

Board of Directors

Regular Session Board Meeting Agenda

Tuesday, October 4, 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**

- September 13, 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 Corporate Counsel, the General Manager, or the appropriate personnel to record the liens against the attached Assessor Parcel Numbers.

8. Board Action Items

8.1 **APPROVAL: Committee Policy Revision** (Harmony McNaughton)

Proposed Resolution: That the Board of Directors approve the revised Committee Policy as attached, effective immediately.

8.2 **APPROVAL: FPC Committee Charter Revision** (President Griffiths)

Proposed Resolution: That the Board of Directors approve the revised FPC Committee Charter as attached, effective immediately.

8.3 **APPROVAL: Outrigger Park South Presentation** (Director Doherty)

Proposed Resolution: That the Board of Directors allow for a presentation by FPC at the November 2022 Board Meeting, not to exceed one half hour.

8.4 **APPROVAL: Finance Committee Member Appointments** (Susan Dawood)

Proposed Resolution: That the Board of Directors approve to appoint Claude Beauchamp as Chair, effective immediately.

8.5 **28-Day Reading: Revise Rule PC.5.10 Driveways** (Cheryl Mitchell)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule PC.5.10, as attached.

8.6 **28-Day Reading: New Rules PK.2.10 Player Rotation and PK.2.11 Guests Must Be Accompanied By A Member** (Amanda Moore)

Proposed Resolution: That the Board of Directors approve the 28-day reading to add new rules PK.2.10 and PK.2.11, as attached.

8.7 **28-Day Reading: New Rule PT1.12 Entry Gate** (Amanda Moore)

Proposed Resolution: That the Board of Directors approve the 28-day reading to add new rules PT.1.12, as attached.

8.8 **28-Day Reading: Revise Rule EC.3.2 Horses are to be Under Saddle** (Amanda Moore)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule EC.3.2, as attached.

8.9 **APPROVAL: Revise Rule SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot** (Amanda Moore)

Proposed Resolution: That the Board of Directors approve to revise rule SP.2.4, as attached.

8.10 **APPROVAL: Revise Rule PT.1.3 & PT.1.4** (Amanda Moore)

Proposed Resolution: That the Board of Directors approve to revise rules PT.1.3 and PT.1.4, as attached.

8.11 **APPROVAL: Revise Rule LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21'6") or Six Thousand (6,000) Pounds** (Amanda Moore)

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

8.12 APPROVAL: Revise Rule GR.2.9 No Malicious Mischief (Amanda Moore)

Proposed Resolution: That the Board of Directors approve to revise rule GC.2.9, as attached

8.13 APPROVAL: 2023 Water Sport Clubs' Calendar Requests & Lake Use Rules Variance Request (Lynn Jensen)

Proposed Resolution: That the Board of Directors approve/reject the 2023 Water Sport Clubs' Calendar requests, and Lake Use Rules Variance request for the attached calendar; contingent upon club re-sanctioning approvals, effective October 4th, 2022.

9. Association Reports

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

10. Board Comments

11. Architectural Appeals

None.

12. Next Meeting Date

- Tuesday, November 1, 2022, at 1:00 p.m. – Executive Session
- Tuesday, November 1, 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, September 13, 2022. President Renee Griffiths called the meeting to order at 6:04 p.m. Directors present were Alex Cook, Greg Doherty, and Tim Cook. Four Board Members were present; Director Van Vleet was absent. Quorum was met. Also present were; Legal Counsel, Sean Kane; General Manager Eric Kazakoff; Assistant General Manager Lynn Jensen; Controller Susan Dawood; and PIO / Clerk of the Board Harmony McNaughton.

1. Welcome and Call to Order

Pledge of Allegiance was led by Director Alex Cook

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

2. Approval of Minutes

- August 2, 2022
- August 22, 2022

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the August 2, 2022 Regular Session Board Meeting Minutes. Director Doherty seconded. Four votes in favor, Director Van Vleet was absent. MOTION CARRIED

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve the August 22, 2022 Regular Session Board Meeting Minutes. Director Alex Cook seconded. Four votes in favor, Director Van Vleet was absent. MOTION CARRIED

3. Public Official Comments

City Councilmember Dale Welty congratulated Board Director Alex Cook for his appointment and reported on: appreciation to the community and committee for the 911 Tribute event, City Council Meeting change to September 14th at 6:30 p.m., consideration to permanently move the regular City Council meetings to the second Wednesday of the month, discussions on property rights and grant funds from ARPA.

EVMWD President Darcy Burke congratulated Board Director Alex Cook for his appointment and reported on: appreciation for the community and Director Tim Cook's work on the 911 Tribute event, drought statistics, Resiliency Committee efforts, water service bills, water efficiencies, educational resources, and a Lake Elsinore Valley Chamber of Commerce "Whiskey's for Drinking Water's for Fighting" Event on September 15th.

4. Presentations

President Renee Griffiths presented a Retiree Award for member Brian Bock.

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 Tim Cook, seconded by Director Alex

Cook and four votes in favor, items A, B and C were approved.

A. APPROVAL: Ratify Monthly Financial Statement Review

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

B. Report of Executive Session Actions

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

C. Authorization of Liens

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

8. **Board Action Items**

8.1 APPROVAL: Security Advisory Committee Alternate Review

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve removal of J.J. Witten as a member of the Security Advisory Committee, effective immediately. Director Tim Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.2 APPROVAL: Green Committee Member Appointment

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve appoint Jon DeYoung to the Green Committee, contingent upon execution of the confidentiality agreement, effective immediately. Director Doherty seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.3 APPROVAL: Finance Committee Member Appointments

No action taken.

8.4 APPROVAL: Excess Funds for FYE 2022

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve that any surplus funds remaining in the Association's budget at the end of the fiscal year shall be applied to the operating fund and to the following year's assessment. Director Tim Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.5 APPROVAL: GMU Pavement Engineering Proposal for "Year Two" Pavement Engineering Services

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve entering into a contract with GMU for the "Year Two" pavement engineering services as described, in the amount of \$284,710.00, to come from the Road Reserve Fund. Director Tim Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.6 APPROVAL: Reserve Funding Holiday Harbor Courtesy Park Dock Replacement Project

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors the funding of \$194,412.00 plus a 5% contingency from the Repair and Replacement Fund, 02-670 for replace the

Holiday Harbor Courtesy dock. Director Doherty seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.7 APPROVAL: Reserve Funding Harrelson Park Dock Replacement Project

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors ratify and approve the funding of \$56,858.00 plus a 5% contingency from the Repair and Replacement Fund, 02-670 for new dock at Harrelson Park. Director Alex Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.8 28-Day Reading: Revise Rule GR.6.14 Estates Access Control

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the 28-day reading to revise rule GR.6.14, as amended to move the second sentence in GR.6.14a "Entrances to the ..." to being the first sentence. Director Doherty seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.9 28-Day Reading: Revise Rule SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot

MOTION/RESOLUTION: Director Alex Cook moved that the Board of Directors approve the 28-day reading to add new rule SP.2.4, as attached. Director Tim Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.10 28-Day Reading: Revise Rule LM.7.1 No Jet Skis, Motorized Boards and / or Personal Motorized Watercraft Allowed, LM.2.9, LM.2.9b, LM.2.5

No action taken.

8.11 28-Day Reading: Revise Rule PT.1.3 & PT.1.4

MOTION/RESOLUTION: Director Tim Cook moved that the Board of Directors approve the 28-day reading to revise rules PT.1.3 and PT.1.4, as attached. Director Alex Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.12 APPROVAL: Revise Rule GR.4.5 Signs in the Community Setback

MOTION/RESOLUTION: Director Doherty moved that the Board of Directors approve to revise rule GR.4.5, as attached. Director Alex Cook seconded. Four votes in favor, Director Van Vleet absent. MOTION CARRIED

8.13 APPROVAL: Revise Rule LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21'6") or Six Thousand (6,000) Pounds

No action taken.

8.14 APPROVAL: New Rule GR.2.23 No Unauthorized Dumping

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

9. Association Reports

- General Manager Report, Eric Kazakoff
Reported on: soft-opening of Vacation Park and the Pump Track, playground delays, enforcement for the Pump Track, Maui Sunday event, 911 Tribute event, Solar Carport project status, additional

Pickleball Court designs and permitting, and shade structures.

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

10. Board Comments

- Director Doherty commented on the soft opening of Vacation Park and appreciation to staff for completing the project and bringing it in under budget.
- Director Tim Cook commended on the soft opening of Vacation Park and appreciation to staff for completing the project and bringing it in under budget, 911 Tribute event, and appreciation to the City, Fire Department, staff, volunteers, sponsors and The Friday Flyer for their contributions to making the event successful.
- Director Alex Cook commented on his appointment as a director, appreciation to the community for their support, community support for the new Vacation Park and pump track, and appreciation to staff for their efforts in bringing the community the new asset.
- President Griffiths commented on the successful development of Vacation Park and a pump track, appreciation for General Manager Eric Kazakoff and Director of Operations Steve Schneider's work in bringing the project in under budget, recent Ski Club members' awards and accomplishments, appreciation to Activities and Operations staff for their work on the Maui Sunday event, appreciation to the City of Canyon Lake, CL Veterans and First Responders Club, Sheriff Chad Bianco and the community for their support at the 911 Tribute event.

11. Architectural Appeals

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

No action taken.

12. Next Meeting Date

- Tuesday, October 4, 2022 at 1:00 p.m. – Executive Session
- Tuesday, October 4, 2022 at 6:00 p.m. – Regular Session

13. Adjournment

Director Alex Cook moved to adjourn the meeting. Director Doherty seconded. Meeting adjourned at 7:14 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: October 4, 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 October 4, 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 two (2) legal item(s).

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

3rd Party Contract/Agreement - The Board of Directors and management held discussion on three (3) 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: October 4th, 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. 355-171-010	15.355-391-001	29.355-221-003
2. 353-252-003	16.355-141-003	30.355-392-017
3. 355-123-040	17.355-381-014	31.353-142-006
4. 353-162-018	18.353-171-002	32.353-171-013
5. 353-162-018	19.354-220-024	33.353-171-013
6. 353-253-001	20.355-341-015	34.354-042-012
7. 353-111-005	21.354-061-041	35.353-261-026
8. 355-132-033	22.355-350-015	36.353-082-008
9. 355-341-001	23.354-163-001	37.355-404-008
10.355-123-038	24.354-152-042	38.355-281-011
11.353-244-012	25.351-141-008	39.353-075-016
12.355-341-011	26.354-232-012	
13.353-041-003	27.353-082-013	
14.355-391-012	28.353-245-010	

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

DATE: October 4, 2022

Action

TO: Board of Directors

FROM: Corporate

RE: Approval - Revised Committee Policy

Background

In review of the current committee policy for all CLPOA committees, it has been requested to make several modifications for Board review. The most significant changes would be to make a one-year limitation for the Chairperson on each committee, removal of alternate committee member's probationary period, and to the resignation procedure. If approved, each Committee will be requested to recommend a new Chairperson (if their current chair has served for at least 12 months) for the November Open Session Board Meeting where the annual roster of committee members will be reviewed by the Board.

Fiscal Impact

None

Recommendation

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

Harmony McNaughton

Harmony McNaughton

PIO / Clerk of the Board

Division: Corporate
Policy No:
Effective Date: ~~June 1, 2021~~ **October 4, 2022**
This policy supersedes all previous Committee Policies.

