

Board of Directors
Regular Session Board Meeting Agenda
Tuesday, February 9, 2021 - 6:00 – 9:30 P.M.
Virtual Meeting
This meeting will be conducted online only

Join the virtual meeting at vm.clpoa.net
Dial into the meeting by phone: 1-669-900-6833
Meeting ID: 868 9110 1316

1. **Welcome and Call to Order**
 - Pledge of Allegiance
 - Verification of Quorum
2. **Approval of Minutes**
 - January 12, 2021
3. **Public Official Comments**
4. **Presentations**
 - Lodge Interior Renovation and Outside Patio Dining and Event Space Presentation
5. **Announcements**
6. **Consent Agenda (Items A-I)**
 - A. Jacob Bennett 30441 Big River Dr Approval for: Six (6') Foot Fence
Proposed Resolution: That the Board of Directors approve the six (6') foot fence with a recorded variance for the life of the improvement.
 - B. Ronald Marcuse 30050 Windward Dr Approval for: Six (6') Foot Fence
Proposed Resolution: That the Board of Directors approve the six (6') foot fence with a recorded variance for the life of the improvement.
 - C. Aden Robinson 23056 Canyon Lake Dr N Approval for: Six (6') Foot Fence
Proposed Resolution: That the Board of Directors approve the six (6') foot fence with a recorded variance for the life of the improvement
 - D. Scott Paul 29875 Redwood Dr Approval for: Six (6') Foot Fence
Proposed Resolution: That the Board of Directors approve the six (6') foot fence with a recorded variance for the life of the improvement.
 - E. Eric Barajas 22840 Compass Dr Approval for: Six (6') Foot Fence
Proposed Resolution: That the Board of Directors approve the six (6') foot fence with a recorded variance for the life of the improvement.

- F. 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 for the period of, December 31, 2020.

- G. Authorization of Liens
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.

- H. Report of Executive Session Actions (Lynn Jensen)

- I. APPROVAL: Green Committee Appointment
Proposed Resolution: That the Board of Directors approve the appointment of Jeannette Williams to the Green Committee, contingent upon execution of a confidentiality agreement, effective immediately.

7. Board Action Items

7.1 28 Day Reading – Revise Rule GR.5.5a No Recreational Vehicle, 5th Wheel, and Camping Trailer Parking / Storage on Streets for More than Twenty-Four (24) Hours (Cory Gorham)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule GR.5.5a, as attached.

7.2 28 Day Reading – Revise Rule GR.5.5c No Trailer Parking for More than Twenty-Four (24) Hours (Cory Gorham)

Proposed Resolution: That the Board of Directors approve the 28-day reading to revise rule GR.5.5c, as attached.

7.3 28 Day Reading – New Rule LM.9.28 No Wakesurfing in the Slalom Course Area (Director Nathan)

Proposed Resolution: That the Board of Directors approve the 28-day reading to add rule LM.9.28, as attached. Further recommended that the staff develop and post user guidelines consistent with the discussion at the August 4, 2020 Board Meeting, including the topics attached.

7.4 APPROVAL: Sierra Park Shade Project (Steve Schneider)

Proposed Resolution: That the Board of Directors approve funding of \$120,186 plus a 5% contingency from the Capital Improvement fund, 05-670 for Sierra Park Shade Project.

7.5 APPROVAL: Indian Beach Shade Project (Steve Schneider)

Proposed Resolution: That the Board of Directors approve funding of \$124,816 plus a 5% contingency from the Capital Improvement fund, 05-670 for Indian Beach Shade Project.

7.6 APPROVAL: Mailbox Lighting Project (Steve Schneider)

Proposed Resolution: That the Board of Directors approve the complete project and funding of \$138,400 Plus a 5% contingency from the Capital Improvement fund, 05-670 or place the project on

hold.

7.7 APPROVAL: Golf Course Irrigation Project (Steve Schneider)

Proposed Resolution: That the Board of Directors approve funding for \$1.88 million plus an 8% contingency from the Repair and Reserve fund, 02-670 for the Golf Irrigation system described to be completed as one project.

7.8 APPROVAL: Preview of BAI Purchase Request on Software (Susan Dawood)

Proposed Resolution: That the Board of Directors approve the software implementation expenditure cost of \$103,400 to be paid in two installment payments as replacement software costs from the Repair and Replacement Reserve Fund. It is also recommended that the Board approve \$52,800 for upgraded hardware to be paid from the Repair and Replacement Fund as part of ongoing computer related upgrades (already itemized for replacement in the Reserve Study for the fund).

7.9 APPROVAL: 2021 Annual Meeting of the Members and Election of Director's Ballot Measures
(President Poland)

Proposed Resolution: That the Board of Directors approve the attached ballot measures to be included on the 2021 Annual Meeting of the Members and Election of Directors' Ballot.

7.10 APPROVAL: Revised ACC Variance Policy (President Poland)

Proposed Resolution: That the Board of Directors, with the enactment of this resolution, allows the ACC to grant, without additional Board approval, variances for 6-foot fences or improvements in the side and rear setback discovered during escrow inspections. All other recommendations for or against the granting of a variance must be considered and discussed by the Board at Open Session.

7.11 Discussion Item: Possible Rule Changes Related to Political Signs on Member's Property
(President Poland)

8. Member Comments on Non-Personnel Issues (Limited to three 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 via email at board@canyonlakepoa.com or a chat request through Zoom interface. 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 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.

9. Association Reports

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

10. Board Comments

11. Architectural Appeals

- A. Ed Ryder - 30295 White Wake Drive
Appealing ACC Denial of Over-height Wall

12. Next Meeting Date

- Tuesday, March 9, 2021 at 2:00 p.m. – Executive Session
- Tuesday, March 9, 2021 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 Board of Directors of the Canyon Lake Property Owners Association met in Regular Session on Tuesday, January 12, 2021, via Zoom. President Chris Poland called the meeting to order at 6:05 p.m. Directors present were Jim Barringham, Jeanne O’Dell, Joe Kamashian and Tom Nathan. Five Board Members were present, quorum was met. Also present were; Assistant General Manager Lynn Jensen; Sr. Planning and Compliance Manager Cheryl Mitchell; ACC Chairperson John Stelzner; Sr. Manager of Member Services Cory Gorham; Controller Susan Dawood; Director of Operations Steve Schneider; and PIO / Clerk of the Board Harmony McNaughton.

1. **Welcome and Call to Order**

Verification of Quorum

Pledge of Allegiance was led by President Poland

2. **Approval of Minutes**

- November 9, 2020
- December 1, 2020

MOTION/RESOLUTION: Director Nathan moved to approve the November 9, 2020 and December 1, 2020 Regular Session Meeting Minutes, as attached. Director O’Dell seconded. Five votes in favor.

MOTION CARRIED

3. **Public Official Comments**

Mayor Castillo reported on: City updates, upcoming Interim Fire Chief appointment, building purchase in line with the City’s economic development, City staff changes, City Council’s review of the 2020 goals, and meetings live streamed with public comments available via email.

EVMWD Director Darcy Burke reported on: upcoming virtual budget workshops, water rate increases, shutoff moratoriums, Canyon Lake water treatment plant updates, pilot test for improvements to taste and odor, water quality, customer surveys seeking feedback, lake levels, sewer rehabilitation project status, paving repairs on Golden Gate Dr., and current business hours.

4. **Presentations**

None.

5. **Announcements**

6. **Consent Agenda (Items A-G)**

MOTION/RESOLUTION: Upon motion properly made by Director Kamashian, seconded by Director O’Dell, and five votes in favor. Items A, B, C, D, E, F, and G were APPROVED

A. Jake Bright 23654 Canyon Lake Dr N. Approval for: Six (6’) Foot Fence & Gate

MOTION/RESOLUTION: That the Board of Directors approves the six (6’) foot fence, and gate with a recorded variance for the life of the improvement. APPROVED

B. Kyle Reynolds 29971 White Sail Pl. Approval for: Six (6’) Foot Fence

MOTION/RESOLUTION: That the Board of Directors approved the six (6’) foot fence with a recorded variance for the life of the improvement. APPROVED

C. Joe T Rosales 23051 Giant Fir Pl. Approval for: HVAC in Setback

MOTION/RESOLUTION: That the Board of Directors approves the HVAC unit located in the setback with a recorded variance for the life of the improvement. APPROVED

D. Khaled Ghamraoui 30098 Point Marina Dr. Approval for: Six (6') Foot Wall

MOTION/RESOLUTION: That the Board of Directors approves the six (6') foot wall with a recorded variance for the life of the improvement. APPROVED

E. 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 for the period of, November 30, 2020. APPROVED

F. 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

G. Report of Executive Session Actions

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

7. Board Action Items

7.1 APPROVAL: Ratification Reserve Funding for Santana Court Pavement Rehab

MOTION/RESOLUTION: Director O'Dell moved that the Board of Directors approve the additional funding of \$27,786 for a total project amount of \$71,842 plus a 5% contingency from the Road Reserve funds 03-670. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

7.2 APPROVAL: Ratification, Member Concerns – Parking / Traffic Issues Facilities Planning Committee Recommendations

MOTION/RESOLUTION: Director Kamashian moved that the Board of Directors ratify this recommendation for Canyon Lake Drive South/ Village way which includes additional road striping and red curbing in front of a residence or send back to the Committee for additional research and clarification. Director Barringham seconded. Five votes in favor. MOTION CARRIED

7.3 APPROVAL: Ratify Abandoned Projects 2020

MOTION/RESOLUTION: Director O'Dell moved that the Board of Directors ratify the abandonment of the following 2020 projects for lack of feasibility: Moonstone Beach Playground Installation and Underground Utilities at the Tennis Courts. Director Barringham seconded. Five votes in favor. MOTION CARRIED

7.4 APPROVAL: Restatement of Updated Bylaws

MOTION/RESOLUTION: Director O'Dell moved that the Board of Directors adopt and publish the updated Bylaws, as attached. Director Kamashian seconded. Five votes in favor. MOTION CARRIED

7.5 Discussion Item: POA Architectural Standards

The Board held discussion.

8. Member Comments on Non-Personnel Items

The Board heard member comments.

9. Association Reports

- Assistant General Manager, Lynn Jensen

Reported on: city permits, 2020 challenges and closures, project updates, pavement project, landscape and ADA ramp progress at the lodge, Moonstone Park upgrades, Happy Camp playground, staff reports, takeout and delivery-dining only at the Restaurants, Budget planning, and new Door Dash availability.

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

10. Board Comments

- Director O'Dell reported on: Finance Committee budget process, upcoming Budget Workshop on February 18th, FPC updates, mailbox light installations and testing, center median landscaping, FPC Meeting to review center medial landscape concepts, campground restroom and the large dog park.
- Director Kamashian commented on: Appeals Committee meetings monthly via zoom, TWG Committee currently dark but meeting for outdoor projects, TWG seeking volunteers at 7:30 a.m. on Tuesday mornings, Green Committee meetings, appreciation to Mayor Castillo and the City for the Interim Fire Chief appointment, restaurant reminders, and accessibility of the DwellingLIVE phone app.
- Director Barringham reported on the continued Senior Center closure, and dark status of the Senior and Fairway Estates Committees dark.
- Director Nathan reported on: this year's lake levels, COVID-19 restrictions on the restaurants, and dark Recreation Committee meetings until a revised schedule is announced.
- President Poland reported on: political flags and signs discussions, continued rule reviews, ACC Committee updates, weekly meetings with staff and legal counsel, streamlined ACC processes, and continued review of the North Ski area.

11. Architectural Appeals

None.

12. Next Meeting Date

- Tuesday, February 9, 2021 at 2:00 p.m. – Executive Session
- Tuesday, February 9, 2021 at 6:00 p.m. – Regular Session

13. Adjournment

Director Kamashian moved to adjourn the meeting. Director Barringham seconded. Meeting adjourned at 7:19 p.m.

Minutes approved: _____

Approved on: _____

Date: 2/9/21

To: Board of Directors

From: Planning and Compliance Department

Consent Agenda Items – (A-E)

- A. **Jacob Bennett** 30441 Big River Dr **Approval for: Six (6') Foot Fence**
Proposed Resolution: That the Board of Directors approves the six (6') foot fence with a recorded variance for the life of the improvement.
- B. **Ronald Marcuse** 30050 Windward Dr **Approval for: Six (6') Foot Fence**
Proposed Resolution: That the Board of Directors approved the six (6') foot fence with a recorded variance for the life of the improvement.
- C. **Aden Robinson** 23056 Canyon Lake Dr N **Approval for: Six (6') Foot Fence**
Proposed Resolution: That the Board of Directors approves the six (6') foot fence with a recorded variance for the life of the improvement
- D. **Scott Paul** 29875 Redwood Dr **Approval for: Six (6') Foot Fence**
Proposed Resolution: That the Board of Directors approves the six (6') foot fence with a recorded variance for the life of the improvement.
- E. **Eric Barajas** 22840 Compass Dr **Approval for: Six (6') Foot Fence**
Proposed Resolution: That the Board of Directors approves the six (6') foot fence with a recorded variance for the life of the improvement.

TO: Board of Directors

FROM: Controller

RE: Monthly Financial Statement Review

Background

5500.

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

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

Fiscal Impact

None

Recommendation:

Staff recommends that the Board of Directors review and approve the attached Financial Statement information for December 31, 2020.

Susan C. Dawood, Controller

Date: February 9th, 2021

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. 355-212-009
2. 353-104-001
3. 353-132-027
4. 353-223-002
5. 354-052-024
6. 354-171-005
7. 354-103-006
8. 355-036-005
9. 354-151-015
10. 351-181-013
11. 353-073-014
12. 355-341-001

Date: February 9, 2021

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 February 9, 2021. The meeting was called to order at 2pm. Items discussed during this session included:

Legal Matters - The Board of Directors and management received an update from legal counsel in regards to Association matters. In addition, the Board held discussion on two (2) legal items.

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 two (2) third party contract/agreement 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: February 9th, 2021

To: Board of Directors

From: Steve Schneider, Operations Department - CLPOA Staff Liaison

RE: Committee Appointment - Green Committee

Background

The current Women's Golf Club representative has stepped down at the end of 2020. Jeannette Williams was selected by the Women's Golf Club to be their new representative on the Green Committee, effective January 1, 2021. After discussions via email due to the pandemic, the Green Committee unanimously accepted the Women's Golf Club selection of Jeannette Williams as their representative.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the appointment of Jeannette Williams to the Green Committee, contingent upon execution of a confidentiality agreement, effective immediately.

Steve Schneider

Steve Schneider, Director of Operations

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: February 9, 2021 **ACTION:**

TO: Board of Directors

FROM: Sr. Member Services Manager

RE: 28 Day Reading – Revise Rule GR.5.5a No Recreational Vehicle and Trailer Parking / Storage on Streets for more than 24 Hours

Background

Over the last several months, various community members and members of the Appeals Committee have expressed concerns regarding RV / trailer parking and the associated rules. Specifically, concerns include:

1. The volume and length of time that RVs / trailers are being parked on the streets
2. Difficulty driving when a RV has “pop outs” extended into the streets
3. General confusion on the definition of a “trailer” as it relates to this specific rule.

The proposed rule revision addresses these concerns and has the following impact:

1. The rule language is updated to clarify that the rule applies to RVs, 5th Wheels, and Camping Trailers
2. The 48-hour permit option is reduced to a 24-hour permit
3. Rule language is added to clarify the appropriate use of “pop outs”.

Fiscal Impact

Unknown. For the period Jan 2020 – Jan 2021, a total of 54 written warnings / citations have been issued for violation of this rule.

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule GR.5.5a as attached.



Cory Gorham, Sr. Member Services Manager

Current Rule

GR.5.5a No Recreational Vehicle and Trailer Parking / Storage on Streets for More than Twenty-Four (24) Hours:

Recreational vehicles and trailers may not park on Canyon Lake streets for more than twenty-four (24) hours at a time and only to permit loading and unloading.

If twenty-four (24) hours is not practical, a resident may obtain a forty-eight (48) hour pass [limited to two (2) forty-eight (48) hour permits in a 30-day period per vehicle]. Permits are obtained from Community Patrol. Members must contact Community Patrol prior to the expiration of twenty-four (24) hours and request an extension.

Attaching a trailer to a vehicle does not affect the application of any rule; the trailer is still subject to the limitation specified. Any recreational vehicle or trailer parked pursuant to a forty-eight (48) hour permit must be parked in front of the member's lot for which the permit was issued.

Proposed Revision (Redlined)

GR.5.5a No Recreational Vehicle, 5th Wheel, and Camping Trailer Parking / Storage on Streets for More than Twenty-Four (24) Hours:

Recreational Vehicles, 5th Wheels, and Camping trailers may not park on Canyon Lake streets for more than twenty-four (24) hours at a time and only to permit loading and unloading.

~~If twenty-four (24) hours is not practical, a resident may obtain a forty-eight (48) hour pass [limited to two (2) forty-eight (48) hour permits in a 30-day period per vehicle]. Permits are obtained from Community Patrol. Members must contact Community Patrol prior to the expiration of twenty-four (24) hours and request an extension.~~

If twenty-four (24) hours is not practical, a member may obtain a permit for an additional twenty-four (24) hours [limited to two (2) twenty-four (24) hour permits in a 30-day period per vehicle] through Community Patrol. The member must visit Community Patrol at Bluebird Hall to obtain the permit prior to the expiration of the initial twenty-four (24) hour period.

~~Attaching a trailer to a vehicle does not affect the application of any rule; the trailer is still subject to the limitation specified.~~ Any Recreational Vehicle, 5th Wheel, and Camping Trailer ~~or trailer~~ parked pursuant to a ~~forty-eight (48)~~ twenty-four (24) hour permit must be parked in front of the member's lot for which the permit was issued.

In the event that "pop outs" need to be extended the following conditions apply:

- a. During day light hours only for loading and unloading,

- b. Are not allowed to extend towards the center of the road. A Recreational Vehicle may park opposite the direction of normal traffic to ensure that the “pop outs” extend towards the property.

