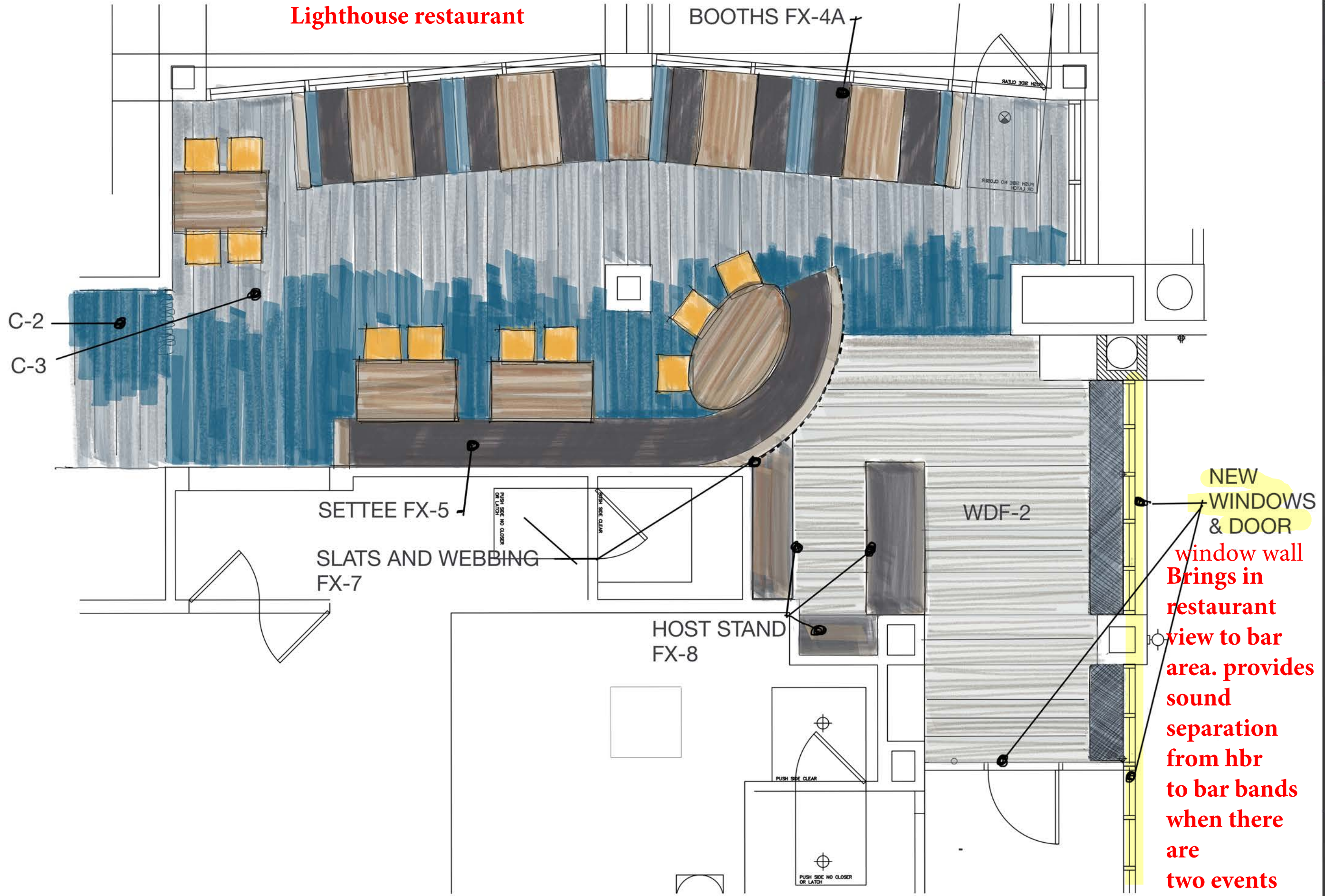
NEW STEEL SASH
WINDOW AND DOOR SYSTEM

NEW SCONCE
BY OTHERS
GC INSTALL

10" WD SIDING
PAINTED. IP-10

OPTIONAL MURAL
ON GLASS. TBD

1x TEAK SIDING
WD-1. WS-1
COLORED BOAT LINE
AT TOP

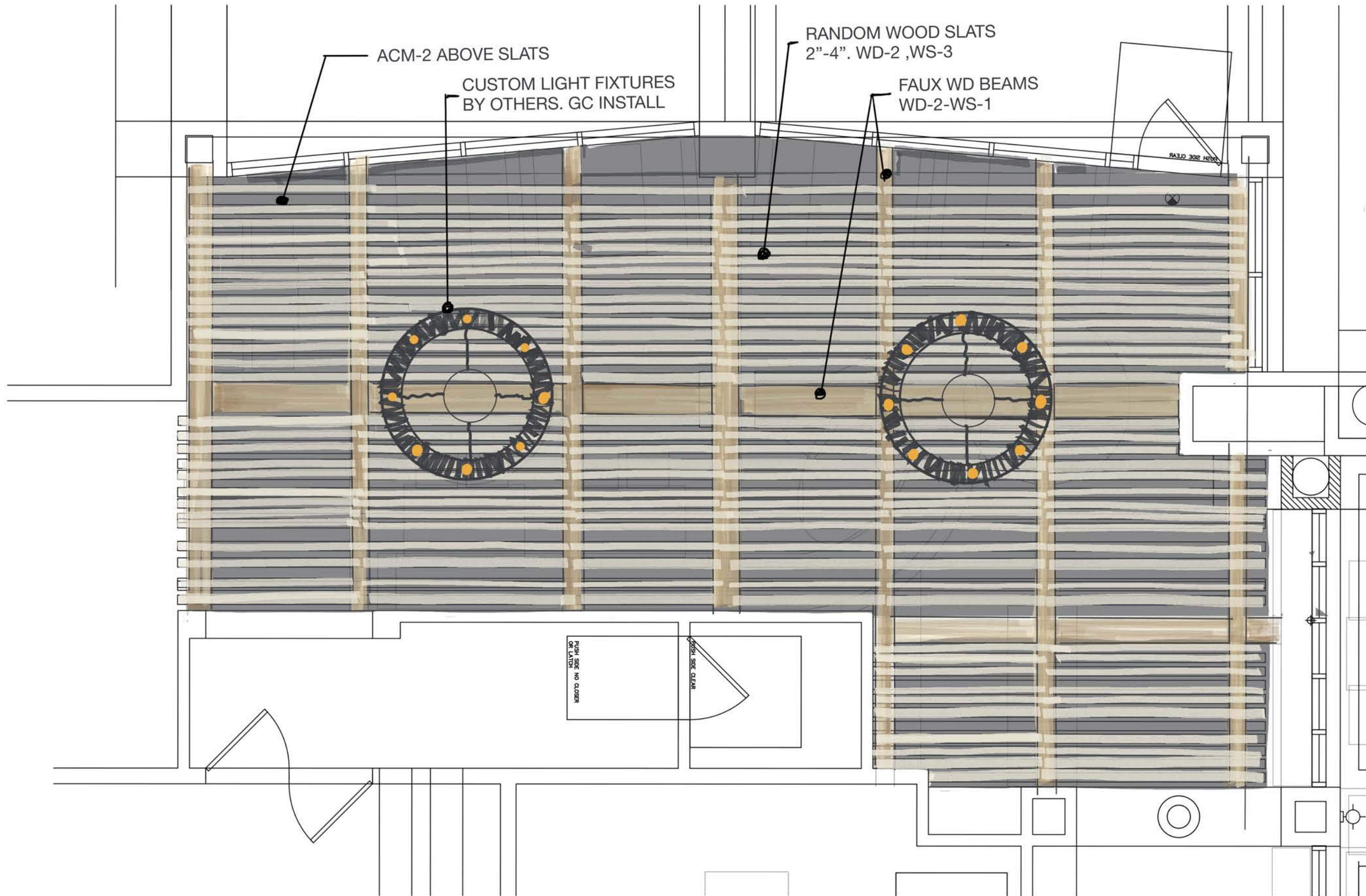


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT PLAN

12-18-18



CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
RCP

12-18-18

10" BOARDS/SIDING
WD-2-WS-1

8" BOARDS
WD-2-IP-4

CUSTOM BACK LIT
MET SIGN, TBD

FAUX BEAMS AND
RANDOM VARIED SLATS

IP-4

IP-5

10" BOARDS/SIDING
WD-2-WS-1

FX-5
SETTEE BEY.

