

**Board of Directors**  
**Regular Session Board Meeting Agenda**  
**Tuesday, July 6, 2021 - 6:00 P.M.**  
**22200 Canyon Club Drive, Canyon Lake, CA 92587**  
**This meeting may also be joined virtually at [vm.clpoa.net](https://vm.clpoa.net)**  
**Dial into the Zoom meeting by phone: 1-669-900-6833**  
**Meeting ID: 864 5113 5385**

1. **Welcome and Call to Order**

- Pledge of Allegiance
- Verification of Quorum

2. **Approval of Minutes**

- June 1, 2021
- June 9, 2021

3. **Public Official Comments**

4. **Presentations**

EVMWD Canyon Lake Sewer Project Update (Bonnie Woodrome)

5. **Announcements**

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

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

Proposed Resolution: That the Board of Directors ratify the review of the monthly Financial Statements, and all additional required information per Code Sec. 5500 for the period of, May 31, 2021.

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

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

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

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

D. **APPROVAL: Rules & Regulations Review Committee Member Appointments** (Cory Gorham)

Proposed Resolution: That the Board of Directors approve the appointment of Christy Williams, Craig Brown, Kellie Welty, Ken Ross, Kevin Cole, Margi Austin, and Peter Dupree as members and Jack Wamsley as an alternate member on the Rules & Regulations Review Committee; contingent upon execution of the Confidentiality Agreement.

7. **Board Action Items**

**7.1 APPROVAL: Ratify Final Cost for Work on the Parking Lot Project** (Steve Schneider)

Proposed Resolution: That the Board of Directors approve the final cost of the Pavement Parking Lot Project with the additional funds of \$16,704 from Road Reserve funds 03-670 for a final project total of \$3,609,985.

**7.2 APPROVAL: CIP Funding and Contract Award for Family Park at Sierra Park North** (Eric Kazakoff)

Proposed Resolution: That the Board of Directors approve CIP funding, and authorize staff to engage in a Construction Contract with the selected Prime Contractor for key components of the project, contingent upon legal counsel review. Several large components of this project, including the restroom building and the bicycle pump track, will be contracted directly by the CLPOA with the appropriate vendors/subcontractors, and those items will not be included in this Prime Contract.

**7.3 28-Day Reading: Revise Rule LM.9.23 Slalom Skiing has Priority on the Course** (Director Griffiths)

Proposed Resolution: That the Board of Directors approve to revise rule LM.9.23, as attached.

**7.4 28-Day Reading: Revise Rule LM.9.24 A Skiers Turn is Determined by Boat Rotation** (Director Griffiths)

Proposed Resolution: That the Board of Directors approve to revise rule LM.9.24, as attached.

**7.5 28-Day Reading: Revise Rule LM. 9.25 A Skier's Turn is Six One Way Passes or Three Falls** (Director Griffiths)

Proposed Resolution: That the Board of Directors approve to revise rule LM.9.25, as attached.

**7.6 28-Day Reading: Remove Existing Rule LM.9.28 No Wake Surfing in the Slalom Course Area and Add New Rule in its Place** (Director Cook)

Proposed Resolution: That the Board of Directors approve to remove the existing rule LM.9.28 and add a new rule in its place, as attached.

**7.7 28-Day Reading: Add Rule LM.9.29 A Maximum of Two Boats are Allowed to Run in the Backwater at a Time** (Director Griffiths)

Proposed Resolution: That the Board of Directors approve to add rule LM.9.29, as attached.

**7.8 28-Day Reading: Add Rule LM.9.30 A Rider's Turn in the Backwater** (Director Griffiths)

Proposed Resolution: That the Board of Directors approve to add rule LM.9.30, as attached.

**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 or raise a virtual hand 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**

None.

**12. Next Meeting Date**

- Tuesday, August 3, 2021 at 2:00 p.m. – Executive Session
- Tuesday, August 3, 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, June 1, 2021. President Joe Kamashian called the meeting to order at 6:10 p.m. Directors present were Tim Cook, Renee Griffiths, Brian Bock, and Jim Barringham. Five Board Members were present; quorum was met. Also present were; General Manager, Eric Kazakoff; Assistant General Manager Lynn Jensen; Sr. Manager of Member Services Cory Gorham; 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 Kamashian

2. **Approval of Minutes**

- May 4, 2021

MOTION/RESOLUTION: Director Barringham moved that the Board of Directors approve the May 4, 2021 Regular Session Meeting Minutes, as attached. Director Griffiths seconded. Five votes in favor.  
MOTION CARRIED

3. **Public Official Comments**

EVMWD Vice President Darcy Burke reported on: future joint efforts with the City of Canyon Lake and Canyon Lake drinking water treatment plant pilot program testing status.

Mayor Castillo reported on: upcoming City events, Councilmember vacancy, City Council meetings, and CR&R rate increases.

4. **Presentations**

None.

5. **Announcements**

None.