Revised Rule

GR.5.5a No Recreational Vehicle, 5th Wheel, and Camping Trailer Parking / Storage on Streets for More than Twenty-Four (24) Hours:

Recreational Vehicles, 5th Wheels, and Camping trailers may not park on Canyon Lake streets for more than twenty-four (24) hours at a time and only to permit loading and unloading.

If twenty-four (24) hours is not practical, a member may obtain a permit for an additional twenty-four (24) hours [limited to two (2) permits in a 30-day period per vehicle] through Community Patrol. The member must visit Community Patrol at Bluebird Hall to obtain the permit prior to the expiration of the initial twenty-four (24) hour period.

Any Recreational Vehicle, 5th Wheel, and Camping Trailer parked pursuant to a twenty-four (24) hour permit must be parked in front of the member’s lot for which the permit was issued.

In the event that “pop outs” need to be extended the following conditions apply:

- c. During day light hours only for loading and unloading,
- d. Are not allowed to extend towards the center of the road. A Recreational Vehicle may park opposite the direction of normal traffic to ensure that the “pop outs” extend towards the property.

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DATE: February 9, 2021 **ACTION:**
TO: Board of Directors
FROM: Sr. Member Services Manager
RE: 28 Day Reading – Revise Rule GR.5.5c No Trailer Parking After Sunset

Background

Since March 1984 the Association has had a rule in place to restrict overnight trailer parking on the streets. While the exact reasoning for this rule is not known, it has been suggested that the rule was implemented as a safety precaution to prevent vehicles from hitting low visibility trailers at night.

Within the last year, this rule has been questioned by some community members as they use a utility trailer for work and have no where else to park the trailer when they come home.

The proposed revision to this rule would allow trailers to be parked on the street for 24 hours provided that they have proper lamps and reflectors and be attached to a tow vehicle

Fiscal Impact

Unknown. For the period Jan 2020 – Jan 2021, a total of 490 written warnings / citations have been issued for violation of this rule.

Recommendation

It is recommended that the Board of Directors approve the 28 day reading to revise rule GR.5.5c as attached.



Cory Gorham, Sr. Member Services Manager

Current Rule

GR.5.5c No Trailer Parking After Sunset:

No trailers, including, but not limited to horse trailers, utility trailers and any other similar vehicle may be parked on the street after sunset. Boat trailers carrying a boat may be parked if attached to a towing vehicle for no more than one period from dusk to dawn any given day. If a boat trailer is marked and fails to move in 12 hours, it will be a violation of this rule.

Proposed Revision (Redlined)

GR.5.5c No Trailer Parking ~~After Sunset~~ for More than Twenty-Four (24) Hours:

No trailers, including, but not limited to horse trailers, ~~boat trailers~~, utility trailers and any other similar vehicle may be parked on the street ~~after sunset~~ for more than twenty-four (24) hours at a time. ~~Boat trailers carrying a boat may be parked if attached to a towing vehicle for no more than one period from dusk to dawn any given day. If a boat trailer is marked and fails to move in 12 hours, it will be a violation of this rule.~~ All trailers and any other similar vehicle must display rear lamps and reflectors as well as rear side reflectors and must be attached to the tow vehicle.

Revised Rule

GR.5.5c No Trailer Parking for More than Twenty-Four (24) Hours:

No trailers, including, but not limited to horse trailers, boat trailers, utility trailers and any other similar vehicle may be parked on the street for more than twenty-four (24) hours at a time. All trailers and any other similar vehicle must display rear lamps and reflectors as well as rear side reflectors and must be attached to the tow vehicle.

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DATE: February 9, 2021 **ACTION:**

TO: Board of Directors

FROM: Vice President

RE: 28 Day Reading – New Rule LM.9.28 No Wakesurfing in the Slalom Course Area

Background

A discussion was held at the Regular Session of the Board on August 4th on a proposed set of additional rules related to the use of the North Ski Area. The rules were intended to formalize the unwritten rules that generally governed the use of both the ski course area and the back water. While these areas have been used successfully for decades, the growth in the number of users and the types of boats and related watersports have resulted in higher levels of damage to the ski course and unsafe conditions during high use periods.

A number of public comments were received during the discussion that ranged from a recognition of the need for formal rules, suggestions for how to improve the useability of the areas, the need to accommodate the new water sports and boats – some that are not allowed on the main lake, increase the usability of the slalom area by moving the towers to a storage location when not being used, not exclude any users and convene all clubs that use the area to work out the details.

The Board appreciated all the input received during the discussion and recognized that priority needs to be given to the use of the slalom course and the needs of the competition skiers for which the area was originally developed. Canyon Lake is nationally known for our competition ski area and has hosted tournaments for over 50 years. We are home to dozens of national competitors and champions. Our competition water skiing community is one of many communities in Canyon Lake that gives our community a rich attractiveness to a broad cross section of users. Each user group and their related amenity, whether they be Competition water skiers, Wake boarders, Wake Surfers, tennis players, pickleball players, swimmers, golfers, boaters, RVers, horseback riders, and others are due the respect of the community, protection of their activity and the maintenance of their facilities.

The President of the Board declared his intention to appoint and lead a task force of community members to develop and recommend a set of rules regulating the use of the areas that honor their primary use and the developing needs of the other uses. The task force was planned to be comprised of representatives of the clubs and a number of community members-at-large. Volunteers were sought and 56 members were recommended or responded by email and in the process offered their opinions about the pending rules. About an equal number of water skiers and wake boarders/surfers responded along with 2 fishermen. Given the volume of information received, and the diversity of users, the

President decided that a task force would not be convened and has directed the Board to focus on the need for additional rules that will preserve and protect the current activities. Any new rules need to focus on the protection of each related activity and the maintenance of the related facility.

The expanded rules that were discussed in August included the current rules in place related to the ski course, new rules formalizing safe boat and watersport operations, duration of individual rides and taking turns in both the slalom course area and the back water. It is the Boards opinion that all rules related to safe operation and polite use need to be established by guidelines and posted on new signs at the launch ramp, the competition ski dock and at the entrance to the back water. These guidelines will formalize the unwritten rules that now exist.

The Board has determined that the need to protect the ski course requires that wake surfing be limited to the back water area beyond the no wake buoys.

Fiscal Impact

N/A

Recommendation

It is recommended that the Board of Directors approve the 28-day reading to add a new rule LM.9.28, as attached.

It is further recommended that the staff develop and post user guidelines consistent with the discussion at the August 4, 2020 Board Meeting including the topics attached.

Tom Nathan

Tom Nathan, Vice President

Proposed New Rule

LM.9.28 No Wakesurfing in the Slalom Course Area – Wakesurfing is not permitted in the Slalom Course area.

Proposed Guidelines topics to be posted

Boat operation in the vicinity of the launch ramp and docks

Designation of no wake zones

Vehicle and trailer Parking

Limitations on movement when a skier is in the course

Safe use of the Back Water area including duration of turns

Date: February 9th, 2021

To: Board of Directors

From: Director of Operations – Steve Schneider

Board Action/Resolution: Funding for Sierra Park Shade Project

Background

The POA has been requested to install shade structures at our major parks and facilities. 2 parks have been selected in this project and it is proposed we install two 20'x20' metal park and recreation style shade structures at Indian Beach along with concrete slabs, walkways as shown in the renderings, raised planters, new BBQs, concrete trash receptacles and concrete benches.

We received 3 bids. Low base bid was \$69,025 for all concrete work, electrical, irrigation, drainage, shade assembly, demo and temporary fencing.

The 2 red hip roof park/ recreation shade structures to match existing playground including freight and engineered drawing, permits, 8 concrete benches, 2 concrete waste containers and 2 BBQ's will be ordered by the POA and have a 8-12 week lead time with an additional cost of \$51,161.

Fiscal Impact

\$120,186 plus a 5% contingency from the Capital Improvement fund, 05-670

Recommendation

Staff requests that the Board of Directors approve funding of \$120,186 plus a 5% contingency from the Capital Improvement fund, 05-670 for Sierra Park Shade Project.

Steve Schneider

Steve Schneider, Director of Operations



Date: February 9th, 2021

To: Board of Directors

From: Director of Operations – Steve Schneider

Board Action/Resolution: Funding for Indian Beach Shade Project

Background

The POA has been requested to install shade structures at our major parks and facilities. 2 parks have been selected in this project and it is proposed we install two 20'x20' metal park and recreation style shade structures at Indian Beach along with concrete slabs, walkways as shown in the renderings, raised planters, new BBQs, concrete trash receptacles and concrete benches.

We received 5 bids. Low base bid was \$72,670 for all concrete work, electrical, irrigation, drainage, shade assembly, demo and temporary fencing.

The 2 green hip roof park/ recreation shade structures to match existing playground including freight and engineered drawing, permits, 8 concrete benches, 3 concrete waste containers and 2 BBQ's will be ordered by the POA and have a 8-12 week lead time with an additional cost of \$52,146.

Fiscal Impact

\$124,816 plus a 5% contingency from the Capital Improvement fund, 05-670

Recommendation

Staff requests that the Board of Directors approve funding of \$124,816 plus a 5% contingency from the Capital Improvement fund, 05-670 for Indian Beach Shade Project.

Steve Schneider

Steve Schneider, Director of Operations



Date: February 9th, 2021

To: Board of Directors

From: Operations Department

Board Action/Resolution: Mailbox Lighting Project

Background

In October of 2020 the Board of Directors approved of 2 solar mailbox lights for testing and community feedback.

In December of 2020, Operations installed 2 test Mailbox lighting locations at Longhorn Drive & Appaloosa Court and Continental Drive & Cruise Circle.

To complete the project, the Community would require 102 fixtures at \$1,200 each and a contractor labor allowance of \$400 each for the first 40 fixtures. The additional 62 fixtures would be installed by Operations upon replacement of the mailbox slabs.

The first 40 fixtures would be installed within 6 months and the balance of the fixtures should be installed within a year after.

Fiscal Impact

\$138,400 plus a 5% contingency from the Capital Improvement fund, 05-670.

Recommendation

It is recommended the Board of Directors approve the complete project and funding of \$138,400 Plus a 5% contingency from the Capital Improvement fund, 05-670 or place the project on hold.

Steve Schneider

Steve Schneider, Director of Operations

Date: February 9th, 2021

To: Board of Directors

From: Operations Department

Board Action/Resolution: Funding for Golf Course Irrigation Project

Background

The Golf Course irrigation system is in need of replacement. It was installed in 1996 with a typical useful life expectancy of 15-25 years. Each year, the POA spends more and more time and money on repairs of an aging irrigation system. Furthermore, new irrigation systems can be designed to be more efficient.

In July of 2020 the Board of Directors approved \$87,000 to design of the new irrigation system. The Engineer identified a 14.6% water savings plus a power savings, and a reduced annual maintenance cost for a total of estimated \$105,000 per year. There is also a potential for an increase in membership and Country Club revenue.

Currently there is a potential grant the POA may receive by doing this project of \$98,000.

The project will pay for itself within 17 years, assuming water prices stay at the 2020 rates. However, projecting water rate increases, the payoff could be in as little as 12 years.

In early December of 2020, an RFP was put out by the design Engineer for all new lateral lines, irrigation control system, weather station and heads. We received 4 bids from reputable Golf Course Irrigation contractors.

The Bids ranged from \$1.56 to \$2.06 million with an additional \$320,000 for 2 pump stations and soil sensors that were outside the Contractors scope.

Contractor Base bid was \$1.56 million with 2 alternates given. Base bid is to complete the project from start to finish. First alternate of \$1.59 million is to complete the project and to be billed as two project 50% - 50% Completed in 4 months. Second alternate of \$1.6 million is to complete and bill the project over 2 years.

Fiscal Impact

\$1.88 million for base bid and 2 pump stations with soil sensors plus an 8% contingency from the Repair and Reserve fund, 02-670.

Recommendation

It is recommended the Board of Directors approve funding for \$1.88 million plus an 8% contingency from the Repair and Reserve fund, 02-670 for the Golf Irrigation system described above to be completed as one project.

Steve Schneider

Steve Schneider, Director of Operations

Golf Course Irrigation Project

Highlights

- Current system installed in 1996
- Typical life expectancy is 15 – 25 years
- 2017 numerous irrigation failures were identified
- Green Committee ad-hoc committee created to identify the extent of the failures and possibly solutions
- Main lines were found to be in good condition with 15 – 20 years of life remaining
- It was determined the remainder of the system was failing at an increasing pace
- Lateral piping, Controllers, Irrigation heads and two pump stations needed to be replaced
- The weather station has been inoperable for over two years and needs replacing
- Researched Toro and RainBird equipment and Identified significant energy savings with new state of the art technology
- BOD approved the project in concept at July 7, 2020 meeting with budget cost of \$1.6 million
- Engineering and design were approved August 2020 for \$87,000 + contingencies
- Construction drawings completed November 2020
- Application submitted for MWD Grant on 11/28/20
- Engineer assisted in MWD Grant application. Potential for \$98,000 grant
- Engineer identified 14.6% water savings
- RFP was approved at Dec 1, Executive Session and released for bid.
- Bids received January 15, 2021
- All four bidders were pre-qualified
- Bids ranged from \$1.558 to \$2.060 million not including the two pump stations
- Project time frame 4 months
- Plan to shut down one hole at a time for minimum disruption to play.
- Project was bid in phases. Low bidder breakdown
 - Base bid \$1,558,688 - Billed as one project completed in 4 months
 - Bid option #2 \$1,588,000 - Billed as two project 50% - 50% Completed in 4 months
 - Bid option #3 \$1,599,000 – Billed as three project over two years
- Additional items outside the contractor bid
 - Main pump station \$228,108.00
 - Potable pump station \$ 56,428.20
 - Potable pump enclosure \$ 26,428.43
 - Soil Sensors \$ 8,478.75 Annual Cost \$3,725.00
 - Engineering and Design \$ 87,000.00

TO: Board of Directors
FROM: Controller
RE: Software Implementation

Background

During the course of the last several years, the CLPOA has accumulated a variety of different software solutions in the effort to improve and enhance services provided to the Community. Although the CLPOA has been able to work around certain inefficiencies, the accumulated effect has been to have somewhat disconnected procedures and processes.

As well, the Community could benefit greatly from a more modern online approach to making reservations at each amenity and an enhanced method of online payments for those reservations. Internally, the CLPOA would benefit from a comprehensive software solution (including replacement of old Point of Sale systems) with the ability for departments to be better connected and to develop streamlined procedures.

Fiscal Impact

The cost of design, implementation and training for the new system would be **\$103,400**, to be paid in two installments. The ongoing software monthly licensing fee is proposed to be **\$5,407** as per the attached detailed proposal. Notable: the **\$5,407** ongoing software licensing fee would be a replacement cost for current software, and not an additional cost to the POA. The proposed annual fiscal savings for software licensing due to this proposed replacement software installation would be approximately **\$11,742** per year.

Additional and upgraded hardware costs needed would be **\$52,800**.

Recommendation

It is recommended that the Board approve the software implementation expenditure cost of **\$103,400** to be paid in two installment payments as replacement software costs from the Repair and Replacement Reserve Fund. It is also recommended that the Board approve **\$52,800** for upgraded hardware to be paid from the Repair and Replacement Fund as part of ongoing computer related upgrades (already itemized for replacement in the Reserve Study for the fund).

Susan C. Dawood, Controller

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

DATE: February 9, 2021

TO: Board of Directors

FROM: Clerk of the Board

**RE: APPROVAL – 2021 Annual Meeting of the Members and Election of Directors’
Ballot Measures**

Background

The Association is under contract with HOA Elections of California Inc. as the inspector of elections for the 2021 Annual Meeting of the Members and Election of Director’s Ballot Measures. The Board of Directors have worked closely with legal counsel and staff to develop the proposed 2021 Annual Meeting of the Members and Election of Directors’ ballot measures, as attached. The proposed measures include:

1. Regularly Scheduled Election of Board of Directors
2. Measure: Authorization to Rollover Excess 21-22 Assessment Income and Apply to the 22-23 Assessment to Avoid Additional Taxes
3. Measure: Bylaw Amendment to Change Board Director Terms from Two Years to Four Years (Exhibit A)
4. Measure: Bylaw Amendment to Permit the Board Authority to Designate the General Manager or Managing Agent as Chief Executive Officer (CEO) (Exhibit B)
5. Measure: Bylaw Amendment to Increase the \$800,000 Capital Improvements Spending Limit to a Current Equivalent Value (Exhibit C)
6. Measure: Bylaw Amendment to Increase the \$200,000 Limitation for the Purchase, Lease or Rent of Real Property to a Current Equivalent Value (Exhibit D)
7. Measure: Bylaw Amendment to Change 5% Debt Limitation (Exhibit E)
8. MEASURE: RESOLVED, that the Association is authorized to spend an amount not to exceed \$1,800,000, with a 10% contingency, from capital improvement funds to fully develop the family park at sierra park north, including: pump track, playground, restrooms, shade structures, parcourse, benches, picnic tables, walking path, ADA ramp, and landscaping.

Fiscal Impact

If all ballot measures are approved, additional copy, print, distribution and administrative costs for the election packet may apply.

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The proposed IRS Ballot Measure is considered an annual industry standard to allow for clear tax filing authorization. The IRS Revenue Tax Ruling 70-604 allows Associations to avoid a tax consequence on any inadvertent excess member income that is applied to the following Fiscal Year (FY) assessment when filing a tax return Federal Form 1120. Though the Association recognizes three options for application of excess income, ((1) refund to the membership, (2) apply to following year's assessments/operational budget or (3) apply to the reserves) this ballot measure only pertains to the option of applying excess income to the following year's assessment, should the Board so choose. Failure to allow the IRS measure on the ballot, and failure of the membership to approve the measure, may result in the Association being subject to additional federal income taxes.

If measure three is added and approved, the years for Board Director terms would double, allowing the Association to hold bi-yearly elections, rather than annual. This change which would cut election costs in half and could significantly increase governance consistency and improve long term continuity by reducing the chance of dramatic fluctuation in planning focus, expenditures, and budgeting. With this change, the Association will be guided by more experienced leadership that will carry a greater responsibility for the long-term impact of their fiscal decisions. It will likely also encourage more members to serve for four years without having to endure two election cycles.