ENTRY/HOST

FX-8
HOST STAND

Conceptual signage only

1X3 WOOD SLATS
AND WEBBING
FX-7

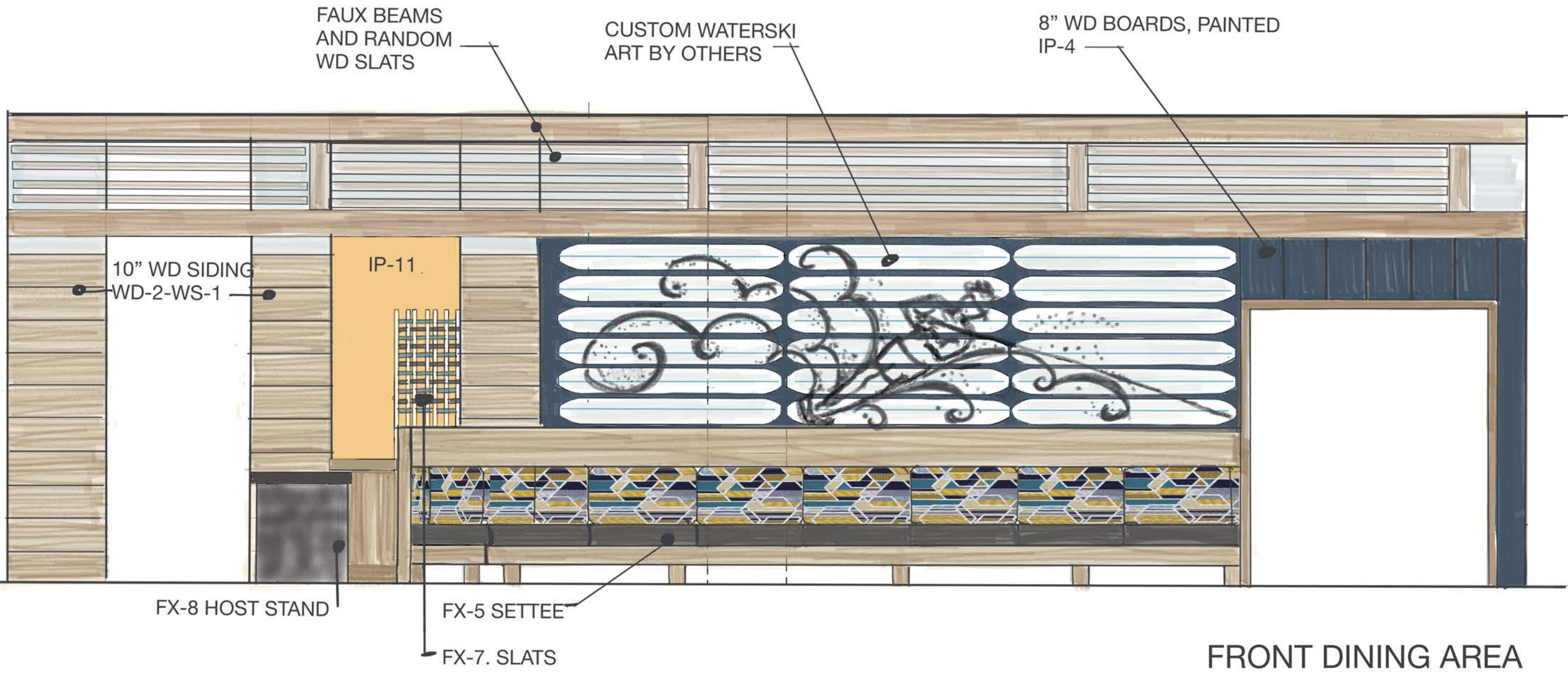
FX-4A
BOOTH

CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
HOST

12-18-18

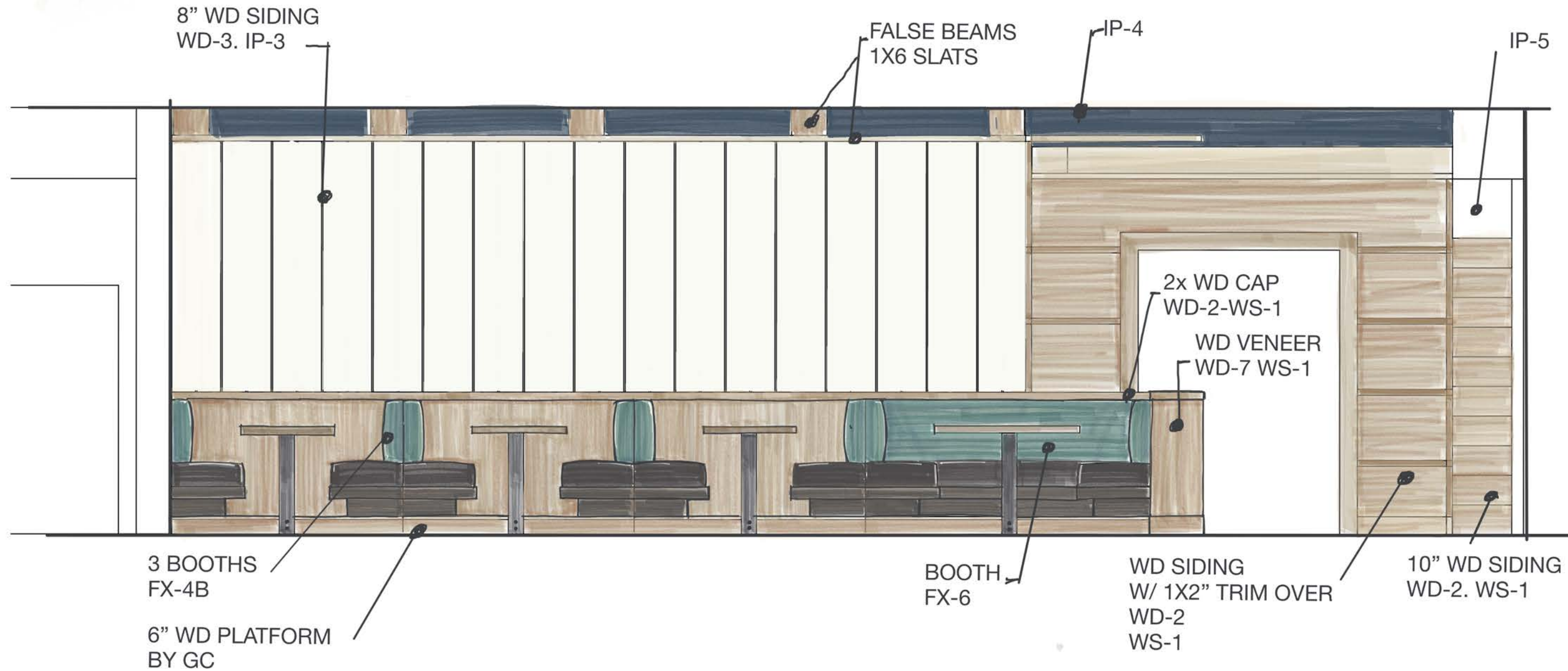


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
DINING ELEV 2

12-18-18



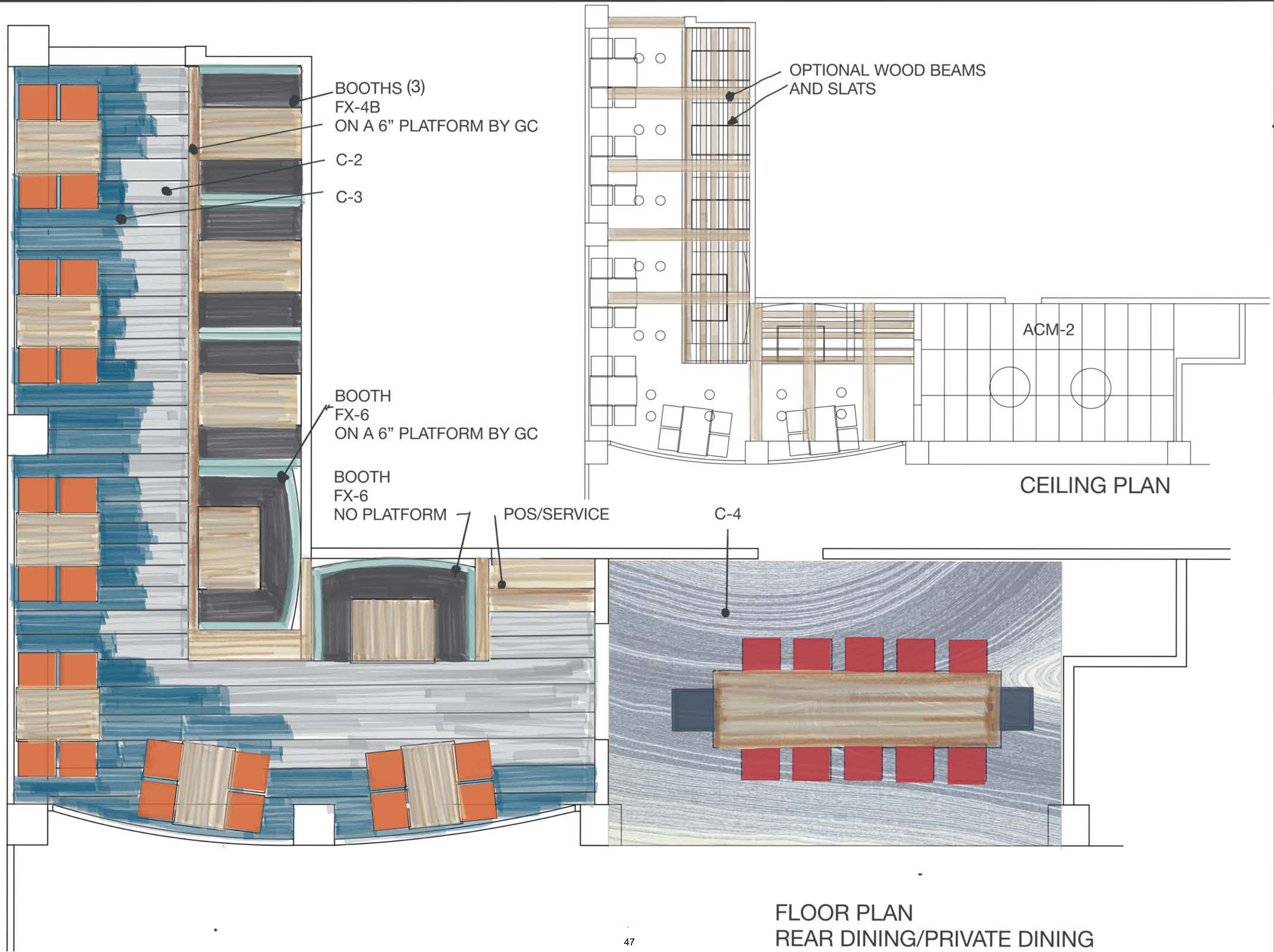
MIDDLE DINING AREA

CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
DINING ELEV 3

12-18-18

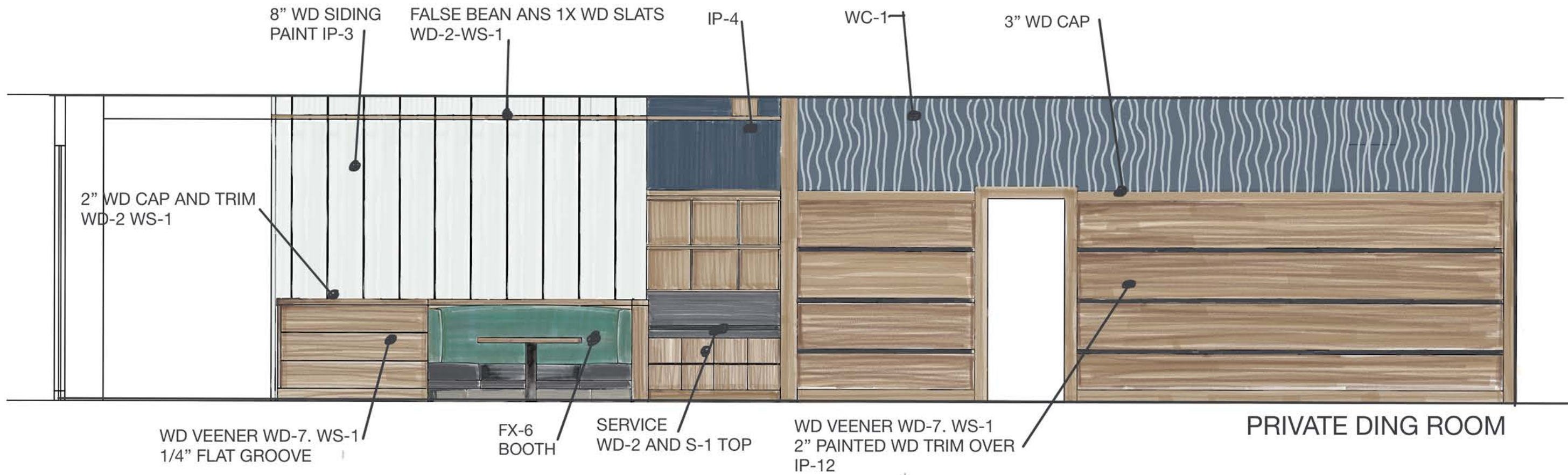


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
PLAN REAR

12-18-18

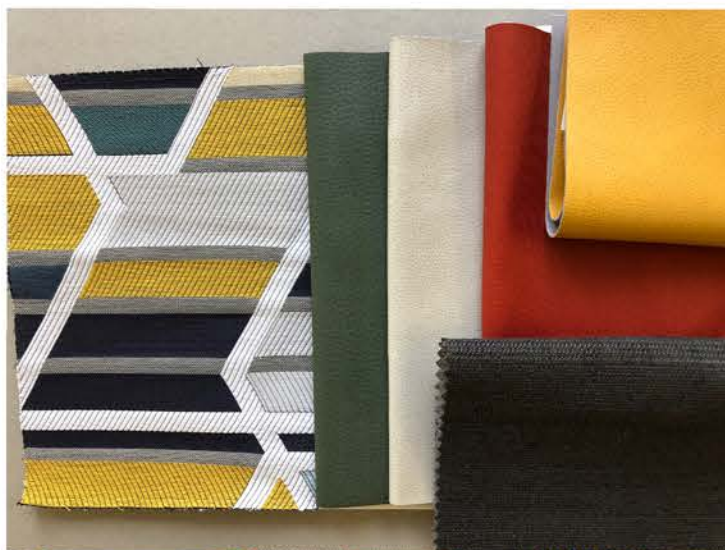


CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

RESTAURANT
DINING ELEV 4

12-18-18



CANYON LAKE LODGE

22200 CANYON LAKE DR
CANYON LAKE, CA 92587

CONCEPT
FURNITURE
FINISHES

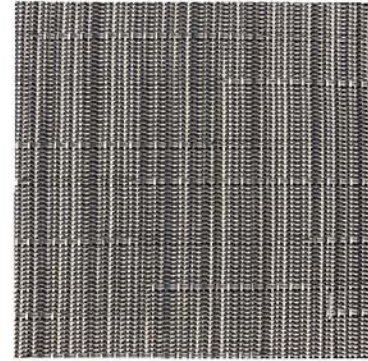
12-18-18



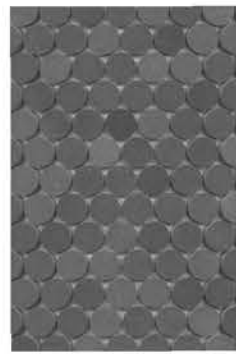
S-1 STONE BAR TOP



C-4 PRIVATE DINING FLOOR



C-1 BAR AREA FLOORING



T-2 TILE AT BAR



BOOTH WOOD



TABLE TOPS



T-1 MAIN TILE



RESTROOM TILES T-3-T-6



WDF-1



C-2 C-3. RESTAURANT CARPET



WINDOW SYSTEM

between bar and restaurant

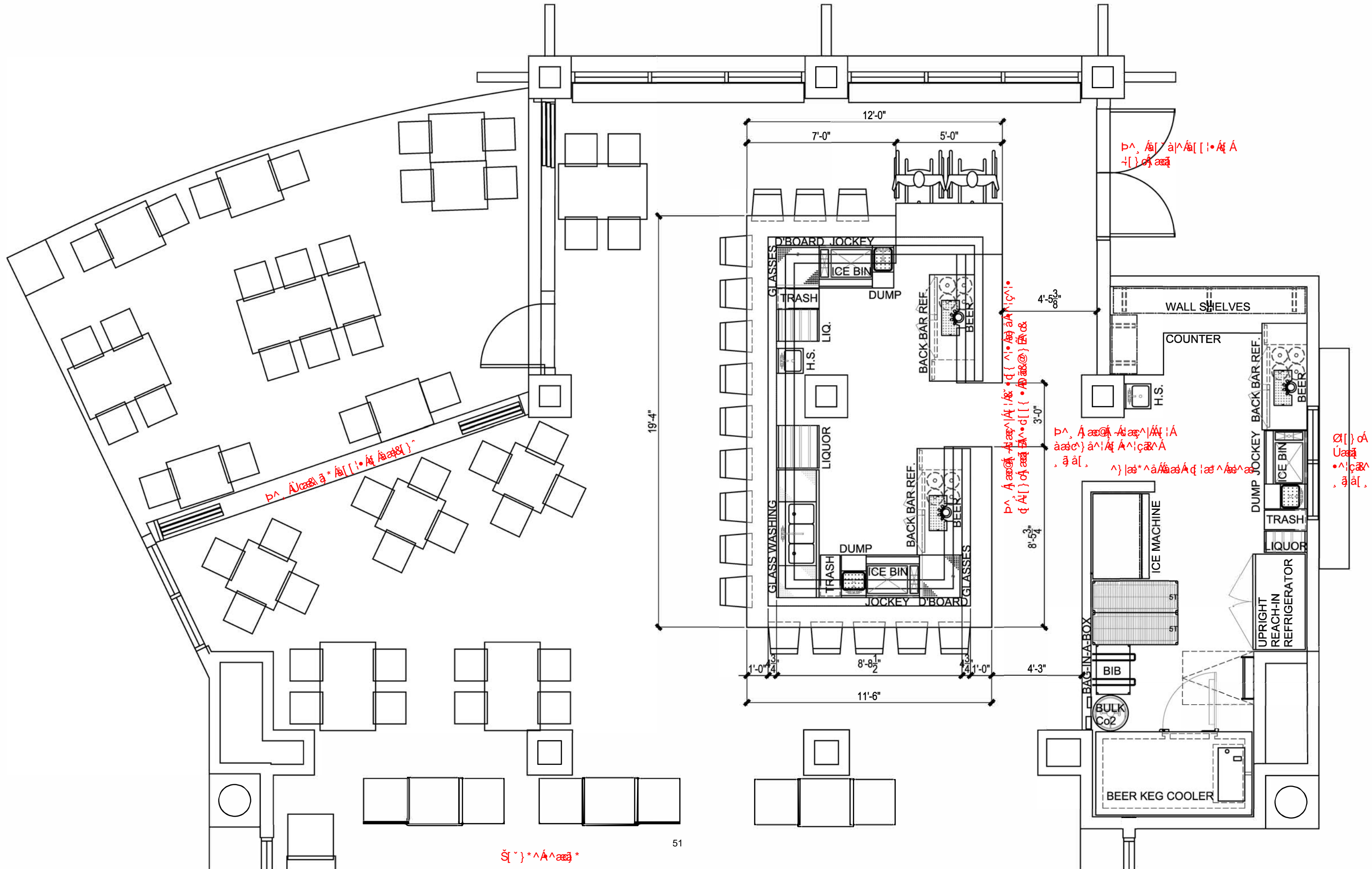


BRAIDED BOAT LINE



RESTAURANT CEILING CONCEPT

Preliminary Food Service Plan at bar and Service bar



Š~}^A^ææ*

To: Board of Directors

From: Eric Kazakoff

Board Action Item : Funding for the Lighthouse Restaurant and Bar Renovation Project

Background

The Canyon Lake Lodge was constructed in the year 2000, 23 years ago. Many of the finishes inside this building are original and very worn and dated. The bar area was last updated in 2014, over 9 years ago. We hired an excellent design team to coordinate this repair and replacement project and give our restaurant and bar a much needed update after two decades of hard use. We put the project out to bid last month and bids came in on December 21st.

Fiscal Impact

All the funds from this project will come from the repair and replacement reserve fund. The reserve study which can be found on our website lists every inventory component in the lodge, such as paint, flooring, carpeting, the bar and bar equipment, furniture, light fixtures etc as individual items that need replacing with a specific life expectancy. Nearly all the items in this project have long ago exceeded their life expectancy.

The Davis Stirling act, which governs all HOA's requires that we maintain a reserve study and healthy reserve funds. Our boards have done a great job of this over the recent years, and the money for this project is already in the bank. The Davis Stirling act also requires us to maintain all of our common area amenities. We consider this one of our primary obligations. All of this helps maintain healthy property values here in Canyon Lake, and helps modernize our aging 55 year old community.

The specific amount to be funded will be determined today in executive session, under contract formation. That amount is _____. Since all these funds are already in our repair and replacement reserve fund, no specific increase in members dues will be because of this project. Again and to stress this - we already have the funds saved up to do this project. Basically instead of replacing one item here and there over the last 23 years, we are doing all of them at once, as directed by an incredible design team. Just as the main gate replacement project was done all at once to modernize and improve things, we are doing the same thing here.

Recommendation

Staff recommends that the Board approve funding in the amount of _____ to renovate the Lighthouse Restaurant and Bar, all funding to come from the Repair and Replacement Reserve fund.

To: Board of Directors

From: Eric Kazakoff

Board Action Item : Funding for the Lodge Patio and Event Space Project

Background

The Canyon Lake Lodge was constructed in the year 2000, 23 years ago. We have many community events such as Fiesta Day, the tree lighting, car show, etc on the front lawn. Currently the great view of the lake there is almost totally obscured by hedges and trees.

This area is also a revenue center for us and we host weddings and events on the lawn, and the outdoor dining we did there during the Covid-19 closures was incredibly popular. The Board will be voting today on a major renovation of the interior of the Lighthouse Restaurant and Bar. The design of that project, in particular the bar area and service bar were designed specifically to be able to serve a much larger front patio dining area. The project will start by removing trees and hedges.

Then we will build some retaining walls on the slope between the lawn and Sunset Beach. This will allow us to enlarge the front lawn area a great deal, and maximize the view of the lake. The design includes lounge seating, gas firepits, a very large overhead shade structure, not unlike the new one at the country club, all new landscaping and lighting, and a new bandstand /wedding area with a large overhead trellis.

Fiscal Impact

All the funds from this project will come from two of our reserve funds. 1. The repair and replacement reserve fund. The reserve study which can be found on our website lists every inventory component at the lodge, such as patio furniture, landscaping, irrigation, landscaping and area lighting, concrete patios etc. Nearly all those items in this project have long ago exceeded their life expectancy.

The other reserve fund we will use for some of the new items in this project is the Capital Improvement Fund, for the brand new items that don't already exist in some fashion today, such as the retaining walls and the overhead trellis and shade structures.

The specific amount to be funded from each fund will be determined today in executive session, under contract formation. That total project amount is amount is _____. Since all these funds are already in our repair and replacement reserve fund, AND our Capital improvement fund, no specific increase in members dues will be because of this project. Again and to stress this - we already have ALL the funds saved up to do this project.

Basically instead of replacing one exterior Lodge item here and there over the last 23 years, we are doing all of them at once, as directed by an incredible design team – the same team that designed the interior project. Just as the main gate replacement project was done all at once to modernize and improve things, we are doing the same thing here. The new items will be funded from Capital Improvement fund, just like our new park, Vacation park was.