Committee Policy

COMMITTEE POLICY

WHEREAS, Article VI, Section 1 of the Bylaws of the Canyon Lake Property Owners Association grants the Board of Directors the power to conduct, manage and control the affairs and business of the Association; and

WHEREAS, Article II, Section 2 (i) of the Bylaws grants the Board of Directors the power to appoint such committees as may be necessary to, or convenient in, the discharge of any of its obligations or powers; and

WHEREAS, Article VI, Section 1 (e) of the Bylaws grants the Board of Directors the power to appoint committees of the Association;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures for committees be adopted:

COMMITTEE STRUCTURE:

STANDING COMMITTEES

The Canyon Lake Property Owners Association (CLPOA) Board of Directors (BOARD) shall have the authority to establish standing committees of Prime, Associate, or Sub-Associate Members in good standing (Member), as necessary to assist with the duties and affairs of the CLPOA. A standing committee is defined as a permanent committee which is an advisory group of members appointed by the BOARD on an annual basis. The committee shall perform specific duties as directed by the BOARD. Direction shall be provided by the Board through the BOARD liaison, in consultation with the General Manager, or ex-officio liaison assigned to the Committee.

The following are Standing Committees:

- Appeals Committee
- Architectural Control Committee
- Estates Committee
- Facilities Planning Committee
- Finance Committee
- Green Committee
- Recreation Committee
- Fiesta Day Committee
- Rules and Regulations Committee
- Security Advisory Committee

AD-HOC COMMITTEES

The BOARD may create or dissolve such other special or ad-hoc committees to serve specified purposes and duties, as deemed necessary, by resolution of the BOARD. Ad-hoc committees are created to serve in a temporary capacity. Those committee's charters and schedules shall outline their specific functions and tasks as designated by the BOARD. Direction shall be provided through the BOARD liaison, in consultation with the General Manager, or ex-officio liaison assigned to the Committee.

The following are current Ad-hoc Committee(s):

WORK GROUPS

The BOARD may establish work groups to assist with specific projects or help maintain POA common areas as designated in the work group's charter. Work groups shall be given direction from the BOARD, in consultation with the General Manager or ex-officio liaison assigned to the group. Requests for projects, funding, or additional duties shall be filtered through the appropriate committees, Board Liaison and BOARD for review and decision. Any member in good standing with the CLPOA may be appointed by the BOARD to a work group for the CLPOA.

The following are Work Groups:

- Senior Work Group
- Tuesday Work Group

COMMITTEE MEMBER APPOINTMENTS:

MEMBERS

The members of each committee shall: be Prime, Associate or Sub-Associate members in good standing of the CLPOA, execute the confidentiality agreement, and abide by the CLPOA Social Media Policy. The members of all committees shall be appointed by the BOARD, and any vacancies from time to time existing shall be filled by appointment of the BOARD. Any committee member may be removed from their position with or without cause by the BOARD.

LIAISON

All committees, shall have a member of the BOARD assigned as a liaison between the BOARD and the committee. The BOARD member so assigned shall serve as a communication link and shall not attempt to exert influence upon the committee nor participate in the decision making of the committee. The liaison shall provide direction and other information to the committee that is not confidential, privileged or of a sensitive nature, where such information will assist a committee in fulfilling its functions. Liaison officers shall report on the monthly activities of their committees during the Open Session Meeting, and are not authorized to assign projects without BOARD, and General Manager approval.

EX-OFFICIO MEMBERS (STAFF LIAISONS)

The President and the General Manager of the CLPOA shall be non-voting ex-officio members of all committees and sub-committees. Other individuals may be designated as non-voting ex-officio members of a specific committee. All ex-officio members of the committee shall be given all meeting notices and other information provided to members of the committee.

EMPLOYEES OF CLPOA

The chairperson of each committee shall be authorized to consult with the management staff members involved in the activities of the committee but shall not give orders to any subordinate of the General

Manager. Employees shall serve in an ex-officio capacity to provide current status information. Staff is not expected to provide administrative support without prior approval of the General Manager.

DESIGNATED COMMITTEE POSITIONS:

CHAIRPERSON

The chairperson of each committee shall be a member of the committee and shall be appointed by the BOARD. The chairperson of each committee shall supervise the activity of the committee and its sub-committees, giving assistance whenever necessary, ensure proper documentation of Agendas and Minutes, and that the activities of the committee and its sub-committees are coordinated (acting within the boundaries of the resolution parameters). The chairperson should draw upon the full output of the committee members to arrive at alternatives and options to present to the BOARD. The Chairperson of any one committee shall be limited to ~~one~~^{two} years of service in that capacity. Upon completion of term as chairperson, the committee may recommend the appointment of the new Chairperson to the BOARD. The BOARD shall appoint the committee chairperson as each position becomes available. ~~The current chairperson may be reappointed for an additional term of two (2) years, serving a maximum term of four (4) years consecutively as chairman. The BOARD may appoint the current chairperson for an extended term on a case-by-case basis.~~

SECRETARY

The chairperson of each committee and/or sub-committee shall appoint a secretary to keep minutes of the committee. Minutes shall be taken at all committee meetings by the secretary or a member serving as acting secretary. A copy of such minutes shall be filed in a timely manner with the CLPOA. Such records remain the property of the CLPOA. The same person shall not serve as chairperson and secretary of the same committee.

SUB-COMMITTEES

The chairperson of each committee shall have the power to appoint sub-committees for specified purposes and duties, not inconsistent with the specified purposes and duties of the committee, to serve for the term required but not to exceed the term of such chairperson. Members of the sub-committee shall be members in good standing of that committee or, at the discretion of the Chairperson, non-voting advisors with specific and needed expertise. Non-voting members must agree to sign the confidentiality agreement. Such sub-committees shall report their recommendations to the committee and may not act independently of the committee as a whole.

ALTERNATE COMMITTEE MEMBERS

The CLPOA and BOARD may determine that a committee have an alternate member(s) as part of the membership of the Committee. ~~Alternate members shall be temporarily appointed for a probationary period of (90) days or three meetings to allow time for committees to recommend to remove or keep as a permanent alternate member to fill any future vacancies. Alternate members shall be automatically appointed to a committee when a vacancy becomes available and once the probationary period has passed.~~ The alternate member shall be a voting member that will be allowed to deliberate and participate with full voting power, when any committee member is absent.

COMMITTEE QUALIFICATIONS:

ELIGIBILITY

All Prime and Associate Members shall be appointed to committees of the Association on an annual basis. The appointment date shall be determined by the BOARD each fiscal year. Only “Members in Good Standing” are eligible to serve on committees of the Association and shall be reviewed by the BOARD and appointed accordingly.

COMMITTEE MEMBER TERM LIMITS

All committee members and alternate committee members are eligible to serve unlimited one (1) year terms and shall be subject to approval and appointment annually in October by the BOARD. Committee members are eligible to have concurrent committee membership appointments.

TERMINATION OF SERVICE

All committees and the individual members thereof serve at the pleasure of the BOARD and may be removed with or without cause during their term. This policy shall be retroactive and members currently serving shall be subject to this policy.

RESIGNATIONS

Any committee member may resign at any time by giving written notice to the BOARD. Such resignation shall take effect on the day of the receipt of such notice or any later time specified therein. The acceptance by the BOARD of such resignation shall not be necessary to make it effective. If a member chooses to resign or step-down from a position on the committee, there will be a four (4) month waiting period before they can re-apply to be on the committee in any capacity.

COMMITTEE ROLES & RESPONSIBILITIES:

COMMITTEE CHARTER RESPONSIBILITIES

The responsibility of all committees shall be as outlined in the specific charter and/or resolution of the BOARD creating that committee. All committees are at all times under the direct supervision and control of the BOARD. No committee shall have the right to obligate the CLPOA in any way or in any sum. Members of a committee should not contact governmental officials, contractors, vendors, or agencies or others without the specific authorization of the BOARD, the General Manager of the CLPOA, or as may be provided in the resolution creating that committee.

The BOARD cannot delegate its responsibilities or the decision making required to carry out its responsibilities. Committees of the CLPOA, except the Architectural Control Committee and the Appeals Committee, can only operate in an advisory capacity. Committees may make recommendations but must understand that in fulfilling its fiduciary responsibilities, the BOARD is NOT bound to accept or agree with such recommendations.

MANNER OF OPERATION

The business of all committees shall be conducted in accordance with a modified version of Parliamentary Procedure from Community Association Institute, as a guideline, unless provided otherwise by resolution of the BOARD, and document through meeting agendas and minutes. Each committee shall conduct its business in accordance with the procedures set forth in the Bylaws for the CLPOA, the published rules and regulations of the CLPOA, and the resolution(s) of the BOARD creating that committee. The committees are charged with maintaining a constant awareness of legal obligations, risks and responsibilities of the CLPOA and with the rights of owners and residents of Canyon Lake.

MEETINGS

All open session committee meetings shall be open to any Member of the CLPOA. Each committee shall have a regular meeting schedule that is approved by the BOARD and be announced in advance. Meetings of all committees shall be held as necessary to carry out assignments and responsibilities.

Any committee which has within the scope of its duties any matters which would properly be the subject of an executive session shall hold committee meeting(s) and/or discussion(s) within closed, executive session when any of the following topics are under consideration:

- * Member discipline & personnel
- * Litigation, potential litigation, or confidential legal advice

Similarly, any minutes taken of executive session meetings shall be written separately and shall not be distributed to anyone not entitled to attend such executive sessions. When determined by the chairperson of the committee and consistent with the requirements of an executive session, the committee may meet in closed session to consider member discipline, personnel and litigation matters.

QUORUM

The majority of the members appointed to a committee shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the members present at a duly held meeting at which a quorum is present shall be regarded as an action of the committee. When there is a tie vote, the motion shall be deferred to the BOARD with the exception of the Appeals Committee.

REPORTING

All committees shall report their activities to the BOARD monthly through their Board Liaison. The committee chair shall submit written reports, including minutes and attendance records of their meetings on a timely basis to the General Manager, at least fourteen (14) days prior to the next regular meeting. In the event a quorum was not present, any report from the committee to the General Manager and BOARD should reflect the members participating in such report.

BOARD REQUESTS

Committees may make recommendations to the BOARD by submitting a completed Recommendation Form to the General Manager. These requests shall be submitted when a committee is requesting funding for specific projects, or for modifications to a rule or policy, as requested by the BOARD. The General Manager shall process the Recommendation Form through the necessary steps, as identified on the attached flow chart.