If measure four is added and approved, it will document and formalize the current highly successful style of CLPOA operations and clarify the relationship between the President and the General Manager.

If measure five is added and approved, the Capital Improvements spending authority would increase to 2 Million Dollars over a two-year period that is consistent with the inflationary increase that has occurred since the current value was first declared in the 1990's. It is a spending authority that permits the Board to make appropriate decisions to support the interests and activities of specific communities within the POA. The increase amount is more closely aligned with the cost of projects now being implemented and planned and will likely increase spending on new projects within a one-year period.

If measure six is added and approved, the spending authority for the purchase, sale or rent of real property would increase to \$400,000, which is consistent with the inflationary rise since the value was first introduced in the 1990's. It may result in increased spending on individual projects within a one-year period.

If measures seven is added and approved, the Association will be able to finance Capital Improvements now in planning but beyond the current CIP reserve and shift the payment for those improvement to the current members that will benefit from them. The current limitations require annual member assessments to increase the CIP reserve to fund projects that benefit only the members when they are completed. It will also remove outdated and

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inapplicable language from the original Bylaws, permitting the Association to lease its amenities from the developer – no such leases exist.

If measure eight is added and approved, Sierra Park North can be completed under a single contract within one year. Four Boards have supported this project as a significant addition to our amenities that will directly support the growing number of families in the community that seek recreational opportunities for their children. It is an appropriate use of an unimproved section of the community located such that it has the least impact on the neighbors.

Recommendation

It is recommended that the Board of Directors approve the attached ballot measures to be included on the 2021 Annual Meeting of the Members and Election of Directors' Ballot.

Chris Poland

Chris Poland, President

CANYON LAKE

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2021 Annual Meeting of the Members' and Election of Directors Ballot Measures

1. REGULARLY SCHEDULED ELECTION OF BOARD OF DIRECTORS

2. MEASURE: AUTHORIZATION TO ROLLOVER EXCESS 21-22 ASSESSMENT INCOME AND APPLY TO THE 22-23 ASSESSMENT TO AVOID ADDITIONAL TAXES
O FOR
O AGAINST

3. MEASURE: BYLAW AMENDMENT TO CHANGE BOARD DIRECTOR TERMS FROM TWO YEARS TO FOUR YEARS (AS SET FORTH IN EXHIBIT A)
O FOR
O AGAINST

4. MEASURE: BYLAW AMENDMENT TO PERMIT THE BOARD AUTHORITY TO DESIGNATE THE GENERAL MANAGER OR MANAGING AGENT AS CHIEF EXECUTIVE OFFICER (CEO) (AS SET FORTH IN EXHIBIT B)
O FOR
O AGAINST

5. MEASURE: BYLAW AMENDMENT TO INCREASE THE \$800,000 CAPITAL IMPROVEMENTS SPENDING LIMIT TO A CURRENT EQUIVALENT VALUE (AS SET FORTH IN EXHIBIT C)
O FOR
O AGAINST

6. MEASURE: BYLAW AMENDMENT TO INCREASE THE \$200,000 LIMITATION FOR THE PURCHASE, LEASE OR RENT OF REAL PROPERTY TO A CURRENT EQUIVALENT VALUE (AS SET FORTH IN EXHIBIT D)
O FOR
O AGAINST

7. MEASURE: BYLAW AMENDMENT TO CHANGE 5% DEBT LIMITATION (AS SET FORTH IN EXHIBIT E)
O FOR
O AGAINST

8. MEASURE: RESOLVED, THAT THE ASSOCIATION IS AUTHORIZED TO SPEND AN AMOUNT NOT TO EXCEED \$1,800,000, WITH A 10% CONTINGENCY, FROM CAPITAL IMPROVEMENT FUNDS TO FULLY DEVELOP THE FAMILY PARK AT SIERRA PARK NORTH, INCLUDING: PUMP TRACK, PLAYGROUND, RESTROOMS, SHADE STRUCTURES, PARCOURSE, BENCHES, PICNIC TABLES, WALKING PATH, ADA RAMP, AND LANDSCAPING.
O FOR
O AGAINST

Ballot Notice

1. Regularly Scheduled Election of Board of Directors

2. Authorization to Rollover Excess 21-22 Assessment Income and Apply to the 22-23 Assessment to Avoid Additional Taxes

Purpose: The Internal Revenue Service permits community associations to roll over unused membership assessment income to the following fiscal year without paying tax on the excess income, if they so choose, and the members approve that action. The required Resolution is as follows:

Measure: RESOLVED, that any excess Assessment income over Association Expenses as defined in IRC section 277, this Fiscal Year 2021-2022 may be applied against the Association's member assessment in the Fiscal Year 2022-2023, as provided by IRS revenue ruling 70-604.

3. Measure: Bylaw Amendment to Change Board Director Terms from Two Years to Four Years (Exhibit A)

Purpose: This measure is proposed to amend the Bylaws to extend Board terms. This extension would increase Board Director terms by two years, allowing up to eight (8) consecutive, elected years.

Measure: RESOLVED, that the Association amend the Bylaws, as attached (Exhibit A).

4. Measure: Bylaw Amendment to Permit the Board Authority to Designate the General Manager or Managing Agent as Change Chief Executive Officer (CEO) (Exhibit B)

Purpose: This measure is proposed to amend the Bylaws to permit the Board to designate the General Manager or Managing Agent should there be one as the Chief Executive Officer. Such a change would allow the Association's General Manager or Managing Agent to be assigned the position of CEO for every-day business; and the Board President to reassume resulting those responsibilities in the interim absence of a General Manager or Managing Agent.

Measure: RESOLVED, that the Association amend the Bylaws, as attached (Exhibit B).

5. Measure: Bylaw Amendment to Increase the \$800,000 Capital Improvements Spending Limit to a Current Equivalent Value (Exhibit C)

Purpose: This measure is proposed to amend the Bylaws to increase the Association's annual Capital Improvements spending authority to \$1,000,000 per fiscal year, to align with the current rate of inflation and the cost of projects more closely in process and planned.

Measure: RESOLVED, that the Association amend the Bylaws, as attached (Exhibit C).

6. Measure: Bylaw Amendment to Increase the \$200,000 Limitation for the Purchase, Lease or Rent of Real Property to a Current Equivalent Value (Exhibit D)

Purpose: This measure is proposed to amend the Bylaws to increase the Association's purchasing power for Real Property consistent with the increase in Capital Improvements spending.

Measure: RESOLVED, that the Association amend the Bylaws, as attached (Exhibit D).

7. Measure: Bylaw Amendment to Change 5% Debt Limitation (Exhibit E)

Purpose: This measure is proposed to amend the Bylaws to increase the Association's borrowing authority to allow financing for major projects that will be paid by the immediate users as opposed to those that have been assessed to build the Capital improvements Reserve to the point of affordability.

Measure: RESOLVED, that the Association amend the Bylaws, as attached (Exhibit E).

8. MEASURE: RESOLVED, that the Association is authorized to spend an amount not to exceed \$1,800,000, with a 10% contingency, from capital improvement funds to fully develop the family park at sierra park north, including: pump track, playground, restrooms, shade structures, parcourse, benches, picnic tables, walking path, ADA ramp, and landscaping.

Canyon Lake Property Owners Association

EXHIBIT "A"

PROPOSED AMENDMENT TO THE BYLAWS

Board Director Terms

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

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

Section 3. Election and Term of Office. **Regularly scheduled elections for the Board of Directors shall be held every other year.** Directors shall serve for **four (4)** ~~two (2)~~ year terms. ~~If the Board is composed of five (5) Directors, t~~ **Two (2) Directors** will be elected in one (1) given year and three (3) **Directors** in the **following election** ~~next year.~~ **In 2022, two directors will be elected for three (3) year terms to accommodate the new election cycle.** ; provided, however, the first election of Directors subsequent to the adoption of this amended Section shall be as follows: ~~The candidates who receive the two (2) highest vote totals shall be elected to two (2) year terms, and the remaining three (3) Directors shall be elected to one (1) year terms.~~

The **number of consecutive** terms served by an elected Director shall be limited to two (2) terms (or **eight (8)** ~~four (4)~~ consecutive years of service, there will be a four (4) year waiting period before that Director can again be a candidate for the office of Director. If a current Director has served more than two (2) consecutive terms prior, that Director shall finish the current **four (4)** ~~two (2)~~ year term, and then term limits shall apply. No Director can serve for more than a total of **twelve (12)** ~~six (6)~~ years.

If a Director resigns, dies or is removed, that position cannot be filled by a person who is, at that time, in a four (4) year waiting period. A person appointed by the Board to replace a Director will complete the term requirement and term limits will apply, retroactive to the original date of the elected position unless the time left to serve is less than one (1) year. If the replacement time served by an appointed Director is less than one (1) year, that Director may run for two (2) consecutive terms following that interim replacement service. If the entire Board is removed, dies or resigns, the election of Directors shall be as described in paragraph one above, except the Director's **servicing the remaining years in the term** ~~one (1) year terms~~ shall be considered serving a full term and term limits would apply.

Directors shall serve for the terms stated above or until their respective successors are elected, or until their death, resignation or removal, whichever is earliest. Any successor Director

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



Canyon Lake Property Owners Association

EXHIBIT "B"

PROPOSED AMENDMENT TO THE BYLAWS

Chief Executive Officer Designee

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

Bylaws - Article VII. Officers, Section 4. President.

Section 4. President. The President, who shall be chosen from the Board of Directors, shall be the **presiding** chief executive officer (**CEO**) of the Association **unless otherwise delegated by the Board of Directors to a Managing Agent or General Manager. The President** and shall, subject to the control of the Board of Directors, have general supervision, direction and control of the ~~business and~~ Officers of the Association. He/she shall preside at all meetings of the Members and of the Board of Directors. He/she shall be an ex-officio member of all the standing committees, ~~including the Executive Committee, if any.~~ **The CEO** and shall have the general powers and duties of management usually vested in the office of **CEO** ~~president~~ of a corporation, and such other powers and duties as may be prescribed by the Board of Directors or these Bylaws.

Canyon Lake Property Owners Association

EXHIBIT "C"

PROPOSED AMENDMENT TO THE BYLAWS

\$800,000 Capital Improvements Spending Limit

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

Bylaws - Article VI. Directors, Section 1. Powers., (g).

(g) The Board of Directors shall not make any capital improvements or additions to any one facility in which the total expense for such improvements exceeds ~~\$1,000,000~~ **\$800,000** within a ~~one-two~~ year period (excluding any road repairs or improvements), without the approval of the owners, constituting a quorum, casting a majority of votes in the affirmative at a meeting or election of the Association conducted in accordance with California law, Corporate codes and CLPOA governing documents.

Canyon Lake Property Owners Association

EXHIBIT "D"

PROPOSED AMENDMENT TO THE BYLAWS

\$200,000 Limitation for the Purchase, Lease or Rent of Real Property

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

Bylaws - Article VI. Directors, Section 1. Powers., (f).

(f) The Board of Directors shall not purchase, lease, or rent any real property in which the total dollar amount of such expense exceeds ~~\$400,000~~ \$200,000, without the approval of the owners, constituting a quorum, casting a majority of votes in the affirmative at a meeting or election of the Association conducted in accordance with California law, Corporate codes and CLPOA governing documents.

Canyon Lake Property Owners Association

EXHIBIT "E"

PROPOSED AMENDMENT TO THE BYLAWS

5% Debt Limitation

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

Bylaws - Article IX. Miscellaneous, Section 6. Limitation of Powers.

Section 6. Limitation of Powers. No contract shall be entered into with the Developer of the Subdivision, which binds the Association and its Board of Directors for a period in excess of one (1) year without reasonable cancellation provisions included therein. This provision shall not apply to the assumption of the long term leases of the lake, ~~and other recreation facilities placed in trust for the Association by the Developer.~~

The Association shall not incur debt in excess of an aggregate of ~~fifteen~~ **five** percent (**5**)% of the budgeted gross expenses of the Association for that fiscal year for the purchase of real or personal property, the issuance of bonds or debentures, or the mortgage of any of its property without the prior vote or written consent of a majority of votes represented, in person and voting at a duly held meeting at which a quorum is present or by written ballots solicited in conformity with the Corporations Code.

Board of Directors Resolution and Policy for Approving Variances

On the 9th day of February, 2021 in open session, Canyon Lake Property Owners Association (“CLPOA”)’s Board of Directors (“Board”) adopted this resolution with reference to the following facts and findings:

1. The Board, consistent with CLPOA’s governing documents and applicable law, is charged to conduct, manage, and control the affairs and business of the Association, including enforcement of CLPOA’s Covenants, Conditions and Restrictions (“CC&Rs”).
2. CLPOA has numerous sets of CC&Rs, applicable to the various tracts within the CLPOA’s community. Many CC&Rs generally include a default provision limiting the height of separate interest fences to 5 feet, except where otherwise stated in such CC&Rs.¹
3. Those CC&Rs which contain the default “5 foot fence height provision” described above, generally grant CLPOA’s Architectural Control Committee (“ACC”) authority to grant reasonable variances from the CC&Rs’ restrictions on improvements, stating:

“VARIANCES

The Committee [ACC] may allow reasonable variances and adjustments of these Restrictions in order to overcome practical difficulties and prevents unnecessary hardships in the application of the provisions contained herein; provided, however, that such is done in conformity with the intent and purposes hereof and provided also, that in every instance such variance or adjustment will not be materially detrimental or injurious to other property or improvements in the neighborhood, the Unit or Subdivision.”²

“**The Committee shall have the right to disapprove any plans, specifications or details submitted to it** in the event the same are not in accordance with all of the provisions of these Restrictions; if the design or color scheme of the proposed building or other structure is not in harmony with the general surroundings of such property or with the adjacent buildings or structures; if the plans and specifications submitted are incomplete; or in the event the Committee deems the plans, specifications or details, or any part thereof, to be contrary to the interests, welfare or rights of all or any part of the real property in Canyon Lake Subdivision, or the owners thereof. **The decisions of the Committee shall be final.**” [Emphasis Added.]³

“**The Committee shall have the authority to set up regulations as to the height and size requirements for all other types of buildings and structures, including fences, walls, copings, etc.**” [Emphasis Added.]⁴

¹ E.g., CC&Rs for Tract 3973, Section 7.(j).

² E.g., CC&Rs for Tract 3973, Section 9.

³ E.g., CC&Rs for Tract 3973, Section 6.

⁴ E.g., CC&Rs for Tract 3973, Section 7.

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4. Except for amendments, which do not address fence height, CLPOA's CC&Rs were drafted in the late 1960s – early 1970s. Since that time, standards for residential construction *and* aesthetics have changed, and it has become standard to use 6 foot perimeter fencing. Today, it is difficult to even find 5 foot pre-fabricated perimeter fencing at home supply stores.
5. In response to such changes in residential construction and aesthetics since the CC&Rs were drafted, and in recognition of the undue hardship imposed on the membership by forcing them to comply with outdated building and aesthetic standards, CLPOA's Board has routinely granted variances from any CC&R provision prohibiting fences taller than 5 feet, except where the CC&Rs specifically require otherwise (e.g. fences adjacent to the Lake and or Golf Course, where the CC&Rs generally prohibit fences greater than 3 feet)⁵.
6. To streamline the approval process for fences greater than 5 feet, and thereby conserve CLPOA's valuable time and other resources, on December 6, 2016, the Board approved the *ACC Variance Consent Agenda Policy* that allows variances recommended by the ACC related to 6-foot fences or improvements discovered during escrow inspection related to installations within the side or rear setback to be placed on the Consent Agenda for Board approval. The Board has routinely approved all ACC recommendations for variances related to 6-foot fences or improvements in the side and rear set-back that are discovered during escrow inspections since, at least, December 6, 2016 based on the provisions in the CC&Rs referenced above.
7. The Board recognizes that a significant amount of time and effort can be saved if the ACC recommended variances related to 6-foot fences or improvements in the side and rear setback discovered during escrow inspections can be processed without the Board specifically approving them through the Consent Agenda.
8. In addition to the authority granted to the ACC by CLPOA's CC&Rs, the Board may generally delegate the management of the activities of the corporation to any person or persons, management company, or committee provided that the activities and affairs for the corporation are managed and all corporate powers are exercised under the ultimate direction of the Board.⁶

Therefore, the Board hereby resolves, to allow the ACC to grant, without additional Board approval, variances for 6-foot fences or improvements in the side and rear setback discovered during escrow inspections. All other recommendations for or against the granting of a variance must be considered and discussed by the Board at Open Session, except where authorized by CC § 4935.

⁵ E.g. CC&Rs for Tract 3973, Section 7.(j).

⁶ See Corp. Code, §§ 300, subd. (a), 311, 7210, 7212, subd. (a)); (*Finley v. Superior Court* (2000) 80 Cal. App. 4th 1152, 1161.)

To: Board of Directors

From: Chris Poland, President

Discussion: Possible Rule Changes related to Political Signs on Member's Property

The CLPOA is permitted under the Davis Sterling Act and our CC&Rs to regulate the Community's aesthetics. The Davis Sterling Act (Civil Code Sections 4705 and 4710) protects the right of members to display the United States Flag without restriction, noncommercial signs, and posters nine square feet or less in size, and noncommercial flags and banners that are no more than 15 square feet in size. The CC&Rs dictate what kind of structures can be erected on a lot, their appearance and that of the site in general, and how the site and improvements thereon must be maintained.

The CLPOA Rules and Regulations related to the appearance of common areas and individual member's property are included in the Planning and Compliance section and are based on the following principles taken from the governing documents.

1. The design or color scheme of the proposed building or other structure is in harmony with the general surroundings
2. All improvements are not contrary to the interests, welfare or rights of all or any part of the community
3. The improvement enhances and protects the value, desirability, and attractiveness of the community

To date, the CLPOA Board has received over 30 emails from over 20 members related to the volume, appearance and content of political signs, flags and banners. All emails received requested that changes were needed in the rules that would clarify that "signs" include posters, flags, and banners, that time limits be set to maintain the peaceful and welcoming sense of the community and rules added to avoid unnecessary blight. At the same time, contributions to various social media sites continuously declare that it is our member's right to display whatever they want.