Recommendation

Staff recommends that the Board approve funding for the Lodge Patio and Event Space Project, in the amount of _____ to come from the Repair and Replacement Reserve Fund, and _____ to come from the Capital Improvement Fund.

ACTIVITIES DEPARTMENT

Senior Center Dept. 19

- The Senior Committee meets at the Senior Center for their regular scheduled meeting on 1st Tuesdays at 9 am
- The free Senior Christmas dinner was held on Saturday, December 12, 2022.
- New Year's Eve party at the Senior Center, tickets were \$42 and started at 6 pm.
- Next Potluck, last Sunday of January 2023.

Activities Dept. 50

- Community benches throughout community. Give Activities a call to order a bench.
- Worked with clubs/City of Canyon Lake/Chamber for community events: Tree lighting, Women's Club Home Tour, City Winter Wonderland, Streetcarts Golf Cart toy drive and parade, Yacht Club's Parade of Lights, Ski Club's Photos with Santa, Senior Center Christmas Party, Women's Club Buncho-Ho-Ho, Bible Club's Holiday Movie Showing, Torah Group's Menorah Lighting, Senior Center New Years
- Coordinating with Clubs/Concert Producer/ETIX for concerts in 2023
 - Frankie Ballard – February 11 - \$59 & \$79
 - The English Beat – May 6 - \$59 & \$79
 - Atlanta Rhythm Section – June 17 - \$49 & \$69
 - Deana Carter – August 19 - \$44 & \$64
 - The Fabulous Thunderbirds – November 4 - \$59 & \$79

Pool Dept. 54

- See you in the New Year!

Event & Activities Updates

Upcoming Events

- Fine Arts Guild Concert Huey Lewis Tribute 1/21/23
- Acupressure, Essential Oil and Meditation Workshop 1/28/23
- Community Garage Sale- Spring Cleaning is here! 2/25-2/26/23

Classes

- Senior Fitness
 - Tuesday & Thursday, 10-10:45 am @ the Lodge
- Restorative Yoga
 - Thursdays, 7-8 pm @ the Lodge
- Line Dancing
 - Tuesdays (Basic Introduction), 1-2 pm @ the Lodge
 - Tuesdays (Beginners), 2-4 pm @ the Lodge
 - Wednesdays (Improvers), 2-4 pm @ the Lodge
- Coming soon: Dance Fitness

Committees

Recreation Committee – no open position

Senior Committee – no open positions

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

COMMUNICATION REPORT

Goals & Campaigns - December 2022

Goals & Objectives

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

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

Looking Forward

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

- Online Enhancements (coming soon)
 - Online Campground Reservations
 - Amenity/Facility Calendars
- Community Project Promotions
 - Canyon Lake Drive South Median Project
 - Lodge Patio & Event Space Construction
 - Lighthouse Restaurant & Bar Renovation
 - Equestrian Center Stalls & Barn Rain Gutters
 - Solar Project
- Upcoming Event Promotions
 - 2023 Concerts at the Lodge
 - Frankie Ballard Concert
- Promoting Dining and Events at Restaurants
- Member Welcome Packet
- Wedding Promotional Packet
- Amenity Promotions
 - Golf Course Video Hole Tour
 - Golf Annual Membership Campaign
 - Golf Guest for a Day Promotion
 - Golf Daily Play Promotion (Canyon Lake residents only)

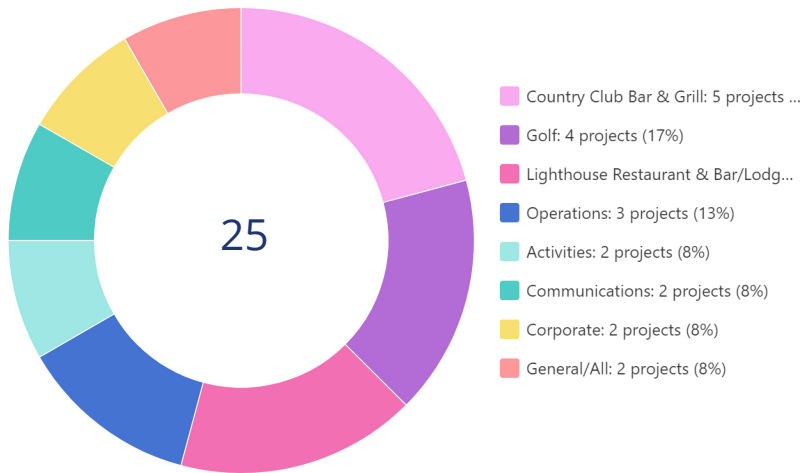
COMMUNICATION REPORT

KPI Dashboard - December 2022

ACTIVE CAMPAIGNS

December 2022

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



HIGHLIGHTS

195

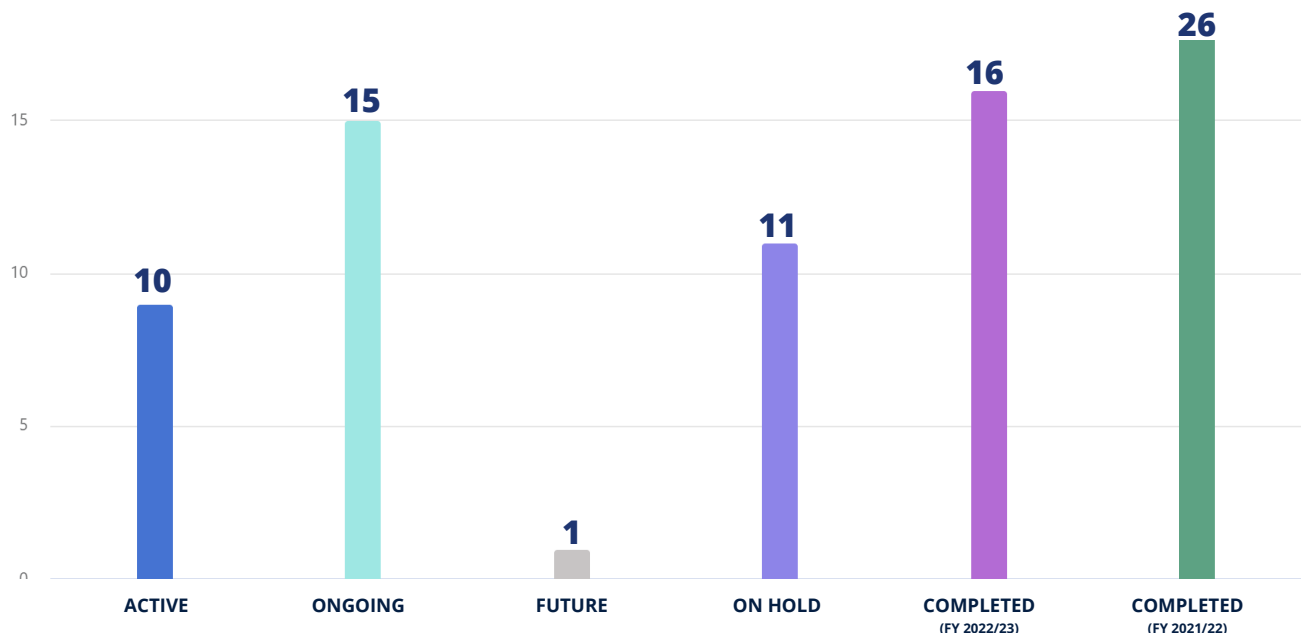
tasks completed
in December 2022

17

club events promoted
in fiscal year 2022/23

CAMPAIGN STATUS

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



FEATURE CAMPAIGNS - CANYON LAKE POA

December 2022

Community Promotions

Senior Center
NEW YEAR'S EVE
Dinner Dance

Friday, December 31
6 p.m. to 10 p.m.
at Senior Center

Tickets on Sale for \$42

Catered Dinner | DJ Music | Dancing
Champagne Toast at 10 p.m.

Call Fran Tibbets at 951.609.6553.

CANYON LAKE
CAMERA PROGRAM

SIGN UP
Sign up to inform the Canyon Lake POA and/or law enforcement that you have security cameras (including video doorbells).

REVIEW YOUR FOOTAGE
The Canyon Lake POA or any local authorities do not have access to your camera(s), so you choose which footage to share when you get a request.

HELP SOLVE CRIMES
Your video surveillance could assist in solving criminal incidents in our community.

REGISTER TODAY
WWW.CLPOA.COM/CAMERAS

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

@canyonlakepoa

CANYON LAKE POA
5 DAYS OF Christmas CONTEST

DAY 1

WHAT IS YOUR FAVORITE DISH AT THE COUNTRY CLUB BAR & GRILL?

HOW TO ENTER
TAG A FRIEND WITH YOUR ANSWER ON THIS POST FOR A CHANCE TO WIN A \$25 GIFT CARD.

Winners will be contacted December 22, winners may only win one time.

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

@canyonlakepoa

Acupressure, Essential Oils & Meditation Workshop

4 HOUR HANDS-ON WORKSHOP
JANUARY 28, 2023 | 1 P.M. TO 5 P.M.
EASTPORT ACTIVITY ROOM

Discover the power of essential oils, acupressure, and meditation in this new workshop. Learn what acupressure is and what makes this ancient art so powerful. How essential oils can enhance the power of the acupoints and specific point and oil combinations that will help relieve tension, headaches and more. Realize the impact of self reflective, calming, guided meditation and so much more!

SPECIAL GIFT INCLUDED!
Rose quartz acupressure roller & custom essential oil blends.

LEARN
Acupressure Techniques for neck pain, headaches, sinus relief, sleep and stress/anxiety.

Use of Essential Oils on acupressure points for relief of common conditions.

The Power of Meditation why and how of this self reflective calming practice.

PRICE & REGISTRATION
Ticket: \$125
Limited to 24 students, register at the Canyon Lake POA Member Services office.

2023 **CONCERTS AT THE LODGE**

FRANKIE BALLARD

FEBRUARY 11, 2023

VIP: \$79 | GENERAL ADMISSION: \$59

TICKETS ON SALE NOW

WWW.CLPOA.COM/FRANKIEBALLARD

LIGHTHOUSE RESTAURANT & BAR
Christmas COCKTAILS
AVAILABLE ALL DECEMBER

Christmas Margarita
Lighthouse Applejack
Grinch Martini
Let it Snow

LIGHTHOUSE RESTAURANT & BAR

@canyonlakelighthouse
www.canyonlakelighthouse.com

Restaurant Promotions

CANYON LAKE COUNTRY CLUB BAR & GRILL
The UGLY SWEATER Holiday Party

FRIDAY, DECEMBER 23, 2022 | 6 P.M. - 9 P.M.

- DJ Chris Static & Aprile DeAnne
- Prizes for Best Ugliest Sweaters
- Dinner & Drink Specials

Call 951.246.1773 for reservations

CANYON LAKE COUNTRY CLUB BAR & GRILL
@canyonlakecountryclub

CANYON LAKE COUNTRY CLUB BAR & GRILL
NEW YEAR'S EVE Celebration

DECEMBER 31 / 2022 / 9 P.M. - 1 A.M.

DJ ENTERTAINMENT | \$15 TACO BUFFET
DRINK SPECIALS ALL NIGHT

COMPLIMENTARY CHAMPAGNE TOAST AT MIDNIGHT

CALL 951.246.1773 FOR RESERVATIONS
OPEN TO THE PUBLIC & MEMBERS

@canyonlakecountryclub

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

LIGHTHOUSE RESTAURANT & BAR
CHRISTMAS PAJAMA Party

MUSIC BY DJ JOHNNY HERRERA

FRI, DEC 23 | 6PM-9PM

Happy Hour from 4 pm to 6 pm

Call 951.246.2720 for reservations

@canyonlakelighthouse

22200 Canyon Club Drive, CA 92587 | www.canyonlakelighthouse.com

LIGHTHOUSE RESTAURANT & BAR
New Year's EVE BASH 2023

SATURDAY, DECEMBER 31, 2022 | DOORS OPEN AT 6 P.M.

APPETIZERS BEGINS AT 6:00PM
DJ & LIVE MUSIC BY YESTERDAY'S NEWS 9 P.M. TO 1 A.M.
PARTY FAVORS & CHAMPAGNE TOAST AT MIDNIGHT

TICKETS ON SALE NOW
\$40 PLUS TAX, \$15 TICKETS MAX.

BUY YOUR TICKETS AT
WWW.CANYONLAKELIGHTHOUSE.COM

22200 CANYON CLUB DR. CANYON LAKE, 92587
FOR CANYON LAKE RESIDENTS AND THEIR GUESTS

COMMUNICATION REPORT

Website Highlights - December 2022

WEBSITE ANALYTICS HIGHLIGHTS



Users

9,173



New Users

8,125



Number of Sessions per User

1.39



Sessions

12,762



Pageviews

30,806



Pages / Session

2.41



Avg. Session Duration

00:01:52



Bounce Rate

55.58%



TOP 10 VISITED WEBSITE PAGES

December 1, 2022 - December 27, 2022

		30,806 % of Total: 100.00% (30,806)	30,806 % of Total: 100.00% (30,806)
1.	Home - Canyon Lake POA	6,315	20.50%
2.	Login - Canyon Lake POA	2,982	9.68%
3.	My Info - Canyon Lake POA	1,277	4.15%
4.	Parade of Lights - Canyon Lake POA	1,136	3.69%
5.	Lighthouse Home - Canyon Lake POA	1,095	3.55%
6.	Events - Canyon Lake POA	989	3.21%
7.	Camping - Canyon Lake POA	895	2.91%
8.	Make Payment - Canyon Lake POA	819	2.66%
9.	Search - Canyon Lake POA	746	2.42%
10.	Reservations - Canyon Lake POA	59	1.84%

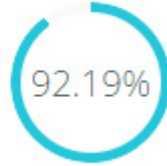
COMMUNICATION REPORT

Email Highlights - December 2022

EMAIL DASHBOARD - DECEMBER 2022

38398

DELIVERED

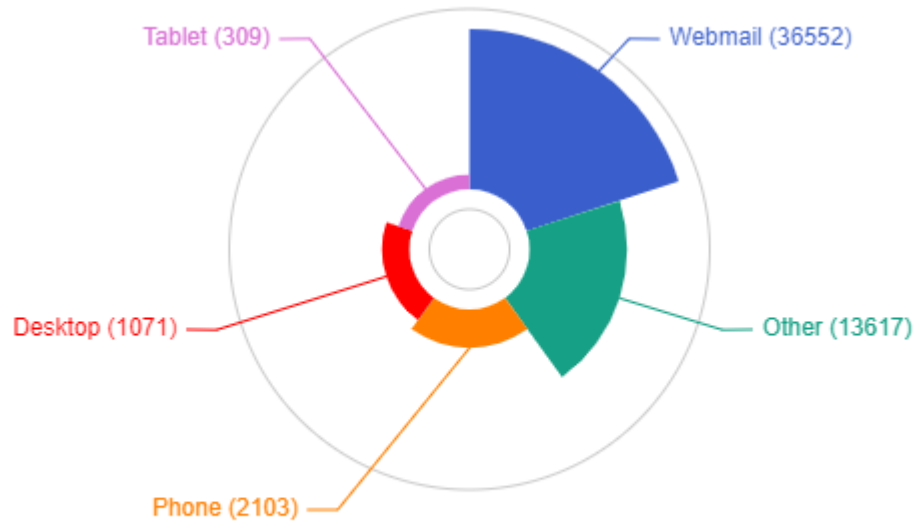


22055

UNIQUE OPENS



TOP DEVICE OPENS DECEMBER 2022



Webmail (36552) Other (13617) Phone (2103) Desktop (1071) Tablet (309)

DELIVERY BY EMAIL CLIENT DECEMBER 2022

Gmail (16211)
Yahoo (11715)
Microsoft Outlook (4107)
Microsoft 365 (1430)
Apple iCloud (1093)
Remaining (3854)



