

Board of Directors
Regular Session Board Meeting Agenda
Tuesday, August 2, 2022 - 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**
 - July 11, 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 - D)
 - A. **APPROVAL: Ratify Monthly Financial Statement Review** (Susan Dawood)
Proposed Resolution: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500.
 - B. **Report of Executive Session Actions** (Lynn Jensen)
Proposed Resolution: That the Board of Directors review and approve the Executive Session Actions, as written.
 - C. **Authorization of Liens** (Susan Dawood)
Proposed 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.

D. **APPROVAL: ACC Member Appointment** (Cheryl Mitchell)

Proposed Resolution: That the Board of Directors approve to appoint Alexis Prince to member position on the ACC Committee to fill the open position.

8. **Board Action Items**

8.1 **APPROVAL: Annual Audit for Fiscal Year End (FYE) 2022** (Susan Dawood)

Proposed Resolution: That the Board of Directors receive and file the annual audit report for the FYE April 30, 2022.

8.2 **APPROVAL: Ratification of CIP Funding for Pickleball Courts Phase 2 Design** (Steve Schneider)

Proposed Resolution: That the Board of Directors ratify and approve funding in the amount of \$38,600 from the CIP Fund, 05-6700 for the design/construction documents for the addition of Pickleball Courts (design contract was previously approved in Executive Session).

8.3 **28-Day Reading: Revise Rule GR.2.9 No Malicious Mischief** (Member Services)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule GR.2.9, as attached.

8.4 **28-Day Reading: Revise Rule GR.4.5 Signs in the Community Setback** (Member Services)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule GR.4.5, as attached.

9. **Association Reports**

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

10. **Board Comments**

11. **Architectural Appeals**

- A. Richard Baer 3718-230
Appealing ACC Denial for Fence Post Placement

Proposed Resolution: That the Board of Directors uphold the ACC Committee decision and deny the member's request. Further recommends that the member relocate the post as the Committee suggested in order to meet the nine (9') foot setback.

12. **Next Meeting Date**

- Tuesday, September 6, 2022 at 1:00 p.m. – Executive Session
- Tuesday, September 6, 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, July 11, 2022. President Renee Griffiths called the meeting to order at 6:00 p.m. Directors present were Greg Doherty, Bill Van Vleet, and Tim Cook. Four Board Members were present; Director Bock was absent. Quorum was met. Also present were; Legal Counsel, Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Cory Gorham; Director of Operations Steve Schneider; Sr. Manager of Planning and Compliance Chery Mitchell; ACC Chair Jon Stelzner and Alternate Member David Humphrey; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Pledge of Allegiance was led by Director Van Vleet.

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

2. **Approval of Minutes**

- May 3, 2022
- June 7, 2022

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the May 3, 2022 and June 7, 2022 Regular Session Board Meeting Minutes, as amended. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

3. **Public Official Comments**

EVMWD President Darcy Burke reported on: drought impacts, reduced yard watering, award of \$3,000,000 towards Canyon Lake Water Treatment Plan upgrades, algae inquiries, bill pay assistance programs, and invitation for and citizen questions.

4. **Presentations**

None.

5. **Announcements**

None.

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

The Board hear member comments.

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

MOTION/RESOLUTION: Upon motion properly made by Director Doherty, seconded by Director Van Vleet 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. **APPROVAL:** Board Meeting Policy

MOTION/RESOLUTION: That the Board of Directors approve the revised Board Meeting Policy, as attached. APPROVED

8. Board Action Items

8.1 APPROVAL: Security Advisory Committee Charter

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the Security Advisory Committee Charter, as modified to allow up to two alternate members. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.2 APPROVAL: Appoint Security Advisory Committee Members

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve to appoint the individuals listed above to the Security Advisory Committee; contingent upon execution of the confidentiality agreement, effective immediately. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.3 APPROVAL: Fee Schedule Change for Event Security Officer

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve to amend the Event Security Officer Hourly rate to \$37.50 in the FY 2022-2023 Fee Schedule. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.4 APPROVAL: New Rule GR.2.0 Guest Use of Common Area / Amenities

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve to add rule GR.2.0, as attached. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.5 APPROVAL: Revise Fine EC.2.20 Riding Permitted in Designated Areas Only

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve to revise the fine for rule EC.2.20, as attached. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.6 APPROVAL: New Rules for Pump Track

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve to add rules PT.1.0 – 1.11, as attached. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.7 APPROVAL: Revise Rule GC.3.8 Replace Divots, Rake Bunkers and Repair Ball Marks, As Needed

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

8.8 28-Day Reading: New Rule GR.2.23 No Unauthorized Dumping

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve the 28-day reading to add new rule GR.2.23, as attached. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

8.9 28-Day Reading: Revise Rule LM.7.1 No Jet Skis, Motorized Boards and / or Personal Motorized Watercraft Allowed

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors approve the 28-day reading to revise rule LM.7.1, as attached. Director Doherty seconded. MOTION FAILS

MOTION/RESOLUTION: President Griffiths made a subsidiary motion that the Board of Directors table this item. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

9. Association Reports

- Legal Counsel, Berding & Weil Attorney Sean Kane reported on conclusion of the CLPOA v. Hardy & Harper, Inc., et al litigation.
- General Manager Report, Eric Kazakoff
Reported on: Paving Project completion, larger paving project planned for 2023 and following years, Vacation Park development, supply delays, Happy Camp restroom completion, CLDS median designs, interior Lodge remodel, outdoor Lodge patio addition, upcoming RFPS, Solar, conclusion of Hardy & Harper litigation, continued road repair projects, appreciation to staff for another successful 4th of July event, and staff reports.
- Staff Reports, as written
- Community Patrol, as written

10. Board Comments

- Director Cook commented on appreciation to the ACC Committee for their hard work.
- Doherty Van Vleet commented on appreciation to staff for another successful the 4th of July event, staff reports, special thanks to the restaurants for their work in staying in budget and to the Communications team for their efforts, and virtual tour of the golf course on the Association's website.
- Director Doherty commented on appreciation to the Board and Director Van Vleet in particular for His hard work in putting together the Security Advisory Committee and reminders for committee vacancies.
- President Griffiths commented on committee vacancies, appreciation to staff and community patrol for a successful 4th of July event, appreciation to the restaurants and the golf course for their hard work in coming in under budget, and appreciation to General Counsel, Berding & Weil, and Attorney Sean Kane for all their work on the Hardy & Harper litigation.

The Board recessed at 7:05 p.m. and reconvened the meeting at 7:16 p.m.

11. Architectural Appeals

A. Henry Massey 3778-042

Appealing ACC Denial to Replace Driveway (Left Side) & Add Parking Pad (Right Side)

MOTION/RESOLUTION: Director Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request for an additional parking pad as proposed on the right side of the property. Further moved that the members are sent back to the ACC for resolve. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

B. Scott Huffman 3716-438

Appealing ACC Denial to Sign Off on Shed Located in Five (5') Side Setback

MOTION/RESOLUTION: Director Van Vleet moved that the Board of Directors uphold the ACC Committee decision and deny the member's request for the shed to remain in the side setback as proposed on the left side of the property. Further moved that the member relocates the shed out of the setback with a separate application in order to establish a timeline and inspection date. Director Cook seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

C. Lorraine Hammonds 3719-296
Appealing ACC Denial for "W" Dock, Ramp, Canopy & Boat Lift Located in a Cove

MOTION/RESOLUTION: Director Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request for a "W" dock in the cove. Director Doherty seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

D. Beau & Stacy Brenton 3720-161
Appealing ACC Denial for Gate in Perimeter Fence

MOTION/RESOLUTION: Director Cook moved that the Board of Directors uphold the ACC Committee decision and deny the member's request for a gate to remain in the perimeter fence. Further moved that the member submits an ACC application to remove the gate and repair the fence in-kind. Director Van Vleet seconded. Four votes in favor, Director Bock absent. MOTION CARRIED

12. Next Meeting Date

- Tuesday, August 2, 2022 at 1:00 p.m. – Executive Session
- Tuesday, August 2, 2022 at 6:00 p.m. – Regular Session

13. Adjournment

Director Cook moved to adjourn the meeting. Director Van Vleet seconded. Meeting adjourned at 8:24 p.m.