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

MOTION/RESOLUTION: Upon motion properly made by Director Barringham, seconded by Director Bock, and four votes in favor. Items A, B, C, and D were APPROVED.

A. APPROVAL: Ratify Monthly Financial Statement Review

MOTION/RESOLUTION: That the Board of Directors review and approve the monthly Financial Statements, and all additional required information per Code Sec. 5500 for the period of April 30, 2021. APPROVED

B. Report of Executive Session Actions

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

C. Authorization of Liens

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

Parcel Numbers. APPROVED

D. APPROVAL: Alternate Finance Committee Member Appointments

MOTION/RESOLUTION: That the Board of Directors approve the appointment of Gregg Kludjian as an alternate member and Greg Doherty as the standing committee member on the Finance Committee; contingent upon execution of the Confidentiality Agreement, effective immediately.  
APPROVED

## 7. Board Action Items

7.1 APPROVAL: Committee Policy

MOTION/RESOLUTION: Director Barringham moved that the Board of Directors approve to revise the Committee Policy, as attached. Director Cook seconded. Five votes in favor. MOTION CARRIED

7.2 APPROVAL: Rules & Regulations Review Committee Charter

MOTION/RESOLUTION: Director Cook moved that the Board of Directors approve the Rules and Regulations Review Committee Charter, as attached. Director Griffiths seconded. Five votes in favor. MOTION CARRIED

7.3 APPROVAL: CIP Funding for Family Park at Sierra Park North

MOTION/RESOLUTION: Director Bock moved that the Board of Directors approve CIP funding in the amount of \$2,000,000, with a 10% contingency, and authorize staff to negotiate and value engineer the project with bidders, for full development of a Family Park at Sierra Park North. Expected execution of a construction contract and project start in July. Director Barringham seconded. Five votes in favor.  
MOTION CARRIED

## 8. Member Comments on Non-Personnel Items

The Board heard member comments.

## 9. Association Reports

- General Manager, Eric Kazakoff  
Reported on: written reports, Park Hopper event, projects, Sierra Park North Family Park development status, office expansion, entrance monuments, Lodge interior re-design, front patio development plans for the lodge, Road Runner Park progress, and road rehabilitation status.
- Staff Reports, as written
- Community Patrol, as written

## 10. Board Comments

- Director Cook reported on upcoming projects and best wishes for the year.
- Director Griffiths reported on liaison to the Appeals and Senior committees, reminders for member feedback to the Board at [board@canyonlakepoa.com](mailto:board@canyonlakepoa.com), and reminder to stay connected on social media @canyonlakepoa.
- Director Bock reported on successful Park Hopper event, Memorial Day celebrations, and Golf Cart Parade.
- Director Barringham reported on a successful park hopper event.

- President Kamashian reported on: welcome to the 2021 Board of Directors, new Rules & Regulations Review Committee, open vacancies, website notifications, request for community input for improvements, projects, and funding for Sierra Park North development.

**11. Architectural Appeals**

None.

**12. Next Meeting Date**

- Tuesday, July 6, 2021 at 1:00 p.m. – Executive Session
- Tuesday, July 6, 2021 at 6:00 p.m. – Regular Session

**13. Adjournment**

Director Bock moved to adjourn the meeting. Director Griffiths seconded. Meeting adjourned at 7:04 p.m.

Minutes approved: \_\_\_\_\_

Approved on: \_\_\_\_\_

The Board of Directors of Canyon Lake Property Owners Association met in a Special Regular Session on Wednesday, June 9, 2021. President Kamashian called the meeting to order at 6:05 p.m. Other Directors present were Tim Cook, Renee Griffiths, Brian Bock and Jim Barringham. Five Board Members were present, quorum was met. Also present were Assistant General Manager Lynn Jensen and PIO / Clerk of the Board Harmony McNaughton.

**1. Welcome and Call to Order**

Quorum was verified.

Pledge of Allegiance was led by President Kamashian.

**2. Board Action Items**

**2.1. Workshop for Review of Rule LM.9.23 Slalom Skiing Has Priority on the Course**

The Board held discussion and heard member comments.

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

The Board heard member comments.

**4. Next Meeting Date**

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

**5. Adjournment**

Director Barringham moved to Adjourn; Director Cook seconded. Five votes in favor. The meeting adjourned at 8:02 p.m.

Minutes approved: \_\_\_\_\_

Approved on: \_\_\_\_\_

**TO: Board of Directors**

**FROM: Controller**

**RE: Monthly Financial Statement Review**

**Background**

**5500.**

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

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

**Fiscal Impact**

None

**Recommendation:**

Staff recommends that the Board of Directors review and approve the attached preliminary Financial Statement information for May 30, 2021.

---

Susan C. Dawood, Controller



**Date: July 6, 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 July 6, 2021. The meeting was called to order at 1:00 p.m. Items discussed during this session included:

Legal Matters - The Board of Directors and management received an update from legal counsel in regards to Association matters. In addition, the Board held discussion on one (1) legal item(s).