COMMUNICATION REPORT

Social Media Highlights - December 2022

PERFORMANCE SUMMARY

16,717

Followers
Total

240

Published Posts
Total

249,929

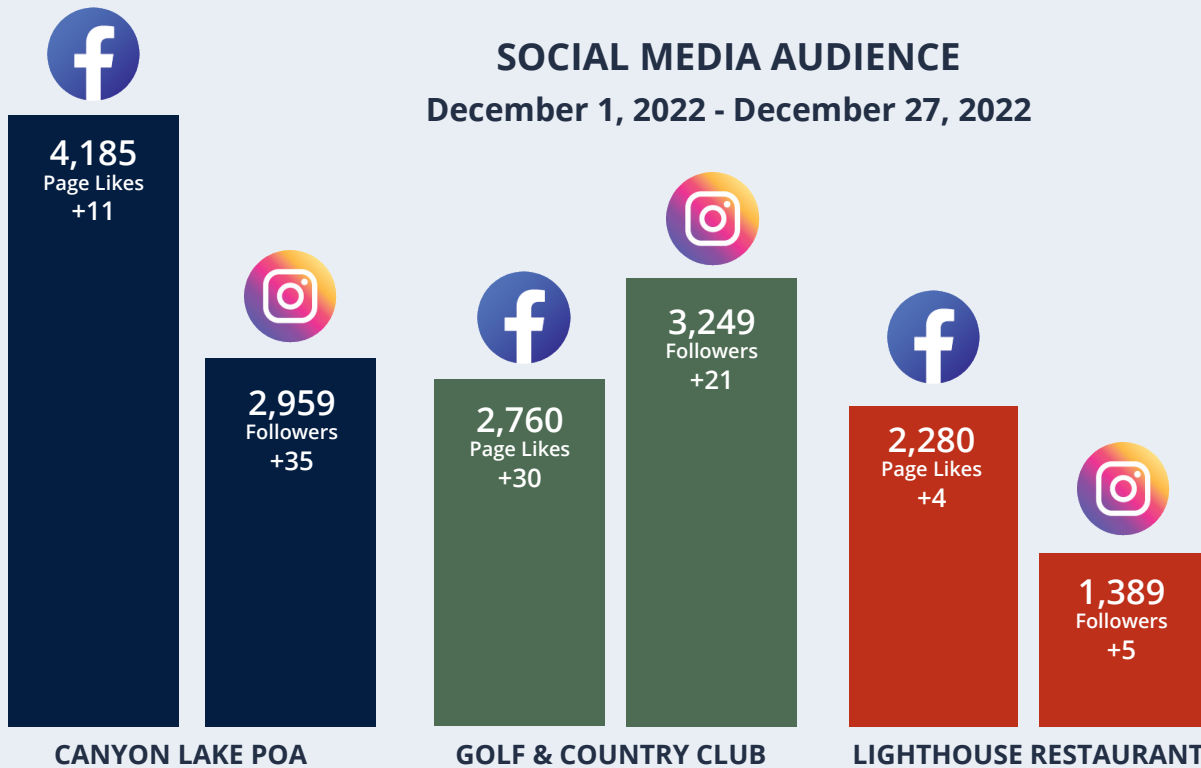
Impressions
Total

13,797

Engagement
Total

SOCIAL MEDIA AUDIENCE

December 1, 2022 - December 27, 2022



PROFILE SUMMARY

Profile	Followers	Growth	Posts	Impressions	Engagements
Canyon Lake POA Facebook	4,185	11	58	66,397	6,274
Canyon Lake POA Instagram	2,959	35	105	59,975	1,289
Golf & Country Club Facebook	2,760	30	15	60,905	3,883
Golf & Country Club Instagram	3,229	39	38	22,661	554
Lighthouse Facebook	2,280	4	9	40,522	2,027
Lighthouse Instagram	1,389	5	18	5,021	67

Date: 1/3/23

To: Board of Directors

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

Total current items monitored by the department **2012** which includes permit due dates, violations, extension, and escrow inspections, last month **2059**.

Permit Breakdown

1. **1222** Open permit – down
 - a. **72** new home/major additions
 - b. **115** lakeside permits
 - c. **216** solar panel permits
 - d. **49** fence permits
 - e. **11** dumpster/pod permits
 - f. **375** Same Day Permits
 - g. **792** Improvements (multiple types)

Violation/Escrow Breakdown

1. **845** Open violations – down
2. **43** Open escrows - down

ACC Committee Overview

1. Total of **301** items reviewed – Record items reviewed in a month
2. Total of **165** permits approved - The most permits issued this year in a month

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (**4**)
2. Grading Permit (**0**)
3. Improvements (**46**)
4. Lakeside Improvement (**10**)
5. Recorded Variance (**5**)
6. Rejected Applications (**39**)
7. Re-Submittal's (**11**)
8. Permit issued same day (Over the counter) (**97**)
9. Preliminary Applications (**3**)

Member Complaints

1. **21** Complaints investigated (**2** months)
2. **6** already written

Letter - Compliance

1. **322** compliances
2. **101** Courtesy Notices

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

COMMUNITY PATROL REPORT

November 2022

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

Citations Issued

Violation	September		October		November	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speed (Patrol)	12	0	6	0	1	3
Speed (Trailer)	N/A	42	N/A	68	N/A	21
Long Term Parking	15	3	4	2	5	1
Noise	23	7	47	0	18	4
Gate Runner	46	5	61	2	28	3
Verbal Abuse to Staff	N/A	2	0	0	N/A	2

Additional Information

	September	October	November
Total Calls for Service	129	215	52
Call for Service – Unable to Locate	40	95	40
Total Number of Citations Issued	N/A	N/A	269

Gate Entry Statistics

	September	October	November
Total Guest Passes issued by Gate	-	-	-
- Main Gate	14,392	25,371	29,704
- East Gate	14,439	19,393	19,249
- North Gate	6,895	15,316	12,635
Total Guest Entries by Gate	-	-	-
- Main Gate	20,390	39,172	33,105
- East Gate	12,898	24,187	21,696
- North Gate	7,335	15,798	13,594
Total RFID Entries by Gate	-	-	-
- Main Gate	122,063	135,367	130,363
- East Gate	71,833	73,797	69,217
- North Gate	46,739	41,638	38,507
Confiscated Guest Passes	79	68	82

Two Guest Lane Entry Protocol*

	September	October	November
Total time in minutes	-	-	-
- Main Gate	65	53	415
- East Gate	23	27	375

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

Incident Report Detail

Incident Description	Location
On 11-19-2022 Road Patrol officer found toilet paper wrapped around at tree at Lions Park. Ops was notified and the toilet paper was cleaned up.	1. Lions Park

On 11-06-2022 while patrolling Indian beach Road Patrol officer found graffiti on the picnic table. Operations was notified.	2. Indian Beach
--	-----------------

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

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

Marine Patrol Report

NOVEMBER 2022

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)	1	0	0
LM.2.6 Expired/ No Registration (POA)	4	2	0
GR.4.4 Fishing License	5	0	1
LM.6.7 Excessive Wake	5	4	4
GR.2.18a Loud Noise	5	0	2

Warnings Issued

Warning	SEPTEMBER	OCTOBER	NOVEMBER
LM.7.3 Reckless behavior while operating a motorized boat	2	2	2
GR.6.2c Failure to present valid ID	0	0	1
GR.4.4 Fishing License	0	3	2
LM.6.7 Excessive Wake	4	1	3
GR.2.18a Loud Noise	0	3	0
LM.9.11 Plowing	4	2	3

Additional Information

	SEPTEMBER	OCTOBER	NOVEMBER
Total Calls for Service	78	70	31
Boat Safety Inspection	29	21	10
Boat Tow (Out of fuel/mechanical)	19	7	3
Boat Tow (Adrift)	0	1	0
Battery Assist	0	1	1
P&C Inspector Escort Hours	8.75	9.5	2.75
Fishing License Checks	20	10	14
Quagga Inspection	22	30	4
White Tag Applied	14	16	9
Quarantine Tag Applied	0	0	0

Boat Operating Hours

	SEPTEMBER	OCTOBER	NOVEMBER
Boat 1 START 10784.1/ END 10803.0	131.9	33.2	18.9
Boat 2 START 10661.0/ END 10680.3	156.3	121.7	19.3
Boat 3 START 608.9/ END 608.9	13.4	0.1	0.1
Boat 4 START 618.0/ END 668.0	10.4	62.1	50.0

Boat Operating Hours by Location

	SEPTEMBER	OCTOBER	NOVEMBER
Main Lake	184.6	115.8	57.2
East Bay	114.0	101.2	31.0
North Ski	13.4	0.1	0.1

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

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

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

Completed Projects

- **Magnolia Room Improvements** – New countertops have been installed. Drywall repair and paint was completed, and the flooring installed.

Developing Projects

- **Basketball Courts** – Courts are being resurfaced. Due to be complete by January 10.
- **CLDS Median at Main Gate** – This project will be beginning shortly.
- **Equestrian Center Arena** – Vendor is scheduled to clean up current ground base and add more to the arenas.
- **Equestrian Center Stalls & Barn Rain gutters** – Should be completed this month.
- **Harrelson Park Dock Replacement** – EVMWD approved the project, and the dock is being built.
- **Holiday Harbor Dock Repairs** – EVMWD has approved this project, dock will be started after Harrelson Dock is completed.
- **Lodge Bar/Restaurant Remodel** – Bids were received and are being reviewed.
- **Lodge Outdoor Venue** – Bids were received and are being reviewed.
- **Mailbox Slabs and Lighting** – Project is continuing.
- **Pickleball Court Addition** – RFP has been published and bids are being accepted.
- **Solar Panels** – All City permits have been approved and installs will begin this month.
- **Vacation Park Playground & Exercise Equipment** – Waiting for delivery of playground and exercise equipment early January.

Functions with Staff Assistance

- Operations staff assisted with the set-up and break-down for multiple member-hosted and club events at different locations around the community. This included many Christmas and New years parties to close out 2022.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for many concerts & private parties.

General Maintenance Items

- **Resident Matters** – Responded to residential requests, questions, and/or concerns.
- **Vandalism** – Vandalism reports included are for the previous month (November); the vandalism report for the current month is in progress. Acts of vandalism are a serious problem throughout the community; if any residents are witness to these acts, please contact Community Patrol at (951) 244-6841 ext. 410.

Public Works / Grounds Maintenance

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

Landscape Maintenance

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

- No major issues to report this month.

Golf Course Maintenance

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

- No major issues to report this month.

Parks and Beaches

- No major issues to report this month.

Regulatory / Compliance

- **Weights & Measures Registration Renewal** – Happy Camps retail propane and gas are tested and renewed annually.
- **Happy Camp Hazardous Materials Management Permit** – The Permit renewal was completed as required annually.

Safety / Training

- **Safe Driving** – Training was conducted by Safety Compliance Company to remind staff of the ways to drive safely. This training is done every year.

EQUESTRIAN CENTER

- **Arena Footing** – upcoming project
- **Stall & Barn gutters** – In process of repairs and upgrades.

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 December.

Green Committee: The Green Committee was dark for the month of December.

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 January 12th at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee was dark for the month of December.

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 12th at 3:30pm.

Recreation Committee: The Recreation Committee was dark for the month of December.

The Committee meets on the 2nd Tuesday of the month in the Conference Room at the POA. The next scheduled meeting is on January 10th at 4:00pm.

Tuesday Work Group (TWG): The TWG Committee met on December 27th in the Magnolia Room Magnolia Room at the Country Club. The following agenda items were addressed by the TWG Committee.

- Removal of tree near Hole #17
- TWG T-shirts
- Ice plant replacement on hole #17

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 January 31st at 1:00pm.

DIRECTOR'S MESSAGE

In the blink of an eye, 2022 has come to an end. In the month of December Operations was busy keeping the community beautiful and full of Holiday spirit as our members entertained family and friends throughout the amenities. We also continued with the upgrades at the Country Club with the Magnolia room getting new granite countertops, drywall repairs and fresh paint and the new floors that will be installed. Our basketball courts are getting resurfaced, and the new pickleball project bids will be received in the new year. 2023 will also bring a new look to the center divider at the main gate to welcome members and their guests. This New Year will bring many upgrades and improvements like new docks, solar panels around the community and possible Lodge upgrade. Operations is up for the challenge and excited for the New Year!



Presented By: *Steve Schneider, Director of Operations*

**VANDALISM REPORT
May 2022**

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
325642	2140357	10/7/2022	COMMON AREA	CLEAN SPEED TRAILER #02 CAMERA COVER	\$0.00	2	\$100.00	LABOR TIME ONLY
325873	N/A	10/28/2022	COMMON AREA / BURNING TREE	REPLACE "CART XING" SIGNAGE	\$146.81	1.5	\$296.81	NEW SIGN
325883	2172428	10/31/2022	COMMON AREA / LITTLE PONY	REPAIR PERIMETER FENCING	\$66.00	3	\$216.00	10 FT. BARBED WIRE
325957	N/A	11/4/2022	COMMON AREA / LITTLE PONY	CHECK PERIMETER FENCING	\$39.60	1	\$89.60	6 FT. BARBED WIRE
325965	2181205	11/7/2022	COMMON AREA / INDIAN BEACH	CLEAN GRAFFITI OFF TABLE	\$5.00	0.25	\$17.50	GRAFFITI REMOVER
326024	2198304	11/14/2022	COMMON AREA / LITTLE PONY	REPAIR DAMAGED PERIMETER FENCING	\$37.00	2	\$137.00	3 FT. BARBED WIRE & HOG RINGS
326025	2198217	11/14/2022	COMMON AREA / LONGHORN	REPAIR DAMAGED PERIMETER FENCING	\$99.40	2	\$199.40	4 FT. CHAIN LINK & 9 FT. BARBED WIRE
326043	N/A	11/14/2022	COMMON AREA / FIRE DEPT.	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	HOG RINGS
326073	N/A	11/16/2022	LODGE	REPLACED DAMAGED LIGHTING ON TREE	\$29.04	4	\$229.04	REPLACEMENT LIGHTS
326093	2204653	11/18/2022	COMMON AREA / STEELHEAD PARK	ASSESS & REPAIR UPROOTED SIGN AT PARK	\$20.98	3	\$170.98	QUICKCRETE
326130	N/A	11/22/2022	COMMON AREA / INDIAN BEACH	CLEAN GRAFFITI ON PLAYGROUND SET	\$6.50	0.5	\$31.50	GRAFFITI REMOVER & MAGIC ERASER
326132	N/A	11/22/2022	COMMON AREA / HOLIDAY HARBOR	CLEAN GRAFFITI OFF PLAYGROUND	\$6.50	0.5	\$31.50	GRAFFITI REMOVER & MAGIC ERASER
326133	N/A	11/22/2022	HAPPY CAMP	CLEAN GRAFFITI OFF ROCK WALL AT PLAYGROUND	\$6.50	0.5	\$31.50	GRAFFITI REMOVER & MAGIC ERASER
326167	N/A	11/28/2022	COMMON AREA / LUCKY COVE	ASSESS & REPLACE LOCK ON GATE	\$20.00	0.5	\$45.00	NEW LOCK
326194	2224389	11/30/2022	TENNIS COURT	REPLACE MISSING LOCK ON GATE AT TENNIS COURT #05	\$20.00	0.5	\$45.00	NEW LOCK