Minutes approved: _____ Approved on: _____

TO: Board of Directors

FROM: Controller

RE: Monthly Financial Statement Review

Background

5500.

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

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

Fiscal Impact

None

Recommendation:

Staff recommends that the Board of Directors review and approve the attached Financial Statement.

Susan C. Dawood, Controller

Date: August 2, 2022

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 August 2, 2022. 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 four (4) legal item(s).

Member Related Discussion - The Board of Directors and management held discussion on three (3) member related matter 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 4:30 pm.

Lynn Jensen

Lynn Jensen
Assistant General Manager

Date: August 2nd, 2022

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. 355-211-034 | 24.355-300-019 | 47.354-142-003 |
| 2. 353-113-010 | 25.355-301-011 | 48.354-154-014 |
| 3. 353-202-006 | 26.355-182-012 | 49.351-171-010 |
| 4. 355-131-005 | 27.355-194-003 | 50.353-032-011 |
| 5. 354-242-021 | 28.353-131-011 | 51.353-073-014 |
| 6. 353-052-044 | 29.355-044-011 | 52.354-101-033 |
| 7. 353-282-014 | 30.355-033-001 | 53.355-401-012 |
| 8. 353-152-010 | 31.354-132-040 | 54.355-051-002 |
| 9. 353-231-004 | 32.354-073-009 | 55.353-053-008 |
| 10.354-041-022 | 33.351-154-007 | 56.353-041-019 |
| 11.353-191-030 | 34.354-212-006 | 57.353-081-010 |
| 12.353-221-001 | 35.353-021-003 | 58.353-241-018 |
| 13.355-155-002 | 36.353-034-002 | 59.355-401-012 |
| 14.355-031-014 | 37.353-034-003 | 60.355-051-002 |
| 15.354-152-040 | 38.353-254-004 | 61.353-053-008 |
| 16.355-072-047 | 39.353-161-017 | 62.353-041-019 |
| 17.355-403-004 | 40. 355-183-020 | 63.353-081-010 |
| 18.355-061-004 | 41.353-171-016 | 64.353-241-018 |
| 19.351-155-014 | 42.353-113-004 | |
| 20.354-212-011 | 43.354-052-024 | |
| 21.353-041-015 | 44.354-083-017 | |
| 22.353-281-006 | 45.353-242-024 | |
| 23.353-253-021 | 46.354-062-024 | |

Date: 5/5/20

Action

To: Board of Directors

From: Planning and Compliance Department

Re: ACC Committee Member Appointment

Background

The ACC Committee is in need to fill one member position.

The ACC Committee during open session July 14, 2022, voted 2 yes votes to recommend Alexis Prince to be moved from the alternate position to the ACC Committee member open position. Alexis has been a part of the ACC Committee as an alternate for five years.

Recommendation

It is recommended that the Board of Directors approve to appoint Alexis Prince to member position to the ACC Committee to fulfill the open position.

Cheryl Mitchell

Senior Planning and Compliance Manager

TO: Board of Directors
FROM: Controller
RE: Annual Audit for FYE 2022

Background

On an annual basis, the Board of Directors is required to acknowledge the receipt of the annual audit. The auditing firm, Brabo & Carlsen has completed the audit for FYE April 30, 2022.

Fiscal Impact

None

Recommendation:

Staff recommends that the Board of Directors receive and file the annual audit report for the FYE April 30,2022.

Susan C. Dawood, Controller

Date: August 2nd, 2022

To: Board of Directors

From: Director of Operations – Steve Schneider

Board Action/Resolution: Ratification of CIP Funding for Pickleball Courts Phase 2 Design

Background

In 2017 the Canyon Lake POA built 4 pickleball courts in Eastport. The POA has been requested to explore the addition of 2 more Pickleball Courts which were left out in the original design.

In November of 2021, the Board of Directors approved funding in the amount of \$24,400 for design. The design process took longer and cost more than expected because of Committee request, discovered site conditions and additional post tension slab engineering.

While the main design is complete, we are still wrapping up the Electrical Engineering which should be done this month.

Fiscal Impact

Design cost of \$38,600 from 05-6700.

Recommendation

Staff requests that the Board of Directors to ratify the approve funding for the amount of \$38,600 from the CIP fund, 05-6700 for the design/ construction documents for the addition of Pickleball Courts.

Steve Schneider

Steve Schneider, Director of Operations

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: August 2, 2022 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: 28 Day Reading – Revise Rule GR.2.9 No Malicious Mischief

Background

Recently, the Association has experienced an increase in vandalism occurrences and associated costs. To discourage these unfavorable and costly events, CLPOA staff feel every individual present or involved in any act of vandalism should be held accountable for their actions. These individuals are afforded an opportunity to leave, stop the activity, or disassociate with the individual(s) responsible they choose not to do so.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule GR.2.9 as attached.

Amanda Moore

Amanda Moore, Member Services Manager

Current Rule

GR.2.9 No Malicious Mischief

Malicious mischief (vandalism, graffiti): Every person who: (1) defaces with paint or any other material, (2) damages or (3) destroys or impairs any CLPOA property is in violation of this rule. The Prime Member will be assessed for all damages and the cost for clean-up, including labor and materials.

Proposed Revision (Redlined)

GR.2.9 No Malicious Mischief

~~Malicious mischief (vandalism, graffiti): Every person who: (1) defaces, with paint or any other material, any CLPOA property; or (2) damages any CLPOA property; or (3) destroys or impairs any CLPOA property; or (4) aids and abets any of the foregoing (including being present during the event and encouraging its commission) is in violation of this rule. The Prime Member will be assessed for all damages and the cost for clean-up, including labor and materials.~~

[Fine amount: ~~\$500~~ \$1,000 per occurrence, per individual in violation of this rule, plus the cost of damages, clean-up, labor, and materials incurred by CLPOA.]

Revised Rule

GR.2.9 No Malicious Mischief

Every person who: (1) defaces, with paint or any other material, any CLPOA property; or (2) damages any CLPOA property; or (3) destroys or impairs any CLPOA property; or (4) aids and abets any of the foregoing (including being present during the event and encouraging its commission), is in violation of this rule.

[Fine amount: \$1,000 per occurrence, per individual in violation of this rule, plus the cost of damages, clean-up, labor, and materials incurred by CLPOA.]

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

DATE: August 2, 2022 **ACTION:**
TO: Board of Directors
FROM: Member Services Manager
RE: 28 Day Reading – Revise Rule GR.4.5 Signs in the Community Setback

Background

On July 6, 2022, The City of Canyon Lake adopted ordinance no. 221, replacing chapter 9.25 of the Canyon Lake Municipal Code regarding signs. The following revision is being proposed to maintain compliance with the City’s ordinance, which supersedes Association rules.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule GR.4.5 as attached.

Amanda Moore

Amanda Moore, Member Services Manager

Current Rule

GR.4.5 Signs in the Community Setback

This is the criteria for signs, flags, posters, and banners (referred to hereafter as signs) in the **community setback and common areas**. Signs and posters may be no more than nine (9) square feet, flags and banners no more than fifteen (15) square feet.

GR.4.5a Election Sign Requirements - A resident may temporarily place a maximum of two (2) election signs used to support or oppose any candidate or measure for a specific Federal, State, County or local election in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: Election signs can only be placed in the Community Setback in the ninety (90) day period prior to an election in accordance with the following requirements:

GR.4.5a.1 - The top of the election sign may not extend more than three (3) feet above grade, with the exception of flags, which may be flown at a standard height on an approved flag pole.

GR.4.5a.2 - The election sign may not extend beyond the back of curb toward the street.

GR.4.5a.3 - No election sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5a.4 - The election sign must have its own stake and shall not be affixed to any improvement.

GR.4.5a.5 - Balloons, streamers and similar material may not be added to the election sign.

GR.4.5a.6 - Non-conforming election signs may be removed from the Community Setback by the Association.

GR.4.5a.7 - Election signs shall be removed within ten (10) days following the election.

GR.4.5a.8 - Election signs may not be placed on CLPOA common areas.