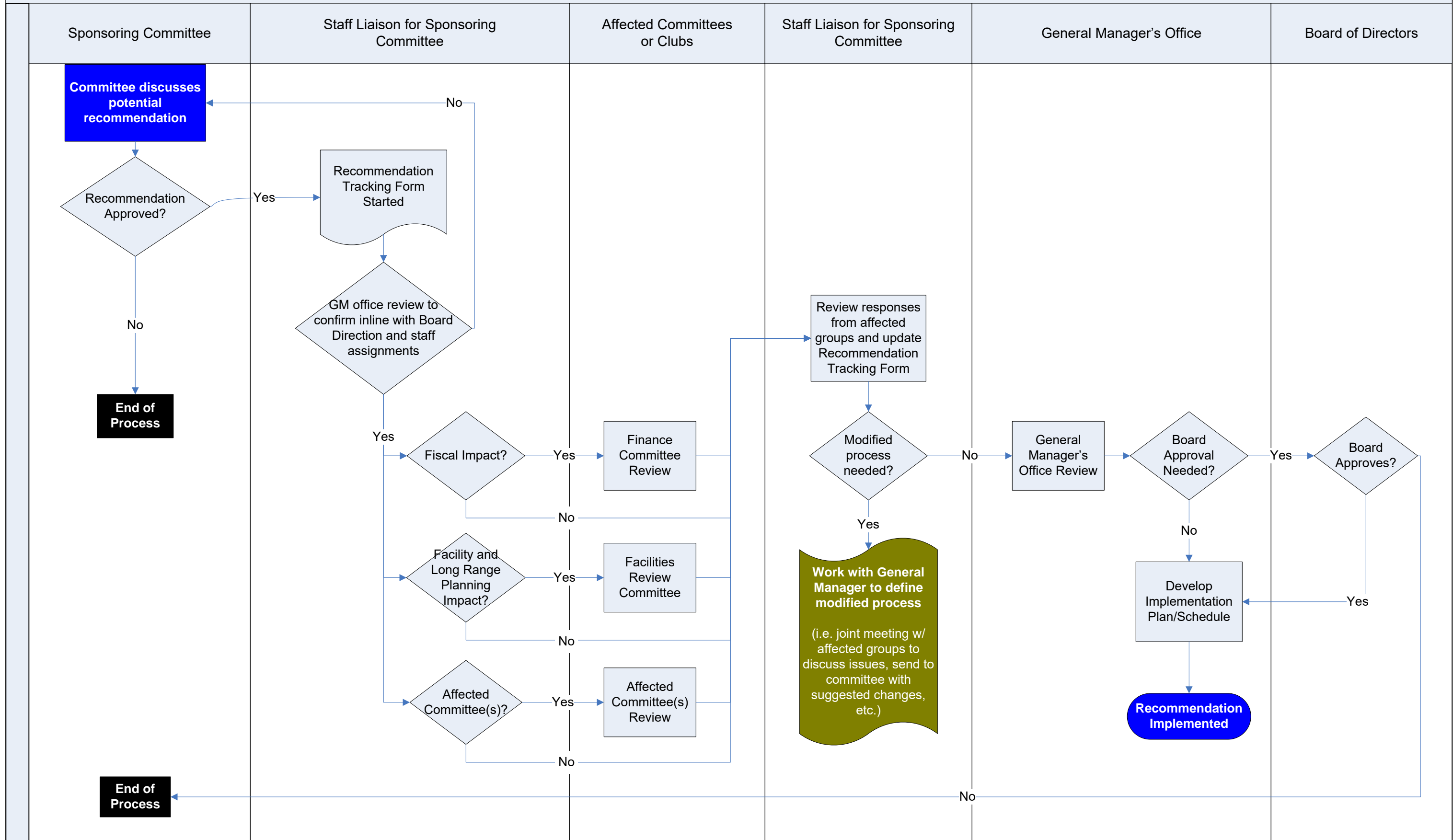
CONFLICT OF INTEREST

Any member of a CLPOA Committee who could reasonably be expected to benefit in a direct and substantial way from the possible outcome of a committee action under discussion must disclose each time it is discussed that he/she has such an interest and abstain from voting and discussion on any motion affecting that interest.

DISSOLUTION OF A COMMITTEE

As the community, CLPOA, and BOARD evolve, changes may be made from time to time in the structure of any, or all committees serving the BOARD. As provided in the By-Laws, the BOARD may modify the structure of committees to fit the needs of the Association.

Committee Recommendation Flow Chart



CANYON LAKE PROPERTY OWNERS ASSOCIATION

CONFIDENTIALITY AGREEMENT

I, _____, AS A CANYON LAKE PROPERTY OWNERS ASSOCIATION (CLPOA) COMMITTEE MEMBER UNDERSTAND THAT SITUATIONS MAY ARISE WHERE I MIGHT BE PROVIDED ACCESS TO CERTAIN CONFIDENTIAL ASSOCIATION DOCUMENTS AND INFORMATION, INCLUDING ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS, PERSONNEL AND PRIVATE PROPERTY OWNER INFORMATION. I UNDERSTAND HOW IMPORTANT IT IS TO THE ASSOCIATION, ITS MEMBERS, AND ITS EMPLOYEES THAT PRIVILEGED OR PRIVACY PROTECTED INFORMATION REMAIN PRIVATE AND CONFIDENTIAL. I AGREE THAT ANY CONFIDENTIAL ASSOCIATION INFORMATION PROVIDED TO ME WILL BE USED FOR NO PURPOSE OTHER THAN MY PERFORMANCE OF MY DUTIES AS A CLPOA COMMITTEE MEMBER. I FURTHER AGREE THAT I WILL NOT DISCLOSE ANY ASSOCIATION INFORMATION THAT IS SPECIFICALLY IDENTIFIED AS CONFIDENTIAL AND PRIVILEGED BY THE STAFF LIASION TO ANY OTHER PERSON FOR ANY REASON.

IT IS SO PROMISED AND AGREED AT CANYON LAKE, CALIFORNIA.

COMMITTEE MEMBER SIGNATURE

DATE: _____

Social Media Policy

Purpose

This policy regulates Canyon Lake Property Owners Association's (CLPOA) use of social media as it pertains to establishing expectations, guidelines, and behavioral standards in order to protect the CLPOA.

Goal

To inform and foster positive relationships with community members and the general public by participating in various social media platforms in a helpful, respectful, and relevant manner that protects the CLPOA's branding and follows the letter and spirit of the law.

Responsibility

The Corporate Department will be responsible for managing and monitoring all social media content.

Good communication is essential to the CLPOA and the CLPOA's continued success. The quality of professional relationships among associates, members, Board members, contractors and the general public is vital to the CLPOA's success. Members' impression of the CLPOA is strongly influenced by the people who assist them. In a sense, regardless of position, all employees are CLPOA ambassadors. The more goodwill the CLPOA promotes, the more its members and others will respect and appreciate the CLPOA and its services.

In safeguarding the information received, the CLPOA earns the respect and further trust of business associates. This may help reduce risk of litigation. Any violation of confidentiality can seriously injure the CLPOA's image and effectiveness. Maintaining confidentiality is important to the CLPOA's position and ultimately, to its ability to achieve financial success and provide fiscal stability. The CLPOA strives to use social media in a manner that maintains member's and employee's confidentiality and privacy.

Criteria and Guidelines: Canyon Lake Property Owners CLPOA (Main Page)

CLPOA policies and governing documents lead and direct the regulations in social media policies.

Approved Content:

In general, the CLPOA and its sanctioned affiliates will respond to comments to provide further information, clarification, acknowledge feedback and to market or promote the CLPOA in a positive light. The following are CLPOA guidelines for employees and sanctioned affiliates:

1. Refer all crisis communication activity to Corporate and/or Legal. Crisis communication postings that include public safety, health or welfare tips are not intended to replace professional advice from appropriate sources such as the police or medical professionals.
2. Be thoughtful about protecting CLPOA, its privacy, and its confidential information.
3. Avoid content that is illegal, obscene, defamatory, threatening, infringing of intellectual property rights, invasive of privacy or otherwise injurious or objectionable.
4. Content posted by the CLPOA warrants and represents that the CLPOA either owns or otherwise controls all of the rights to that content, including, without limitation, all the rights necessary to provide, post, upload, input or submit the content, or that CLPOA use of the content is a protected

fair use. Associates must agree that they will not knowingly and with intent provide material that is misleading or false information.

Unapproved Content:

Any matter in which the CLPOA is in litigation, requires Board discretion, or is confidential in nature will not receive a response without legal guidance. If a response is given it will be limited, factual, and informative until further legal direction can be provided.

Company practices that gauge the direction of communication include the following:

1. The CLPOA reserves the right to discontinue relationships with friends or followers who post inappropriately on social media platforms and to control all content on its platforms. Inappropriate content includes, at minimum, the following:
 - Vulgar language
 - Inappropriate images
 - Personal attacks of any kind against any person
 - Comments or content that promotes or perpetuates discrimination
 - Harassment (cyber or otherwise) in any form (verbal, physical or visual) is strictly against CLPOA policy and will result in corrective action. Harassment including but not limited to: slurs, threats, derogatory comments, unwelcome jokes, exposure to sexually-oriented literature or pictures, teasing, sexual advances, and other similar verbal or physical conduct will not be tolerated.
2. Associates may not use the CLPOA name to endorse or promote any product, opinion, cause or political candidate.
3. The CLPOA must not share confidential or proprietary information CLPOA and must maintain employee, vendor and member privacy.
4. Employee harassment on CLPOA regulated social media must be reported If an employee believes they have been the victim of harassment or know of one who has.
5. Managers/supervisors are encouraged to only accept 'friend requests' if initiated by the employee, and if the manager/supervisor does not believe it will negatively impact the work relationship.
6. The CLPOA does not endorse people, products, services or organizations without Corporate approval for use on official CLPOA accounts. For personal social media accounts where CLPOA connection to CLPOA is apparent, employees, Board Members and Committee Members must avoid implying that an endorsement of a person or product is on behalf of CLPOA, rather than a personal endorsement.
7. Unless approved by the Corporate Office, CLPOA social media name, handle and URL should not include CLPOA's name or logo.

Employee, Committee & Board Guidelines

CLPOA employees, committee members, and Board Members who participate in social media agree to follow CLPOA guidelines. Social media includes: blogs, website postings, Facebook, LinkedIn, Instagram, Twitter, YouTube etc. on behalf of CLPOA. These guidelines apply when affiliates are posting on the behalf of the CLPOA, the Board, or on CLPOA sites and similar community forums:

- Compliance with applicable CLPOA policies. For example, no sharing of confidential or proprietary information about the CLPOA and maintaining member privacy.

- Write in the third person when speaking on behalf of the CLPOA.
- When writing personally, and when connection to CLPOA is apparent, make it clear that you are speaking for yourself and not on behalf of CLPOA. In those circumstances, you should include this disclaimer: "The views expressed on this [blog; website] are my own and do not reflect the views of my employer/CLPOA/the Board." Consider adding this language in an "About me" section of your blog or social media profile.
- Ensure content is professional, accurate and honest in CLPOA communications.
- Be respectful and professional to fellow employees, business partners, vendors and members.
- Act competently and deal with everyone in a courteous and respectful manner.
- Communicate pleasantly and respectfully with members and associates at all times.
- Follow-up on services and questions promptly; provide friendly, businesslike replies to inquiries and requests and perform all duties in an orderly manner (if applicable).
- When posting content that does not originate with the CLPOA, cite the source.
- Encourage member comments on social media platforms. Expect comments to be written in a respectful manner. Respond to comments promptly, when appropriate (if applicable)
- Posts dealing with individual or personnel matters will be deleted. Members who wish to address such issues should send CLPOA a private message in which we may respond to such issues privately.
- Comments that are off-topic, including those that include profanity or inappropriate language, will be promptly removed on CLPOA sites and will not be encouraged third party sites.
- Comments that solicit business or advertise a product or service not endorsed by the CLPOA will be removed.
- Posts that include copyrighted material or impersonate an individual or entity is not allowed.
- The CLPOA may friend/fan/follow people, clubs or organizations for professional or community related purposes.

For questions about what is appropriate to include in CLPOA social media profile(s), please contact the Corporate Office at (951) 244-6841 Ext. 210.

Date: October 4 , 2022

To: Board of Directors

From: Renee Griffiths, President

Board Action/Resolution: Facilities Planning Committee Charter Update

Background: The goal is to create a streamlined committee charter that more concisely describes the committee's current purpose and function. The revised charter also recognizes that every year the makeup of the Board can change. Considering this and varying economic headwinds, the Board's project focus and funding priorities are also subject to change each year.

Fiscal Impact: None

Recommendation: That the BOD approve the new Facilities Planning Committee Charter

Facilities Planning Committee

WHEREAS, Article VI, section 1 of the Bylaws of the Canyon Lake Property Owners Association grants the Board of Directors the power to conduct, manage and control the affairs and business of the Association; and

WHEREAS, Article II, section 2 (i) of the Bylaws grants the Board of Directors the power to appoint such committees as may be necessary to, or convenient in, the discharge of any of its obligations or powers; and

WHEREAS, Article VI, section 1 (e) of the Bylaws grants the Board of Directors the power to appoint committees of the Association;

NOW, THEREFORE, BE IT RESOLVED THAT a standing Facilities Planning Committee be established, having the following terms of reference.