The Board recognizes that Canyon Lake is a diverse suburban community that is transitioning from a vacation and retirement community. We are family oriented, respectful of each other, and aspiring to be a united community of communities. The Board sees this as an issue of personal freedom of expression balanced by the desire to maintain community aesthetics. The Board is considering possible additions and changes to our rules related to signs, posters, flags, and banners and, with this discussion, is seeking broader insights from our members on the following:

1. What are Political signs, posters, flags, or banners?
2. Should our current rules related to signs within the community setbacks (GR.4.5-4.6) including those on vehicles, golf carts, watercraft and trailers be expanded to include all posters, flags, and banners? See below for current rules.
3. Should the rules for Political Signs and CLPOA Election signs be the same?

4. To the extent permitted by law, should rules similar to GR.4.5a-4.5b be added to Planning and Compliance Rule Section PC 4.7 that are consistent with the community aesthetic's principals stated in the governing documents.
5. How many signs, posters, flags, and banners should be permitted per lot.
6. What is the appropriate time limit for displaying signs, posters, flags, and banners in the community during local, state, or federal elections?
7. Should we regulate other non-commercial signs, posters, flags, and banners?
8. What other changes are needed?

Current Rules related to Signs

GR.4.5 Signs in the Community Setback

This is the criteria for these types of signs in the community setback.

GR.4.5a Political Sign Requirements - A resident may temporarily place a maximum of two (2) political signs in that portion of the Community Setback that lies between their front lot line and the adjacent street, subject to compliance with the following provisions: Political signs can only be placed in the Community Setback in the ninety (90) day period prior to an election in accordance with the following requirements:

GR.4.5a.1 - No political sign may be more than nine (9) square feet, and the top of the sign may not extend more than three (3) feet above grade.

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

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

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

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

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

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

GR.4.5a.8 - Political signs may not be placed in the street, on vehicles, on golf carts, or on trailers. Political signs may not be placed on CLPOA common ground.

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

GR.4.5b.1 - No CLPOA sign may be more than nine (9) square feet, and the top of the sign may not extend more than three (3) feet above grade.

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

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

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

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

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

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

GR.4.5b.8 - CLPOA election signs may not be placed in the street, on vehicles, on golf carts, or on trailers. CLPOA election signs may not be placed on CLPOA common ground.

GR.4.5c Open House Sign Requirements - A real estate agent/realtor may temporarily place a maximum of six(6) open house signs in that portion of the Community Setback that lies between the front lot line and the adjacent street, subject to compliance with the following provisions:

GR.4.5c.1 – No Open House sign may be more than three (3) square feet, and the top of the sign may not extend more than three (3) feet above ground. Exception: Open house banner/flag (up to six feet in height) may be placed on subject property during the time of the open house.

GR.4.5c.2 – The Open House sign may not extend beyond the back of curb towards the street. Only one (1) open house sign may be placed on any specific property and only one (1) sign may be placed at any one intersection.

GR.4.5c.3 – Open House signs, except for approved Canyon Lake logo Broker Open House signs may not be placed at the following intersections:

- Canyon Lake Drive South & Continental
- Canyon Lake Drive & Vacation Drive
- Vacation Drive & Longhorn Drive

Limit of one sign per Broker on any one of these intersections.

GR.4.5c.4 - No Open House sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

GR.4.5c.5 - The Open House sign must be placed in such a manner that does not cause damage to property and/or landscape.

GR.4.5c.6 - Balloons, streamers, and similar material may not be added to any Open House sign. Exception: One standard size rider, not to exceed one (1) square foot, may be placed on top of each A-frame sign.

GR.4.5c.7 - Unauthorized and/or non-conforming Open House signs may be removed from the Community Setback by the CLPOA

GR.4.5c.8 - Open House signs may not be placed out prior to one (1) hour before the start of an open house and must be removed immediately following the conclusion of the open house.

GR.4.5c.9 - Open House signs may not be placed in the street, on vehicles, on golf carts, or on trailers. Open House signs may not be placed on CLPOA common ground.

GR.4.6 No Signs / Flags with Obscene Content or Fighting Words

Regardless of size, no sign, poster, flag, or banner viewable from the common area shall contain any “obscene material” or “fighting words” as those terms are defined in the law.

PC.4.7 Signs

A sign of customary and reasonable dimension, but not exceeding five (5) square feet, shall be permitted to be displayed on any lot advertising the same for sale. Commercial signs are prohibited except upon application to and written permission from the Committee. One (1) “For Sale”, “For Lease” or “For Rent” sign is permitted per property except on the golf course and lake where two (2) “For Sale”, “For Lease” or “For Rent” signs are permitted - one (1) in the front yard and one (1) in the rear yard. Non-commercial signs are only allowed as per Civil Code Section 4710. Non-conforming signs may be removed from the Community Setback by the Association.

PC.4.7a Sign Restrictions - A sign must have its own stake and shall not be affixed to any improvement. Balloons, streamers and similar material may not be added to a sign. No sign shall obscure the view of a fire hydrant and all signs shall have a professional appearance.

PC.4.7b Community Setback Restriction - Signs are not allowed in the Community Setback except for “For Sale”, “For Lease” or “For Rent” signs which shall be placed no closer than six (6) feet from the curb. Political / election, open house, and garage sale signs have special restrictions and may be placed in the Community Setback. (Refer to the General Rules and Regulations, Section IV for additional information.)

COMMUNICATION REPORT

Campaign Highlights - January 2021

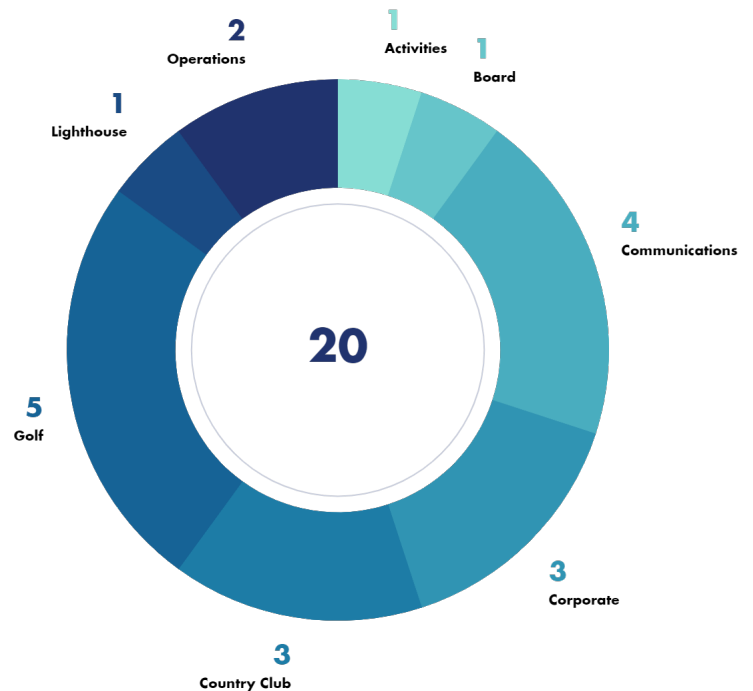
GOALS & OBJECTIVES

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

- Expand the Canyon Lake POA's communication efforts
- Promote and market the Canyon Lake POA's revenue generating amenities:
 - Golf Course
 - Restaurants
 - Happy Camp & Propane Sales
- Promote Recreation & Events
- Wedding & Banquet
- Internal Communications

ACTIVE CAMPAIGNS

January 2021



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

FEATURE CAMPAIGNS - JANUARY 2021



Activities & Events

Developed promotional campaign material for the 2021 Concerts at the Lodge series.



Canyon Lake Living

Created 2021 Winter/Spring issue of Canyon Lake Living. Digital version posted online, printed version distributed with Friday Flyer and at offices.



Pavement Project Video

Created a video highlight of completion of the parking lot pavement project.



Mizuno Golf Fitting

Created social media marketing and email blast for the Mizuno fitting day at the golf course.

COMMUNICATION REPORT

Digital Highlights - January 2021

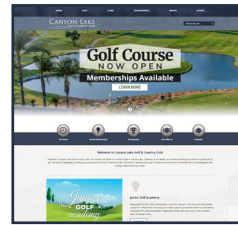
The Communications team manages the Canyon Lake POA's digital presence. This includes maintaining the Canyon Lake POA's websites, social media pages, email messages/notices, digital subscriptions.

The Communications team has an ongoing campaign that focuses on increasing its digital reach within the community. View detailed monthly analytics at www.clpoa.com/analytics.

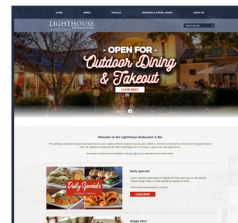
WEBSITE ANALYTICS HIGHLIGHTS



31,834
Pageviews
(Canyon Lake POA)



5,991
Pageviews
(Country Club)



1,998
Pageviews
(Lighthouse)

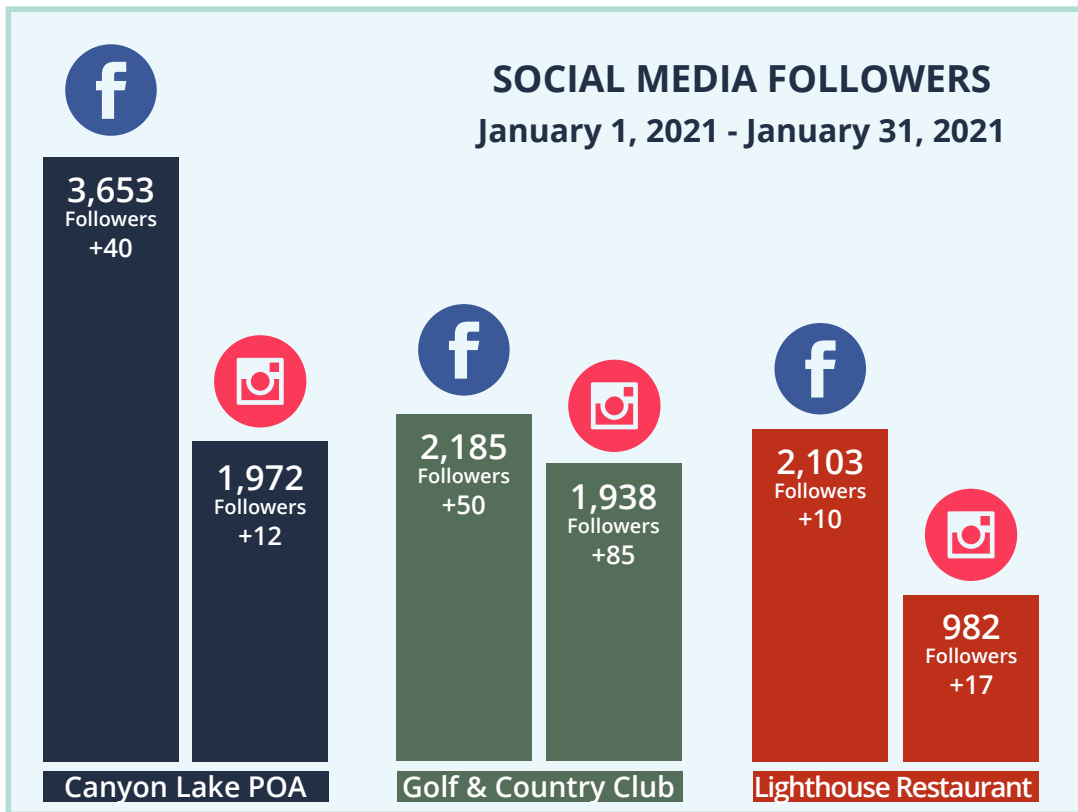
TOP 5 VISITED WEBSITE PAGES

January 1, 2021 - January 31, 2021

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Bounce Rate
www.canyonlakepoa.com - homepage	4,042	3,213	00:00:40	21.73%
/173/Canyon-Lake-Golf-Country-Club	2,412	1,889	00:00:43	28.19%
/270/Payment-Services	1,455	1,160	00:01:30	74.13%
/462/Happy-Camp	1,140	984	00:02:12	79.62%
/198/Lighthouse-Restaurant-Bar	981	825	00:01:45	56.38%

COMMUNICATION REPORT

Digital Highlights - January 2021



873
Pageviews
(Canyon Lake POA)

10,914
Post Reach
(Canyon Lake POA)

10,969
Post Engagement
(Canyon Lake POA)

SUBSCRIPTION HIGHLIGHTS

January 1, 2021 - January 31, 2021

Subscription Category	Subscribers	+/- Prev. Month
Canyon Lake POA Email Newsletters	3,227	+32
Agenda Center	108	+6
Alert Center	1,335	+44
Calendar Notifications	489	+16
Newsflash	1,142	+40

VIEW COMPLETE ANALYTICS AT WWW.CLPOA.COM/ANALYTICS

COMMUNICATION REPORT

Digital Advertising Highlights - January 2021

28,748
Impressions
(Canyon Lake Golf)

16,702
Impressions
(Country Club Restaurant)

33,671
Impressions
(Lighthouse Restaurant)

View complete analytics at www.clpoa.com/analytics

GOLF COURSE | DIGITAL ADVERTISING HIGHLIGHTS

January 1, 2021 - January 31, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Golf & Country Club Facebook Page Like Ad	4341	6948	251	\$0.12	\$30.91
Golf & Country Club Google Display Ad	21800	21800	152	\$0.38	\$57.13

COUNTRY CLUB RESTAURANT | DIGITAL ADVERTISING HIGHLIGHTS

January 1, 2021 - January 31, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Country Club Facebook Outdoor Dining Ad	16702	16702	50	\$0.48	\$24.07

LIGHTHOUSE RESTAURANT | DIGITAL ADVERTISING HIGHLIGHTS

January 1, 2021 - January 31, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Lighthouse Restaurant Facebook Page Like Ad	1992	5094	162	\$0.19	\$31.04
Lighthouse Restaurant Facebook Pick-up Ad	13666	28577	355	\$0.44	\$154.90

DOORDASH RESTAURANT HIGHLIGHTS

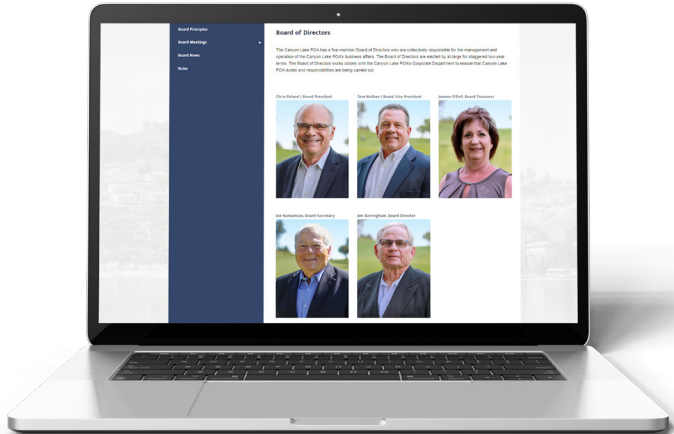
January 1, 2021 - January 31, 2021

Restaurant	Orders	Average Ticket	Net Sales
Canyon Lake Country Club Bar & Grill	137	\$31.15	\$3657.51
Lighthouse Restaurant	127	\$46.56	\$5756.51

COMMUNICATION REPORT

Digital Highlights (Board Communications) - January 2021

Board Website Pages



Visit www.clpoa.com, then select "Inside Canyon Lake POA" to see Board Pages

Board Page Statistics Unique Visits & Subscriptions January 1, 2021- January 31, 2021

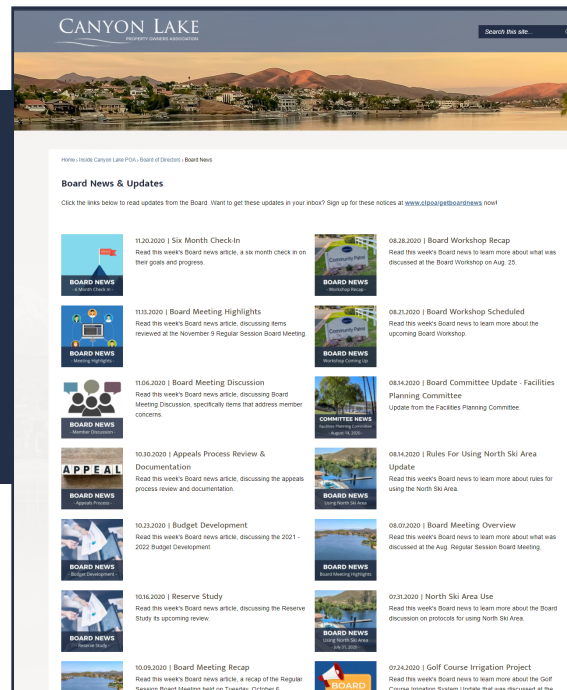
- Meet the Board: 77 (+36 from Dec.)
- Board Principles: 6 (-2 from Dec.)
- Watch Board Meetings: 124 (-251 from Dec.)
- Rules: 296 (+70 from Dec.)
- Board News: 38 (-19 from Dec.)
- Agenda Center Subscribers: 108 (+6 from Dec.)

Board News & Communications

Board News Subscribers & Views:

- Subscribers: 167 (+89 from Dec.)
- Board Article, Jan. 8: 410 unique views
- Board Article, Jan. 15: 191 unique views
- Board Article, Jan. 22: 73 unique views
- Board Article, Jan. 29: 107 unique views

Sign up to receive regular Board News updates at
www.clpoa.com/getboardnews



Board Meeting Agendas

Members can sign up to receive Board Meeting Agendas in their inbox at www.clpoa.com/getboardagendas

COMMUNICATION REPORT

Looking Forward - February 2021

GOALS & OBJECTIVES

In consideration of our primary goals for this year, below are new campaigns we will be focusing on during the month of January:

- Engagement Campaign
 - New Member Welcome E-Kit
 - Increase reach and engagement for Board communications
 - Improve Social Media Content on CLPOA Page
- Posting and scheduling notices for 2021 Board Election
- Moonstone Beach Upgrades
- Happy Camp Phase 2
- Upcoming Pool Opening (scheduled for March 2021)
- Golf Course Marketing Pamphlet
- Golf Course Video Hole Tour
- Guest for a Day Promotion at Golf Course
- Daily Play Promotion at Golf Course (Canyon Lake residents only)
- Promoting Dining, Delivery & Takeout services at Restaurants

ACTIVE CAMPAIGNS



31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

COMMUNITY PATROL

Weekly Activity Report

11/30/20 – 12/6/20

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.