GR.4.5b CLPOA Election Sign Requirements - A resident may temporarily place a maximum of three (3) CLPOA signs in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: CLPOA signs can only be placed in the Community Setback in the sixty (60) day period prior to an election in accordance with the following requirements:

GR.4.5b.1 - The top of the CLPOA election sign may not extend more than three (3) feet above grade.

GR.4.5b.2 - The CLPOA sign may not extend beyond the back of curb toward the street.

GR.4.5b.3 - No CLPOA sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5b.4 - The CLPOA sign must have its own stake and shall not be affixed to any improvement.

GR.4.5b.5 - Balloons, streamers and similar material may not be added to the CLPOA sign.

GR.4.5b.6 - Non-conforming CLPOA signs may be removed from the Community Setback by the Association.

GR.4.5b.7 - CLPOA signs shall be removed within seven (7) days following the election.

GR.4.5b.8 - CLPOA election signs may not be placed in CLPOA common areas.

Proposed Revision (Redlined)

GR.4.5 Signs in the Community Setback

This is the criteria for signs, flags, posters, and banners (referred to hereafter as signs) in the **community setback and common areas**. Signs and posters may be no more than ~~nine (9)~~ **six (6)** square feet, flags and banners no more than fifteen (15) square feet.

GR.4.5a Election Sign Requirements - A resident may temporarily place a maximum of two (2) election signs used to support or oppose any candidate or measure for a specific Federal, State, County or local election in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: Election signs can only be placed in the Community Setback in the ~~ninety (90)~~ **forty-five (45)** day period prior to an election in accordance with the following requirements:

GR.4.5a.1 - The top of the election sign may not extend more than three (3) feet above grade, with the exception of flags, which may be flown at a standard height on an approved flagpole.

GR.4.5a.2 - The election sign may not extend beyond the back of curb toward the street.

GR.4.5a.3 - No election sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5a.4 - The election sign must have its own stake and shall not be affixed to any improvement.

GR.4.5a.5 - Balloons, streamers and similar material may not be added to the election sign.

GR.4.5a.6 - Non-conforming election signs may be removed from the Community Setback by the Association.

GR.4.5a.7 - Election signs shall be removed within ~~ten (10)~~ **seven (7)** days following the election.

GR.4.5a.8 - Election signs may not be placed on CLPOA common areas.

GR.4.5b CLPOA Election Sign Requirements - A resident may temporarily place a maximum of three (3) CLPOA signs in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: CLPOA signs can only be placed in the Community Setback in the ~~sixty (60)~~ **forty-five (45)** day period prior to an election in accordance with the following requirements:

GR.4.5b.1 - The top of the CLPOA election sign may not extend more than three (3) feet above grade.

GR.4.5b.2 - The CLPOA sign may not extend beyond the back of curb toward the street.

GR.4.5b.3 - No CLPOA sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5b.4 - The CLPOA sign must have its own stake and shall not be affixed to any improvement.

GR.4.5b.5 - Balloons, streamers and similar material may not be added to the CLPOA sign.

GR.4.5b.6 - Non-conforming CLPOA signs may be removed from the Community Setback by the Association.

GR.4.5b.7 - CLPOA signs shall be removed within seven (7) days following the election.

GR.4.5b.8 - CLPOA election signs may not be placed in CLPOA common areas.

Revised Rule

GR.4.5 Signs in the Community Setback

This is the criteria for signs, flags, posters, and banners (referred to hereafter as signs) in the **community setback and common areas**. Signs and posters may be no more than six (6) square feet, flags and banners no more than fifteen (15) square feet.

GR.4.5a Election Sign Requirements - A resident may temporarily place a maximum of two (2) election signs used to support or oppose any candidate or measure for a specific Federal, State, County or local election in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: Election signs can only be placed in the Community Setback in the forty-five (45) day period prior to an election in accordance with the following requirements:

GR.4.5a.1 - The top of the election sign may not extend more than three (3) feet above grade, with the exception of flags, which may be flown at a standard height on an approved flagpole.

GR.4.5a.2 - The election sign may not extend beyond the back of curb toward the street.

GR.4.5a.3 - No election sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5a.4 - The election sign must have its own stake and shall not be affixed to any improvement.

GR.4.5a.5 - Balloons, streamers and similar material may not be added to the election sign.

GR.4.5a.6 - Non-conforming election signs may be removed from the Community Setback by the Association.

GR.4.5a.7 - Election signs shall be removed within seven (7) days following the election.

GR.4.5a.8 - Election signs may not be placed on CLPOA common areas.

GR.4.5b CLPOA Election Sign Requirements - A resident may temporarily place a maximum of three (3) CLPOA signs in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: CLPOA signs can only be placed in the Community Setback in the forty-five (45) day period prior to an election in accordance with the following requirements:

GR.4.5b.1 - The top of the CLPOA election sign may not extend more than three (3) feet above grade.

GR.4.5b.2 - The CLPOA sign may not extend beyond the back of curb toward the street.

GR.4.5b.3 - No CLPOA sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5b.4 - The CLPOA sign must have its own stake and shall not be affixed to any improvement.

GR.4.5b.5 - Balloons, streamers and similar material may not be added to the CLPOA sign.

GR.4.5b.6 - Non-conforming CLPOA signs may be removed from the Community Setback by the Association.

GR.4.5b.7 - CLPOA signs shall be removed within seven (7) days following the election.

GR.4.5b.8 - CLPOA election signs may not be placed in CLPOA common areas.

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
- Potlucks are the last Sunday of the month at the Senior Center at 5 pm. Bring a dish and meet some new friends. There is a game of Left, Right, Center after the meal.

Activities Dept. 50

- **Don Dokken POSTPONED – 6/18 concert moved to 2/11/23**
- Working with Operations on Community benches throughout community – Many thanks to the clubs and families for donating to our community: The Romo bench, Family Matters bench and the Kidd's Place bench
- Worked with clubs/City of Canyon Lake for community events: Tennis Camp, Fine Arts Concert, and Yacht Club Lake Clean-up Day
- Worked with members of the community to reserve facilities. 20 - total reservations for July
- Planned and executed final three Taco Tuesdays at the Lodge- 7/12, 7/19, and 7/26.
- Fourth of July planned, executed with help from Riverside Sheriff, City Code enforcement, Marine Patrol, Operations, Campground, and Community Patrol

Pool Dept. 54

- Pool stats July 1 - July 25:
 - Lappers: 596
 - Open Swim: 5,823
 - Month totals up to June 28th: 6,425
 - Swim lessons: sold out for the summer
 - Water Polo lessons: sold out for the summer
- AM Water Aerobics - 8-8:45am and 9-9:45am, Monday – Friday, classes are purchased at the pool
- PM Water Aerobics resumes in August-Monday, Wednesday, Thursday 7 pm, classes are purchased at the pool
- Summer Hours started on May 27 – September 4:
 - Exercise and Lap Swim – Daily from 6 am to 10 am
 - Open Swim: Sunday through Thursday from 10 am to 8 pm
 - Friday and Saturday from 10 am to 10 pm
- Fall Hours start on Labor Day Monday, September 5:
 - Exercise and Lap Swim – Daily from 7 am to 10 am
 - Open Swim – Sunday through Saturday from 10 am to 8 pm

Event & Activities Updates

Upcoming Events

- Pool Movie Night – 8/13
- Paddle and Pedal Regatta hosted by the Triathlon & Fitness Club – 8/13
- Movie Night at the Park – 8/26
- Hot August Nights Tournaments hosted by the Pickleball Club – 8/26-8/27

Committees

Fiesta Committee – three open positions

Recreation Committee – one open position

Senior Committee – no open positions

Date: 8/2/22

To: Board of Directors

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

Total current items monitored by the department **2353** which includes permit due dates, violations, extension, and escrow inspections, last month **2199**.