RESPONSIBILITY

The primary responsibility of the standing Facilities Planning Committee is to assist the Board of Directors, as needed (hereinafter referred to as "the BOARD") in developing and administering an ongoing program to preserve life, limb and property of the Canyon Lake Property Owners Association, to preserve and enhance the assets of the Canyon Lake Property Owners Association, (hereinafter referred to as "the CLPOA) including buildings, roads, bridges, the drainage system, the perimeter fencing, the street lighting and signage, and the other areas as may be assigned by the BOARD.

In fulfilling its responsibility, the Facilities Planning Committee shall perform functions which include the following:

- ~~• In cooperation with the General Manager, provide assistance in developing reasonable standards for the maintenance of CLPOA assets and amenities;~~
- ~~• Prepare programs and procedures, in the form of recommendations to the BOARD to maintain and improve the CLPOA ground, buildings, and facilities;~~
- Develop and recommend a five-year list of Projects for Consideration (PFC) for staff and BOARD. This will include ~~to the Board of Directors a five-year project plan including~~ capital improvement projects, repair and replacement projects and road reserve projects. Plan development to include projects requested by the Recreation Committee and the Green Committee to ensure one (1) master plan;
- As directed by the General Manager, provide assistance to the BOARD in establishing the priorities for improvements to CLPOA assets and amenities, and in developing long range plans for ensuring the most effective preservation and future use of such assets and amenities;
-

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

- As directed by BOARD, make adjustments (add/subtract) and prioritize the five-year PFC list;
- Review annually and recommend ~~and propose~~ maintenance, preservation and enhancement to POA common areas and facilities including, the POA buildings, Lodge, Tennis, Equestrian and Senior Centers, Country Club, Campground and the Pool;
- ~~Review annually the reserve study items and recommend proposed maintenance and repairs to major facilities;~~
- Meet at least annually with the Finance Committee to jointly recommend to the Board funding levels for the Repair / Replacement Reserve Fund and the Road Reserve Fund-in conjunction with the five-year PFC as directed by the BOARD. identified five-year plan.
- As directed by the General Manager or BOARD, review and recommend design modifications to ~~all~~ reserve projects ~~as directed~~. Assist with formulation scope of work at concept stage to ensure that user group requirements are included. Hold user group reviews at appropriate stages which include the applicable design consultant and/or project manager;
- Meet as necessary with the Recreation and Green Committees to identify projects and priorities in conjunction with a five-year ~~plan~~ PFC;
- ~~Review all traffic related issues and provide guidance to the staff and Board;~~
- Perform such other functions as directed by the BOARD.

MEMBERSHIP

The Facilities Planning Committee shall be composed of seven (7) members and two (2) alternate member of the CLPOA. The chairperson shall be appointed by the BOARD to serve a two (2) year term, with the additional members to be appointed annually. The membership of the Facilities Planning Committee should include, if possible, at least two (2) members with experience in engineering, construction, or related fields. If a member chooses to stepdown from the committee, there will be a four (4) month pause before they can re-apply to be on the committee in any capacity.

EX-OFFICIO MEMBERS

The General Manager and/or designee shall be a non-voting ex-officio member of the Facilities Planning Committee.

Date: October 4, 2022

To: Board of Directors

From: Greg Doherty, Secretary

Discussion: Outrigger Park South Presentation

Background

Several months ago the newly formed Canyon Lake Garden Club resurrected the idea of putting the undeveloped POA land known as Outrigger Park South to good use, one of those things being a place for a community garden. There are many active gardeners in CL, and many residents own lots that have little or no space for gardening activities.

During the past several months, the Garden Club has been working with Facilities Planning Committee to come up with ideas for the park, ideas that would not only beautify the area, but ideas other than purely gardening ideas, i.e., amenities that would benefit and attract the entire community, including but not limited to a walking path the would extend from CL Drive North, through the current Outrigger Park, and South again through Evans park (about 1.2 miles total).

FPC and one or two members of the Garden Club would like to make a presentation with Power Point slides, illustrating to the Board the wide range of amenities and improvements this park could become.

Fiscal Impact

No short term impacts. Long term, there would be issues regarding design costs, construction costs and maintenance costs.

Requested Next Steps

That the Board allow for a presentation by FPC at the November 2022 Board meeting, not to exceed one half hour.

Greg Doherty

Greg Doherty, Secretary

TO: Board of Directors
FROM: Controller
RE: Finance Committee Members

Background

The Finance Committee has met and elected a new Chairman per the current Committee Charter guidelines. The Finance Committee recommends that the Board approves Claude Beauchamp to be the new Finance Committee chair.

Fiscal Impact

None

Recommendation:

Staff recommends that the Board accept the appointment of Claude Beauchamp as the new Chairman for the CLPOS Finance Committee, effective immediately.

Susan C. Dawood, Controller

Date: 10/4/22

Action

To: Board of Directors

From: Planning and Compliance Department

Re: Rule Revision – 28 Day Reading 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 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.

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.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: October 4, 2022 **ACTION:**
TO: Board of Directors
FROM: Sr. Member Services Manager
RE: 28 Day Reading – New Rules PK.2.10 Player Rotation and PK.2.11 Guests Must Be Accompanied By A Member

Background

Due to the rapid growth of the pickleball sport, pickleball players are experiencing difficulties securing courts for play. This is due to the high volume of non-members or guests who play on the courts. Often these guests are not accompanied by the Canyon Lake member and do not follow the game guidelines posted at the courts. On September 20, the Rules Review Committee met with some pickleball players to discuss improving this situation. The following new rules are being proposed.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to add new rules PK.2.10 and PK.2.11 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

None

Proposed Revision (Redlined)

None

Revised Rule

PK.2.10 Player Rotation

No player or team shall play more than (2) games in a row.

Fine: \$100.00

PK.2.11 Guests Must Be Accompanied by A Member

All guests must be accompanied by a member carrying a CLPOA card at all times. Guests are defined as any individual(s) who do not have a CLPOA card. No more than (3) guests per tract and lot are allowed to use the courts at any one time.

Fine: \$100.00

📍 31512 Railroad Canyon Road, Canyon Lake, CA 92587

☎ 951.244.6841

🌐 www.canyonlakepoa.com

DATE: **October 4, 2022**

ACTION:

TO: **Board of Directors**

FROM: **Sr. Member Services Manager**

RE: **28 Day Reading – New Rule PT1.12 Entry Gate**

Background

Community Patrol is noticing many members propping open the gate at the Pump Track. This prevents the Association from monitoring POA card entries to the track. This rule will allow the Association to enforce usage of the POA card reader and discourage members from leaving the gate open to anyone who wishes to the track without proper registration.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to add new rule PT.1.12 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

None

Proposed Revision (Redlined)

None

Revised Rule

PT.1.12 Entry Gate

The entry gate shall not be propped or intentionally left open by any member.

Fine: \$50.00

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: October 4, 2022 **ACTION:**

TO: Board of Directors

FROM: Member Services Manager

RE: 28 Day Reading – Revise Rule EC.3.2 Horses are to be Under Saddle

Background

Several members who board horses at the Equestrian Center submitted a suggestion to allow horses and their owners to utilize all arenas at the facility for hand walking. Currently hand walking or turning out horses must only be done in specific areas that are not always ideal depending on the condition and health of the horse. For example, the ground at the Equestrian Center is hard-packed dirt with rocks. Older horses, or horses with poor bone health in their hooves should not be walked on this type of surface. Allowing owners to walk their horses in any available arena will be helpful for the older horse population at the Equestrian Center and will increase utilization of un-used arena space.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule EC.3.2 as attached.

Amanda Moore

Amanda Moore, Member Services Manager

Current Rule

EC.3.2 Horses are to be Under Saddle

Horses are to be under saddle (ridden in a saddle, pad or bareback) in a controlled manner at all times in the jumping and flat work arenas. Horses may be lunged with a rider on the horse under controlled conditions and usually with the purpose of teaching the rider balance. Riders may enter / exit the arena on foot to mount / dismount their horse. A parent or guardian may enter the arena on foot for a short time to move jumps or assist their child. Riders may dismount and lunge their horse at a walk or trot for a short time to gain control of their horse. No turn-out or lunging in flat arena or jumping arena.

Proposed Revision (Redlined)

EC.3.2 Horses are to be Under Saddle

Horses are to be under saddle (ridden in a saddle, pad or bareback) in a controlled manner at all times in the jumping and flat work arenas, **unless hand walking**. Horses may be lunged with a rider on the horse under controlled conditions and usually with the purpose of teaching the rider balance. **Hand walking horses is permitted only if these arenas are not being utilized by active riders. Should a horse and its rider enter the arena(s), the hand-walked horse must exit immediately. Priority is given to those riding their horse.** ~~Riders may enter / exit the arena on foot to mount / dismount their horse.~~ A parent or guardian may enter the arena on foot for a short time to move jumps or assist their child. Riders may dismount and lunge their horse at a walk or trot for a short time to gain control of their horse. No turn-out or lunging in flat arena or jumping arena.

Revised Rule

EC.3.2 Horses are to be Under Saddle

Horses are to be under saddle (ridden in a saddle, pad or bareback) in a controlled manner at all times in the jumping and flat work arenas, unless hand walking. Horses may be lunged with a rider on the horse under controlled conditions and usually with the purpose of teaching the rider balance. Hand walking horses is permitted only if these arenas are not being utilized by active riders. Should a horse and its rider enter the arena(s), the hand-walked horse must exit immediately. Priority is given to those riding their horse. A parent or guardian may enter the arena on foot for a short time to move jumps or assist their child. Riders may dismount and lunge their horse at a walk or trot for a short time to gain control of their horse. No turn-out or lunging in flat arena or jumping arena.

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951.244.6841

www.canyonlakepoa.com

DATE: October 4, 2022 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: APPROVAL – Revise Rule SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot

Background

Since the implementation of the NorthStar CLPOA card scanner / check-in process in September 2021, Pool staff have experienced higher-than-normal volume of confusion and questioning surrounding how many guests are allowed into the Pool. Pool staff does not have complete access to member account information like other departments; therefore, staff is unable to validate membership without a CLPOA card present. Should an individual forget their card, or not have one, that individual would be counted as a guest. Also, the Association's Identification Policy requires members to have their valid CLPOA card in their possession while utilizing any common area(s). To help alleviate further confusion, the following rule revision is being proposed.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve to revise rule SP.2.4 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot

No more than six (6) guests per tract / lot are allowed to use the pool at any one time. NOTE: Guests are defined as any individual(s) who are not listed on the CLPOA account as a resident.

Proposed Revision (Redlined)

SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot

No more than six (6) guests per tract / lot are allowed to use the pool at any one time. NOTE: Guests are defined as any individual(s) who ~~are not listed on the CLPOA account as a resident~~ **does not have a CLPOA card.**

Revised Rule

SP.2.4 Pool Use Limited to Six (6) Guests Per Tract / Lot

No more than six (6) guests per tract / lot are allowed to use the pool at any one time. NOTE: Guests are defined as any individual(s) who does not have a CLPOA card.

 31512 Railroad Canyon Road, Canyon Lake, CA 92587

 951.244.6841

 www.canyonlakepoa.com

DATE: October 4, 2022

ACTION:

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: APPROVAL – Revise Rule PT.1.3 PT.1.4

Background

To make the Pump Track Rules consistent with signage and the Association's insurance requirements, the following rule modifications are being proposed.

Fiscal Impact

Recommendation

It is recommended that the Board of Directors approve to revise rule PT.1.3 and PT.1.4 as attached.