\$510.33 \$ 22.25 \$1,697.83
\$ 1,112.50

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

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

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending November 2022	Project Totals 5/1/21 to 10/31/22
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel -- P&C	28,930	-	28,930
		-	-
Computers		-	-
#1900 CP Computers	3,826	-	3,826
Operations		-	-
#1839 Operations - Ext, Walls, Repairs	20,500	-	20,500
Pool		-	-
#1156 Pool Chemical Reader		1,886	1,886
#1153 Pool Heater	8,400	-	8,400
#1101 Pool Filters	-	-	-
#21031 Pool, Pump and Motor		6,566	6,566
#1158 Pool Pump	2,890	-	2,890
#1864 Lighting, Pool	2,550	-	2,550
#1869 Pool Office, HVAC	4,500	-	4,500
#21026 - Pool Deck Repair	2,950	-	2,950
Lake		-	-
#23009 Roofing Tiles for N. Ski Shelter	2,250	-	2,250
#1691 Docks - Pebble Cove, Replace	15,700	5,300	21,000
#2004 Dock - Indian Beach \$36,277.50 4/7/20	-	-	-
#17010 Lake - Buoys		2,180	2,180
		-	-
Campground		-	-
#3032 Campground Restroom Remodeling \$431,621	246,019	248,523	494,542
#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		2,224	2,224
#8008 East Gate - Restroom		7,850	7,850
#8018 Main Gate - Gate Operators		7,875	7,875
Ski Slalom		-	-
#1904 Ski Slalom - Railing, Pipe	1,990	-	1,990
Golf Course		-	-
#13057 Golf Netting		5,500	5,500
#13012 Golf Course Maintenance Yard		14,480	14,480
#13038 Irrigation Engineering and Design	5,000	2,556	7,556
#1208 GC Irrigation, Sys	66,786	-	66,786
2-2008-00 GC Irrigation Sys Additional \$12k	17,390	5,025	22,415
2-2102-00 GC Irrigation Sys \$2,030,400	1,397,326	-	1,397,326
#13007 Golf - Concrete, Repairs		26,950	26,950
Grounds		-	-
#8015 Main Gate Entrance Fountain Monument Repairs	5,800	-	5,800
#14003 East Port Landscaping Monument	18,555	43,984	62,539
#14006 Mailbox (Concrete Pads)		45,800	45,800
#14016 Signs, Street		8,353	8,353
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	81,386	9,900	91,286
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	15,850	2,263	18,113
#14012 Grounds - Signs, POA		3,465	3,465
#10005 Fairway Estates - Signs		1,110	1,110
Vehicles		-	-
#25023 - Toyota, Tacomas		2,490	2,490
#25025 -Vehicle - Tractor, Kubota (1)		8,902	8,902
#25003 -Boat, Champion	12,360	-	12,360
#25010 -Chevy's, 1998 (98-06) (4)	31,221	-	31,221
#1616 - Ford Escapes	55,515	-	55,515
#1618 Golf Cart - Enclosed	11,037	-	11,037
Unallocated	20,719	-	20,719
Total Repair & Replacement Fund Acct 02-0670	2,648,671	630,778	3,279,449

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending November 2022	Project Totals 5/1/21 to 10/31/22
			\$ -
		57,181	\$ 57,181
	193,183	4,310	\$ 197,493
	94,514	-	\$ 94,514
	1,950	-	\$ 1,950
	15,550	-	\$ 15,550
	6,450	-	\$ 6,450
		10,911	\$ 10,911
		2,500	\$ 2,500
	311,648	74,902	386,550

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

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

	2020-2021 Ending April 2021	2021-2022 Ending April 2022	2022-2023 Ending November 2022	Project Totals 5/1/20 to 10/31/22
			-	
5-2111-01 Flag Poles		11,368	-	11,368
5-2004-00 Sierra Park North Pump Track Design & Engineering \$88,690.00	110,603	1,283	127,344.21	239,230
5-2010-03 Roadrunner Restroom Design \$31,800	23,624	6,174	-	29,798
5-2102-01 Mailbox Lighting Project \$145,320	60,825	60,825	-	121,650
5-2102-02 Sierra Park Shade Structures \$ 126,195	16,892	78,602	24,733.00	120,227
5-2102-03 Indian Beach Shade Project \$131,056		129,265	15,217.37	144,482
5-2105-00 Surveillance System -- Happy Camp		12,299	-	12,299
5-2105-01 Speed Trailer (3rd)		13,483	-	13,483
5-2105-02 Large Dog Park Phase 2		16,586	-	16,586
5-2105-03 Road Runner Park Restroom \$184,000		163,027	52,542.17	215,569
5-2106-00 Office Remodel P & C		11,373	-	11,373
5-2106-01 Sierra Park North \$2,200,000*		1,777,659	355,813.71	2,133,473
5-2107-00 Equestrian Center Barn Fans		2,575	-	2,575
5-2107-01 Lighthouse Restaurant & Bar Remodel		270	-	270
5-2108-00 Shade Canopy Lodge/Bar Patio		30,436	-	30,436
5-2108-01 Rob Caveney Park - Fencing		10,940	-	10,940
5-2111-00 Pickleball Courts Phase 2		25,652	7,820.70	33,472
5-2111-00 Happy Camp Propane Dispenser		10,775	-	10,775
5-2109-01 Sprinklers POA and Conference Room		3,071	-	3,071
5-2206-00 Country Club Patio Shade Project			59,508.35	59,508
5-2208-01 Pickleball Phase 2 Design			2,850.00	2,850
	211,944	2,365,662.15	645,829.51	3,223,435.66
			-	(0) Control

Date: 1/3/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Richard Gonzales Appealing ACC Denial to Extend Courtyard Wall

T/L: 3869-047

Address: 22506 Canyon Club Dr

CC&R Violation

Member Since June 18, 2021

CC&R Section 7 Size and Placement of Residences and Structures (a)

PC.2.1 Front Yard Setback

PC.2.7 Side Yard Setback

PC.3.1 Application of Setbacks/CC&R Violation

PC.3.1b Front Setback/CC&R Violation

PC.3.1c Side Setback/CC&R Violation

Exhibits for Review

- Exhibit 1 Original Front Elevation (1986)
- Exhibit 2 Plot Plat
- Exhibit 3 Close Up Diagram
- Exhibit 4 Overhead of Property
- Exhibit 5 House – Canyon Club View
- Exhibit 6 House – Corner View
- Exhibit 7 Sample Diagram of Setbacks.

Background

The proposed project is to extend the current courtyard, by removing the existing three (3') foot wall, then adding a seven (7') foot wall extending the current patio for privacy. See Exhibit 3 & 4.

The house was approved December of 1986 with no plans approved for a courtyard wall, only a concreted area. The current wall would not have been permitted due to the location in the front and side setbacks. Please see exhibit 1 & 2. The setback on Canyon Club and Light House (corner lot) is twelve (12') feet from the curb, and the current wall is considered a CC&R violation traversing the front of the property on Canyon Club side.

The Committee measured and found the wall facing Canyon Club is in the front yard setback, a CC&R violation. Since the wall is being removed, the Committee would then require the wall parallel to Canyon Club to be thirty-two (32') feet back from the curb, in order to conform with the CC&R's.

The wall off of Lighthouse must be twenty-two (22') feet back from the curb or ten (10') feet from the property line per PC.3.1c, a CC&R violation. The courtyard walls cannot extend outside those parameters.

Rules Description

CC&R Section 7. SIZES AND PLACEMENT OF RESIDENCES AND STRUCTURES

Each lot has a specified and dimensioned area, which limits the extent of the portion thereof upon which any improvement can be constructed without the express approval of the Committee. In this event, the following minimum dimensions shall govern for floor elevations on lakefront lots and for front, side, and rear setbacks on all lots (except fences or walls where approved or required by the Committee):

(b) Twenty (20') feet from the front line of each lot abutting the street;

PC.2.1 Community Setback The area between the curb line and the Front Property Line. The depth of this setback varies between four (4') and seventeen (17') feet depending on the width of street in front of the lot. For most lots, the community setback distance is measured from the back of the curb. The property owner is responsible for maintaining the community setback in front of their property.

PC.3.1 Application of Setbacks - Setbacks should generally be kept free of structures.

PC.3.1b Front Setback - Twenty (20') feet from the Front Property Line. This area is also called the Front Yard.

PC.3.1c Side Setback - Five (5') feet from each lot Side Property Line, except corner lots, which shall be ten (10') feet on the side adjacent to the side street only. The interior Side Property Line setback for a corner lot will be five (5') feet. No structures are allowed in the side setbacks. This area is also called the Side Yard.

Committee Results

The Committee met and the application was denied:

1st Meeting Denied September 15, 2022: Existing courtyard wall violates the CC&R's. Since you are removing this existing wall, the new wall must be thirty-two (32') feet back from the curb on Canyon Club and twenty-two (22') feet back from the curb on Lighthouse. Is part of the wall facing Lighthouse retaining?

2nd Meeting Appeal Denied September 29, 2022: Courtyard walls cannot extend into the front and side setbacks. You have over thirty (30') feet in your backyard. Courtyard walls are not a problem, but courtyard walls cannot extend outside the courtyard.

Committee In-Conclusion: The Committee measured and found the wall facing Canyon Club is in the front yard setback, a CC&R violation. Since he is removing the wall, the Committee requires the wall parallel to Canyon Club to be thirty-two (32') feet back from the curb. The wall off of Lighthouse on this corner lot must be twenty-two (22') feet back from the curb. Per the CC&R's, the courtyard walls cannot extend outside the courtyard.

Members Appeal – Wanting privacy in yard and pet access for exercising. There is no back yard and noise are a factor.

Fiscal Impact

None

Staff Recommendation

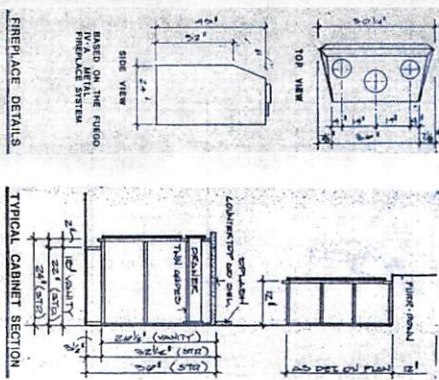
Staff recommends that the Board of Directors uphold the ACC Committee’s decision and deny the members request due to a **CC&R** violation to extend a courtyard wall into the front and side yard setbacks.

Cheryl Mitchell

Senior Planning and Compliance Manager

ROOM FINISH SCHEDULE:

AREA	FLOOR	BASE	WALLS	CEILING
101	EXPOSED CONCRETE			
102	CARPET W/ PAD			
103	VINYL TILE			
104	SHEET VINYL			
105	CERAMIC TILE			
106	HARDWOOD			
107	WOOD			
108	CERAMIC			
109	PAINTED DYP. BOARD			
110	PANELING			
111	HALL COVERING			
112	CERAMIC TILE			
113	WOOD SIDING			
114	PAINTED DYP. BOARD			
115	ECOLOGICAL SPRAY			
116	WOOD			

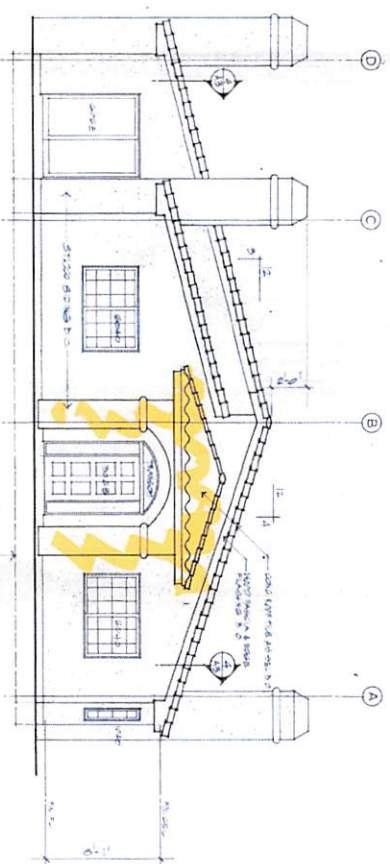
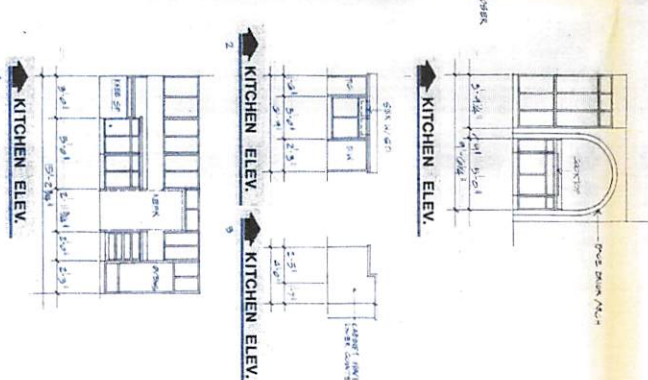


WINDOW SCHEDULE:

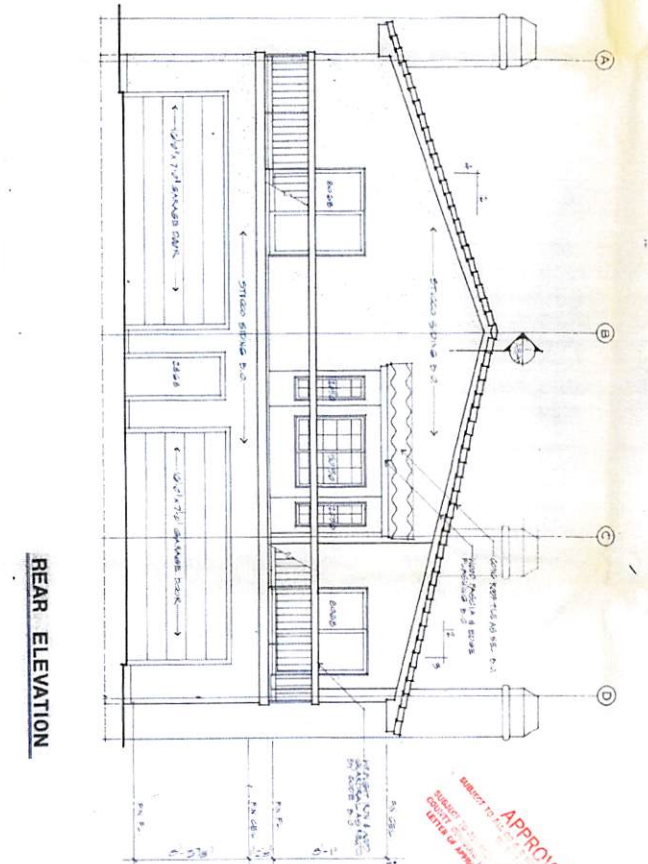
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DOOR SCHEDULE:

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FRONT ELEVATION
SCALE: 1/4\"/>



REAR ELEVATION

APPROVED
DATE: 11/11/11

STAKIAS
page
A4



Tri-Steel Structures, Inc.
1400 CRESCENT DENTON, TEXAS 76201 817/566-7001
RESIDENCE FOR MR. & MRS. STAKIAS
22506 CANYON CLUB DR. LOT 47 TRACT 3869
CANYON LAKE, CALIFORNIA 92380

drawn by	J.R.
checked by	Set of
approved by	Set of
filed by	

LOT AND TOPOGRAPHIC SURVEY

LOT 47 TR. 3869 - CANYON LAKE, CA.