Report presented by: *William Jordan (Account Manager)*

INCIDENT REPORTS

- Monday Nov 30, 2020 _ Vandalism report (Patrol) at 6:30 PM – During lock-up patrols, the Shift Supervisor reports that the access gate leading to the Golf Course Maintenance yard was damaged. The damage appears to be from vandalism. The area was patrolled and no other signs of vandalism were noted. The Operations Dept. was notified.
- Thursday Dec 3, 2020 _ Vandalism Report (Patrol) at 9:09 AM – During routine patrols, a garbage can from Indian Beach was found to be completely smashed. The area was patrolled and no other signs of vandalism were noted. The Operations Dept. was notified.
- Friday Dec 4, 2020 _ Vandalism Report (Patrol) at 2:59 PM – During routine patrols, the gate lock for the overflow parking lot was found to be cut. The area was patrolled. No other signs of vandalism were noted. The Operations Dept. was notified.
- Friday Dec 4, 2020 _ Vandalism Report (Patrol) at 2:59 PM – During routine patrols, the gate lock for the BLM gate was found to be cut. The area was patrolled. No other signs of vandalism were noted. The Operations Dept. was notified.

PATROL ACTIVITY

- **4** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **1** service calls received.
- **2** parking violations issued for long term parking (GR.5.3e). **10** service calls received.

- **8** parking violations issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.
 - **52** other parking violations issued. **7** service calls received.
 - **2** misc. traffic violations issued. Misc. traffic violations include failure to stop at a stop sign. **2** service calls received.
 - **1** noise violations issued. **7** service calls received.
 - **2** golf cart related violations issued. **0** service calls received.
 - **0** fishing related violations issued. **1** service calls received.
 - **2** animal related violations issued. **7** service calls received.
 - **4** gate runner violations issued.
-

SPEED ENFORCEMENT ACTIVITY

- **Monday: 1 Citations Issued**
 - Mobile Enforcement Conducted 11:00 AM – 2:15 PM
 - Stationary Enforcement Conducted 4:45 PM – 5:15 PM at North Causeway
- **Tuesday: 6 Citation Issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:00 PM
 - Stationary Enforcement Conducted 12:15 PM – 1:00 PM at CLDS/Pheasant
 - Mobile Enforcement Conducted 1:00 PM – 1:15 PM
 - Stationary Enforcement Conducted 1:15 PM – 2:00 PM at North Causeway
 - Mobile Enforcement Conducted 2:00 PM – 2:30 PM
 - Mobile Enforcement Conducted 3:00 PM – 4:30 PM
 - Mobile Enforcement Conducted 4:45 PM – 5:00 PM
 - Stationary Enforcement Conducted 5:00 PM – 5:30 PM at North Causeway
- **Wednesday: 3 Citation Issued**
 - Mobile enforcement Conducted 10:45 AM – 11:30 AM
 - Stationary Enforcement Conducted 11:30 AM – 12:00 PM at CLDS/Pheasant
 - Mobile enforcement Conducted 12:30 PM – 1:45 PM
 - Mobile enforcement Conducted 2:15 PM – 2:30 PM
 - Mobile enforcement Conducted 3:00 PM – 4:15 PM
 - Stationary Enforcement Conducted 4:15 PM – 4:45 PM at North Causeway
 - Mobile enforcement Conducted 4:45 PM – 6:00 PM
- **Thursday: 0 Citation Issued**
 - Mobile Enforcement Conducted 11:15 AM – 1:45 PM
 - Mobile enforcement Conducted 3:45 PM – 4:15 PM
- **Friday: 1 Citations issued**

- Mobile Enforcement Conducted 10:30 AM – 11:30 AM
- Stationary Enforcement Conducted 12:00 PM – 12:45 PM at North Causeway
- Mobile enforcement Conducted 3:00 PM – 4:00 PM
- **Saturday: 2 Citations Issued**
 - Mobile Enforcement Conducted 11:30 AM – 2:00 PM
- **Sunday: 0 Citations Issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:00 PM
 - Mobile enforcement Conducted 12:30 PM – 2:30 PM

**“Stationary Enforcement” is conducted at a fixed location, whereas “Mobile Enforcement” is conducted while the Community Patrol vehicle is moving.

The speed trailers were out for service during the week.

ADDITIONAL INFORMATION

Total Calls for Service	73
Calls for Service – Unable to Locate	40
Motor Vehicle Accidents	0
Vandalism of Amenities	1 – Access gate for Golf Cart Maint. Yard 2 – Indian Beach-garbage can smashed 3 – Overflow Parking-Gate lock damage 4 – BLM Access gate-Gate lock damage
<i>(Average Response Time)</i>	7/8.43
Foot Patrols of Amenities and Parks	1044

Calls for Service are responded to in the following order:

1. Time sensitive calls (Primary)
 - a. POA property, Tripped Alarm calls (Burglar/Fire)
 - b. Suspicious Persons/Vehicles/Activity
 - c. Trespassing
 - d. Speeding
 - e. Gate Runners
2. Time sensitive calls (Secondary)
 - a. Nuisance Animal (Dog barking)
 - b. Noise complaint
 - c. Fishing

- d. Pet violation
- 3. Other calls
 - a. POA rule violations (Signs/Flags)
 - b. Parking

GATE ENTRY STATISTICS

Total Guest Passes Issued by Gate	
- Main Gate	4,625
- East Gate	3,068
- North Gate	1,763
Total Guest Entries by Gate	
- Main Gate	8,565
- East Gate	5,677
- North Gate	3,291
Total RFID Entries by Gate	
- Main Gate	25,443
- East Gate	13,482
- North Gate	8,495
Confiscated Guest Passes	32

TWO GUEST LANE ENTRY PROTOCOL*

Total time in minutes	
- Main Gate	0
- East Gate	0

*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.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

COMMUNITY PATROL

Weekly Activity Report

12/7/20 – 12/13/20

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.

Report presented by: *William Jordan (Account Manager)*

INCIDENT REPORTS

- No Accidents or acts of Vandalism to report this week.

PATROL ACTIVITY

- **2** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **0** service calls received.
- **2** parking violations issued for long term parking (GR.5.3e). **5** service calls received.
- **14** parking violations issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.
- **45** other parking violations issued. **4** service calls received.
- **2** misc. traffic violations issued (failure to stop at a stop sign, exhibition of speed). **3** service calls received.
- **0** noise violations issued. **6** service calls received.
- **1** fishing related violations issued. **1** service calls received.
- **1** animal related violations issued. **9** service calls received.
- **2** verbal abuse violations issued.
- **4** gate runner violations issued.

SPEED ENFORCEMENT ACTIVITY

- **Monday: 0 Citations Issued**
 - Mobile Enforcement Conducted 11:40 AM – 2:30 PM
 - Stationary Enforcement Conducted 3:00 PM – 4:30 PM at North Causeway

- **Tuesday: 3 Citations Issued**
 - Mobile Enforcement Conducted 10:50 AM – 11:20 AM
 - Stationary Enforcement Conducted 11:20 AM – 12:20 PM at CLDS / Pheasant Dr
 - Mobile Enforcement Conducted 12:30 PM – 2:40 PM
 - Mobile Enforcement Conducted 3:00 PM – 5:00 PM
 - Stationary Enforcement Conducted 5:00 PM – 5:30 PM at North Causeway

- **Wednesday: 3 Citations Issued**
 - Mobile enforcement Conducted 10:30 AM – 11:30 AM
 - Stationary Enforcement Conducted 11:40 AM – 12:20 PM at North Causeway
 - Mobile enforcement Conducted 12:20 PM – 1:20 PM
 - Stationary Enforcement Conducted 1:20 PM – 2:00 PM at CLDS / Pheasant Dr
 - Mobile enforcement Conducted 2:50 PM – 3:50 PM
 - Mobile enforcement Conducted 4:30 PM – 5:45 PM

- **Thursday: 2 Citations Issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:00 PM
 - Stationary Enforcement Conducted 12:00 PM – 1:15 PM at Vacation Dr / Green Pine Dr

- **Friday: 1 Citation issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:00 PM
 - Mobile Enforcement Conducted 12:20 PM – 1:00 PM
 - Stationary Enforcement Conducted 1:00 PM – 3:00 PM at Vacation Dr / Green Pine Dr

- **Saturday: 0 Citations Issued**
 - No speed enforcement was conducted.

- **Sunday: 1 Citation Issued**
 - Mobile Enforcement Conducted 11:15 AM – 1:30 PM
 - Stationary Enforcement Conducted 3:30 PM – 4:30 PM at CLDN / Outrigger Dr
 - Mobile Enforcement Conducted 4:30 PM – 5:30 PM

**“Stationary Enforcement” is conducted at a fixed location, whereas “Mobile Enforcement” is conducted while the Community Patrol vehicle is moving.

The speed trailers were out of service this week.

ADDITIONAL INFORMATION

Total Calls for Service	73
Calls for Service – Unable to Locate	34
Motor Vehicle Accidents	0
Vandalism of Amenities	0
<i>(Average Response Time)</i>	1/12.0
Foot Patrols of Amenities and Parks	1140

Calls for Service are responded to in the following order:

1. Time sensitive calls (Primary)
 - a. POA property, Tripped Alarm calls (Burglar/Fire)
 - b. Suspicious Persons/Vehicles/Activity
 - c. Trespassing
 - d. Speeding
 - e. Gate Runners
 2. Time sensitive calls (Secondary)
 - a. Nuisance Animal (Dog barking)
 - b. Noise complaint
 - c. Fishing
 - d. Pet violation
 3. Other calls
 - a. POA rule violations (Signs/Flags)
 - b. Parking
-

GATE ENTRY STATISTICS

Total Guest Passes Issued by Gate	
- Main Gate	4,458
- East Gate	2,956
- North Gate	1,758
Total Guest Entries by Gate	
- Main Gate	8,401
- East Gate	5,711
- North Gate	3,232
Total RFID Entries by Gate	
- Main Gate	25,083
- East Gate	13,314
- North Gate	8,136
Confiscated Guest Passes	30

TWO GUEST LANE ENTRY PROTOCOL*

Total time in minutes	
- Main Gate	12
- East Gate	0

*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.

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COMMUNITY PATROL

Weekly Activity Report

12/14/20 – 12/20/20

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Report presented by: *William Jordan (Account Manager)*

INCIDENT REPORTS

- Monday Dec 14, 2020 _ Vandalism Service Call at 10:44 AM – A service call was received reporting the curb in front of address [REDACTED], was painted red by a neighbor. Causing the resident of [REDACTED] to receive citations for parking in a "Red Zone". This allegation was determined to be false.
- Monday Dec 14, 2020 _ Vandalism Report at 7:29 PM – During routine patrols at Holiday Harbor minor vandalism was discovered. One of the trees in the park was toilet papered. The rest of the park was patrolled. No other vandalism or suspects was found. The paper that could be reached was cleaned up by CP. The Operations Dept. was contacted for the rest.
- Tuesday Dec 15, 2020 _ Vandalism Report at 10:17 AM – During routine patrols in the North Ski area, vandalism of the BLM Gate was discovered. The lock that secures the gate was cut. The Operations Dept. was notified.
- Tuesday Dec 15, 2020 _ Vandalism Report at 8:27 AM – A service call was received reporting that the golf course maintenance yard gate, was vandalized. The lock and chain used to secure the gate was reported to be missing.
- Wednesday Dec 16, 2020 _ Vandalism Report at 2:58 PM – During routine patrol of the north side amenities, vandalism was discovered at the Little Pony gate. The barbed wire at the top of the gate appears to have been tampered with. Portions of the wire were moved. The Operations Dept. was notified.

PATROL ACTIVITY

- **0** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **1** service calls received.
- **2** parking violations issued for long term parking (GR.5.3e). **3** service calls received.
- **12** parking violations issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.
- **89** other parking violations issued. **2** service calls received.
- **2** misc. traffic violations issued (failure to stop at a stop sign, exhibition of speed). **0** service calls received.
- **1** noise violations issued. **11** service calls received.
- **1** golf cart related violations issued. **0** service calls received.
- **1** fishing related violations issued. **1** service calls received.
- **5** animal related violations issued. **17** service calls received.
- **2** gate runner violations issued.

SPEED ENFORCEMENT ACTIVITY

- **Monday: 1 Citation Issued**
 - Mobile Enforcement Conducted 12:15 PM – 3:00 PM
 - Stationary Enforcement Conducted 5:00 PM – 5:45 PM at Vacation Dr/Green Pine Dr
- **Tuesday: 1 Citation Issued**
 - Mobile Enforcement Conducted 3:45 PM – 4:15 PM
 - Mobile Enforcement Conducted 4:45 PM – 5:45 PM
- **Wednesday: 2 Citations Issued**
 - Mobile enforcement Conducted 12:45 PM – 1:15 PM
 - Stationary Enforcement Conducted 1:15 PM – 1:45 PM at North Causeway
 - Mobile enforcement Conducted 1:45 PM – 2:15 PM
 - Mobile enforcement Conducted 3:00 PM – 4:00 PM
- **Thursday: 1 Citation Issued**
 - Mobile Enforcement Conducted 10:30 AM – 4:30 PM
 - Stationary Enforcement Conducted 4:45 PM – 6:15 PM at CLDN/Clear Water Dr

- **Friday: 2 Citations issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:30 PM
 - Stationary Enforcement Conducted 12:30 PM – 1:30 PM at CLDN/Land’s End Dr
 - Mobile Enforcement Conducted 3:30 AM – 4:30 PM
 - Mobile Enforcement Conducted 4:30 AM – 5:45 PM

- **Saturday: 2 Citations Issued**
 - Mobile Enforcement Conducted 10:30 AM – 2:00 PM
 - Mobile Enforcement Conducted 4:30 PM – 5:45 PM

- **Sunday: 1 Citations Issued**
 - Mobile Enforcement Conducted 10:45 AM – 12:30 PM
 - Stationary Enforcement Conducted 12:30 PM – 2:30 PM at Vacation Dr/Green Pine Dr

**“Stationary Enforcement” is conducted at a fixed location, whereas “Mobile Enforcement” is conducted while the Community Patrol vehicle is moving.

The speed trailers were out of service this week.

ADDITIONAL INFORMATION

Total Calls for Service	60
Calls for Service – Unable to Locate	26
Motor Vehicle Accidents	0
Vandalism of Amenities	1 – BLM Gate Lock 2 – Holiday Harbor 3 – Golf Course Gate Lock/Chain 4 – Little Pony Gate
<i>(Average Response Time)</i>	2/7.50
Foot Patrols of Amenities and Parks	1144

Calls for Service are responded to in the following order:

1. Time sensitive calls (Primary)
 - a. POA property, Tripped Alarm calls (Burglar/Fire)
 - b. Suspicious Persons/Vehicles/Activity
 - c. Trespassing
 - d. Speeding
 - e. Gate Runners

- 2. Time sensitive calls (Secondary)
 - a. Nuisance Animal (Dog barking)
 - b. Noise complaint
 - c. Fishing
 - d. Pet violation
- 3. Other calls
 - a. POA rule violations (Signs/Flags)
 - b. Parking

GATE ENTRY STATISTICS

Total Guest Passes Issued by Gate	
- Main Gate	4,387
- East Gate	2,982
- North Gate	1,724
Total Guest Entries by Gate	
- Main Gate	8,286
- East Gate	5,728
- North Gate	3,313
Total RFID Entries by Gate	
- Main Gate	25,568
- East Gate	13,690
- North Gate	7,919
Confiscated Guest Passes	18

TWO GUEST LANE ENTRY PROTOCOL*

Total time in minutes	
- Main Gate	23
- East Gate	3

*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.

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COMMUNITY PATROL

Weekly Activity Report

12/21/20 – 12/27/20

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.

Report presented by: *William Jordan (Account Manager)*

INCIDENT REPORTS

- Monday Dec 21, 2020 _ Vandalism Report (Patrol) at 8:44 PM – During routine patrols of Holiday Harbor, two teenage males were seen running out of the restrooms. Upon inspection of the restrooms, both of the handi-cap stall toilets were discovered to be clogged with excessive toilet paper. No other vandalism was noted. The Operations Dept. was notified.
- Tuesday Dec 22, 2020 _ Accident Report at 6:25 AM – Member [REDACTED] reported to Community Patrol that he found his vehicle damaged when he checked it in the morning. The vehicle was parked on the street, in front of his house at [REDACTED]. He believes that he is a victim of a hit and run. He was advised to request a police report.
- Saturday Dec 26, 2020 _ Accident Report at 11:13 AM – A Community Patrol vehicle collided with a Resident vehicle in the East Port Park parking lot. Employee [REDACTED] backed into Resident [REDACTED], while backing out of a parking spot. No Injuries were reported. Employee [REDACTED] was deemed to be at fault.

PATROL ACTIVITY

- 2** parking violations issued for long term parking (GR.5.3e). **3** service calls received.
- 10** parking violations issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.