Amanda Moore

Amanda Moore, Sr. Member Services Manager

Current Rule

Pump Track (PT)

PT.1.3 Children under 12 years of age must be accompanied by an adult (18 or older). Non-riders shall not enter the pump track except to accompany an underage child. Fine = \$50.00

PT.1.4 Pump track is for non-motorized personal devices only. Any other uses are not permitted. Ride-on vehicles with 3 or more wheels such as karts, wagons, tricycles, bikes with training-wheels, strollers, etc. are not permitted. No movable obstacles or outside materials (e.g. ramps/jumps) are allowed. Fine = \$50.00

Proposed Revision (Redlined)

PT.1.3 Children under 12 years of age **and under 12** must be accompanied by an adult (18 or older). Non-riders shall not enter the pump track except to accompany an underage child. Fine = \$50.00

PT.1.4 Pump track is for non-motorized personal devices only. Any other uses are not permitted. Ride-on vehicles with 3 or more wheels such as karts, wagons, tricycles, bikes with training-wheels, strollers, etc. are not permitted. No movable obstacles or outside materials (e.g. ramps/jumps) are allowed. **Maximum speed while riding on, or around, the pump track is 5mph.** Fine = \$50.00

Revised Rule

PT.1.3 Children under 12 years of age and under 12 must be accompanied by an adult (18 or older). Non-riders shall not enter the pump track except to accompany an underage child. Fine = \$50.00

PT.1.4 Pump track is for non-motorized personal devices only. Any other uses are not permitted. Ride-on vehicles with 3 or more wheels such as karts, wagons, tricycles, bikes with training-wheels, strollers, etc. are not permitted. No movable obstacles or outside materials (e.g. ramps/jumps) are allowed. Maximum speed while riding on, or around, the pump track is 5mph. Fine = \$50.00

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: October 4, 2022 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: APPROVAL – Revise Rule LM.7.2 No Boats Permitted Over Twenty-One Feet Six Inches (21’6”) or Six Thousand (6000) 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, the proposed rule change would have the following impact:

1. Establish a 6000 lbs. maximum boat weight
2. Grandfather all currently registered boats 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 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 Six Thousand (6000) 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 six thousand (6000) 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 Any boat currently registered with the CLPOA as of ~~October 7, 2014~~ ~~January 4, 2021~~ ~~October 4, 2022~~ 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 Six Thousand (6000) Pounds

Boats over twenty-one feet six inches (21'6") in length or exceeding six thousand (6000) 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

Any boat currently registered with the CLPOA as of October 4, 2022 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.

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.~~ In addition to the fine set forth below, cost of damages, clean-up, labor, and materials incurred by CLPOA will be billed to the Prime Member of the residence from which the violator originated or is a guest or invitee of, or is an Associate or Sub-Associate as to. If multiple people are found to be at fault for the same incident, the cost of damages, clean-up, labor and materials incurred by CLPOA will be split equally among the responsible Prime Members, however, to deter vandalism, a \$1,000 fine will be imposed on each responsible Prime Member.

Fine amount: ~~\$500~~ \$1,000 per occurrence, per individual in violation of this rule.

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. In addition to the fine set forth below, cost of damages, clean-up, labor, and materials incurred by CLPOA will be billed to the Prime Member of the residence from which the violator originated or is a guest or invitee of, or is an Associate or Sub-Associate as to. If multiple people are found to be at fault for the same incident, the cost of damages, clean-up, labor and materials incurred by CLPOA will be split equally among the responsible Prime Members, however, to deter vandalism, a \$1,000 fine will be imposed on each responsible Prime Member.

Fine amount: \$1,000 per occurrence, per individual in violation of this rule.

Date: October 4, 2022

To: Board of Directors

From: Activities Department

Board Action/Resolution: 2023 Water Sport Clubs' Calendar Requests & Lake Use Rules Variance Request

Background

Annually, the three Canyon Lake "Water Sport Clubs" (Ski Club, ShowCal Skiers, and Wakeboard Club) request to schedule events on the North Ski and Jump Lagoon areas for club practices, events, and competitions. The use of these areas for the club events and competitions requires approval by the Board.

For the 2023 Calendar requests, there are a few special exceptions requested by the clubs. During the blocked-out months from Memorial Day to Labor Day, the Ski Club is requesting to host a Community Learn to Ride day on Monday, July 15th. This request is not for a closure of the North Lake area, only to allow this event to be scheduled. Also, on three Sundays during the blocked-out months, the ShowCal Skiers are requesting three practice dates in the Jump Lagoon, to practice for upcoming events. Lastly, for the month of September, due to the holiday and availability for the clubs to host their requested events, it is requested that the Board allow the dates requested for this calendar year.

In addition to the calendar dates requested, the Water Sport Clubs are also requesting approval for a variance to the Rules and Regulations designated below, for the requested event dates.

LM.6.7 Main Lake Ski Area Speed Limit

LM.6.13 Follow Counter-Clockwise Pattern

LM.9.3 Maximum of One (1) Skier or Rider Per Boat

LM.9.4 Follow Counter-Clockwise Ski Pattern

LM.9.5 Ski Pattern Turns

LM.9.9 Maintain Safe Distance from Docks

LM.9.10 No Start or End at Dock

LM.9.11 Safe Distance Required for Towing

LM.9.16 Special Rules for the Areas of Treasure Island and Sunset Beach and Other High Traffic Areas

LM.9.17 Ski Rope Requirements / No Side Mount Bars

LM.9.20 No Wake Enhancing Devices Allowed

LM.9.23 Slalom Skiing Priority

LM.9.24 Skier/Rider Turn

LM.9.27 Boats Must Stop

LM.9.28 Turnaround and U-Turn Restrictions

LM.9.30 A Rider's Turn in Backwater

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve/reject the 2023 Water Sport Clubs' Calendar requests, and Lake Use Rules Variance request for the attached calendar; contingent upon club re-sanctioning approvals, effective October 4th, 2022.

Carrie Pratt

Carrie Pratt, Senior Activities Manager

APRIL 2023

■ block out dates for Slalom
■ Jump Lagoon
■ Slalom Course

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2
3	4	5	6	7 Good Friday	8	9 Easter Sunday
10	11	12	13	14	15 8am-2pm Wakeboard Club	16 8am-2pm Wakeboard Club 2pm-6pm ShowCal
17	18	19	20	21	22	23
24	25	26	27	28	29	30 2pm-6pm ShowCal

MAY 2023

■ block out dates for Slalom
■ Jump Lagoon
■ Slalom Course

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1	2	3	4	5	6 8am-2pm Wakeboard Club	7 8am-2pm Wakeboard Club
8	9	10	11	12	13	14 Mother's Day 2pm-6pm ShowCal
15	16	17	18	19	20 8am-2pm Ski Club 2pm-7pm Ski Club	21 8am-2pm Ski Club 2pm-7pm Ski Club
22	23	24	25	26	27	28 2pm-6pm ShowCal
29 Memorial Day	30	31				

JULY 2023

■ block out dates for Slalom
■ Jump Lagoon
■ Slalom Course

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2
3 Independence Day	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Learn to Ski Day proposed	26	27	28	29	30
31						

AUGUST 2023

- block out dates for Slalom
- Jump Lagoon
- Slalom Course




MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27 2pm-6pm ShowCal
28	29	30	31			

SEPTEMBER 2023

■ block out dates for Sla
■ Jump Lagoon
■ Slalom Course

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
				1	2	3
						2pm-6pm ShowCal
4 Labor Day	5	6	7	8	9	10
					8am-2pm Wakeboard Club	8am-2pm Wakeboard Club
11	12	13	14	15	16	17
					8am-2pm Ski Club	8am-2pm Ski Club
					2pm-7pm Ski Club	2pm-7pm Ski Club
18	19	20	21	22	23	24
						2pm-6pm ShowCal
25	26	27	28	29	30	
					8am-2pm Ski Club	
					2pm-7pm Ski Club	

OCTOBER 2023

 block out dates for Slalom
 Jump Lagoon
 Slalom Course

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
						1 8am-2pm Ski Club 2pm-7pm Ski Club
2	3	4	5	6	7 8am-2pm Wakeboard Club	8 8am-2pm Wakeboard Club
9 Columbus Day	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 Halloween					

DEPARTMENT: CORPORATE OFFICE

POLICY: North and Jump Lagoon Lake Use Policy

APPROVED: June 7, 2022

NORTH SKI AND JUMP LAKE USE POLICY

1.0 Purpose

The North Ski and Jump Lake Use Policy is being established to develop guidelines for use of these areas of Canyon Lake to host annual calendar events for the Canyon Lake Property Owners Association (CLPOA) Sanctioned Clubs. While the North Ski and Jump Lake areas cannot be reserved by members for private use, the CLPOA recognizes that various sanctioned clubs host annual community, and special events which requires limited use of these areas for these specific events.

In addition to the request for use of the North Ski and Jump Lake to host these events, various rules, policies and protocols must be established to help facilitate these events. In determining the annual calendar requests, consideration of community use, and to allow for each club to host an event, the following criteria will be considered to approve the annual calendar of events, and not over impact the lake.

The CLPOA's Sanctioned Club and Facility Use policies, provide allowance of the Canyon Lake Sanctioned Clubs to request use of common area to host individual club, and community events. For specific common areas, additional policies must be established to define specific use of the select common area, as to not impact the community, and provide specific approval for use of the requested common area.

2.0 Parties

The parties subject to this policy include all Canyon Lake Sanctioned Clubs that participate in, and host annual Sanctioned Club and community events on the North Ski and Jump Lake areas.

3.0 Defined Terms

N/A

4.0 Policy

The CLPOA shall allow Canyon Lake Sanctioned Clubs to submit an annual calendar request to host ski, wakeboard, and other water-skiing related events and tournaments on an annual basis. Conditions of approval for the request to host the annual calendar events must include the following:

- No individual club events shall be scheduled from Memorial Day to Labor Day, as to not impact the community use of the North and Jump Lake areas.
- Each club requesting use of the North and Jump Lake areas shall only be granted one event, per month.
- Each club may be granted a maximum two (2) consecutive-day event, per month.
- Events may only be scheduled on the first and third weekend of each month. No back-to-back weekend events shall be allowed to provide availability for member use, and any preparations needed between events.

- All events and tournaments scheduled in the North Ski area must be completed by 2pm.
- If more than two clubs request an event, for a given month, a lottery shall be held to determine which clubs are approved to host an event that month.
- All events shall require scheduling and coordination of patrol staff needed to monitor the event, and traffic. The Sanctioned Club hosting the event shall pay the related costs for patrol staff needed.
- The Sanctioned Club hosting the specific event shall receive approval for exclusive use of the event area, during the event time period only.
- All enforcement of lake rules, and boat wakes shall be at the discretion of the marine patrol staff on duty, during the event. Modifications shall be made as needed for the specific event.
- All requests for variance exceptions of the specific Rules & Regulations must be approved by the Board of Directors on an annual basis.
- All Calendar requests that meet the policy guidelines shall be submitted by September 1 for review and approval by the Board of Directors on an annual basis.

5.0 Responsible Parties

- The Canyon Lake Sanctioned Clubs that utilize the Lake to host annual club and community events.
- The CLPOA personnel that assist with planning and coordination of the event preparations and day of tasks.

6.0 Related Policies

The CLPOA Rules and Regulations details specific rules and policies regarding use, and operation of any watercraft on the lake. This policy shall be in conjunction with the Rules & Regulations to provide guidelines for those groups requesting exceptions to the rules to host the annual events, and to determine eligibility and approval for use of the lake for the calendar dates requests.

7.0 History

This policy shall supersede previous decisions of the Board of Directors to establish an ongoing annual protocol for the CLPOA staff and Board of Directors to use when reviewing and approval the annual Lake Use Calendar going forward.