BENCH MARK

THE ELEVATION OF 1440.76 ON THE TOP OF CURB AT THE PROJECTION ON THE EASTERLY LINE OF LOT 47

SURVEYORS NOTES

- ▲ LEAD & TALK TAGGED (RCE 9870)
- ▲ LEAD & TALK ONLY

SURVEYORS CERTIFICATE

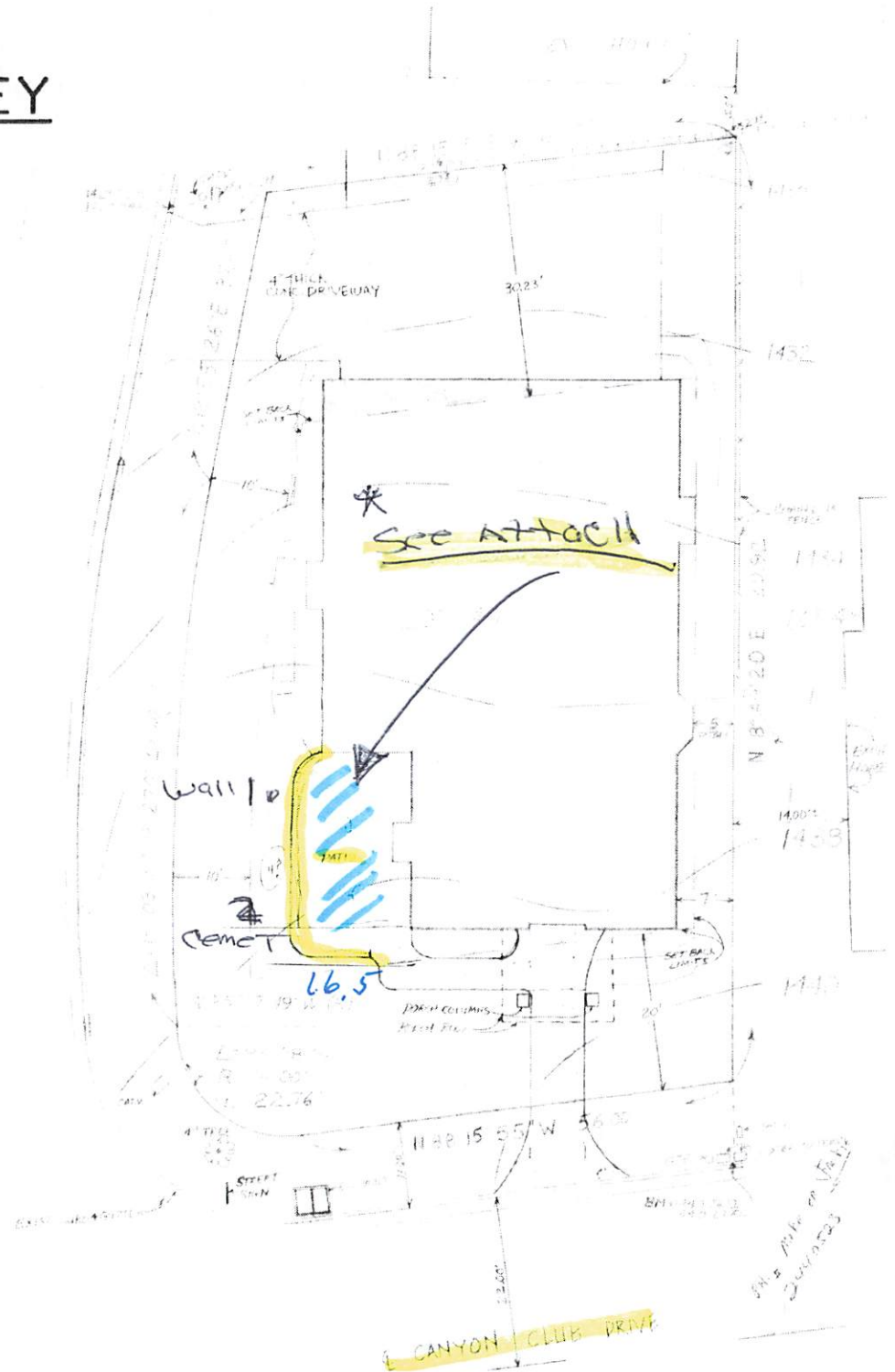
I CERTIFY THAT THIS SURVEY OF LOT 47 TRACT 3869 IN CANYON LAKE, CA IS COMPLETE AND ACCURATE AND WAS CONDUCTED UNDER MY SUPERVISION ON APRIL 29, 1984 AT THE REQUEST OF CHRIS SHEEHY, GEN CONTRACTOR

Patrick J. Mead 4-30-86

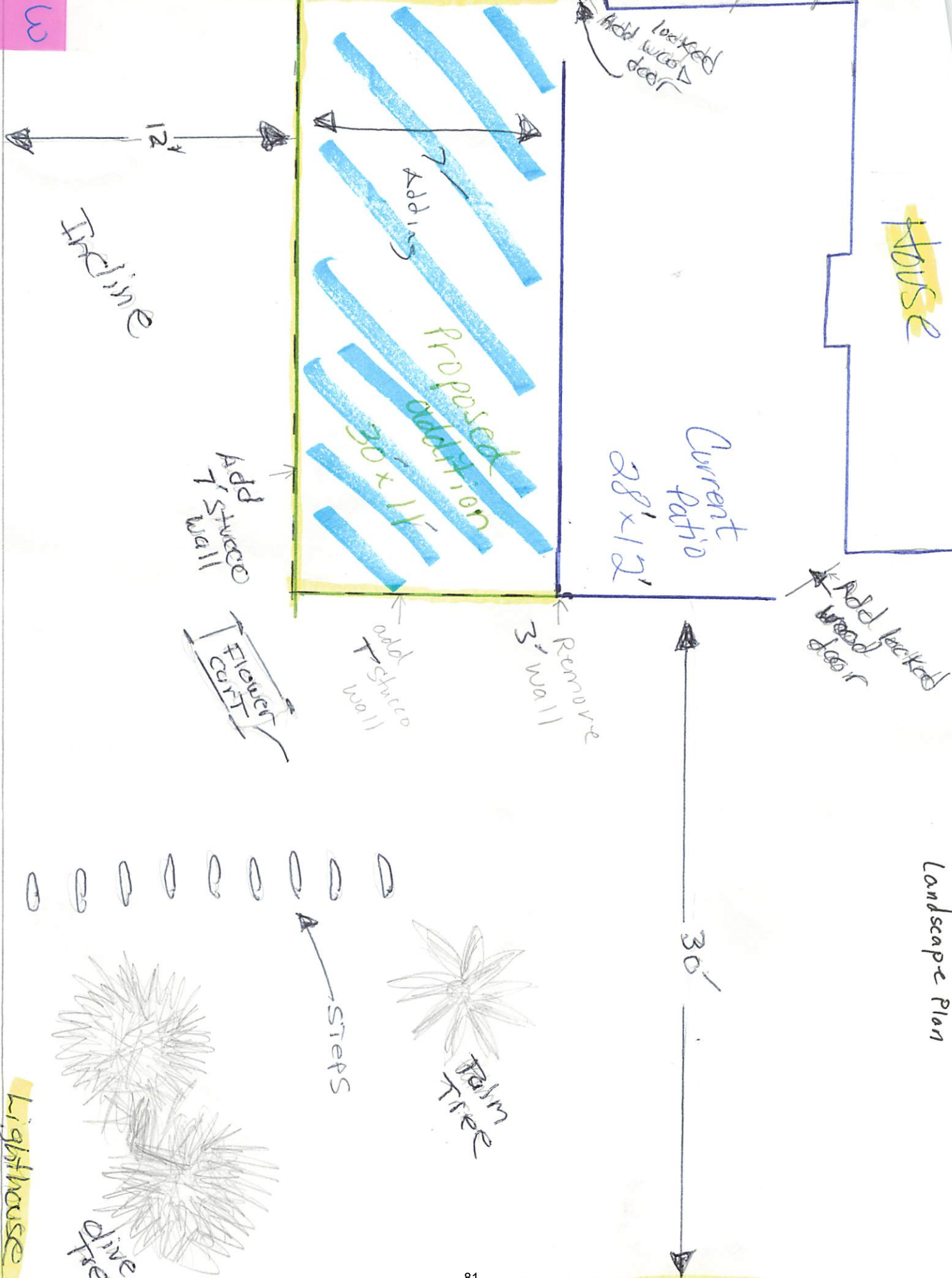
PATRICK J. MEAD R.C.E. 24403 EXP. 12/31/81
 26200 SERAPE DR
 YUCAIPA, CA 92319
 (714) 795-1510

Plot Plan

CANYON CLUB DRIVE



3

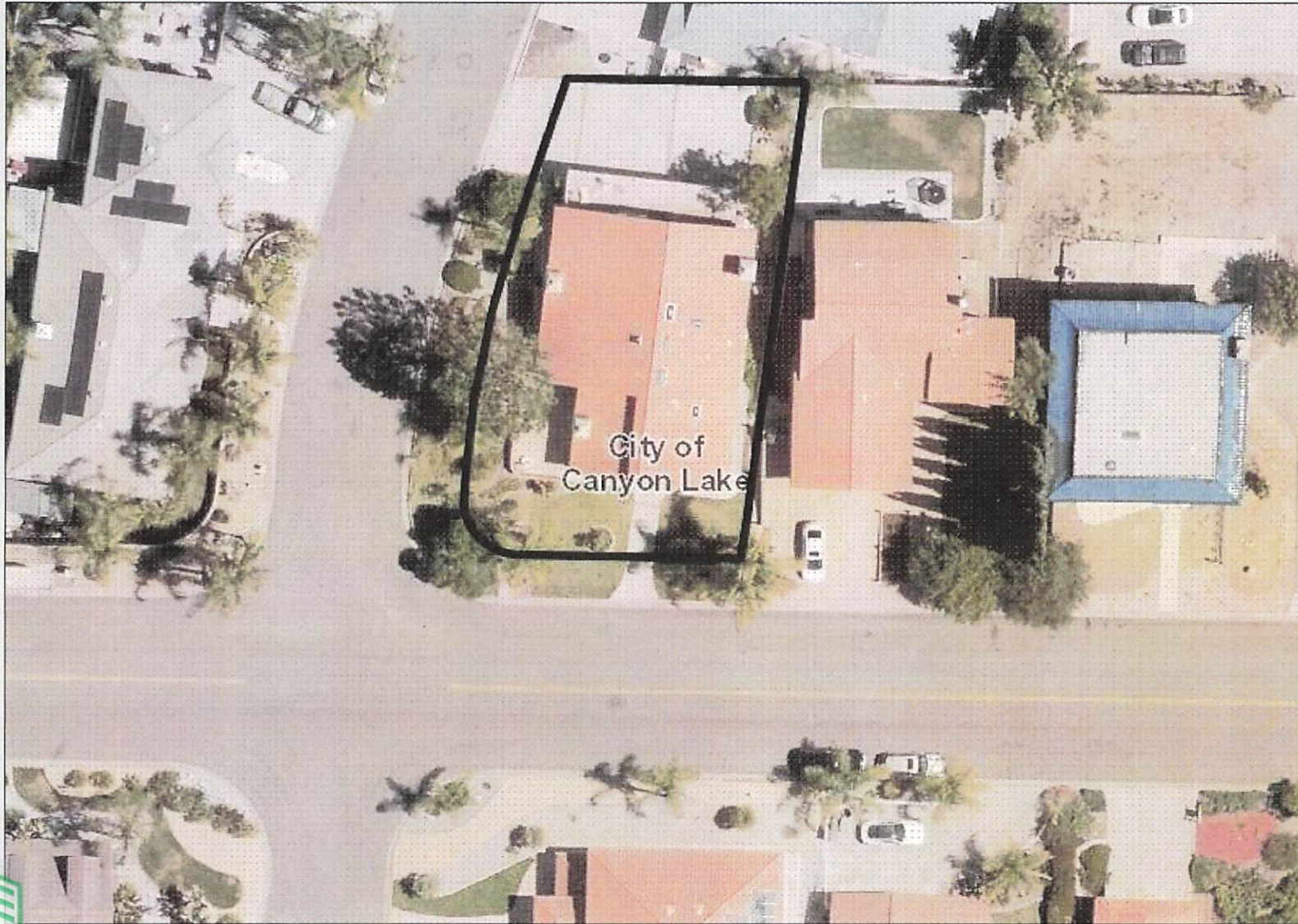


Landscape Plan

22500 Canyon Club Dr

Map My County Map

22506 Canyon Club Dr



Legend

- Blueline Streams
- ▤ City Areas

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Notes



0 47 94 Feet

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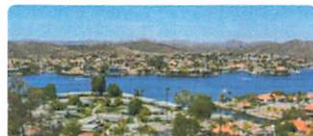
© Riverside County GIS

Photos

Street View

Favorite

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2 of 49

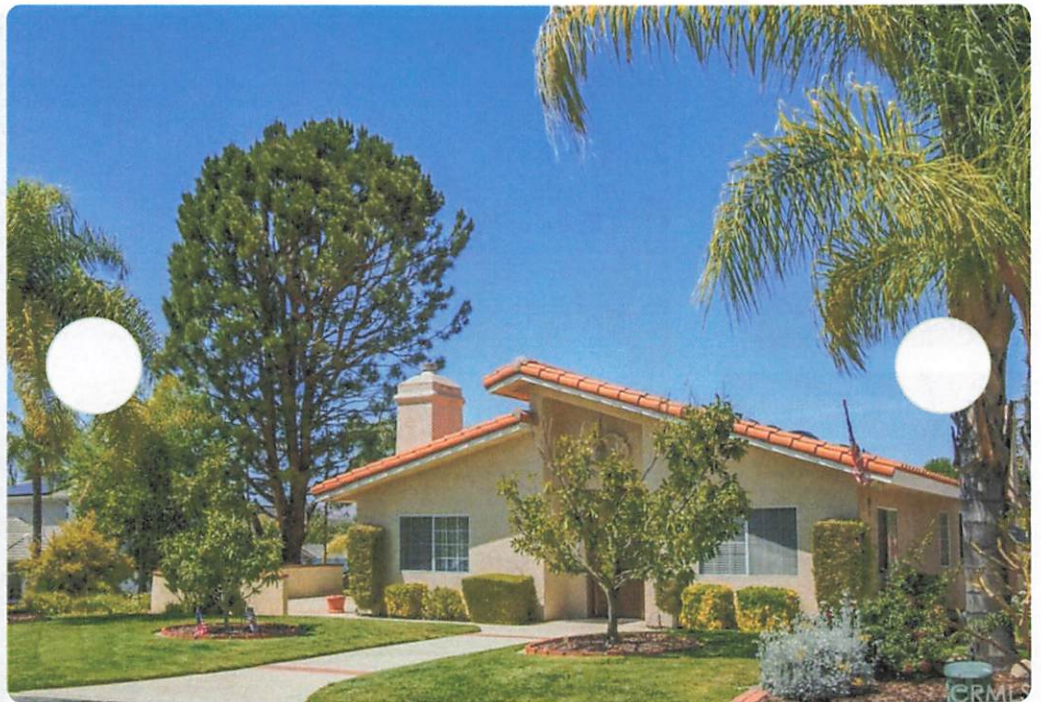
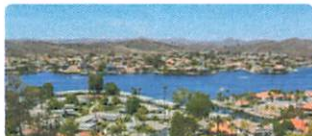
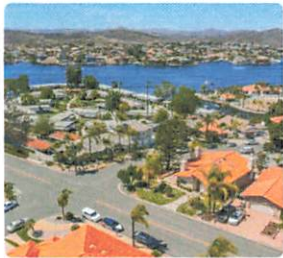


Photos

Street View

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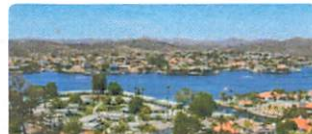
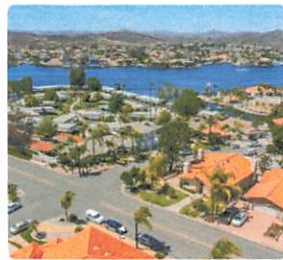


Photos

Street View

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1 of 49

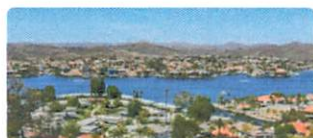
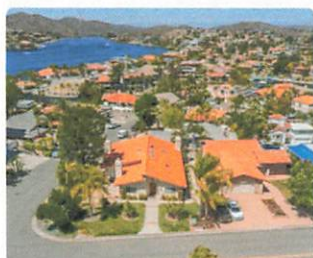


Photos

Street View

Favorite

Share



1 of 49



REAR YARD

**25' OR 25% IN GOLF COURSE WHICHEVER IS GREATER
30' OR 25% ON WATER WHICHEVER IS GREATER
20' OR 25% ON ALL OTHERS WHICHEVER IS GREATER**

**(3' HIGH AND OPEN)
(3' HIGH AND OPEN)
(5' HIGH)**

**S
I
D
E

Y
A
R
D**

(5')

5' HIGH

HOUSE

**S
I
D
E

Y
A
R
D**

(5')

5' HIGH

**FRONT YARD SETBACK
(20')**

3' HIGH

COMMUNITY SET-BACK 4' – 22'

**8 INCHES
HIGH**

STREET

Date: 1/3/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Gilbert Mugica Appealing ACC Denial Outside Fireplace in Side Setback

T/L: 3846-097

Address: 30163 Boat Haven Dr

PC. Rules CC&R Violation

Member Since July 28, 2016

PC.3.1 Application of Setbacks

PC.3.1c Side Setback

CC&R Section 7. SIZES AND PLACEMENT OF RESIDENCES AND STRUCTURES

Exhibits for Review

Exhibit 1 Plot Plan of Proposed Improvement

Background

A non-permitted fireplace found in the side setback by the inspectors during an inspection.