- **125** other parking violations issued. **5** service calls received.
 - **2** misc. traffic violations issued (failure to stop at a stop sign). **2** service calls received.
 - **0** noise violations issued. **2** service calls received.
 - **4** animal related violations issued. **12** service calls received.
 - **1** verbal abuse violations issued.
 - **5** gate runner violations issued.
-

SPEED ENFORCEMENT ACTIVITY

- **Monday: 2 Citations Issued**
 - Mobile Enforcement Conducted 10:40 AM – 3:00 PM
- **Tuesday: 3 Citations Issued**
 - Mobile Enforcement Conducted 11:00 AM – 1:00 PM
 - Stationary Enforcement Conducted 1:00 PM – 2:00 PM at North Causeway
 - Mobile Enforcement Conducted 2:00 PM – 2:30 PM
 - Mobile Enforcement Conducted 3:00 PM – 4:15 PM
- **Wednesday: 1 Citation Issued**
 - Mobile enforcement Conducted 10:45 AM – 12:15 PM
 - Mobile enforcement Conducted 12:30 PM – 1:00 PM
 - Mobile enforcement Conducted 1:15 PM – 2:30 PM
- **Thursday: 1 Citation Issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:00 PM
 - Mobile Enforcement Conducted 3:30 PM – 5:00 PM
- **Friday: 0 Citations issued**
 - Mobile Enforcement Conducted 11:30 AM – 12:30 PM
 - Mobile Enforcement Conducted 1:15 PM – 2:30 PM
 - Mobile Enforcement Conducted 3:00 PM – 5:00 PM
- **Saturday: 1 Citation Issued**
 - Mobile Enforcement Conducted 10:30 AM – 12:45 PM
 - Mobile Enforcement Conducted 3:00 PM – 5:00 PM
 - Stationary Enforcement Conducted 5:00 PM – 5:30 PM at CLDN/White Wake Dr
- **Sunday: 0 Citations Issued**
 - Mobile Enforcement Conducted 11:00 AM – 1:15 PM
 - Stationary Enforcement Conducted 2:15 PM – 3:00 PM at CLDS/Early Round Dr

- Stationary Enforcement Conducted 3:15 PM – 5:00 PM at Vacation Dr/Green Pine Dr

**“Stationary Enforcement” is conducted at a fixed location, whereas “Mobile Enforcement” is conducted while the Community Patrol vehicle is moving.

The speed trailers were out of service this week.

ADDITIONAL INFORMATION

Total Calls for Service	58
Calls for Service – Unable to Locate	32
Motor Vehicle Accidents	1 – 24098 CLDN 2 – East Port Park
Vandalism of Amenities	1 – Holiday Harbor Restrooms
<i>(Average Response Time)</i>	7/9.43
Foot Patrols of Amenities and Parks	1141

Calls for Service are responded to in the following order:

1. Time sensitive calls (Primary)
 - a. POA property, Tripped Alarm calls (Burglar/Fire)
 - b. Suspicious Persons/Vehicles/Activity
 - c. Trespassing
 - d. Speeding
 - e. Gate Runners
2. Time sensitive calls (Secondary)
 - a. Nuisance Animal (Dog barking)
 - b. Noise complaint
 - c. Fishing
 - d. Pet violation
3. Other calls
 - a. POA rule violations (Signs/Flags)
 - b. Parking

GATE ENTRY STATISTICS

Total Guest Passes Issued by Gate	
- Main Gate	4,385
- East Gate	2,668
- North Gate	1,910
Total Guest Entries by Gate	
- Main Gate	9,034
- East Gate	5,702
- North Gate	3,491
Total RFID Entries by Gate	
- Main Gate	22,174
- East Gate	12,290
- North Gate	7,113
Confiscated Guest Passes	36

TWO GUEST LANE ENTRY PROTOCOL*

Total time in minutes	
- Main Gate	0
- East Gate	0

*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.

COMMUNITY PATROL REPORT/Supplemental

Jan 2020

Topic: Traffic Control and Parking Enforcement

Here are some reminders to help you avoid violation, citation and possibly physical injury.

1. Obey all parking rules.
 - a. Refer to Canyon Lake CC&R's.
2. Obey all speed limits.
 - a. Main Roads = 35 mph max.
 - b. Side Roads = 25 mph max.
 - c. Golf Carts = 20 mph max. (Anywhere)
3. Come to a full stop at all Stop Signs.
4. Watch for Pedestrians. Especially at night. (No sidewalks or street lights)
5. Practice safe Golf Cart driving rules. (Occupancy and lighting requirements)
6. Remember that rules for cars, also apply to golf carts. (driving age, stop signs)

Please feel free to contact Community Patrol regarding Traffic Violations. For immediate service or response, Shift Supervisors can be reached via the Dispatch line at 951-244-6841 x 410. Or, you may reach me directly at 951-244-6841 x 419.

Regards,

Bill Jordan
Account Manager | Allied Universal

Canyon Lake Private Community
Canyon Lake, CA 92587
951-244-6841 x419
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Marine Patrol Report

DECEMBER 2020

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	OCT	NOV	DEC
LM.2.5 Expired/ No Registration (State)	1	0	0
LM.2.6 Expired/ No Registration (POA)	1	1	0
LM.2.7 Expired / No Registration at a dock or lift	2	1	1
LM.7.3 Reckless behavior while operating a motorized boat	0	0	0
LM.9.11 Stay Within 100ft of the Centerline Buoys	0	0	0
GR.4.4 Fishing License	2	7	2
LM.6.7 Excessive Wake	0	3	0

Warnings Issued

Warning	OCT	NOV	DEC
LM.2.5 Expired/ No Registration (State)	0	0	0
LM.2.6 Expired/ No Registration (POA)	0	0	1
GR.4.4 Fishing License	1	2	1
LM.6.13 Follow Counter-Clockwise Pattern	4	0	1
LM.8.2 Lifejackets must be worn by all persons	0	0	1
LM.6.3 Non Compliance	13	6	7
LM.6.7 Excessive Wake	5	1	1

Additional Information

	OCTOBER	NOVEMBER	DECEMBER
Total Calls for Service	131	40	40
Boat Safety Inspection	34	13	17
Boat Tow (Out of fuel/mechanical)	17	5	8
Boat Tow (Adrift)	0	1	1
Battery Assist	4	1	2
P&C Inspector Escort Hours	12.5	9.5	3.3
Fishing License Checks	16	20	22
Quagga Inspection	48	17	12
White Tag Applied	22	8	5
Quarantine Tag Applied	0	0	0

Boat Operating Hours

	OCTOBER	NOVEMBER	DECEMBER
Boat 1 START 8135.2 / END 8272.9	145.3	104.9	137.7
Boat 2 START 7654.4 / END 7712.3	102.9	101.1	57.9
Boat 3 START 981.4 / END 983.1	5.9	6.4	1.7
Boat 4 START 1829.4/ END 1952.4	94.9	69.6	123.0

Boat Operating Hours by Location

	OCTOBER	NOVEMBER	DECEMBER
Main Lake	186	165.4	165.3
East Bay	157	110.2	155.0
North Ski	5.9	6.4	1.7

Incident Report Summary

	SEPTEMBER	OCTOBER	NOVEMBER

NO REPORTS	0	0	0
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Incident Report Detail

Incident Description	Location

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

Date: 2/9/21

To: Board of Directors

Planning and Compliance Department Report

Department Responsibility

The Planning and Compliance is responsible for monitoring the community for distressed properties. Sending membership courtesy notices to gain compliance when a property is in violation of the CC&R's and PC Rules and Regulations. The department processes these responsibilities through escrow inspection, permit inspection, and inspector observation, as well as membership complaints. We accept applications for improvements and process paperwork to be reviewed by the ACC Committee. We also work side by side with the Committee in the review process.

Department Stats

Total current items monitored by the department **1560** which includes permit due dates, violations, and extension and escrow inspections, down from last month **1595**.

Important Facts!

PC.4.6 Light Posts / Flag Poles - Light posts and flag poles may be placed in the community setback, but not closer than six (6) feet from the curb. Masonry columns with lights cannot exceed four (4) feet in height and other metal or concrete light posts cannot exceed ten (10) feet in height. Flag poles cannot exceed twenty (20) feet in height

ACC Committee

The ACC Committee meets once a week on Thursday to review applications, variances, preliminary plans as well as extension request, appeals of fines and other request from membership. Members are welcome to come to the Open Session portion of the meetings.

ACC Committee Overview

1. Total of **210** items reviewed
2. Total of **141** permits approved

Items reviewed – Open Session

1. New Home Reviewed/Permit (0)
2. Grading Permit (0)
3. Improvements (66)
4. Lakeside Improvement (5)
5. Recorded Variance (5)
6. Rejected Applications (23)
7. Re-Submittal's (6)
8. Permit issued same day (Over the counter) (65)
9. Preliminary Applications (5)
10. Board Appeals (0)
11. Consent Agenda (6)

Member Complaints Logged

1. 30 member complaints investigated
2. 17 complaints already written

Letters – Compliance

1. 269 Compliance
2. 138 Courtesy notices

RESERVE ITEMS & CIP SUMMARY

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

OPERATIONS DEPARTMENT

In January, Operations worked on Board Approved Projects, Reserve Items, CIP and Committee Recommendation / Requests.

Projects Status

- **ADA Ramp & Restroom at Road Runner Park** – Staff has received preliminary drawings from the architect for the restrooms.
- **Camera Installation at Parks** – Cameras are operational at East Port and Diamond Point Park; Roadrunner Park is currently in progress.
- **Country Club Partition Replacement** – The solid partition between the bar and dining area will be replaced with a sliding steel security partition.
- **Domino's Gate in the Fairway Estates** – The old gate system has been updated with new wrought iron, matching side panels, and mechanics.
- **Holiday Harbor Curbing** – This project has been completed.
- **Lodge ADA Ramp** – This project has been completed.
- **Mailbox Slabs and Lighting** – Construction continues to re-pour concrete slabs. Please note, the order for these mailboxes will be rearranged in chronological order at the request of USPS.
- **Moonstone Beach** – This project addressed the cracked concrete slab and added a small ADA ramp from the parking lot to the sitting area, stairs leading to the dock, new picnic tables, new barbeques, and trash cans. The project will be complete after lighting is installed.
- **New Playground & Restrooms at Happy Camp** – New footings have been poured, curbing has been added, and the shade structure has been installed.
- **Pump Track at Sierra Park North** – Second plan check comments from the City have been received, addressed by the engineer, and re-submitted to the City.

Functions with Staff Assistance

- No functions this month needing staff assistance.

General Maintenance Items

- **Resident Matters** – Respond to residential requests and questions or concerns as occurs.
- **Vandalism** – Vandalism reports are completed following the month end for the previous month. The current vandalism report is in progress.

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 make sure landscape-related matters and / or any maintenance improvements are addressed as needed.

- No major issues to report this month.

Golf Course Maintenance

Operations has relayed any Golf Course related matters and / or 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

- **Annual Retail Fuel Outlet Report** – The annual report detailing gallons of gasoline sold in 2020 was submitted to the California Energy Commission.

Safety / Training

- **Training on How to Read Safety Data Sheets** – Training with staff was conducted by Safety Compliance Company on January 20th in the Holiday Bay Room at the Lodge. Per county guidelines, all staff were seated 6' apart and wore face coverings during the training.
- **COVID-19 Prevention Program Training** – Training on the OSHA standards for COVID-19 Prevention was conducted with staff by management on January 20th in the Holiday Bay Room at the Lodge. Per county guidelines, all staff were seated 6' apart and wore face coverings during the training.

EQUESTRIAN CENTER

- No further updates to report this month.

HAPPY CAMP CAMPGROUND

- On January 25, 2021, the regional stay at home order was lifted and Riverside County entered into the purple tier of the Blueprint for a Safer Economy. The purple tier allows outdoor dining and camping to resume.

COMMITTEES / WORK GROUPS

Refer to the recap below for Dredge Committee, Green Committee, Facilities Planning Committee, Green Committee and TWG updates.

Dredge Committee: In accordance with the current Committee Policy, the Dredge Committee is an Ad-hoc and will meet on an as needed basis.

Green Committee: The Green Committee members did not meet on January 14th, 2021 due to the regional stay at home order issued on December 3, 2020. The Committee typically meets monthly on the 2nd Thursday of the month at 1:00pm in the Magnolia Room at the Country Club. Their next meeting is on February 11th, 2021 as the stay at home order has been lifted.

Facilities Planning Committee: The Facilities Planning Committee (FPC) members did not meet on January 14th, 2021 due to the regional stay at home order issued on December 3, 2020. The Facilities Planning Committee typically meets monthly on the 2nd Thursday of the month at 3:30pm in the Magnolia Room at the Country Club. Their next meeting is on February 11th, 2021 as the stay at home order has been lifted.

Recreation Committee: The Recreation Committee members did not meet on January 12th, 2021 due to the regional stay at home order issued on December 3, 2020. The Recreation Committee typically meets monthly on the 2nd Tuesday of the month at 4:00pm in the Conference Room at the POA. Their next meeting is on February 9th, 2021 as the stay at home order has been lifted.

Tuesday Work Group (TWG): The TWG members did not meet on January 19th, 2021 due to the regional stay at home order issued on December 3, 2020. TWG typically meets on the third Tuesday of the month at 1:00pm in the Magnolia Room at the Country Club. Their next meeting is on February 16th, 2021 as the stay at home order has been lifted.

CHALLENGES

2021 started off on a positive note with the lifting of the order on January 25th and Riverside County's return to the purple tier. We are very excited that Happy Camp can resume business and welcome back the residents and their guests. The Operations staff has been continuing to work diligently on current projects and ensuring that the community and its amenities are appropriately cleaned and sanitized on a daily basis. We look forward to the day that life inside the lake can resume normally!



Report presented by: *Steve Schneider, Director of Operations*

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	FYE 2019	December 2020	FYE 2020	2019-2020 TOTAL
HVAC Units				
#0303 HVAC Lodge	16,300	-	16,750	33,050
#1350 HVAC Corporate Office	-	-	17,149	17,149
#1659 HVAC North Gate	2,750	-	-	2,750
Total HVAC Units	19,050	-	33,899	52,949
Lighting				
#1161 LED Lighting Eastport	11,221	-	-	11,221
#1403 CC Bollard Lighting	11,315	-	-	11,315
#1484 Parking Lot Lighting - Lodge	2,011	-	-	2,011
#1956 Lighting Grounds - Lodge	1,674	-	-	1,674
Total Lighting	26,221	-	-	26,221
Park Equipment & Furnishings				
#0404 Park Equipment	2,015	-	-	2,015
#0404 Park Equipment HH	1,838	-	-	1,838
#1025 Emerald Park Tables w/seats	-	3,105	3,105	3,105
#1071 Moonstone Park - Tables	-	1,807	1,807	1,807
#1073 Moonstone Park - Waste Containers	-	1,061	1,061	1,061
#1124 Waste Container - Ski Slalom	-	-	1,983	1,983
#1605 Roadrunner Park	1,793	-	-	1,793
#2012 (6) Shade Structures \$12,969.48	12,969	-	-	12,969
2-1904-01 Small Dog Park \$33,363.75	42,768	-	-	42,768
#1992 Dog Park Drinking Fountains	-	-	4,847	4,847
Total Park Equipment & Furnishings	61,383	5,973	12,802	74,185
Gault Field				
#1309 Gault Field - Netting & Shade Cover	1,724	-	-	1,724
#1310 Gault Field - Snack Bar Door	1,675	-	-	1,675
#1301 Gault Field - Field #1 Lights	9,027	-	-	9,027
#1301 Light Replacement Gault Field	5,100	-	-	5,100
#1305 Gault Field - Field #2 Lights	4,248	-	3,650	7,898
Total Gault Field	21,774	-	3,650	25,424
East Port				
1980 East Port Restrooms	5,700	-	-	5,700
Total East Port	5,700	-	-	5,700
Equestrian				
#1171 Equestrian Lighting, Barn	5,796	-	-	5,796
#1173 Equestrian Lighting, Poles, Wood	-	-	3,142	3,142
#1174 Equestrian - Sand Replacement	-	-	15,003	15,003
#1179 Equestrian Repairs	-	-	4,707	4,707
Total Equestrian	5,796	-	22,851	28,647
Total Metal Railing	-	-	-	-
Restaurant Equipment				
#0901 CC Bar Equipment	3,591	-	-	3,591
#0901 Lodge Waste Collector	6,476	-	-	6,476
#0901 Misc. Restaurant Equip	1,745	-	-	1,745
#1426 Ice Machine - CC	7,640	-	-	7,640
#1522 Trough Table - Lodge	11,437	-	-	11,437
#2117 Salad/Sandwich Prep Station	-	6,000	6,000	6,000
2-2011-01 Lodge Dishwasher \$71142.40	-	66,745	66,745	66,745
Total Restaurant Equipment	30,890	72,745	72,745	103,635
Furniture				
#0903 Furniture Corporate Office	4,436	-	-	4,436
#1579 Furniture Senior Center	-	-	1,705	1,705
Total Furniture	4,436	-	1,705	6,140
Flooring				
#1377 Bluebird Hall Flooring	-	7,851	7,851	7,851
Total Flooring	-	7,851	7,851	7,851
Doors				
#1412 Exterior Storage Doors - CC	6,675	-	-	6,675