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.
- Senior Boutique Vendor Spots is full – event to take place 11/5-11/6

Activities Dept. 50

- Don Dokken POSTPONED – 6/18 concert moved to 2/11/23
- Community benches throughout community. Give Activities a call to order a bench.
- Worked with clubs/City of Canyon Lake/Chamber for community events: Maui Sunday, 9/11 Tribute event, Lions Club Pancake Breakfast, Bassmasters Fishing Derby, Fine Arts Harborfest concert, Community Garage sale, City/POA Golf Tournament, Pickleball Lessons, Movie Night in the Park
- Worked with members of the community to reserve facilities. 11 - total reservations for September

Pool Dept. 54

- Pool stats September 1-26:
 - Lappers: 536
 - Open Swim: 1943
 - Month totals up to Aug: 2479
- AM Water Aerobics - 8-8:50 am and 9-9:50 am, Monday – Friday, classes are purchased at the pool
- PM Water Aerobics – over for the season
- New Fall Class: Water polo Mondays & Wednesdays 6pm-7pm, ongoing through fall, must have 5 sign-ups per week.
- Fall Hours started 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

- 40th Annual Car Show hosted by the Car Club – 10/1
- Country in the Park hosted by the CLAMS – 10/8
- Rocktoberfest hosted by JWC – 10/15
- Trunk or Treat hosted by FMC – 10/22
- Witches Gathering hosted by the Womens Club – 10/29
- Parade of Frights hosted by Chamber of Commerce – 10/29
- Stone Soul tribute concert hosted by the Guild – 11/5
- Senior Center Boutique – 11/5-11/6

Committees

Fiesta Committee – three open positions

Recreation Committee – one open position

Senior Committee – no open positions

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

COMMUNICATION REPORT

Goals & Campaigns - September 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
 - Solar Project
- Upcoming Event Promotions
 - Canyon Lake Car Show
 - Red Cross Blood Drive
 - Senior Holiday Boutique
 - Tree Lighting Festival
 - Toy Drive & Golf Cart Parade
 - Parade of Lights
- Promoting Dining and Events at Restaurants
- Member Welcome Packet
- Wedding Promotional Packet
- Amenity Promotions
 - Golf Course Overseeding
 - Golf Course Video Hole Tour
 - Golf Annual Membership Campaign
 - Golf Guest for a Day Promotion
 - Golf Daily Play Promotion (Canyon Lake residents only)
 - Pool Hours/End of Season

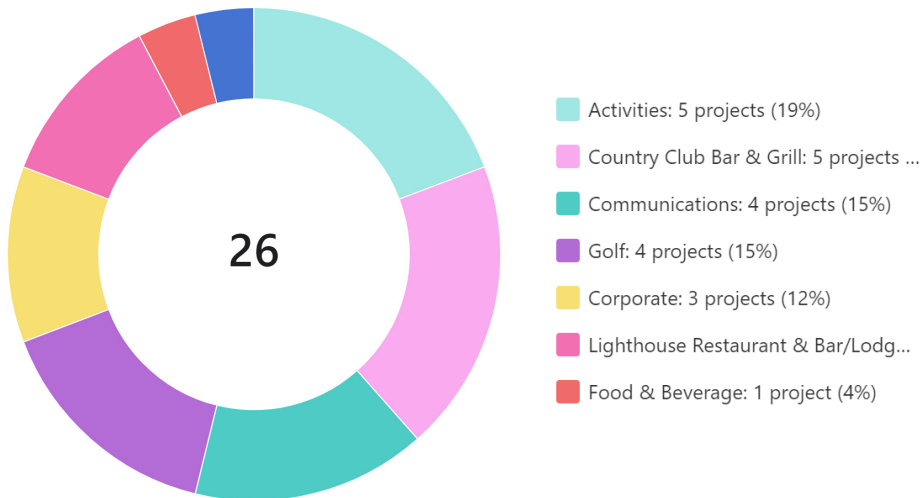
COMMUNICATION REPORT

KPI Dashboard - September 2022

ACTIVE CAMPAIGNS

September 2022

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



HIGHLIGHTS

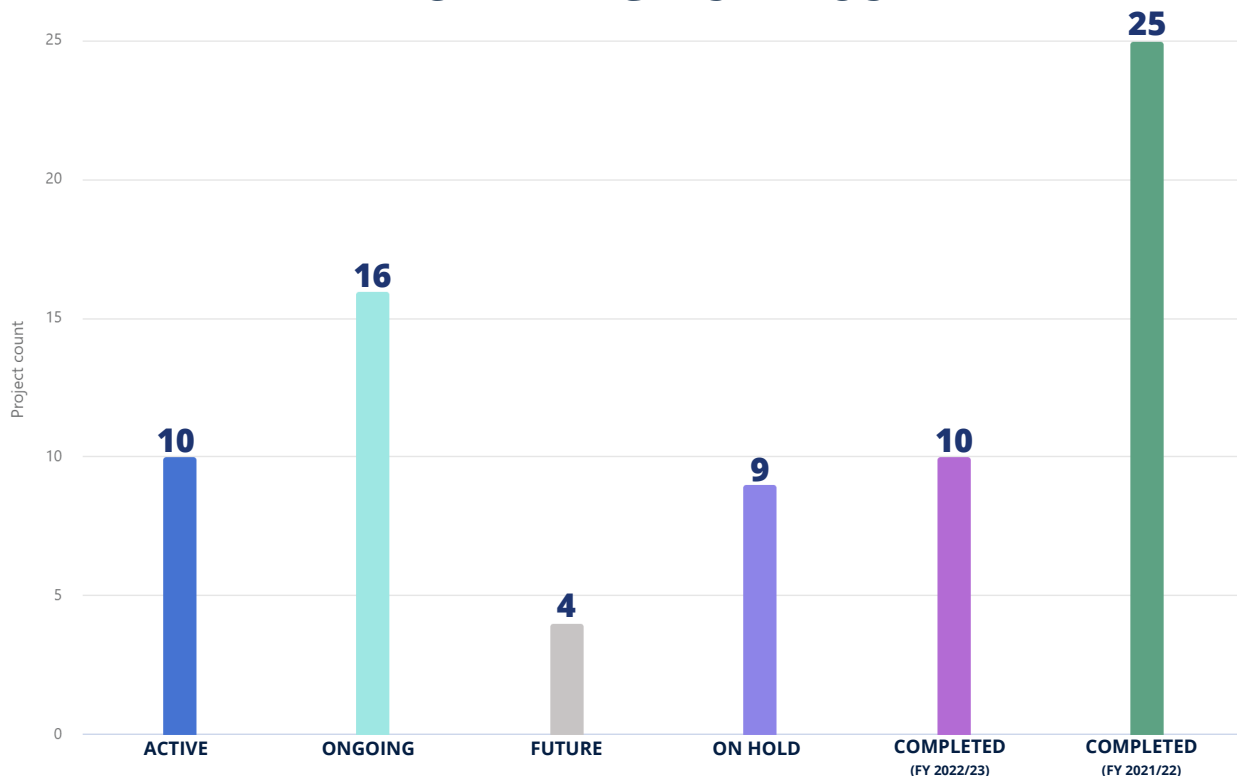
242

tasks completed
in September 2022

14

club events promoted
in fiscal year 2022/23


CAMPAIGN STATUS



FEATURE CAMPAIGNS - CANYON LAKE POA

September 2022

Event & Activities Promotions



BASSMASTERS 36th ANNUAL KIDS FISHING DERBY

REGISTRATION & WEIGH-IN AT HOLIDAY HARBOR PARK

SATURDAY SEP 17
REGISTRATION AT 6 A.M.
WEIGH IN 11 A.M. - 12 P.M.

OPEN TO AGES 15 & YOUNGER.
HOT DOGS, CHIPS & DRINKS FOR LUNCH STARTING AT 12 P.M.

LOTS OF PRIZES & TROPHIES



CANYON LAKE PROPERTY OWNERS ASSOCIATION

COMMUNITY-WIDE SALE

GARAGE Sale

Sept 24 & Sept 25

View Community Map or Register Your Garage Sale at www.clpoa.com/communitysale

American Red Cross

Give blood. Help save lives.

BLOOD DRIVE

Canyon Lake Golf & Country Club
Location: Magnolia Room
32001 Railroad Canyon Rd.
Canyon Lake, CA 92587

Monday, October 10, 2022
9 a.m. to 3 p.m.

To schedule your life-saving appointment, please go online to RedCrossBlood.org and enter sponsor code: CLGCC

Streamline your donation experience and save up to 15 minutes by visiting RedCrossBlood.org/rapidpass to complete your pre-donation reading and healthy history questions on the day of your appointment.



ANNUAL CANYON LAKE JR WOMEN'S CLUB

CANYON LAKE JWC

Rocktoberfest

OCTOBER 15, 2022, 1 P.M. TO 6 P.M.

HOLIDAY HARBOR FEATURING

- Local Craft Microbreweries • Food Vendors • Games
- Live Music by Black Rock Candy & Steel Canyon
- Merchandise Vendors • Wiener Dog Race • Cornhole Tournament
- Champagne Garden featuring Wilson Creek and More!

BEER TASTINGS

GENERAL ADMISSION - PRE-SALE: \$25 | DAY-OF: \$30
CHAMPAGNE GARDEN TASTING \$7

VIP ADMISSION - PRE-SALE: \$45 | DAY-OF: \$55
2 Tastings Per Brewery (ID and Wristband Required)
Buy Tickets at www.clpoa.com/rocktoberfest

Benefiting the Community via the Philanthropic Endeavors of the Canyon Lake Jr Women's Club



CANYON LAKE PROPERTY OWNERS ASSOCIATION

TRACT 3961 VOTE & WIN \$100!

YOUR VOTE MATTERS

ABOUT THE BALLOT

THIS BALLOT MEASURE IS TO DETERMINE IF THE TRAILER PARKING REQUIREMENT IN TRACT 3961 OF 20' SETBACK FROM THE CURB SHOULD BE CHANGED TO 5' FROM THE CURB.

TWO \$100 CANYON LAKE POA GIFT CARDS WILL BE RAFFLED TO TRACT 3961 VOTERS. THOSE WHO ALREADY VOTED ARE INCLUDED IN THE RAFFLE.

NEED A REPLACEMENT BALLOT? VISIT WWW.HOAELECTIONS.NET
CALL HOA ELECTIONS AT 951.667.7191

CANYON LAKE PROPERTY OWNERS ASSOCIATION @canyonlakepoa



Canyon Lake Senior Center's 22nd HOLIDAY BOUTIQUE

2 Day Shopping Event!

5 & 6 NOVEMBER 9 A.M. - 4 P.M. BOTH DAYS

Canyon Lake Senior Center
23307 Canyon Lake Drive
Canyon Lake, CA 92587

LOCALLY CRAFTED ART • UNIQUE ARTISIAN GIFTS
HOLIDAY DECOR • HOME DECOR • AND MORE!

WWW.CLPOA.COM/HOLIDAYBOUTIQUE

Restaurant Promotions



LIGHTHOUSE RESTAURANT & BAR

Daily Specials

Wed-Thurs, 4 p.m. - 8 p.m.
Friday from 4 p.m. - 9 p.m.

WEDNESDAY PASTA NIGHT

\$13.50 Spaghetti & Meatballs. Served with Garlic Toast.
\$13.50 House-Made Lasagna. Served with Garlic Toast.

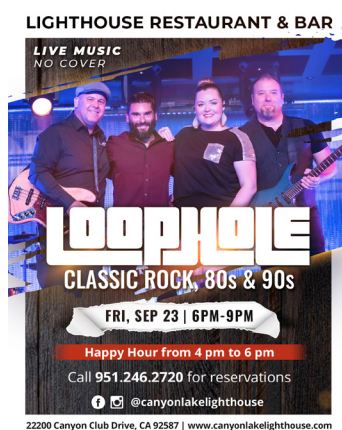
TRI-TIP THURSDAY

\$13.95 Tri-Tip, Served with Mashed Potatoes & Seasonal Vegetables

FISH TACO FRIDAY

\$2.95 each. Crispy Fish Tacos With Cabbage & Pico De Gallo.