An application and plans received and submitted for the fireplace and other improvements **December 8, 2022**, however, due to the location of the fireplace in the side setback a **CC&R** violation the ACC Committee does not have the authority to approve.

There have been several setback violations within the community such as this that have come before the board and they have been denied due to a **CC&R** violation, and the improvement was to be either brought into compliance of the setback or removed completely.

The statement in the members appeal regarding **PC.5.5** is not for setback of structures, it is for a one-foot allowance for a fireplace that is located in the home. The exterior of the fireplace on new home construction allows for a one-foot encroachment into the setback for the indoor fireplace only. **PC.5.5** rule entirely different rule for different scenarios, the rule that applies for structures in setback is **PC.3.1c**.

Rules Description

7. SIZES AND PLACEMENT OF RESIDENCES AND STRUCTURES - Each lot has a specified and dimensioned area, which limits the extent of the portion thereof upon which any improvement can be constructed without the express approval of the Committee. In this event, the following minimum dimensions shall govern for floor elevations on lakefront lots and for front, side, and rear setbacks on all lots (except fences or walls where approved or required by the Committee):

(c) Five (5') feet from each lot side line, except corner lots which shall be ten (10') feet;

PC.3.1 Application of Setbacks - Setbacks should generally be kept free of structures. NO IMPROVEMENT SHALL BE CONSTRUCTED, PLACED OR MAINTAINED WITHIN A SETBACK UNLESS SPECIFICALLY APPROVED BY THE COMMITTEE.

PC.3.1c Side Setback - Five (5') feet from each lot Side Property Line, except corner lots, which shall be ten (10') feet on the side adjacent to the side street only. The interior Side Property Line setback for a corner lot will be five (5') feet. No structures are allowed in the side setbacks. This area is also called the Side Yard

Committee Results

The Committee met and the application was denied:

1st Meeting Denied December 8, 2022: The Committee is unable to approve a **CC&R** setback violation. You must complete a Board appeal request. This is for the fireplace only in the setback.

Committee In-Conclusion: Member installed an outdoor fireplace without approval in the side setback at the rear of the property. **PC.3.1** and **PC.3.1c** in Section 3 state that the **CC&R** does not allow structures in the five (5') foot setbacks. **PC.5.5** in Section 5 concerns new home construction and a fireplace chimney attached to the home may extend into the setback by one (1') foot maximum. This fireplace is not attached to the home.

Members Appeal – Outside fireplace in side yard setback – fireplace encroaches 1'-11" into side yard. **PC.5.5** allows 1' into side setback.

Fiscal Impact

None

Staff Recommendation

Staff recommends that the Board of directors uphold the ACC Committee's decision and deny the member request for the fireplace in the current five (5') foot side setback. It is further recommended that the member submit an application to correct the fireplace position or remove completely.

Cheryl Mitchell _____
Senior Planning and Compliance Manager

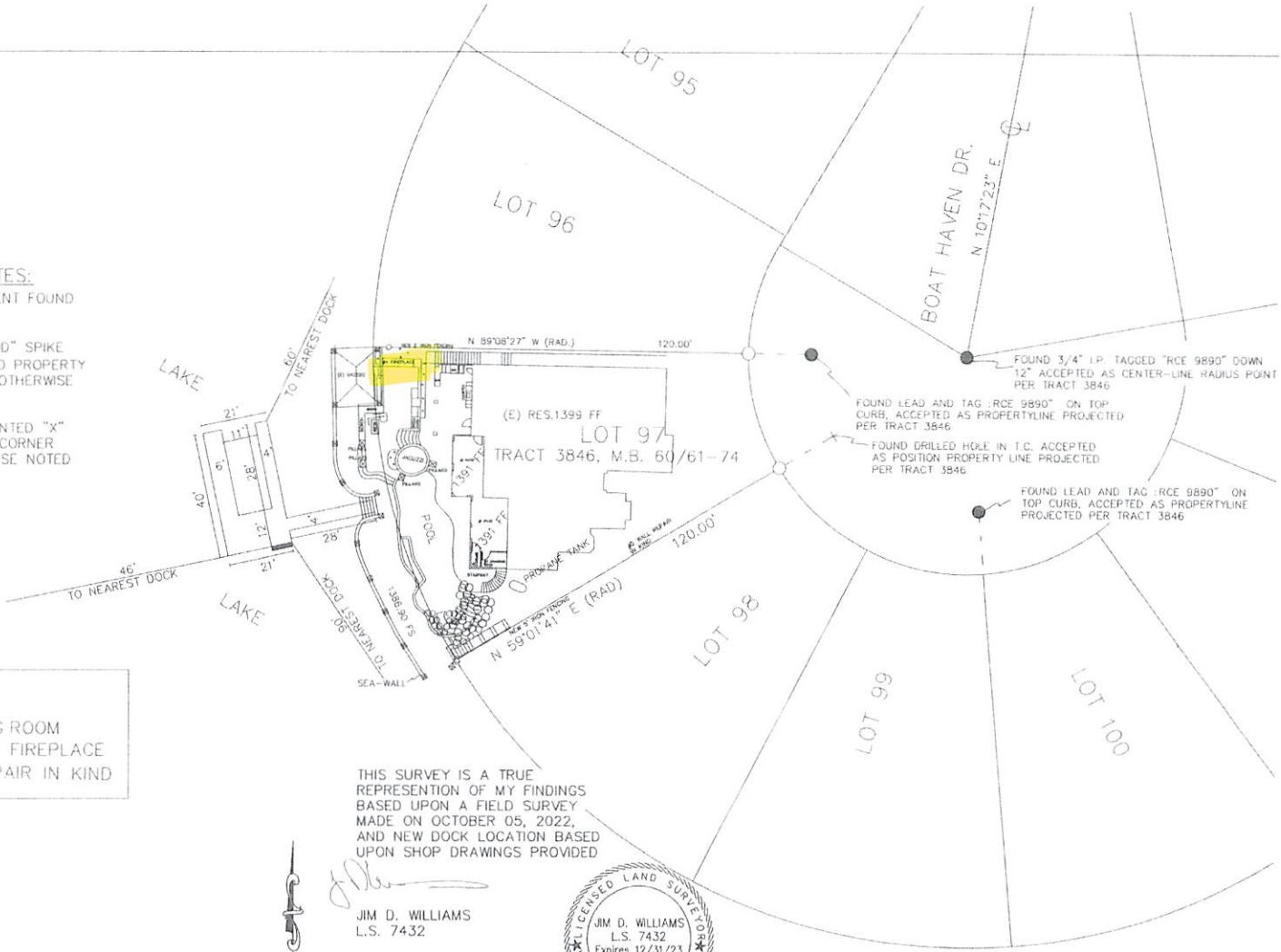
MONUMENT NOTES:

● DENOTES MONUMENT FOUND AS NOTED

○ DENOTES SET "60D" SPIKE FOR 5' OFFSET TO PROPERTY CORNER UNLESS OTHERWISE NOTED

△ DENOTES SET PAINTED "X" FOR TEMPORARY CORNER UNLESS OTHERWISE NOTED

- #1 PATIO
- #2 STORAGE
- #3 CHANGING ROOM
- #4 OUTDOOR FIREPLACE
- #5 WALL REPAIR IN KIND



THIS SURVEY IS A TRUE REPRESENTATION OF MY FINDINGS BASED UPON A FIELD SURVEY MADE ON OCTOBER 05, 2022, AND NEW DOCK LOCATION BASED UPON SHOP DRAWINGS PROVIDED



J.D.W.
 JIM D. WILLIAMS
 L.S. 7432

SCALE: 1"=30'
 0 10 30 60



Date: 1/3/23

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Travis Long Appealing ACC Denial for New Dock with 72' Long Gangway/Ramp

T/L: 3778-239

Address: 22926 Gray Fox Dr

PC. Rule Violation

Member Since July 17, 2020

SECTION IX - WATERFRONT LOTS

Exhibits for Review

Exhibit 1	RivCo Overview (2020)
Exhibit 2	Denied Plan
Exhibit 3	Supporting document for Exhibit 2
Exhibit 4-5	Drone shots of the dock and surrounding areas
Exhibit 6	Approved Plan
Exhibit 7	Close up of plan
Exhibit 8-10	Inspectors pictures from inspection

Background

Application and plans were approved for the encroachments on **May 19, 2022**, for new aluminum dock **17'.5" X 30'** with two **(2)** ramps, **4' X 30'** adjustable trex surface, an existing dock canopy from old dock to be used, as well as the existing lift, and a **2'X16'X3'** concrete footing on the sandy beach.

The application submittal is a two-step review process, all changes, revision, new and repair/maintenance items must be submitted to **EVMWD** by the department prior to the **ACC** review process to receive consent in order to move forward.

The measurements above were submitted to **EVMWD** and consent was received **May 12, 2022**. Approval by **ACC** determined **May 19, 2022**.

August 23, 2022, the contractor called to schedule a final inspection, and the inspection was conducted on **August 25, 2022**, the inspector found the ramp was not to the approved plan. The ramp measured seventy-two **(72')** feet in length instead of sixty **(60')** feet.

An interim letter was sent explaining the dock ramp was not according to the approved plan, the ramp is too long at seventy-two **(72'+)**, the plan shows sixty **(60')** feet. The new dimensions will need to be submitted to for **EVMWD** and the **ACC** review, a new survey may need to be submitted.

After consent was received by **EVMWD**, the Committee reviewed the new plan and denied the application, stating that the leading edge of the dock or the portion of the dock closest to the shoreline shall be set at **1372'** msl contour. The ramp must be reduced to sixty (**60'**) feet as per the plan that was approved on **May 19, 2022**.

The comment in members appeal that they discovered shortly after the plans were approved the ramp/gangway length was too short in order to comply with the **1372'** msl contour. The contractor told Mr. Long that it would be no problem to submit a change to the plans after the build; this is simply not true.

Each time an encroachment is not built according to approved plan and vetted by both **EVMWD** and the **ACC** Committee, it jeopardizes the shorezone agreement.

It appears to both the **ACC** Committee and staff that "not building according to plan" happens more often than not and needs to stop. It appears that there is a total disregard for the rules, regulations and legal agreements that are in place.

Rules Description

PC.9.3e Dock Placement - The leading edge of the dock or the portion of the dock closest to the shoreline shall be set at **1372** msl contour.

SECTION IX - WATERFRONT LOTS - Elsinore Valley Municipal Water District (**EVMWD**) owns the lake and the strip of land completely surrounding the lake. This **EVMWD** property is leased to the Association and is sometimes referred to as the Shorezone. Property owners, even those whose properties abut the lake, do not have the authority to encroach upon the **EVMWD** property for the purpose of installing docks, sun decks, ramps, or other improvements, or for other purposes, except as may be permitted by the Association. No improvement may be installed or altered in the Shorezone except pursuant to an encroachment permit issued by the Association. The Association's Board of Directors delegated to the Committee the role of considering applications for and authority to issue encroachment permits to owners of Lakefront Lots for installation or modification of improvements upon the Shorezone. Committee approval, in the form of an encroachment permit, shall be obtained before any improvement (including, but not limited to, docks and seawalls) may be altered, installed, or placed in the Shorezone. After Committee approval, final consent rests with the owner of the lake. Since the Shorezone property is leased by the Association from **EVMWD**, the applicant is actually seeking approval to install and maintain improvements upon the Association's leasehold. As a result, when considering an application regarding improvements within or alterations to the Shorezone, the Committee may consider factors beyond the criteria normally applied by the Committee when considering applications for improvements located entirely on the applicant's lot. Applications for the placement and use of docks and other improvements within the Shorezone shall only be accepted by the Committee for consideration from members who own lots which are immediately adjacent to Canyon Lake and separated from the water surface by only the said strip of land owned by the **EVMWD**. Owners of lots that do not have a lakefront boundary line, as shown on the original tract map creating such lots, are not eligible, by virtue of lot line adjustments, grants of easement or other alterations of the original property rights, to install docks, ramps, sun decks or any similar structures. Applications must include plans prepared and signed / stamped by a registered civil engineer or licensed surveyor

Committee Results

The Committee met and the application was denied:

1st Meeting Denied November 3, 2022: PC.9.3e states: "The leading edge of the dock or the portion of the dock closest to the shoreline shall be set at **1372'** msl contour." The ramp must be reduced to sixty (**60'**) feet as per plan.

Committee In-Conclusion: Plan was approved for a sixty (**60'**) foot ramp for the dock. Inspector would not sign off the ramp as it measured seventy-two (**72'**) feet. The Committee went out to the property twice and measure and found the the **1372'** msl was at the sixty (**60'**) foot location as the original plan depicted. The rule states that the face of the dock closest to the shoreline shall not extend any farther out then **1372** msl. The Committee measured both sides of the ramp.

Members Appeal – Please see attached appeal letter.

Fiscal Impact

None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC Committee decision and deny the members appeal to keep the ramp length as submitted. Staff further recommends that an application be submitted to correct the ramp length. (Because **EVMWD** will needs to be informed and consent must be received prior to the correction).

Cheryl Mitchell

Senior Planning and Compliance Manager

Map My County Map

22926 Gray Fox Dr



Legend

- Blueline Streams
- ▣ City Areas

Notes

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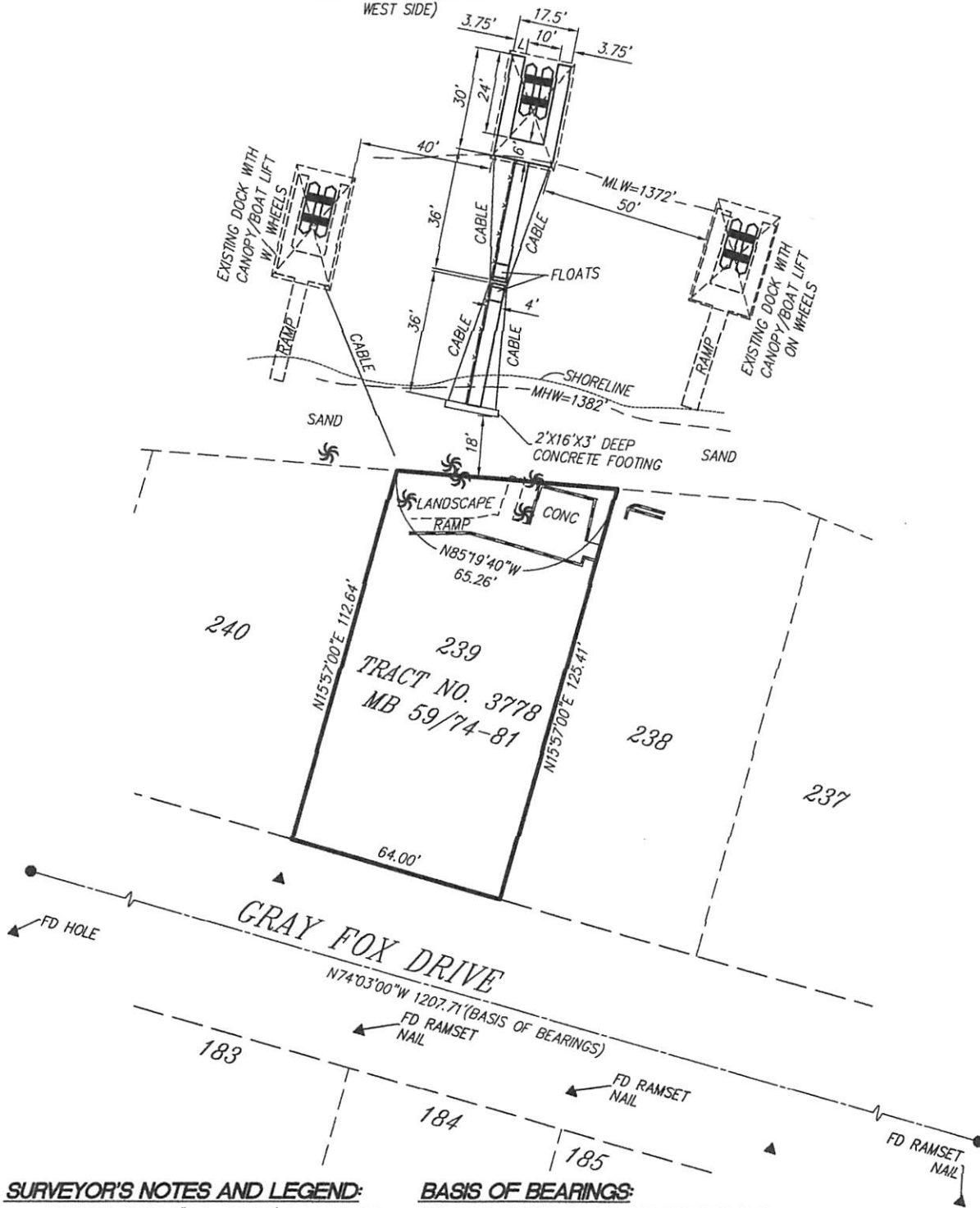


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© Riverside County GIS

PROPOSED NEW DOCK
W/ CANOPY AND HYDRO LIFT
(GANGWAY HANDRAIL ON
WEST SIDE)



SURVEYOR'S NOTES AND LEGEND:

- INDICATES FOUND 1" I.P., DN. 1.0' TAG ILLEGIBLE PER MB 59/74-81
- ▲ INDICATES FOUND LEAD AND TAG RCE 9890, PER MB 59/74-81, UNLESS OTHERWISE NOTED

MLW = MEAN LOW WATER (1372' MSL)

MHW = MEAN HIGH WATER (1382' MSL)

L = SWIM LADDER LOCATION ON DOCK

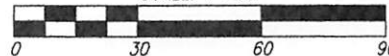
ELEVATIONS DERIVED FROM NGVD29 DATUM

BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS THE CENTERLINE OF GRAY FOX DRIVE PER TRACT NO. 3778 (MB 59/74-81) BEING N74°03'00"W, AS SHOWN HEREON.