Permit Breakdown

1. **1291** Open permit - Up
 - a. **65** new home/major additions
 - b. **154** lakeside permits
 - c. **149** solar panel permits
 - d. **79** fence permits
 - e. **13** dumpster/pod permits
 - f. **361** Same Day Permits
 - g. **823** Improvements (multiple types)

Violation/Escrow Breakdown

1. **944** Open violations - up
2. **53** Open escrows

ACC Committee Overview

1. Total of **311** items reviewed
2. Total of **193** permits approved

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (**1**)
2. Grading Permit (**0**)
3. Improvements (**53**)
4. Lakeside Improvement (**19**)
5. Recorded Variance (**10**)
6. Rejected Applications (**28**)
7. Re-Submittal's (**15**)
8. Permit issued same day (Over the counter) (**114**)
9. Preliminary Applications (**8**)

Member Complaints

1. **63** Complaints investigated (**2** months)
2. **6** already written

Letter - Compliance

1. **284** compliances
2. **158** Courtesy Notices

Department Focus

The inspectors are focusing on landscape violation in hopes to clear up all weeds, dead foliage, and tree violation. All violations that are observed will be sent a courtesy notice.

COMMUNICATION REPORT

Goals & Campaigns - July 2022

Goals & Objectives

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

- Enhance online digital services and experience
 - Online Calendar
 - Online Facility Schedules
 - Online Campground Reservations
 - 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
 - Happy Camp & Propane Sales
 - Gift Cards
 - Restaurants
 - Online Store
- 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 during the month of August:

- Online Enhancements
 - Campground Module (coming very soon!)
 - Events & Activities Calendar
- Community Project Promotions
 - Vacation Park Development
 - Solar Project
- Upcoming Event Promotions
 - Movie Nights
 - Concerts at the Lodge
 - The Blasters - Aug. 27
 - Maui Sunday
 - Community Garage Sale
 - Canyon Lake Car Show
- Amenity Promotions
- Member Welcome Packet
- Wedding Promotional Packet
- Golf Course Video Hole Tour
- Golf Course Annual Membership Campaign
- Guest for a Day Promotion at Golf Course
- Daily Play Promotion at Golf Course (Canyon Lake residents only)
- Promoting Dining and Events at Restaurants

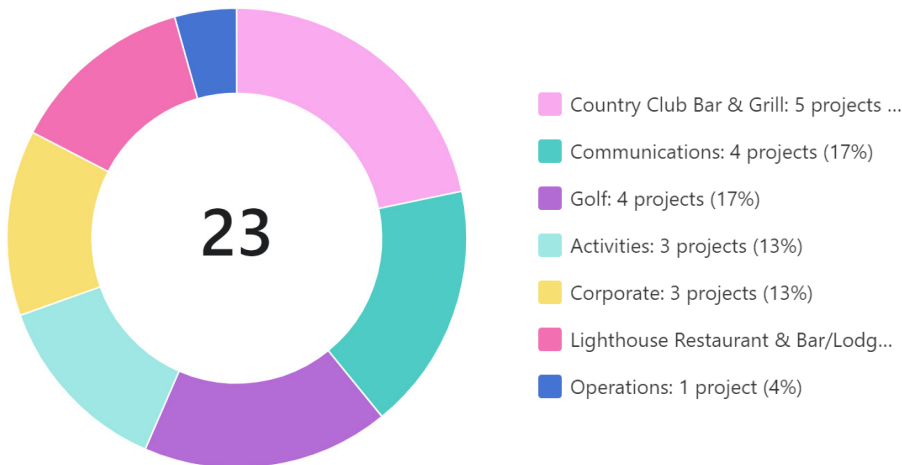
COMMUNICATION REPORT

KPI Dashboard - July 2022

ACTIVE CAMPAIGNS

July 2022

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



HIGHLIGHTS

307

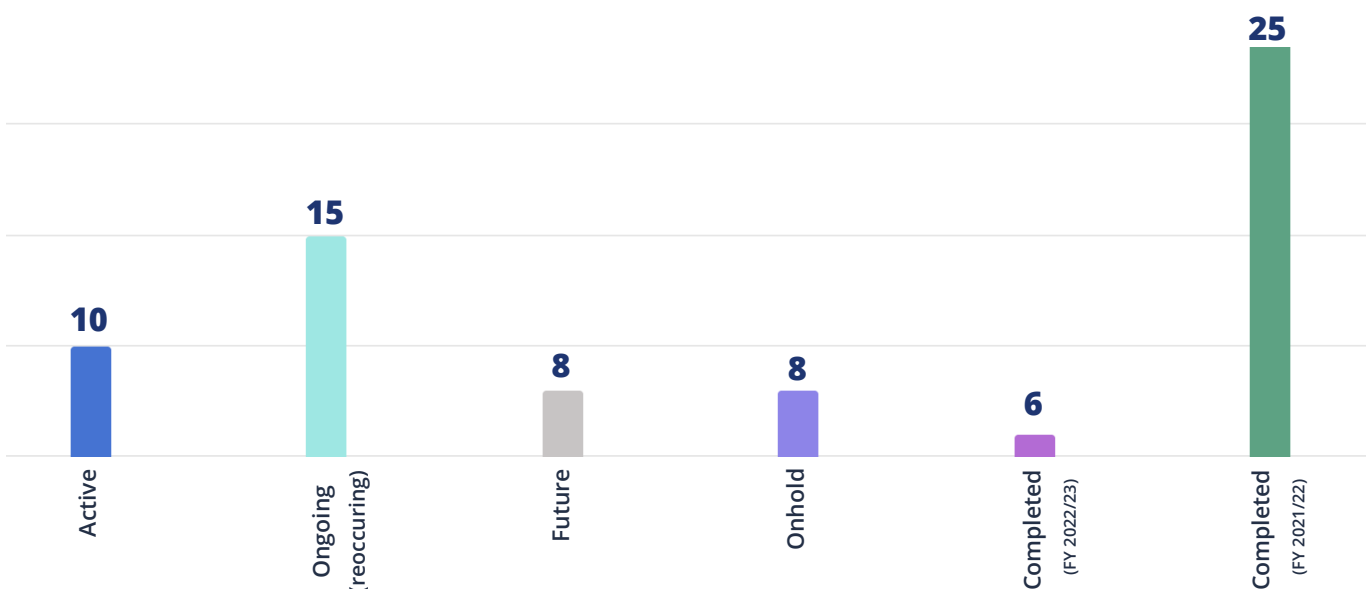
tasks completed
in July 2022

9

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).



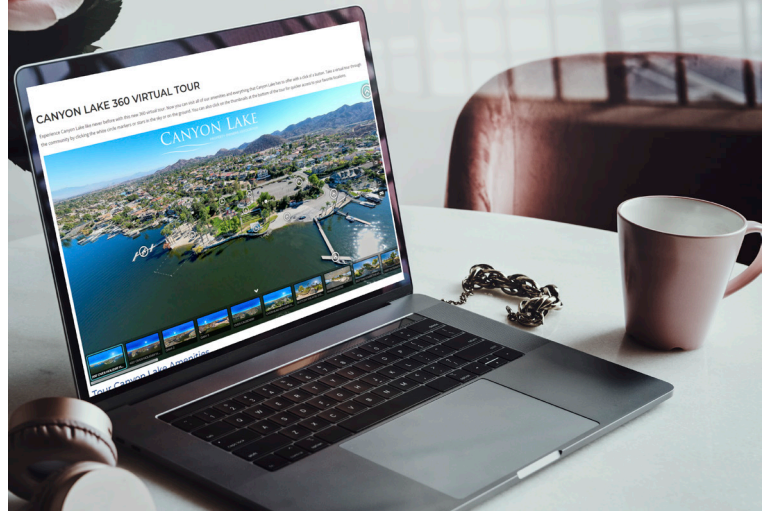
FEATURE CAMPAIGNS - CANYON LAKE POA

July 2022

360 Virtual Tours of Canyon Lake



WWW.CLPOA.COM/360
EXPERIENCE CANYON LAKE
IN A BRAND NEW WAY!