Canyon Lake Property Owners Association

Repair & Replacement Fund Expenditures

	FYE 2019	December 2020	FYE 2020	2019-2020 TOTAL
#1707 Doors - CC	23,050	-	-	23,050
#1747 Kitchen Back Door - CC	1,975	-	-	1,975
Total Doors	31,700	-	-	31,700
Lodge				
#1501 Lodge - Kitchen Warmers	3,687	-	-	3,687
#0910 Lodge Remodel	51,405	-	4,386	55,791
2-2006 Lodge Front Patio/Event Space Design	-	4,793	15,497	15,497
#2006 Artificial Turf & Landscape \$89,570.97	-	-	85,217	85,217
Total Lodge	55,092	4,793	105,099	160,191
Country Club				
#0910 Acoustical Ceilings-Magnolia Rm	7,250	-	-	7,250
#0910 Remodel CC Men's Restroom	22,334	-	-	22,334
#1390 CC Men's Locker Partitions #11,156	14,034	-	-	14,034
#1397 Transformer Pad & Fence - CC	4,322	-	-	4,322
#1410 Concrete Entr CC \$14,641.08	14,641	-	-	14,641
#1410 Refurb Stairs - CC \$16,930	15,930	-	-	15,930
#1419 CC Fountain \$65,000 11/1/19	57,861	-	-	57,861
#1730 CC Main Double Doors	-	-	2,750	2,750
#1743 CC - Flag Pole	2,621	-	-	2,621
Total Country Club	138,993	-	2,750	141,743
Senior Center				
#1574 Senior Center - Carpet & Baseboards	-	-	6,978	6,978
Total Senior Center	-	-	6,978	6,978
Signage				
#0910 Signage Eastgate \$48700 11-6-18	47,350	-	-	47,350
#1700 Signage - Estates	11,673	-	-	11,673
#2006 Sign CC \$40,425 11/6 /18	3,546	-	-	3,546
Total Signage	62,569	-	-	62,569
Guard Shacks				
#1110 Guard Shack FRP Installation	1,502	-	-	1,502
#1635 Main Gate - Gate Operator	-	-	15,691	15,691
#1654 East Gate Barrier Arm Operator	15,804	-	-	15,804
#1702 Card Reader - Main Gate	2,149	-	-	2,149
#2175 Skylink/BT Access Panel	8,333	-	-	8,333
Total Guard Shacks	27,788	-	15,691	43,479
Corporate Office				
#1327 POA Office - Carpet	-	-	3,782	3,782
#1342 Admin Equipment Ofc	14,996	-	12,127	27,123
#1342 Card Reader Member Services	-	-	3,103	3,103
#2172 IT Camera North Gate	-	-	10,180	10,180
#2172 IT Camera Lodge	27,460	-	-	27,460
#2183 Camera - Big Tee Gate	3,503	-	-	3,503
#2183 Camera - Skylink Gate	4,294	-	-	4,294
Total Corporate Office	50,252	-	29,192	79,444
Computers				
#0912 Office Equip Corp Admin	7,028	5,262	5,262	12,290
#1900 Server Licenses	1,804	-	-	1,804
#2011 Network Backup \$50,880.34 8/6/19	50,880	-	-	50,880
#2155 Main Gate Server	-	-	6,232	6,232
#1900 CP Computers	1,613	-	-	1,613
Total Computers	61,325	5,262	11,494	72,819
Pool				
#1100 Pool Heater	3,400	-	-	3,400
#1101 Pool Filters	3,600	-	-	3,600
#1141 Pool Fencing	-	-	3,185	3,185
#1142 Pool Shower Ceramic Tile	-	-	10,810	10,810
#1143 Pool Water Heater - 50 Gallon	-	-	9,295	9,295
2-1912-00 Pool Deck & Plaster Replacement \$278,817	226,770	-	69,594	296,364
Total Pool	233,770	-	92,884	326,654
Lake				

Canyon Lake Property Owners Association
Repair & Replacement Fund Expenditures

	FYE 2019	December 2020	FYE 2020	2019-2020 TOTAL
#1620 Dock Gate Extension	1,900	-	-	1,900
#1620 Ramco Dock Repair	3,980	-	-	3,980
#1668 N Area Ski Erosion Remediation	42,211	-	-	42,211
#1678 Buoy Replacements	-	-	3,533	3,533
#1687 Dock - Lucky Cove \$13,550 1/7/2020	9,033	-	9,497	18,530
#2004 Dock - Indian Beach \$36,277.50 4/7/20	5,383	-	-	5,383
#2007 Docks HC \$88,326 4/2/19	79,815	-	1,100	80,915
#1694 N Ski Access & Picnic \$38,651 5/7	46,204	-	1,552	47,756
#1686 Docks	2,365	-	6,822	9,187
Total Lake	190,891	-	22,503	213,394
Campground				
#1257 Campground Building - Carpet & Vinyl Flooring	-	-	6,953	6,953
#1271 Campground Fuel Tank Hose	5,901	-	2,072	7,973
2-2005-00 HC Playground \$159,757.50	-	-	80,025	80,025
2-2009-00 Campground Restroom \$180k-\$200k	-	4,838	7,338	7,338
Total Campground	5,901	4,838	96,388	102,290
Fencing				
#1625 Fencing Golf Course	2,300	-	-	2,300
#1625 Fencing - Other	5,914	-	-	5,914
Total Fencing	8,214	-	-	8,214
Golf Course				
#1228 Hole #13 Lake Refurbish	141,964	-	260,686	402,650
#1231 Golf - Concrete Repairs	13,765	-	12,725	26,490
#1702 Golf Course Equipment	2,337	-	-	2,337
#1702 TWG Equipment	2,944	-	-	2,944
#2087 Golf Maintenance Storage Shed	-	-	2,125	2,125
2-2007-00 GC Irrigation Sys \$95,700 7/7/20	-	-	33,736	33,736
Total Golf Course	161,010	-	309,272	470,282
Fairway Estates				
#2174 Fencing Iron - Skylink Gate	4,500	-	-	4,500
#2176 Fairway Estates - Operators	4,500	-	2,000	6,500
Total Fairway Estates	9,000	-	2,000	11,000
Grounds				
#1726 Perimeter Fencing	-	-	3,500	3,500
#1800 Eastport Landscaping 03/03/20 \$29145	-	-	29,145	29,145
2-1802-01 Mailbox Proj \$418,589 2/6/8	116,971	-	-	116,971
#1852 Irrigation System Repairs	2,444	-	5,085	7,529
#1853 Landscaping	35,578	-	15,507	51,085
#1907 Surveillance System Cameras	13,854	-	-	13,854
#1848 Mailbox Slabs	65,915	14,150	62,220	128,135
2-1006-01 CLDS So Median Landscape \$100k-\$150k	-	5,000	5,000	5,000
Total Grounds	234,762	19,150	120,457	355,219
Total Large Equipment	1,996	-	-	1,996
Vehicles				
#1810 Flatbed Equipment Trailer	7,398	-	-	7,398
#1810 Toyota Trk #71849 (\$25,480.59)12/19	25,481	-	-	25,481
#1810 Toyota Trk #72547 (\$25,480.59)12/19	25,481	-	-	25,481
#2090 Tractor - OPS \$92,139.35 (12/03/19)	-	-	85,754	85,754
Total Vehicles	58,359	-	85,754	144,113
Plumbing, Sewers, Drains & Septics				
#1610 Storm Drain Repair	2,350	-	-	2,350
#1855 Backflow Repairs	3,978	-	2,580	6,558
Total Plumbing, Sewers, Drains & Septics	6,328	-	2,580	8,908
Total Repair & Replacement Fund Acct 02-0670	1,513,200	120,611	1,058,546	2,571,746

Canyon Lake Property Owners Association Capital Improvement Fund Expenditures

	FYE 2019	December 2020	FYE 2020	2019-2020 TOTAL
#05 Capital Improvement Fund				
5-1403-06 Roadrunner Park	1,015	-	-	1,015
5-1805-02 Sound Wall Project 03-29-19	252,814	-	-	252,814
5-1806-01 Happy Camp Internet	1,488	-	-	1,488
5-1806-02 LED Lghtg-Vllybll \$6,113 06-04-18	4,570	-	-	4,570
5-1809-03 Amphitheater Wildan \$40,000	6,923	-	-	6,923
5-1811-02 Pump Track Lndscp \$19,600 11-6-18	21,600	-	-	21,600
5-1901-01 LED Electric Sign \$74,360 02-05-19	3,330	-	-	3,330
5-1901-02 RFID Readers	4,592	-	-	4,592
5-1902-01 Doc Scan \$104,500 02-05-19	90,500	-	-	90,500
5-1902-01 Doc Scan \$23,800 09-03-19	23,800	-	-	23,800
5-1903-01 Propane Tnk HC \$4,116.82 03-05-19	9,244	-	-	9,244
5-1907-01 Wave Devices \$19,740 07-08-19	7,920	-	11,820.00	19,740
5-1908-00 East Gate Clearance \$1,899.30	1,899	-	-	1,899
5-1908-01 Curtains - Lodge \$3,426.44 08-28-19	3,426	-	-	3,426
5-1908-02 19' Boat & Trlr \$15,000 08-15-19	15,000	-	-	15,000
5-1908-03 Monument Sgn \$1,939.50	1,940	-	-	1,940
5-1909-01 Marine Radar \$106,990.38 09-27-19	102,576	5,942	9,548.12	112,124
5-1912-01 Toyota Trk \$25,480.59 12-03-19	25,481	-	-	25,481
5-1912-02 Speed Radar Signs \$18,992.68 12-03-19	18,529	-	-	18,529
5-2001-01 Audio System HBR \$37,750.00 01-27-20	29,756	-	-	29,756
5-2002-03 Plan Check EMVWD for Lodge Pavement	6,680	-	-	6,680
5-5004-00 Sierra Park North Pump Track \$88,690.00	-	-	73,414.20	73,414
5-2005-00 Pool Bldg Addition \$92,470.35 05-05-20	15,313	-	92,691.37	108,005
5-2005-01 Roadrunner ADA Ramp \$57,498.00	-	-	43,703.34	43,703
5-2006-01 Sierra Park Shade Structure \$3,255.00	-	-	3,255.00	3,255
5-2007-01 2015 Toyota Forklift \$20,364.75 07-2020	-	-	20,364.75	20,365
5-2008-00 Lodge Misting System \$7,787.00	-	2,141	9,927.90	9,928
5-2008-01 Community Bldg Design - Undrgrnd Utilities \$3210.50	-	-	3,210.50	3,211
5-2010-02 Camera Project (Ops Mgr approval only)	-	1,429	6,741.38	6,741
5-2010-03 Roadrunner Restroom \$31,800	-	-	6,000.00	6,000
5-2010-04 Mailbox Lighting \$100k-\$200k	-	-	2,836.00	2,836
5-2011-00 North Ski dock Gate \$2800.00	-	-	2,800.00	2,800
5-2012-01 2016 CASE Skid Steer Loader (Ops Mgr Approval only)	-	18,318	18,317.50	18,318
5-2012-02 Steps, Walkways, Stairs Moonstone Bch (Ops Mgr Approval only)	-	10,625	10,625.00	10,625
Total #05 Capital Improvement Fund	648,396	38,455	315,255.06	963,651

Canyon Lake Property Owners Association Road Reserve Fund Expenditures

	FYE 2019	December 2020	FYE 2020	2019-2020 TOTAL
3-1712-2 Road Repair	12,646	-	-	12,646
3-1907-01 Willdan CO \$28040.00 7/8/19	27,614	-	-	27,614
3-1908-01 Re-pvng CLD/Pkg Its \$3,698,909	2,378,701	262,788	1,001,948	3,380,649
3-2001-01 Traffic Studies - Willdan \$8750	6,563	-	-	6,563
3-2001-02 J&J Ent Curb Repl \$2,850	2,850	-	-	2,850
3-2007-00 Striping (Longhorn & Continental) \$12k-\$15k	-	-	8,000	8,000
Total Road Reserve Fund Acct 03-0670	<u>2,428,373.66</u>	<u>262,787.62</u>	<u>1,009,947.75</u>	<u>3,438,321</u>

VANDALISM REPORT
December 2020

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
319617	740872	10/23/2020	COMMUNITY PATROL / NORTH GATE	ASSESS THE NORTH GATE DAMAGED POLES AND REPAIR AS NEEDED	\$0.00	3	\$120.00	GENERAL SUPPLIES / HARDWARE
N/A	757748	11/14/2020	COMMON AREAS / SKYLINK	REPAIR DAMAGES MADE TO SKYLINK ENTRANCE GATE	\$4,062.81	0	\$4,062.81	POWER COATED BLACK GATE / CHAIN / ADJUSTER / ROLLERS / LATCH
N/A	762316	11/20/2020	TENNIS COURTS	MAKE REPAIRS TO TENNIS COURT AWNING(S)	\$1,530.00	0	\$1,530.00	REPLACEMENT AWNING
319854	765304	11/24/2020	GOLF COURSE	REPAIR PERIMETER FENCING NEAR 9TH TEE	\$64.00	2	\$144.00	CHAIN LINK / HOG RINGS
319886	766075	11/25/2020	GOLF COURSE	REPAIR PERIMETER FENCING NEAR 11TH TEE	\$157.00	2	\$237.00	REPLACEMENT POSTS / CHAIN LINK / HOG RINGS
319874	782059	12/3/2020	COMMON AREAS / INDIAN BEACH	REPAIR OR REPLACE DAMAGED TRASH RECEPTACLES	\$0.00	0.25	\$2.60	N/A
319885	782952	12/4/2020	COMMON AREAS / DAM VIEW	REPAIR PERIMETER FENCING AT THE DAM VIEW	\$47.00	1.18	\$94.20	CHAIN LINK / REPLACEMENT LOCK
319936	N/A	12/9/2020	COMMON AREAS / SKYLINK	REPLACE MISSING LOCK TO THE SKYLINK MOTOR BOX	\$37.00	0.5	\$57.00	REPLACEMENT LOCK
319941	N/A	12/10/2020	TENNIS COURTS	REPAIR / REPLACE DAMAGED PLYWOOD FOR COURT #03	\$99.12	5	\$299.12	PLYWOOD / PAINT / ANCHORS
319953	N/A	12/10/2020	COMMON AREAS	REPAIR / REPLACE DAMAGED TOILET PAPER DISPENSERS AT VARIOUS PARKS	\$296.80	2	\$376.80	(4) REPLACEMENT DISPENSERS
319955	787227	12/10/2020	COMMON AREAS / NORTH SKI	REPAIR DAMAGES MADE TO BLM PERIMETER FENCING	\$35.00	2	\$115.00	REPLACEMENT LOCK
319965	N/A	12/14/2020	COMMON AREAS / NORTH SKI	REPAIR DAMAGES MADE TO BLM PERIMETER FENCING	\$0.00	2.75	\$110.00	N/A
319975	790360	12/15/2020	COMMON AREAS / NORTH SKI	REPAIR / REPLACE DAMAGED LOCK AT BLM GATE	\$792.75	2	\$872.75	REPLACEMENT LOCK(S) / VENDOR RE-KEY
319976	790423	12/15/2020	GOLF COURSE	REPAIR PERIMETER FENCING AT GOLF COURSE MAINT ENTRANCE & REPLACE LOCK	\$59.87	5	\$259.87	REPLACEMENT CHAIN & LOCK
319983	791346	12/16/2020	COMMON AREAS / LITTLE PONY	MAKE REPAIRS TO PERIMETER FENCING AND LOCK NEAR LITTLE PONY	\$42.40	1	\$82.40	REPLACEMENT BARBED WIRE & ARMS
N/A	N/A	12/24/2020	GOLF COURSE	REPAIR TOILET / URINAL WITHIN 6TH TEE RESTROOM	\$465.00	0	\$465.00	REPLACEMENT SPUD

Date: 2/9/21

To: Board of Directors

From: Planning and Compliance Department

Board Action/Resolution: Member Edward Ryder Appealing ACC Denial for Rock Veneer on Walls, Raise Walls, Replace Patio Cover, Cable Railings & Gate

T/L: 3846-188

Address: 30295 White Wake Dr

CC&R Violation

CC&R Section 7 (j)

(j) No part of any fence or wall shall be constructed or placed within the "front yard" of any numbered lot in the Subdivision, that is to say, within that part of the lot that lies between the line of the street on which the lot abuts and the required setback from the front line of the lot. No fence or wall shall be constructed or placed within that part of any lot that is contiguous to either a lake or the golf course that lies within twenty-five (25) feet of the rear lot line, and no part of any fence or wall constructed or placed in the rear yard of any lot that is contiguous to a lake or the golf course shall exceed three (3) feet in height. Any fence that is permitted within the Subdivision and is not subject to the height limitation set out in the immediately preceding sentence may have a height not in excess of five (5) feet.

Staff Recommendation

Member Since 3/26/19

Staff recommends that the Board of Directors uphold the ACC Committee decision of December 31, 2020.

Exhibits for Review

Exhibit 1	Approved Pool Diagram
Exhibit 2	Stop work
Exhibit 3	Approved Driveway Diagram
Exhibit 4	Member Picture
Exhibit 5	Member Picture
Exhibit 6	Proposed Wall
Exhibit 7	Rear View of Wall
Exhibit 8	1988 Approval

Background

November 14, 2019 the Committee approved a pool, spa, concrete decking, slide w/grotto waterfall, art rock walls, steps & a bar-b-que with the conditions. (Exhibit 1)

May 1, 2020 the inspectors sent a letter requesting an application for driveway replacement in progress, started without a permit. Because of the amount of work and potential CC&R violation a stop work order was placed on the property. (Exhibit 2)

June 4, 2020 new plans were reviewed by the Committee, which was denied due to PC.5.10 driveway requirements and PC.8.1 landscape requirements not met.

June 18, 2020 Mr. Ryder submitted an application to replace the driveway and add artificial lawn. The Committee approved the application with conditions. (Exhibit 3)

December 18, 2020 a concerned neighbor submitted a complaint because the property line wall between lots 188 & 187 was in the process of being raised, with additional blocks on top. The inspectors placed secondary stop on the project and sent letters and confirmation of the stop on December 21, 2020. (Exhibit 4-5)

December 31, 2020 Mr. Ryder submitted an application for rock veneer on walls, to raise the walls, replace patio cover, cable railings & gate. The Committee denied the application: the wall extensions down to the lake on the right and left property lines need to be removed. Only retaining walls are allowed. Per PC.4.3c, the fencing on the property lines to the lake must be open wrought iron with a maximum height for pools of five (5) feet per the CC&R's. (Exhibit 6-7)

January 14, 2021 Member appealing to the Board of Directors the ACC decision.

January 20, 2021 Violation of the stop letter sent.

The existing wall approved **January 22, 1988**, at four (4) feet in height with no other conditions. The CC&R as stated in Section 7 (j) is clear about fence height and that shall not exceed three (3) feet in height and must be open fencing. Mr. Ryder stated that he raised the height by eighteen (18) inches in order to meet City guidelines for five (5) foot walls around a pool. The issues are not the height, but that it's not open fencing as stated in the CC&R's. (Exhibit 8)

Rules Description

PC.4.3c Property Abutting Lake or Golf Course - In order to preserve the natural quality and esthetic appearance of the existing geographic areas within the sub-division, property lines abutting to the lake or golf course shall be kept free and open and no fences shall be permitted on such property lines except where, in the opinion of the Committee, a fence or other enclosure, as a structure or esthetic feature of design concept, will contribute to and be in harmony with the character of the area. In such situations, the preference is for wrought iron open fencing thirty-six (36) inches in height.