SCALE: 1"=30'



GNS SURVEY, INC.
 LAND SURVEYING/MAPPING
 28039 SCOTT RD., STE. D-293
 MURRIETA, CA 92563
 (951) 543-8462

22926 GRAY FOX DRIVE - DOCK SURVEY

APN(s): 355-131-002
 FOR: LONG
 DATE OF SURVEY: 12/08/2022
 JOB NO.: 22-1005-09

SHEET

1

OF

SHEETS

2

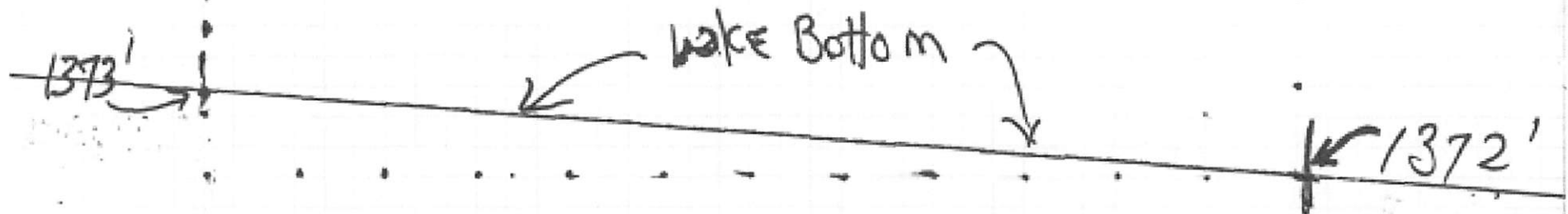
TRAVIS LONG

22926 Gray FOX
3778 239

Water level

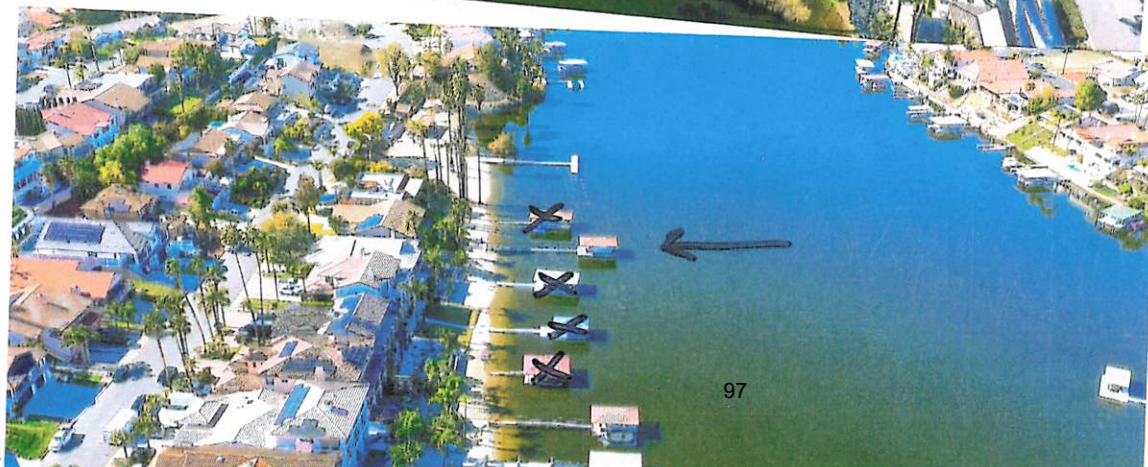
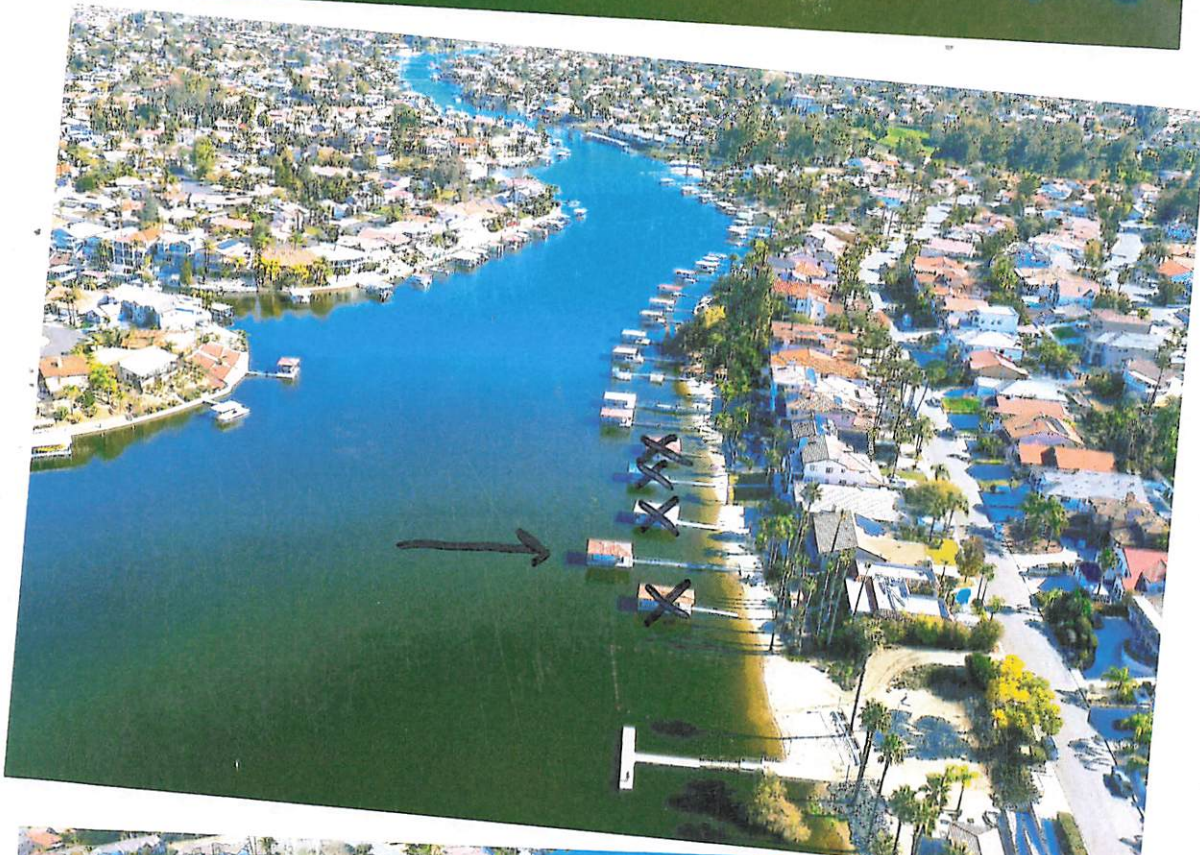
The current Ramp Length of 72' places the dock at precisely the required 1,372' MSL Line per POA Guidelines.

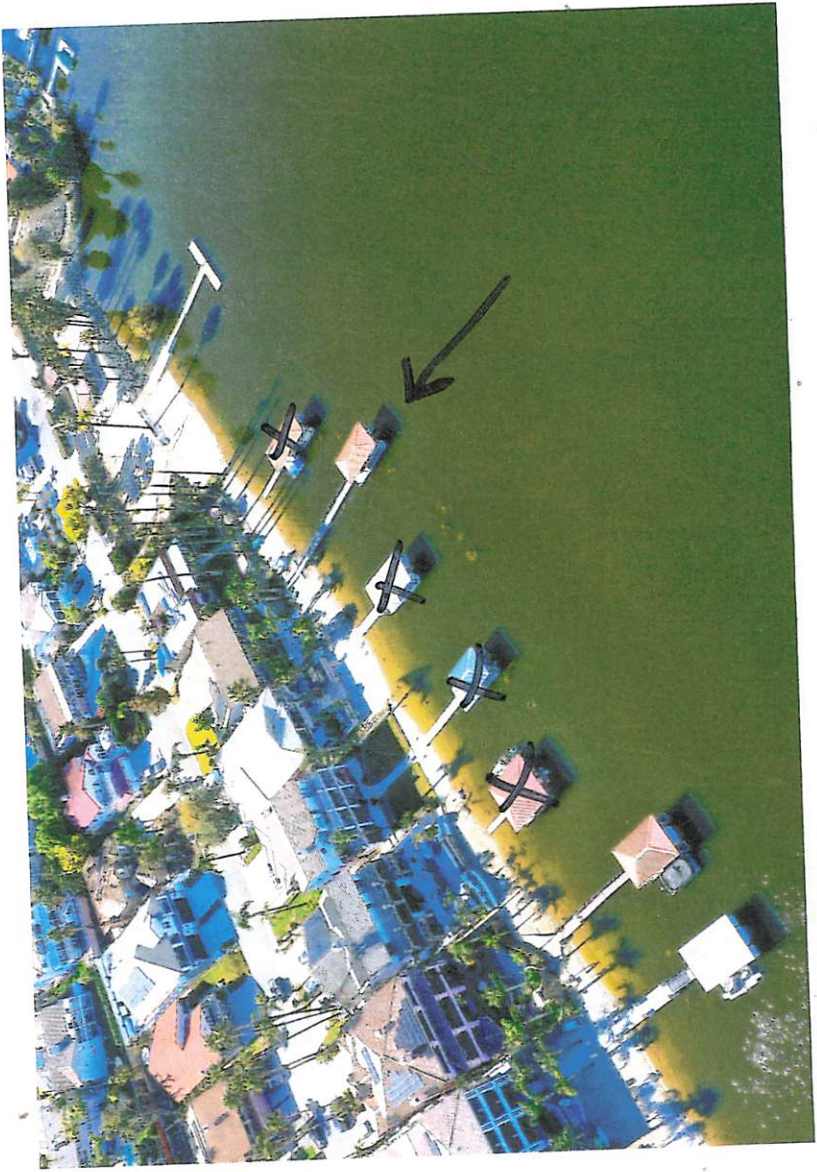
A Ramp Length of 60' places the dock at ████████ 1,373' MSL which is too shallow per POA Guidelines.

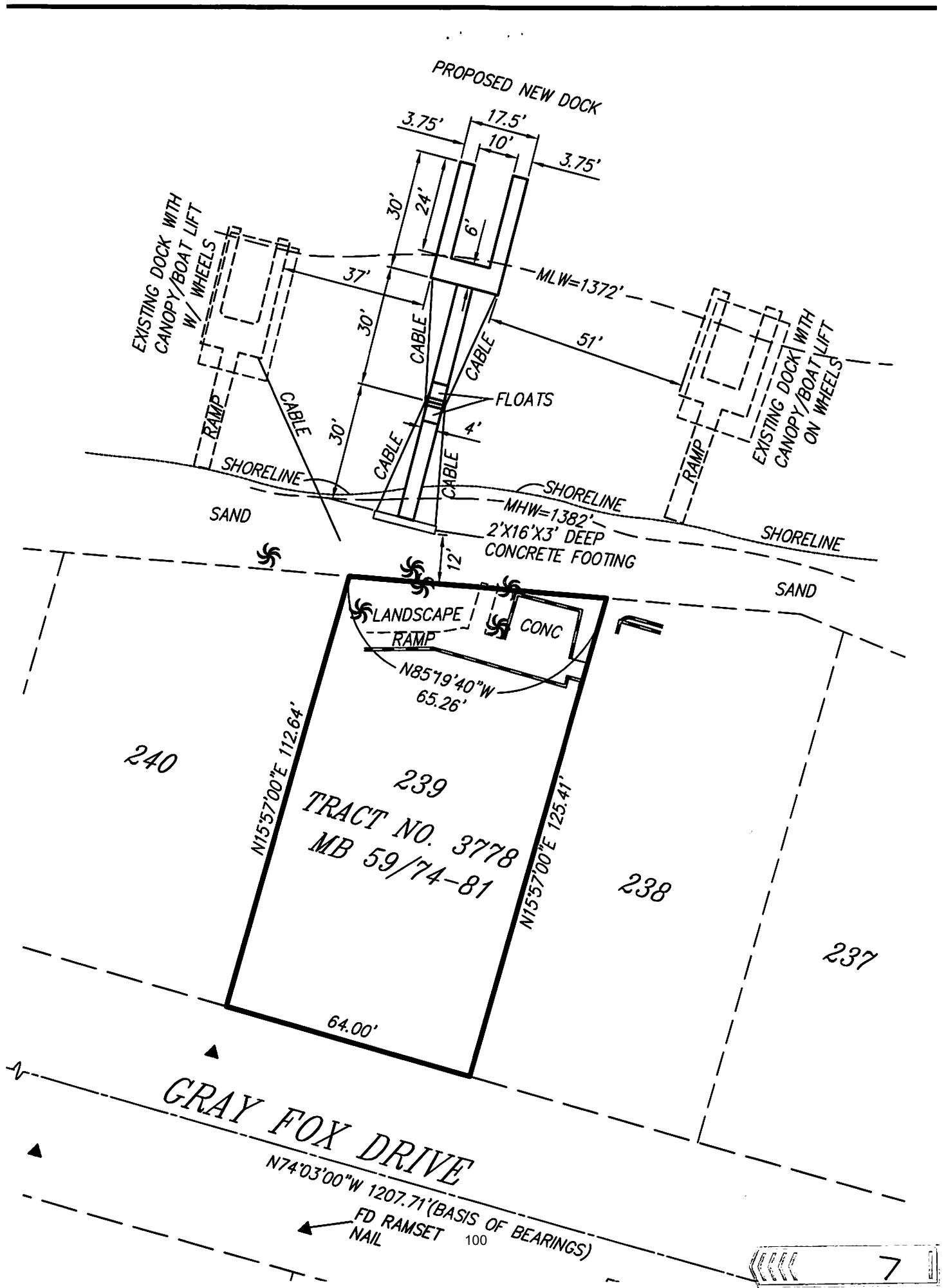


59' 60' 61' 62' 63' 64' 65' 66' 67' 68' 69' 70' 71' 72'
Ramp Length









PROPOSED NEW DOCK

EXISTING DOCK WITH CANOPY/BOAT LIFT W/ WHEELS

EXISTING DOCK WITH CANOPY/BOAT LIFT ON WHEELS

MLW=1372'

MHW=1382'
2'X16'X3' DEEP CONCRETE FOOTING

TRACT NO. 3778
MB 59/74-81

GRAY FOX DRIVE

N74°03'00"W 1207.71' (BASIS OF BEARINGS)
FD RAMSET NAIL 100

14



08/25/2022 08:08



13



08/25/2022 08:07





08/25/2022 08:04