UPDATED CONTACT NUMBERS

CANYON LAKE COMMUNITY PATROL

☎ 951-246-2721

WHEN TO CALL COMMUNITY PATROL

- Barking/Loose Dogs
- Underage Golf Cart Driving
- Illegal Fishing
- Loud Noise Complaints
- Motorcycle Riding in Community
- Parking Violations
- Speeding Traffic
- Suspicious Vehicle/Person
- Traffic Sign Violations
- Vandalism to CLPOA Property

**IN ANY EMERGENCY POLICE, FIRE
OR MEDICAL SITUATION CALL 9-1-1.**

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

@canyonlakepoa

CANYON LAKE MARINE PATROL

☎ 951-246-3473

WHEN TO CALL MARINE PATROL

- Boat Distress Assistance
- Excessive Wakes
- Safety Inspections
- QUAGGA Mussel Inspections
- Speeding Violations

**IN ANY EMERGENCY POLICE, FIRE
OR MEDICAL SITUATION CALL 9-1-1.**

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

@canyonlakepoa

FEATURE CAMPAIGNS - CANYON LAKE POA

July 2022

Event & Activities Promotions

July 4 Video



TACOS & Family Fun
LAST TACOS & FAMILY FUN NIGHT!
 Tuesday, July 26, 4 P.M. - 8 P.M.

FOOD
 Tacos, Combo Meals, Taco Salads, and Pizza
 In the Lodge Holiday Bay Room
 Food Trucks: S&B Catering and Cali Grub

DRINK SPECIALS
 (Available in the Lodge Holiday Bay Room)

FUN ON THE LODGE LAWN
 (Water Slides, DJ Music & Seating)

Restaurant dining room is closed during the event.
 The lounge area is available for indoor seating only.

CANYON LAKE
PROPERTY OWNERS ASSOCIATION

[f](#) [i](#) [@canyonlakepoa](#)

Tacos & Family Fun Video



MOVIE
 at the **POOL**

SATURDAY • JULY 9
 Canyon Lake Lodge Pool
 Movie Starts at Dusk

Family Friendly Flick
 Night Swimming
 Family Fun

POP CORN

2022 CONCERTS AT THE LODGE
 PRESENTS

THE BLASTERS

SATURDAY, AUGUST 27, 2022

VIP: \$49 | GENERAL ADMISSION: \$29

TICKETS ON SALE NOW
WWW.CLPOA.COM/THEBLASTERS

Parks & Recreation Video



Restaurant & Golf Promotions

LIVE MUSIC - NO COVER-

JOHNNY DEADLY TRIO

ROCKABILLY & ROCK-N-ROLL

FRIDAY, JULY 22, 2022 | 6 P.M. TO 9 P.M.

HAPPY HOUR FROM 2 P.M. TO 6 P.M.

Call 951.246.1773 for reservations
 Open to the Public and Members

CANYON LAKE
 COUNTRY CLUB BAR & GRILL

[f](#) [i](#) [@canyonlakecountryclub](#)

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

NEW CLPOA MOBILE APP

TEE TIMES ARE JUST A CLICK AWAY

The easiest way to book your tee times on the go!

Use the same login credentials from the CLPOA website to access your account.

DOWNLOAD THE APP TODAY!

[App Store](#) [Google Play](#)

CANYON LAKE
 GOLF & COUNTRY CLUB

[f](#) [i](#) [@canyonlakecountryclub](#) [www.canyonlakecountryclub.com](#)

LIVE MUSIC - NO COVER-

Katie Shorey

STEVIE NICKS TRIBUTE

FRIDAY, JULY 29, 2022 | 6 P.M. TO 9 P.M.

HAPPY HOUR FROM 2 P.M. TO 6 P.M.

Call 951.246.1773 for reservations
 Open to the Public and Members

CANYON LAKE
 COUNTRY CLUB BAR & GRILL

[f](#) [i](#) [@canyonlakecountryclub](#)

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

LIGHTHOUSE RESTAURANT & BAR
 Live Music

THE SPELL

FEATURING KENNY MARQUEZ & TARA B.

FRI, JULY 22 | 6PM-9PM

Happy Hour from 4 pm to 6 pm

Call 951.246.2720 for reservations

[f](#) [i](#) [@canyonlakelighthouse](#)

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

FEATURE CAMPAIGNS - CANYON LAKE POA

July 2022

Project Coverage

Vacation Park Development



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

COMMUNICATION REPORT

Website Highlights - July 2022

WEBSITE ANALYTICS HIGHLIGHTS



TOP 10 VISITED WEBSITE PAGES

July 1, 2022 - July 24, 2022

		46,231 % of Total: 99.98% (46,241)	46,231 % of Total: 99.98% (46,241)
1.	Home - Canyon Lake POA	9,139	19.77%
2.	Login - Canyon Lake POA	4,654	10.07%
3.	Camping - Canyon Lake POA	2,387	5.16%
4.	My Info - Canyon Lake POA	1,821	3.94%
5.	Search - Canyon Lake POA	1,557	3.37%
6.	Lighthouse Home - Canyon Lake POA	1,427	3.09%
7.	Canyon Lake 360 Virtual Tour - Canyon Lake POA	1,334	2.89%
8.	Make Payment - Canyon Lake POA	1,029	2.23%
9.	Status - Canyon Lake POA	766	1.66%
10.	4th of July Fireworks - Canyon Lake POA	748	1.62%

COMMUNICATION REPORT

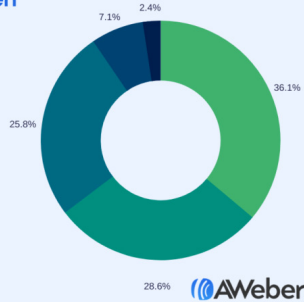
Email Highlights - July 2022

EMAIL DASHBOARD - JULY 2022

What are average email open rates?

65% of businesses average open rates between 11% and 50%.

- 25.8% 0% to 10% open rates
- 36.1% 11% to 25% open rates
- 28.6% 26% to 50% open rates
- 7.1% 51% to 75% open rates
- 2.4% Greater than 76% open rates