Committee Results

The Committee met and the application was denied:

1st Meeting Denied December 31, 2020: the wall extensions down to the lake on the right and left property lines need to be removed. Only retaining walls are allowed. Per PC.4.3c, the fencing on the property lines to the lake must be open wrought iron with a maximum height for pools of five (5) feet per the CC&R's.

Committee In-Conclusion: Member installed a five (5) foot block wall to the lake without a permit on a lakefront lot. This is a CC&R violation per PC.4.3c. The CC&R only allows open fencing in the rear setback going from the rear of the home to the lake. We do allow a short property line wall of one or two courses to act as retaining, which the existing property lines had. The wall of one or two courses to act as retaining, which the existing property lines had. The member needs to remove the blocks he has added and install 4.5 feet of open fencing on top of the 1.5 foot existing

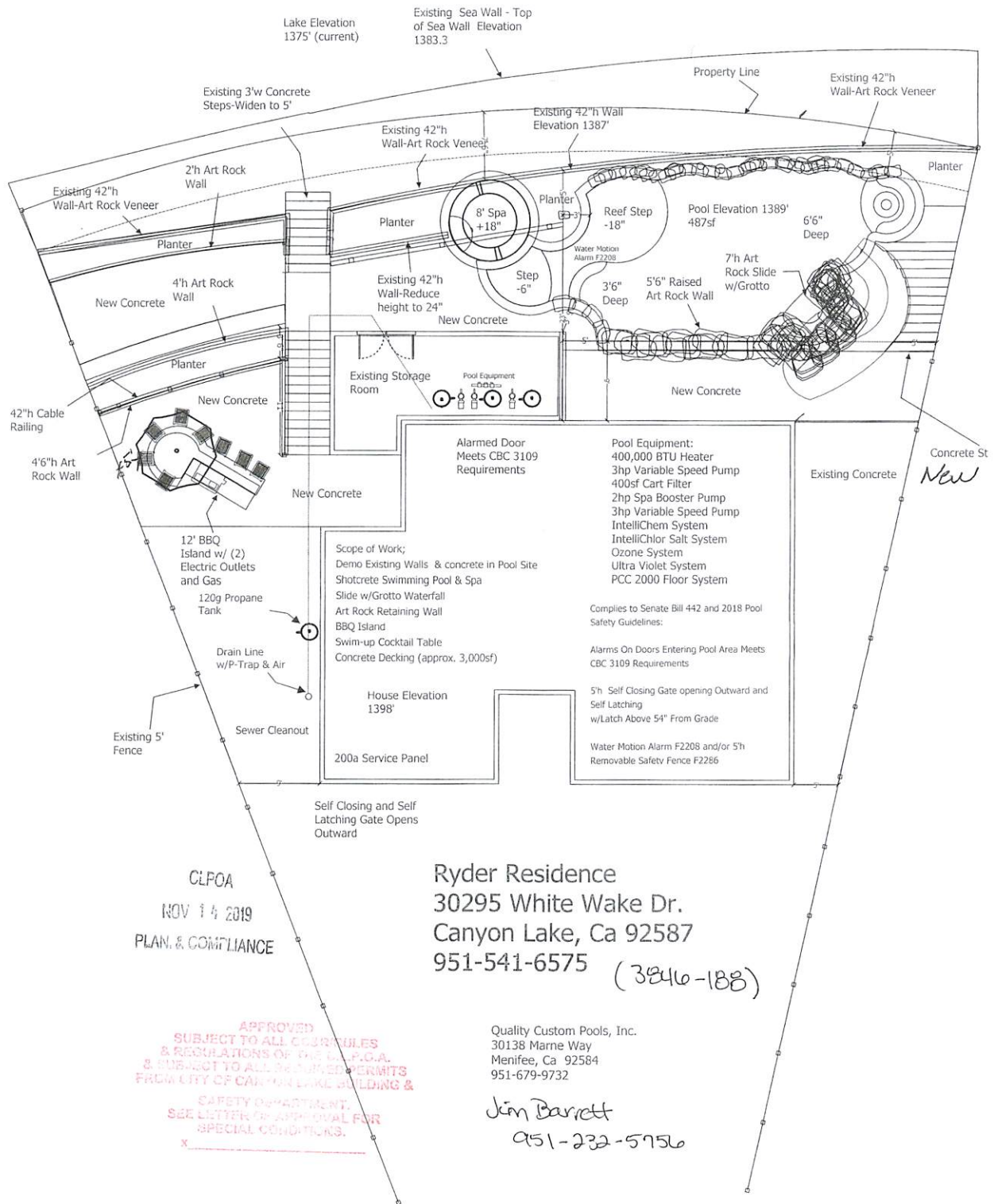
Members Appeal – Raised existing walls eighteen (18”) inches to meet City guidelines for 5’ walls around pool area. Property line walls were already block.

Fiscal Impact

None

Cheryl Mitchell

Senior Planning and Compliance Manager



CLFOA
 NOV 14 2019
 PLAN. & COMPLIANCE

APPROVED
 SUBJECT TO ALL CODES
 & REGULATIONS OF THE CLFOA
 & SUBJECT TO ALL REQUIRED PERMITS
 FROM CITY OF CANYON LAKE BUILDING &
 SAFETY DEPARTMENT.
 SEE LETTER OF APPROVAL FOR
 SPECIAL CONDITIONS.
 x

Ryder Residence
 30295 White Wake Dr.
 Canyon Lake, Ca 92587
 951-541-6575 (3846-188)

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

Jim Barrett
 951-232-5756

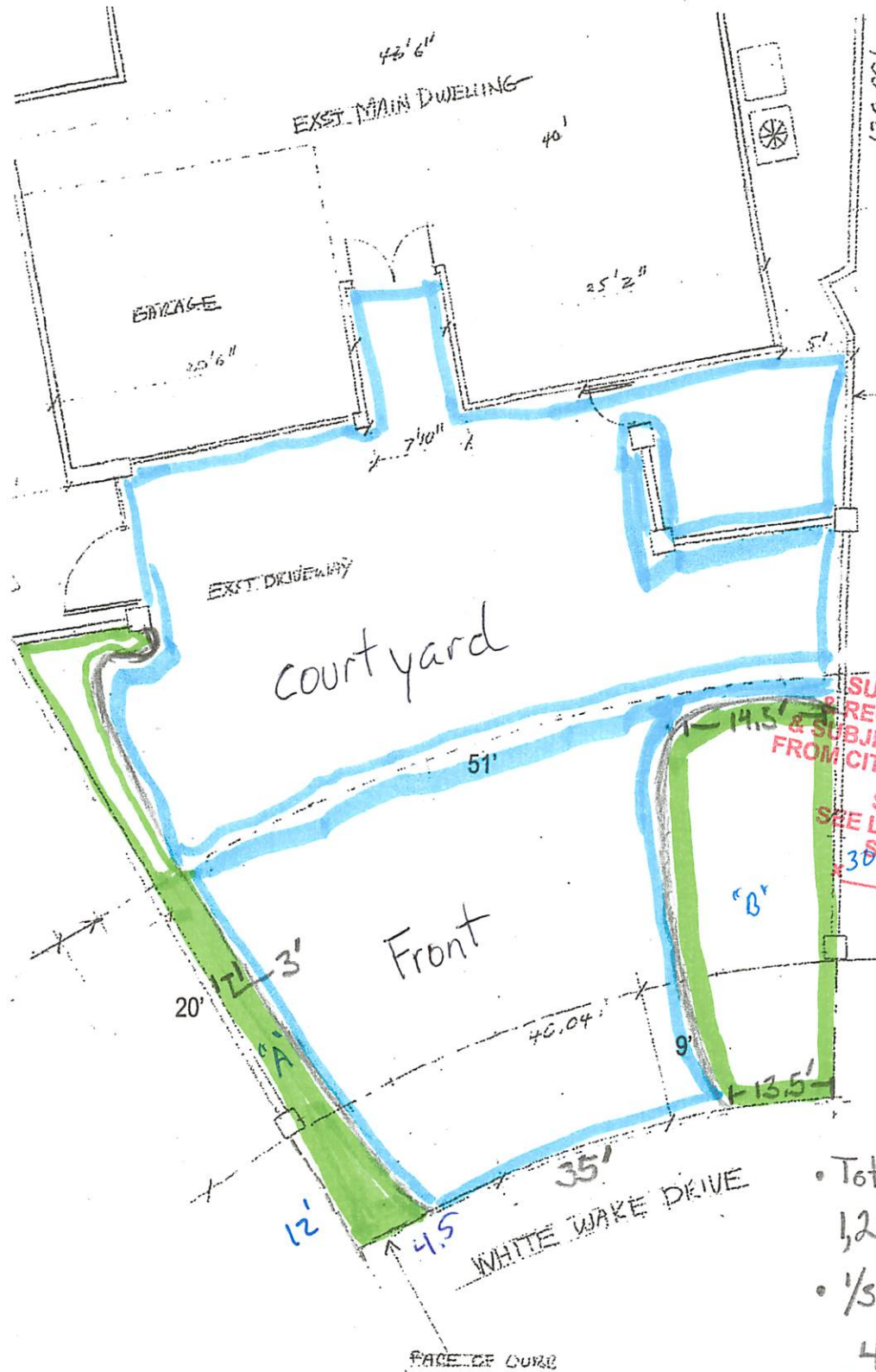


15



04/30/2020 14:12

2



ACC Calculation
 Front Ave $42 \times 32 = 1344$
 $\div 3 = 448 \text{ Sq Ft}$
 L.S required
 Area A. $3.5 \times 32 = 112$
 B. $14 \times 30 = 420$

CLPOA
 JUN 18 2020
 PLAN. & COMPLIANCE

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

PROJECT 01

PROJECT NAME & ADDRESS:
 DR. BRUCE PARKER
 30295 WHITE WAKE DRIVE

CONSULTANT: ARCHITECT/ENGR

PROJECT DESIGNER:
 J.S. & ASSOC
 31566 RAILROAD
 CANYON LA
 951-63
 icandraw4u

Drawn By:

Date:
 3-17-08

Scale:
 AS-NOTE

Measure width at curb both sides
 How deep is courtyard?

- Total Front: 1,247 Sq. Ft
- 1/3 Landscape Required: 415.5 Sq. Ft.
- Potential Concrete: 761.25 Sq. Ft
- Actual Landscape: 485.75

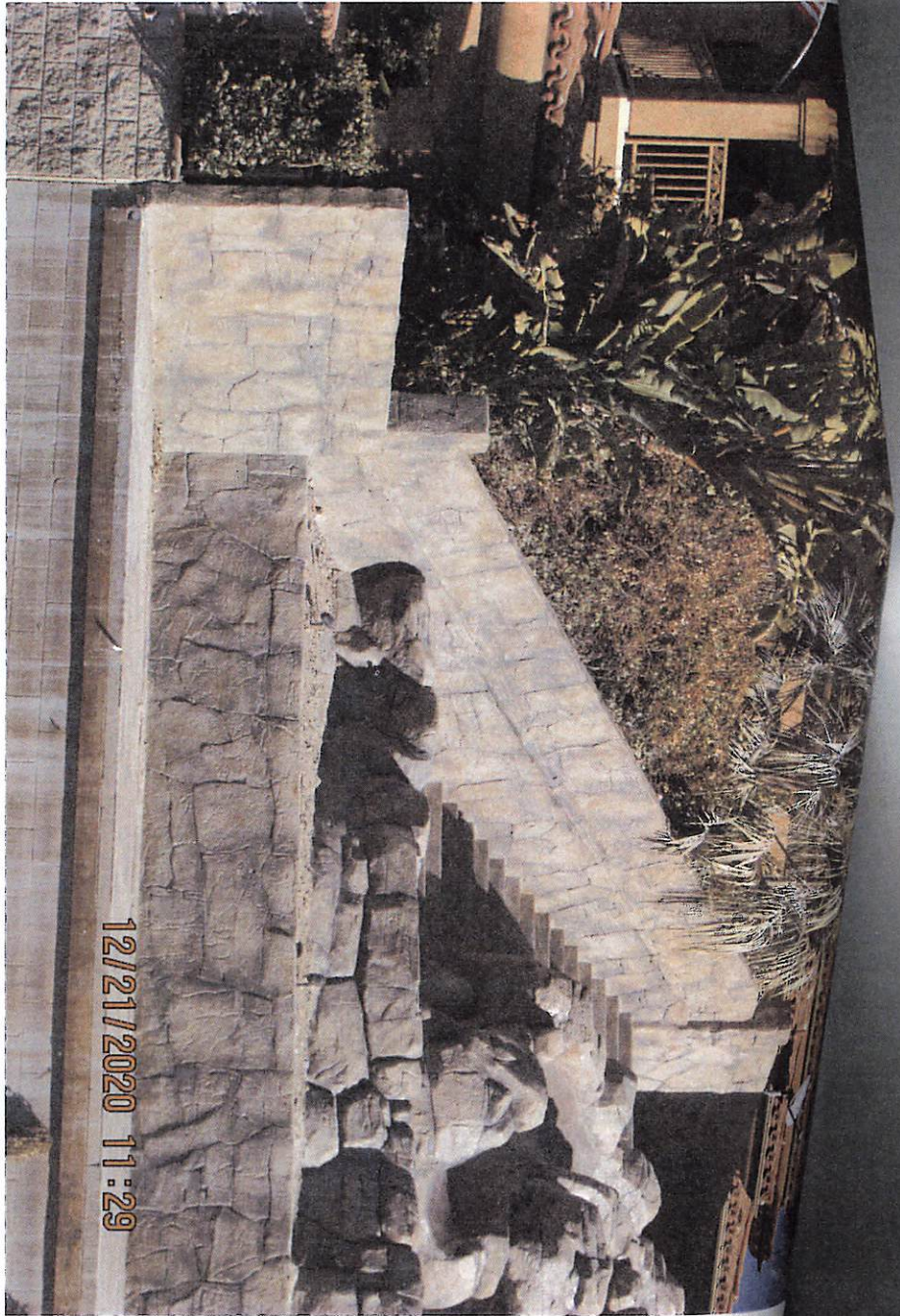


member photo 2



Pg. 92

1 Member photo

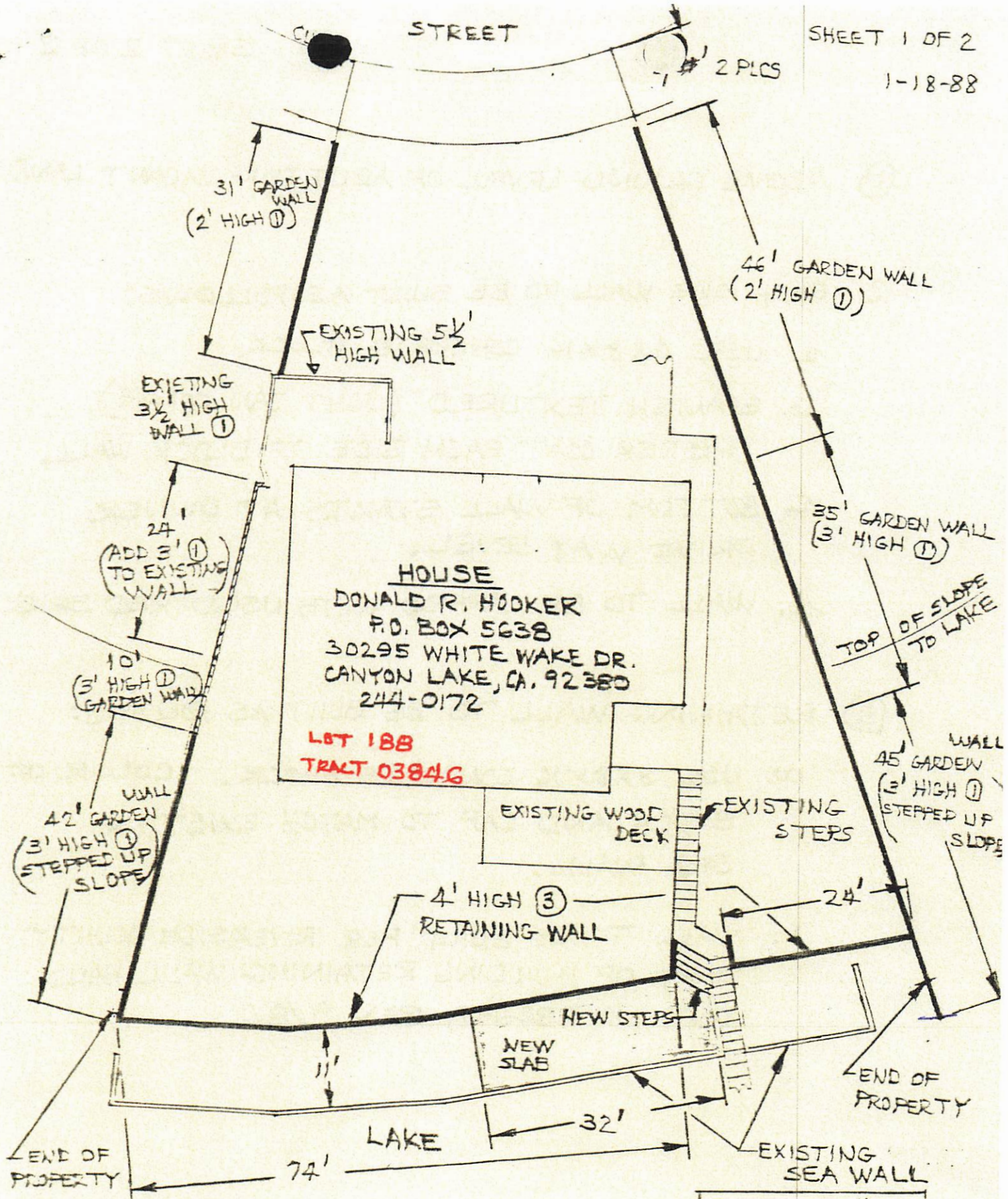


STREET

SHEET 1 OF 2

1-18-88

2 PLS



LOT 188
TRACT 03846

HOUSE
DONALD R. HOOKER
P.O. BOX 5638
30295 WHITE WAKE DR.
CANYON LAKE, CA. 92380
244-0172

**ADDITION OF CONCRETE BLOCK SIDE WALLS
AND LAKE SIDE RETAINING WALL**