LIGHTHOUSE RESTAURANT & BAR @canyonlakelighthouse
www.canyonlakelighthouse.com



LIGHTHOUSE RESTAURANT & BAR

LIVE MUSIC - NO COVER

LOOPHOLE

CLASSIC ROCK, 80s & 90s

FRI, SEP 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

STEEL CANYON

90s ALTERNATIVE ROCK

FRI, SEP 30 | 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



LIVE MUSIC - NO COVER

Katie Shorey

DISCO NIGHT

FRIDAY, SEP 30, 2022 | 6 P.M. TO 9 P.M.

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

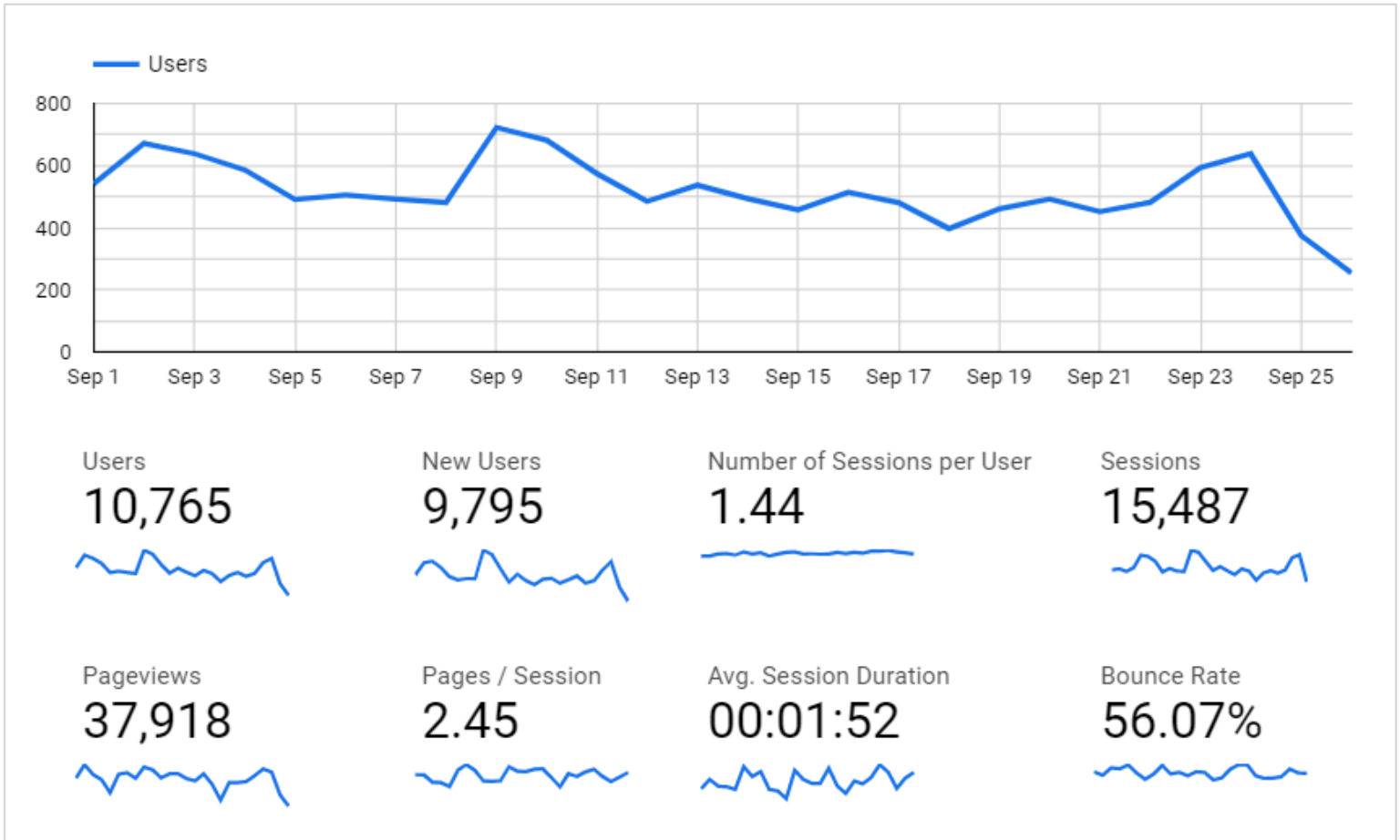
Call 951.246.1773 for reservations
Open to the Public and Members

CANYON LAKE COUNTRY CLUB BAR & GRILL

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

COMMUNICATION REPORT

Website Highlights - September 2022



TOP 10 VISITED WEBSITE PAGES

September 1, 2022 - September 26, 2022

		37,921 % of Total: 100.00% (37,921)	37,921 % of Total: 100.00% (37,921)
1.	Home - Canyon Lake POA	7,645	20.16%
2.	Login - Canyon Lake POA	3,388	8.93%
3.	My Info - Canyon Lake POA	1,362	3.59%
4.	Camping - Canyon Lake POA	1,303	3.44%
5.	Lighthouse Home - Canyon Lake POA	1,272	3.35%
6.	Events - Canyon Lake POA	1,120	2.95%
7.	Search - Canyon Lake POA	1,099	2.90%
8.	Community Garage Sale - Canyon Lake POA	1,066	2.81%
9.	City Golf Tournament - Canyon Lake POA	1,042	2.75%
10.	Make Payment - Canyon Lake POA	963	2.54%

COMMUNICATION REPORT

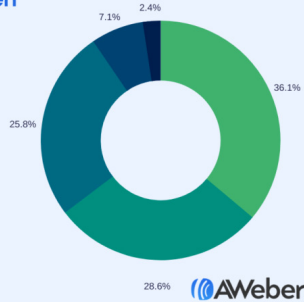
Email Highlights - September 2022

EMAIL DASHBOARD - SEPTEMBER 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



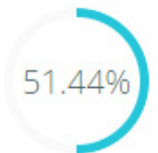
38265

DELIVERED

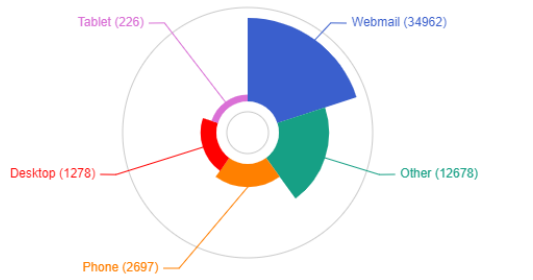


21372

UNIQUE OPENS



DELIVERY BY EMAIL CLIENT - SEPTEMBER 2022



Webmail (34962) Other (12678) Phone (2697) Desktop (1278) Tablet (226)

TOP DEVICE OPENS - SEPTEMBER 2022

- Gmail (16779)
- Yahoo (11730)
- Microsoft Outlook Live (5528)
- Other (1706)
- iCloud (1071)
- Remaining (1435)



COMMUNICATION REPORT

Social Media Highlights - September 2022

PERFORMANCE SUMMARY

16,408

Followers
Total

228

Published Posts
Total

283,390

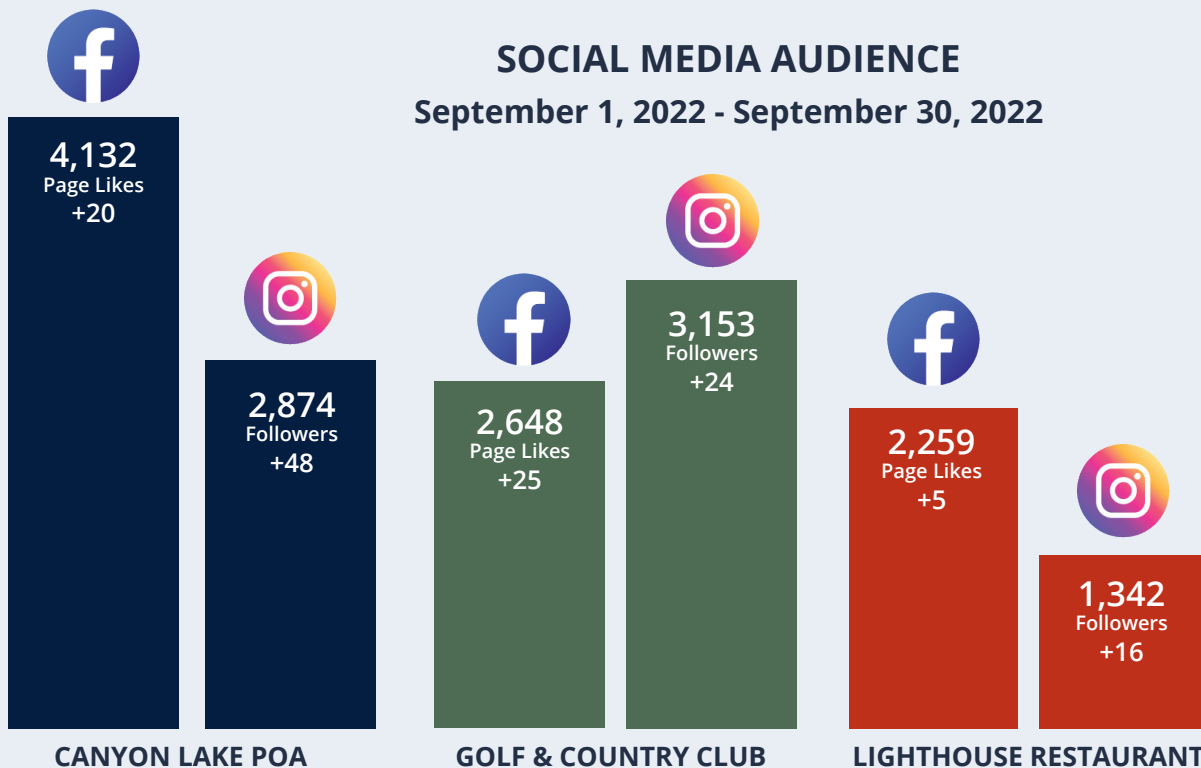
Impressions
Total

12,167

Engagement
Total

SOCIAL MEDIA AUDIENCE

September 1, 2022 - September 30, 2022



PROFILE SUMMARY

Profile	Followers	Growth	Posts	Impressions	Engagements
Canyon Lake POA Facebook	4,132	20	43	62,620	4,248
Canyon Lake POA Instagram	2,874	48	100	67,344	1,125
Golf & Country Club Facebook	2,648	25	11	77,282	4,868
Golf & Country Club Instagram	3,153	24	29	19,511	145
Lighthouse Facebook	2,259	5	16	37,749	1,568
Lighthouse Instagram	1,342	16	29	18,884	213

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

COMMUNITY PATROL REPORT

August 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	June		July		August	
	Calls for Service	Cites	Calls for Service	Cites	Calls for service	Cites
Speed (Patrol)	24	59	5	8	0	0
Speed (Trailer)	NA	71	NA	120	NA	22
Parking – 5.3d Unsightly / Inoperable Vehicles	3	5	0	0	1	4
Parking – 5.3e Long Term	24	5	30	11	9	3
Parking – 5.5a RVs	6	5	6	8	2	1
Parking 5.5c Trailers	6	14	3	11	2	11
Noise	40	7	53	6	18	1
Bus Stop	0	0	0	0	0	1
Gate Runner	63	18	82	12	40	3
Fishing Related	6	4	6	2	13	1
Golf Cart Related	13	49	9	47	7	14
Animal Related	24	8	14	7	13	2
Solicitation	1	0	0	0	3	0
Verbal Abuse to Staff	0	2	0	4	0	4