30391

DELIVERED

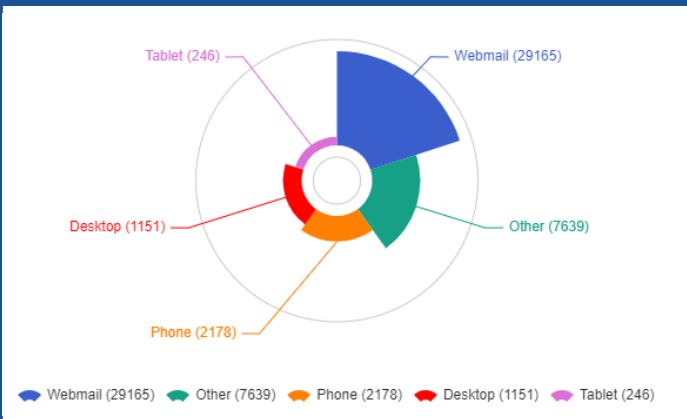


16625

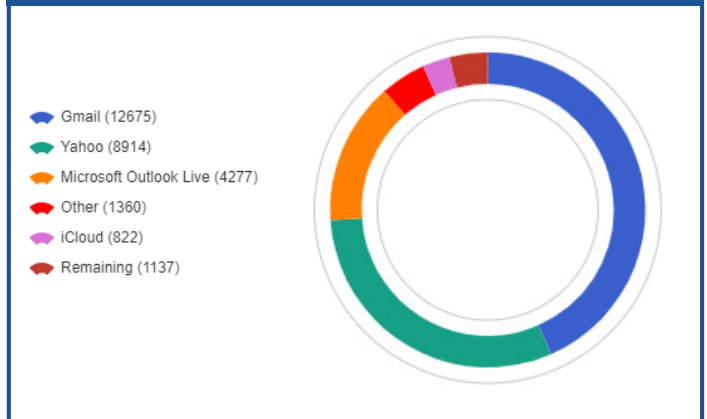
UNIQUE OPENS



DELIVERY BY EMAIL CLIENT - JULY 2022



TOP DEVICE OPENS - JULY 2022



COMMUNICATION REPORT

Social Media Highlights - July 2022

PERFORMANCE SUMMARY

16,021

Followers
Total

134

Published Posts
Total

304,497

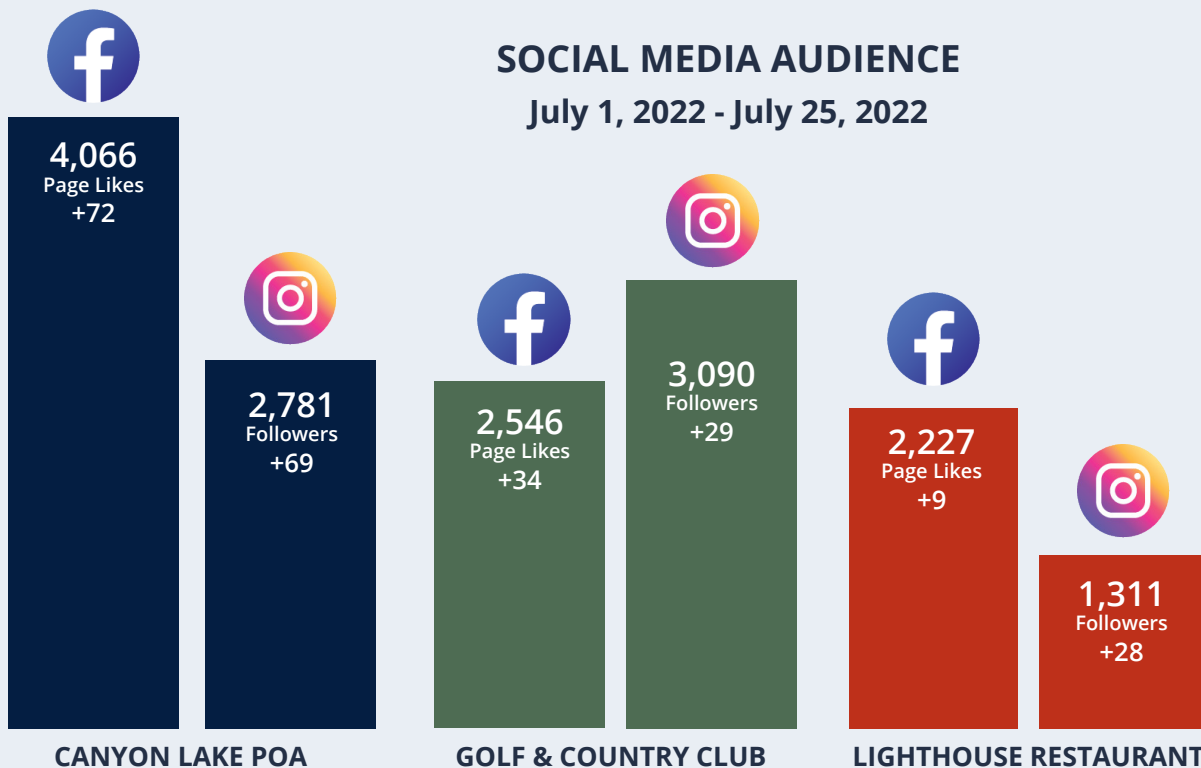
Impressions
Total

34,877

Engagement
Total

SOCIAL MEDIA AUDIENCE

July 1, 2022 - July 25, 2022



PROFILE SUMMARY

Profile	Followers	Growth	Posts	Impressions	Engagements
Canyon Lake POA Facebook	4,066	72	38	90,816	28,764
Canyon Lake POA Instagram	2,781	69	40	66,630	489
Golf & Country Club Facebook	2,546	34	11	58,937	3,955
Golf & Country Club Instagram	3,090	29	21	22,173	125
Lighthouse Facebook	2,227	9	12	42,721	1,450
Lighthouse Instagram	1,311	28	12	23,220	94

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

COMMUNITY PATROL REPORT

June 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	April		May		June	
	Calls for Service	Cites	Calls for Service	Cites	Calls for Service	Cites
Speed (Patrol)	13	11	9	52	24	59
Speed (Trailer)	0	25	NA	10	NA	71
Parking – 5.3d Unsightly / Inoperable Vehicles	1	3	1	4	3	5
Parking – 5.3e Long Term	13	3	15	8	24	5
Parking – 5.5a RVs	5	6	5	6	6	5
Parking 5.5c Trailers	3	17	5	12	6	14
Noise	20	3	32	1	40	7
Bus Stop	0	0	0	0	0	0
Gate Runner	34	6	30	13	63	18
Fishing Related	10	0	13	1	6	4
Golf Cart Related	1	11	8	13	13	49
Animal Related	40	5	31	8	24	8
Solicitation	1	0	1	1	1	0
Verbal Abuse to Staff	0	2	0	2	0	2

Continued on next page

Additional Information

	April	May	June
Total Calls for Service	170	232	210
Call for Service – Unable to Locate	57	88	90
Suspicious Person / Vehicle <i>(Average Response Time)</i>	29/7	13/8.38	15/8

Gate Entry Statistics

	April	May	June
Total Guest Passes issued by Gate	-	-	-
- Main Gate	17,274	17,894	17,995
- East Gate	11,781	12,238	12,144
- North Gate	8,365	8,247	7,964
Total Guest Entries by Gate	-	-	-
- Main Gate	38,816	41,070	40,591
- East Gate	26,431	27,451	25,853
- North Gate	16,947	17,363	16,704
Total RFID Entries by Gate	-	-	-
- Main Gate	123,693	129,633	116,555
- East Gate	62,713	64,276	59,583
- North Gate	42,124	43,448	39,881
Confiscated Guest Passes	183	150	171

Two Guest Lane Entry Protocol*

	April	May	June
Total time in minutes	-	-	-
- Main Gate	64	135	111
- East Gate	0	12	8

*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 Summary

	April	May	June
Motor Vehicle Accident	1	4	2
Vandalism	15	13	13

Incident Report Detail

Incident Description	Location
<p>Motor Vehicle Accidents-</p> <ol style="list-style-type: none"> 06/11/2022 A white sedan crashed into a boat trailer attached to a pick-up truck. Operations was contacted for clean-up, RSO was on scene. 06/14/2022 A white SUV and a Black SUV collided on Canyon Lake Dr. S. Operations was contacted for clean-up, RSO was on scene 	<ol style="list-style-type: none"> Longhorn Dr. Canyon Lake Dr. S
<p>Vandalism-</p> <ol style="list-style-type: none"> 06/04/2022 While on patrol of Diamond Point Park, the officer found graffiti on the bathroom, playground, and surrounding area. Officer conducted a further patrol and operations was notified. 06/04/2022 Officer reported the Pool restrooms paper towel holder was destroyed with towels spread around on the ground. Officer conducted a further patrol and operations was contacted. 06/05/2022 While conducting lock up at Country Club the paper towel dispenser in the men's restroom was found broken off the wall. 06/05/2022 while on patrol of Eastport Park, the officer found graffiti on the Men's restroom gate. Officer conducted a further patrol and operations was contacted. 06/06/2022 While conducting lockups of the men's bathroom at the tennis court officer found graffiti in the men's restroom, on the bathroom stall doors. Officer conducted a further patrol and operations was contacted. 06/06/2022 While locking up the women's restroom at the tennis courts, officer found the feminine waste basket, partially ripped off the wall. Officer conducted a further patrol and operations was contacted. 06/08/2022 While locking the Pools women restroom the officer found the feminine waste basket ripped off the wall. Officer conducted a further patrol and operations was contacted. 	<ol style="list-style-type: none"> Diamond Point Park Pool restrooms Country Club Eastport Park Tennis Courts Tennis courts Pool Tennis Courts Pool Tennis courts Hoofbeat Country Club Lodge Steelhead park

<ol style="list-style-type: none"> 8. 06/10/2022 Officer reported toilet seat was ripped off in the men's restroom of the tennis courts. Officer conducted a further patrol and operations was contacted. 9. 06/10/2022 While locking the pools women's restroom officer found the feminine waste basket torn off the wall and toilet clogged with toilet paper, with wads of toilet paper all over the floor. Officer conducted a further patrol and operations was contacted. 10. 06/12/2022 While on patrol officer found graffiti in the men's bathroom of the tennis courts. Officer conducted a further patrol and operations was contacted. 11. 06/13/2022 Officer received reports of mailbox on hoofbeat had been damaged. Officer conducted a further patrol and USPS was contacted. 12. 06/13/2022 While conducting the lock up of the country club officer found the perimeter fence damaged. Officer conducted a further patrol and operations was contacted. 13. 06/17/2022 While conducting the lock up of the lodge, officer found the double doors pushed inwards and stuck/damaged. Officer conducted a further patrol and operations was contacted. 14. 06/20/2022 Officer received report of minors riding on grass area of Steelhead Park. Officer conducted a further patrol and operations was contacted. 	
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

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

📍 31512 Railroad Canyon Road, Canyon Lake, CA 92587

📞 951.244.6841

🌐 www.canyonlakepoa.com

Marine Patrol Report

JUNE 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	APRIL	MAY	JUNE
LM.2.5 Expired/ No Registration (State)	1	1	10
LM.2.6 Expired/ No Registration (POA)	0	0	22
LM.2.7 Expired / No Registration at a dock or lift	1	0	102
LM.7.3 Reckless behavior while operating a motorized boat	0	0	2
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	1	4	6
LM.6.7 Excessive Wake	9	1	10
GR.2.18a Loud Noise	1	2	1

Warnings Issued

Warning	APRIL	MAY	MAY
LM.2.5 Expired/ No Registration (State)	0	0	0
LM.2.6 Expired/ No Registration (POA)	10	0	0
LM.2.7 Expired / No Registration at a dock or lift	0	0	0
LM.7.3 Reckless behavior while operating a motorized boat	2	2	2
GR.6.2c Failure to present valid ID	1	0	0
GR.4.4 Fishing License	1	1	1
LM.6.7 Excessive Wake	4	5	5
GR.2.18a Loud Noise	0	0	0

Additional Information

	APRIL	MAY	JUNE
Total Calls for Service	278	477	310
Boat Safety Inspection	206	407	213
Boat Tow (Out of fuel/mechanical)	8	16	18
Boat Tow (Adrift)	1	2	1
Battery Assist	2	1	3
P&C Inspector Escort Hours	9.75	5.4	12.25
Fishing License Checks	20	24	21
Quagga Inspection	34	64	71
White Tag Applied	11	16	19
Quarantine Tag Applied	0	1	1

Boat Operating Hours

	APRIL	MAY	JUNE
Boat 1 START 10294.0/ END 10376.3	134.4	83.5	82.3
Boat 2 START 9901.5/ END 10008.0	73	94.7	106.5
Boat 3 START 519.6/ END 546.5	17.3	20	26.9
Boat 4 START 394.4/ END 496.5	113.4	99.5	102.1

Boat Operating Hours by Location

	APRIL	MAY	JUNE
Main Lake	185.8	150.6	164.9
East Bay	135	127.1	126
North Ski	17.3	20	26.9

Incident Report Summary

	APRIL	MAY	JUNE

NO REPORTS	0	0	0
------------	---	---	---

Incident Report Detail

Incident Description	Location

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

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

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

Completed Projects

- **Roadrunner Park Corn Hole game** – Boards were installed, and project completed.

Developing Projects

- **CLDS Median at Main Gate** – Staff is currently working with the lighting company for bids & to reduce costs.
- **Country Club Shade Structure** – Sample materials to be reviewed and plans being created by Bobs Canvas.
- **Country Club Walkway** – New artificial lawn will be installed in the beginning of August and the concrete will be cleaned and resealed near the end of the month.
- **Equestrian Center Arena** – Recreation Committee is researching arena footing material.
- **Equestrian Center Stalls & Barn** – Project will be completed before rainy season begins.
- **Lodge Bar/Restaurant Remodel** – RFP is in progress.
- **Lodge Outdoor Venue** – RFP is in progress.
- **Mailbox Slabs and Lighting** – Two more slabs have been replaced on Cove View and Vacation.
- **Vacation Park** – Bathrooms have been completed along with the shade structures. Playground equipment has been delayed and will be delivered and installed after the park opens.

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.
- Operations worked closely with staff at the POA, Country Club & Lodge providing event assistance for concerts & private parties. Taco Tuesdays were also a main focus for the Janitorial staff thru July.

General Maintenance Items

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

- **Permit to Operate LPG** – Yearly request was started to renew the permit for the retail propane at Happy Camp.
- **Environmental Health Permit** – Holiday Harbor Snack Bar permit was renewed.

Safety / Training

- **Eye Safety** – Proper eye safety was covered.
- **Annual Respirator Fit Testing** – Safety training and Fit Testing for respirators was conducted by the Safety Compliance Company with staff.
- **Tractor Training** – Operations staff that uses the tractor was trained on safety and use of the machine.

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 July.

Green Committee: The Green Committee met in person on July 14th in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Solar project at the driving range
- Approved list of replacement trees
- Tree trimming behind #11 tee
- Turf for #4 walkways to White Tee

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 August 11th at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee met on July 14th in the Magnolia Room at the Country Club. The following agenda items were addressed by the FPC Committee:

- Additional Rental Docks
- 5 Year Master Plan
- Outrigger Park concept plan
- Lighted volleyball court at Sunset Beach
- Possible Waterpark locations

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

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

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

Tuesday Work Group (TWG): The TWG members have completed their season and will be “dark” through the summer months of July – September.

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 October 25th at 1:00pm.

DIRECTOR'S MESSAGE

The year is over halfway done now, and Operations is continuing to look ahead to the next chapter. Many of our projects have been completed such as the bathroom projects at both Happy Camp and Roadrunner Park. Roadrunner also received some attention to the horseshoe and cornhole games to make this park even more enjoyable for the community. We continue to watch our newest Vacation Park take shape with the completed bathrooms and shade structures. The Country Club will also get some attention this month with the new shade structure on the patio and drought tolerant landscaping out front. With Vandalism seeing a spike thru the summer we ask membership and staff to work together to be sure our amenities are kept nice. We are excited to bringing much more fun and excitement to the community with future projects and events so that Canyon Lake continues to be "a Little Bit of Paradise".



Presented By: *Steve Schneider, Director of Operations*

**VANDALISM REPORT
June 2022**

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
324342	N/A	5/20/2022	COMMON AREA / NEAR FIRE STATION	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	1/2 BAG OF HOG RINGS
324367	134409	5/24/2022	COMMON AREA / HOLIDAY HARBOR	ASSESS & REPLACE DOOR IN MEN'S RESTROOM	\$750.00	1.5	\$825.00	LABOR TIME & NEW DOOR - VENDOR REPAIRED
324404	N/A	5/27/2022	COMMON AREA / HARRELSON PARK	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	1/2 BAG OF HOG RINGS
324475	1357903	6/6/2022	COMMON AREA / DIAMOND POINT PARK	CLEAN GRAFFITI AT DIAMOND POINT PARK	\$11.50	0.5	\$36.50	GRAFFITI REMOVER & MAGIC ERASER
324476	1358455	6/6/2022	POOL	CLEAN POOL RESTROOM & REPLACE PAPER TOWEL DISPENSER	\$34.00	0.5	\$59.00	NEW PAPER TOWEL DISPENSER
324477	1358726	6/6/2022	COUNTRY CLUB	REPLACE PAPER TOWEL DISPENSER AT COUNTRY CLUB	\$27.36	0.5	\$52.36	NEW MULTIFOLD DISPENSER
324478	1358946	6/6/2022	COMMON AREA / EASTPORT PARK	CLEAN GRAFFITI OFF MEN'S RESTROOM DOOR AT PARK	\$10.00	0.75	\$47.50	GRAFFITI REMOVER
324481	1360900	6/7/2022	TENNIS COURTS	CLEAN GRAFFITI IN MEN'S RESTROOM AT TENNIS COURT	\$10.00	0.5	\$35.00	GRAFFITI REMOVER
324559	N/A	6/13/2022	COMMON AREA / INDIAN BEACH	CLEAN GRAFFITI IN MEN'S RESTROOM AT INDIAN BEACH	\$10.00	0.5	\$35.00	GRAFFITI REMOVER
324567	1618898	6/13/2022	POOL	CLEAN WOMEN'S RESTROOM & MAKE REPAIRS	\$10.00	0.5	\$35.00	GENERAL CLEANING SUPPLIES
324568	1620144	6/13/2022	COMMON AREA / HOLIDAY HARBOR	CLEAN WOMEN'S RESTROOM AT HOLIDAY HARBOR	\$10.00	0.5	\$35.00	GENERAL CLEANING SUPPLIES
324588	N/A	6/16/2022	COMMON AREA / MOONSTONE BEACH	CLEAN GRAFFITI OFF TABLE	\$10.00	0.5	\$35.00	GRAFFITI REMOVER
N/A	1621962	6/19/2022	HOOFBEAT / STAMPEDE	REPLACE VANDALIZED LOCK ON RESIDENTIAL MAILBOX	\$70.00	0	\$70.00	VENDOR REPAIRED
324631	N/A	6/21/2022	GOLF COURSE	ASSESS & REPAIR HOLE IN FENCE	\$14.00	2	\$64.00	1 BAG OF HOG RINGS