Continued on next page

Additional Information

	June	July	August
Total Calls for Service	210	298	123
Call for Service – Unable to Locate	90	71	59
Suspicious Person / Vehicle (Average Response Time)	15/8	20/7.3	2

Gate Entry Statistics

	June	July	August
Total Guest Passes issued by Gate	-	-	-
- Main Gate	17,995	18,525	16,270
- East Gate	12,144	12,900	6,390
- North Gate	7,964	8,389	4,218
Total Guest Entries by Gate	-	-	-
- Main Gate	40,591	40,841	37,778
- East Gate	25,853	27,325	20,366
- North Gate	16,704	16,292	12,115
Total RFID Entries by Gate	-	-	-
- Main Gate	116,555	116,245	127,465
- East Gate	59,583	60,176	65,783
- North Gate	39,881	37,907	42,961
Confiscated Guest Passes	171	136	74

Two Guest Lane Entry Protocol*

	June	July	August
Total time in minutes	-	-	-
- Main Gate	111	136	95
- East Gate	8	35	5

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

Incident Report Summary

	June	July	August
Motor Vehicle Accident	2	2	0
Vandalism	13	10	2

Incident Report Detail

Incident Description	Location
Motor Vehicle Accidents- N/A	1. N/A
Vandalism- 1. 08-01-22 While conducting a foot patrol of the area of Moonstone beach the officer spotted vandalism on the park bench. Officer conducted a further patrol of the area. Operations was notified. 2. 08-04-22 while locking up the Gault Field, the patrol officer found, burnt paper towels behind the snack bar and in the Men's restroom. The officer conducted a further patrol of the area and contacted operations. 3. 08-27-22 While the officer was conducting a patrol of Indian Beach, they found the water fountain had been broken off the wall. Officer conducted further patrol of the area. Operations was notified.	1. Moonstone Beach 2. Gault Field 3. Indian Beach

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

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

Marine Patrol Report

August 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	JUNE	JULY	AUGUST
LM.2.5 Expired/ No Registration (State)	10	0	1
LM.2.6 Expired/ No Registration (POA)	22	7	3
LM.2.7 Expired / No Registration at a dock or lift	102	3	0
LM.7.3 Reckless behavior while operating a motorized boat	2	0	1
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	6	3	1
LM.6.7 Excessive Wake	10	4	5
GR.2.18a Loud Noise	1	1	0

Warnings Issued

Warning	JUNE	JULY	AUGUST
LM.2.5 Expired/ No Registration (State)	0	0	1
LM.2.6 Expired/ No Registration (POA)	0	0	1
LM.2.7 Expired / No Registration at a dock or lift	0	0	0
LM.7.3 Reckless behavior while operating a motorized boat	2	3	4
GR.6.2c Failure to present valid ID	0	0	1
GR.4.4 Fishing License	1	1	4
LM.6.7 Excessive Wake	5	7	5
GR.2.18a Loud Noise	0	1	1
LM.9.11 Plowing	5	8	6

Additional Information

	JUNE	JULY	AUGUST
Total Calls for Service	310	203	145
Boat Safety Inspection	213	112	50
Boat Tow (Out of fuel/mechanical)	18	14	18
Boat Tow (Adrift)	1	2	1
Battery Assist	3	1	2
P&C Inspector Escort Hours	12.25	6.25	7.20
Fishing License Checks	21	28	18
Quagga Inspection	71	61	51
White Tag Applied	19	29	22
Quarantine Tag Applied	1	0	0

Boat Operating Hours

	JUNE	JULY	AUGUST
Boat 1 START 10524.9/ END 10619.0	82.3	148.6	94.1
Boat 2 START 10202.8/ END 10383.0	106.5	194.8	180.2
Boat 3 START 589.3/ END 595.4	26.9	42.8	6.1
Boat 4 START 526.3/ END 545.5	102.1	29.8	19.2

Boat Operating Hours by Location

	JUNE	JULY	AUGUST
Main Lake	164.9	201.5	155.0
East Bay	126	171.7	138.5
North Ski	26.9	42.8	16.1

Incident Report Summary

	JUNE	JULY	AUGUST

NO REPORTS	0	0	0
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Incident Report Detail

Incident Description	Location

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

Date: 10/4/22

To: Board of Directors

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

Total current items monitored by the department **2598** which includes permit due dates, violations, extension, and escrow inspections, last month **2560**.

Permit Breakdown

1. **1374** Open permit – up
 - a. **67** new home/major additions
 - b. **146** lakeside permits
 - c. **189** solar panel permits
 - d. **70** fence permits
 - e. **12** dumpster/pod permits
 - f. **432** Same Day Permits
 - g. **882** Improvements (multiple types)

Violation/Escrow Breakdown

1. **1052** Open violations – down
2. **54** Open escrows - down

ACC Committee Overview

1. Total of **331** items reviewed
2. Total of **219** permits approved

Items reviewed – Permit Breakdown

1. New Home Reviewed/Permit (**3**)
2. Grading Permit (**0**)
3. Improvements (**69**)
4. Lakeside Improvement (**16**)
5. Recorded Variance (**5**)
6. Rejected Applications (**43**)
7. Re-Submittal's (**7**)
8. Permit issued same day (Over the counter) (**117**)
9. Preliminary Applications (**1**)

Member Complaints

1. **43** Complaints investigated (**2** months)
2. **0** already written

Letter - Compliance

1. **323** compliances
2. **189** Courtesy Notices

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

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

Completed Projects

- **Country Club Walkway** – Concrete was re-sealed.
- **Card Readers at Gates** – all lanes have had card readers installed.

Developing Projects

- **CLDS Median at Main Gate** – RFP was completed, and it is going to bid.
- **Country Club Shade Structure** – drawings have been submitted for a permit.
- **Equestrian Center Arena** – Facilities Planning Committee will be looking into this project.
- **Equestrian Center Stalls & Barn Rain gutters** – Ongoing project to be completed before rainy season.
- **Lodge Bar/Restaurant Remodel** – RFP is in progress.
- **Lodge Outdoor Venue** – RFP is in progress.
- **Mailbox Slabs and Lighting** – Project is continuing.
- **Pickleball Court Addition** – Plans returned from building department with comments.
- **Solar Panels** – Lodge Solar Panels were delivered, and install is planned for the coming months.
- **Tennis Court Shade Structure** – Plans are being created to go out to bid.
- **Vacation Park Playground & Exercise Equipment** – Playground equipment has been delayed and will be delivered and installed in November.

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. We worked closely with Activities to be sure the Gault Facility stayed operational for the many baseball events. Also helped with Ski Tournaments and Maui Sunday.

General Maintenance Items

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

- **Permits to Operate** – Yearly renewals were completed for campground LPG as well as the Operations air pressure tank.
- **Fire alarm Inspections** – Inspections were done to be sure fire alarms are all working properly.

Safety / Training

- **Bloodborne Pathogen Training** – Training was conducted by Safety Compliance Company with how to properly handle any bloodborne pathogen weather in cleanup or first aid situations.

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 August.

Green Committee: The Green Committee met in person on September 8th in the Magnolia Room at the Country Club. The following agenda items were addressed by the Green Committee:

- Confirming turf for #4 walkways to White Tee
- Handicap Flag Rule
- Two persons per golf cart

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 October 13th at 1:00pm.

Facilities Planning Committee (FPC): The Facilities Planning Committee met on September 8th in the Magnolia Room at the Country Club. The following agenda items were addressed by the FPC Committee:

- Large dog park
- Gault Field
- Golf Maintenance Building
- Interviews for alternate position

The Committee meets on the 2nd Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on October 13th at 3:30pm.

Recreation Committee: The Recreation Committee met on September 20th in the Conference Room at the POA. The following agenda items were addressed by the FPC Committee:

- Chairperson & Secretary positions
- Gault Field Upgrades
- Electric Boards
- New applicant

The Committee meets on the 2nd Tuesday of the month in the Conference Room at the POA. The next scheduled meeting is on October 11th 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

Just like that we are moving into the 2022 Holiday Season. This year is flying by, and the projects are getting completed one after another. The Country Club is looking great with the new artificial lawn and sealed concrete. The shade cover will go up quickly once the plans are approved. Vacation Parks soft opening was a hit, and the kids are loving the new pump track. The monument has gone in with the parks new name, and the playground equipment will be on its way and installed soon. New projects are already moving forward with the Solar Panel shades going in around the community soon. The Tennis Court will also get a new shade structure to help that amenity. While we are continuing to do our part keeping common areas clean and manicured, we are looking forward to seeing the community get into the holiday spirit. Bring on the skeletons and witches because Halloween is right around the corner.



Presented By: *Steve Schneider, Director of Operations*

VANDALISM REPORT
August 2022

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
324950	N/A	7/25/2022	COMMON AREA / LAKE	ASSESS & CLEAN UP LAKE SPILL	\$13.00	3	\$459.00	ABSORBANT MATS
324968	N/A	7/28/2022	TENNIS COURTS	REPAIR RAILING AT COURTS	\$0.00	1	\$50.00	GENERAL HARWARE (STOCK)
324969	N/A	7/28/2022	COMMON AREA	REPAIR DAMAGED DRINKING FOUNTAIN	\$0.00	1.5	\$75.00	GENERAL HARWARE (STOCK)
324992	N/A	8/1/2022	COMMON AREA / SUNSET BEACH	REPAIR LOCK LATCH FOR SUNSET BEACH GATE	\$8.60	2	\$108.60	METAL
325002	2047821	8/2/2022	COMMON AREA / INDIAN BEACH	REPLACE MISSING SIGN AT INDIAN BEACH	\$45.00	1	\$95.00	NEW "NO DOGS ALLOWED" SIGNAGE
325008	N/A	8/3/2022	COMMON AREA / SUNSET BEACH	ASSESS & REPAIR SUNSET PLAYGROUND GATE ENTRANCE	\$30.98	1	\$80.98	LOCK LATCH
325034	N/A	8/5/2022	COMMON AREA / MOONSTONE BEACH	REPLACE MISSING SIGN AT MOONSTONE BEACH	\$45.00	1	\$95.00	NEW "NO DOGS ALLOWED" SIGNAGE
325116	N/A	8/12/2022	COMMON AREA / HARRELSON PARK	CHECK PERIMETER FENCING	\$7.00	1	\$57.00	HOG RINGS
325201	2074939	8/22/2022	COMMON AREA	REPLACE LOCK ON DAM VIEW GATE OFF LOCH LOMOND	\$23.75	0.25	\$46.25	NEW LOCK

\$173.33 **\$ 11.75** **\$780.83**
\$ 587.50

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending August 2022	Project Totals
Admin Int		-	-
#2146 Interior Floor, Carpet	18,913	-	18,913
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
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
		-	-
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
#18137 Restroom Repairs		1,754	1,754
#24090 Lodge - Tennis Courts, Restrooms		4,250	4,250
		-	-
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

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending August 2022	Project Totals
		-	
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	-	-	-
#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	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
#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	-	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	38,345	56,900
#14006 Mailbox (Concrete Pads)		34,550	34,550
#14016 Signs, Street		5,541	5,541
#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	2,263	18,113
#14012 Grounds - Signs, POA		3,465	3,465
		-	-
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	468,358	3,117,028.95

Canyon Lake Property Owners Association

Road Reserve Fund Expenditures

	2021-2022 To Date Ending April 2022	2022-2023 To Date Ending August 2022	Project Totals
			\$ -
3-2104-01 Pavement Imp Plan Design	193,183	4,310	\$ 197,493
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	15,221	326,869

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
 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 August 2022	Project Totals
			-	
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	124,660.46	236,546
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	12,443.84	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	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	287,720.31	2,065,379
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			20,768.75	20,769
Golf Course Irrigation System (Fund 02)			5,025.00	5,025
	211,944	2,365,662.15	535,714.23	3,113,320.38
			-	- Control