\$980.86 \$ 10.25 \$1,443.36

\$ 512.50

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending June 2022	Project Totals
		-	
Admin Int		-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
HVAC Units		-	-
#1421 HVAC Country Club	12,800	-	12,800
		-	-
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	-	2,016	2,016
#6022 Dock - Indian Beach	15,700	16,650	32,350
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
		-	-
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	3,865	51,802
2-2006 Lodge Front Patio/Event Space Design \$28k	18,115	-	18,115
#18102 Lodge Climate Wizard	2,544	-	2,544
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	-	2,300
#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
Corporate Office		-	-
#1025 Admin Int - Office Equipment	2,438	-	2,438
POA Office Remodel -- P&C	28,930	-	28,930
Computers		-	-
#1900 CP Computers	3,826	-	3,826

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending June 2022	Project Totals
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	-	-	-
#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	-	15,700
#2004 Dock - Indian Beach \$36,277.50 4/7/20	-	-	-
Campground		-	-
#3032 Campground Restroom Remodeling \$431,621	246,019	231,706	477,725
#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		2,224	2,224
Ski Slalom		-	-
#1904 Ski Slalom - Railing, Pipe	1,990	-	1,990
Golf Course		-	-
#13057 Golf Netting		5,500	5,500
#13038 Irrigation Engineering and Design	5,000	-	5,000
#1208 GC Irrigation, Sys	66,786	-	66,786
2-2008-00 GC Irrigation Sys Additional \$12k	17,390	-	17,390
2-2102-00 GC Irrigation Sys \$2,030,400	1,397,326	-	1,397,326
Grounds		-	-
#8015 Main Gate Entrance Fountain Monument Repairs	5,800	-	5,800
#14003 East Port Landscaping Monument	18,555	-	18,555
#1853 Landscaping	11,102	-	11,102
#1848 Diamond Point Park Curbing	9,500	-	9,500
#1848 Mailbox Slabs	81,386	-	81,386
#1857 Signs, street	6,962	-	6,962
2-2010-01 CLDS So Median Landscape \$100k-\$150k	15,850	-	15,850
Vehicles		-	-
#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	327,650.48	2,976,321.64

Canyon Lake Property Owners Association Road Reserve Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending June 2022	Project Totals
			\$ -
3-2104-01 Pavement Imp Plan Design	193,183	-	\$ 193,183
3-2102-00 Pavement Condition Index	94,514	-	\$ 94,514
3-2104-00 Campground - Misc Road Repairs	1,950	-	\$ 1,950
3-2201-02 Striping - (Holiday Harbor)	15,550	-	\$ 15,550
3-2201-01 Striping CLDS	6,450	-	\$ 6,450
#14017 - Traffic Signs		10,911	\$ 10,911
Total Road Reserve Fund Acct 03-0670	311,648	10,911	322,559

Canyon Lake Property Owners Association

FUND 05 CAPITAL IMPROVEMENT PROJECTS

	2020-2021 Ending April 2021	2021-2022 Ending April 2022	2022-2023 To Date Ending June 2022	Project Totals
5-2111-01 Flag Poles		11,368	-	11,368
5-2004-00 Sierra Park North Pump Track \$88,690.00	110,603	1,283	2,120	114,006
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	-	95,494
5-2102-03 Indian Beach Shade Project \$131,056		129,265	12,444	141,708
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	50,412	213,439
5-2106-00 Office Remodel P & C		11,373	-	11,373
5-2106-01 Sierra Park North \$2,200,000		1,777,659	165,287	1,942,946
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	7,821	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			20,769	20,769
			-	-
	211,944	2,365,662.15	258,852.95	2,836,459.10

- Control

Date: 8/2/22

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Richard Baer Appealing ACC Denial for Fence Post Placement

T/L: 3718-230

Address: 21960 San Joaquin Dr W

CC&R Violation & PC Rules

PC.2.1 Community Setback, PC.3.1 Application of Setbacks

PC.3.1a Community Setback

Member Since April 28, 2021

Exhibits for Review

Exhibit 1	Approved Plot Plan
Exhibit 2	Rejected Plot Plan
Exhibit 3	Front View of Gate/Fence
Exhibit 4	Inspectors Measurement
Exhibit 5	View of Post to be relocated.

Background

March 2, 2022 - Inspector sent a courtesy notice regarding a fence/gate installed without a permit.

March 31, 2022 – ACC approved fence/gate with condition of placement nine (9') feet back from the curb.

April 26, 2022 – Member requested an inspection.

April 26, 2022 – Inspector notated the fence is not according to the approved plan it is seven (7') feet, not nine (9') feet back from the curb.

May 19, 2022 – Resubmitted for revision to the placement of fence/gate denied; fence/gate must be set nine (9') feet back from the curb.

June 28, 2022 – secondary inspection noted that the left corner post not set at the minimum of nine (9') feet back from the curb.

Committee cannot approve the fence in the current location due to **PC.2.1**, a **CC&R** violation. The Committee suggested to the member to relocate the post from the front of the gate to the back of the gate.

Rules Description

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. **NO IMPROVEMENT SHALL BE CONSTRUCTED, PLACED OR MAINTAINED WITHIN A SETBACK UNLESS SPECIFICALLY APPROVED BY THE COMMITTEE.** It is the Committee's expectation that only improvements such as landscaping, driveways, retaining walls and stairways will be approved for installation in a Front Setback and improvements such as landscaping, decks, gazebos, pools, and other typical back yard improvements will be approved for installation in the Rear Yard Setback. Each application seeking approval for installation of an improvement in a setback area will be considered by the Committee on an individual basis.

PC.3.1a Community Setback - The Community Setback adjacent to each lot is actually part of the private street owned by the Association. The Community Setback should only be improved with softscape landscaping and no structures. No improvement may be altered or installed upon the Community Setback except upon application to and receipt of written approval from the Committee. However, pre-approved ground cover (see Section VIII of these Guidelines) may be installed without the need to go through the formal application process. Trees and bushes shall be planted at least six (6') feet back from the curb.

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

Committee Results

The Committee met and the revised application was denied:

1st Meeting Approved March 31, 2022: Approved (fence installed without a permit). Fence and gate must be a minimum of nine (9') feet back from the curb.

2nd Meeting Denied May 19, 2022: Change to plan: Rejected; gate and fence must be set nine (9') feet back from the curb. The ACC cannot approve fencing in the community setback. Suggest moving the one post to the backside of the pilaster.

Committee In-Conclusion: Fence installed with a permit and placed less than eight (8') feet from the curb after it was explained where to install. Fence must be placed nine (9') feet back from the back of the curb.

Members Appeal – Five-foot fence replacement. If I move the fence from the original place there will be a gap, and my dogs can get out. I also have moved the fence further from the curb from the original.

Fiscal Impact

None

Staff Recommendation

Staff recommends that the Board of Directors uphold the ACC Committee decision and deny the member's appeal. Staff further recommends that the member relocate the post as the Committee suggested in order to meet the nine (9') foot setback.

Cheryl Mitchell
Senior Planning and Compliance Manager

2

66m

BACK YARD

House

YARD

146m
09m
5m

21m
32m

9m

75m

9m

DRIVE WAY

YARD

Grant Power





06/28/2022 12:21

31

14



04/26/2022 13:24

4