Member Related Discussion - The Board of Directors and management held discussion on one (1) member related matter during this meeting.

3<sup>rd</sup> 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:** July 6<sup>th</sup>, 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. 353-253-008
2. 355-031-014
3. 353-192-005
4. 351-131-002

---

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

**DATE:** July 6, 2021 **ACTION:**  
**TO:** Board of Directors  
**FROM:** Sr. Member Services Manager  
**RE:** APPROVAL – Rules Committee Member Appointments

---

**Background**

The Association received over 20 applicants for the recently established Rules and Regulations Committee. Upon review, the following individuals are being recommended for appointment:

Christy Williams  
Craig Brown  
Jack Wamsley (alternate)  
Kellie Welty  
Ken Ross  
Kevin Cole  
Margi Austin  
Peter Dupree

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve to appoint the listed individuals to the Rules and Regulations Committee contingent upon execution of the confidentiality agreement.



---

Cory Gorham, Sr. Member Services Manager

**Date: July 6th, 2021**

**To: Board of Directors**

**From: Operations Department**

**Board Action/Resolution: Ratification - Final Cost for work on the Parking Lot Project**

---

**Background**

In 2016, a design company was retained to design a Parking Lot Rehabilitation Project. They were tasked with evaluating each area for ADA compliance, and possible expansion and reconfiguration in order to create the maximum available parking spaces in each area. Further, they were asked to evaluate each area for effective drainage and to incorporate other features suggested by the Community Members and Staff. The Board overall approval of funds was \$3,593,281 for the construction portion of the project which started in the Fall of 2019. During this long project, there were some upgrades and design changes as the project progressed.

Part of these changes put the project slightly over the \$3,593,281 budget. We added steps lights to the Lodge stairs located at the ADA ramp, irrigation repairs to major lines unforeseen before project start, curb sandblasting and repaint outside project scope, added railing above the ADA ramp for fall protection and added block to retaining walls. These changes put the project \$16,704 over budget.

The entire project finished in winter of 2021

**Fiscal Impact**

\$16,704 in additional funds. This brings the project final cost of \$3,609,985.

**Recommendation**

Staff requests that the Board of Directors approve the final cost of the Pavement Parking Lot Project with the additional funds of \$16,704 from Road Reserve funds 03-670 for a final project total of \$3,609,985.

*Steve Schneider*

Steve Schneider, Director of Operations

**Date: July 6th, 2021**

**To: Board of Directors**

**From: Director of Operations – Steve Schneider**

**Board Action/Resolution: CIP Funding and Contract Award for Family Park at Sierra Park North**

---

**Background**

In April of 2018 the Board of Directors approved to move forward with exploring Sierra Park North for a new POA park with a pump track. In October of 2018, the POA hired a consultant to come up with a preliminary park design. Over the next year, the consultant came up with a design with input given from staff, the Recreation and Facilities Committee. In April of 2020 the Board of Directors approved funding for a full park design and permitting. In April of 2021 a permit to build the park was received and the POA put the design out to bid.

In May of 2021 the Community voted and approved a 2-million-dollar park project plus a 10% contingency based off the cost estimates from the Engineer.

We originally received 6 bids from General Contractors ranging from \$2.26 to \$3.12 million.

As many are aware, there is has been a substantial cost increase in the past months in construction cost. Staff worked with the designers and contractors for some value engineering to fit the project within the approved spending limits. This included removing some items from the scope of the General contractor and contracting those features directly with the CLPOA.

**Fiscal Impact**

\$2,000,000 plus contingency from 05-670.

## **Recommendation**

That the Board of Directors approve CIP funding, and authorize staff to engage in a Construction Contract with the selected Prime Contractor for key components of the project, contingent upon legal counsel review. Several large components of this project, including the restroom building and the bicycle pump track, will be contracted directly by the CLPOA with the appropriate vendors/subcontractors, and those items will not be included in this Prime Contract.

*Steve Schneider*

Steve Schneider, Director of Operations

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Treasurer Renee Griffiths

**RE:** 28 Day Reading – Revise Rule LM.9.23 Slalom Skiing Has Priority on the Course

---

---

**Background**

The Board of Directors held a Special Regular Board Meeting Workshop on June 9, 2021 to allow all members of the community to comment about a possible revision to Rule LM.9.23. Approximately 90 members were in attendance. The Board later met with the Ski, Wake Board, ShowCal Skiers and Bassmasters clubs' representatives to discuss the use of the Slalom Course area and sport priority. As a result of this meeting, there was a consensus on a portion of the revision regarding Monday – Friday use. The Board was left with the task to decide if Priority for the Slalom Skiers should continue through the weekend or limit Priority to five days a week.

The proposed revision to this rule will allow Slalom Skiers to have priority on the Slalom Course Monday – Friday from sunrise until noon. At noon, all members of the Canyon Lake Community, regardless of their chosen watersport, will be able to add their name to the rotation list for the remainder of the day. On weekends, all members of the Canyon Lake Community, regardless of their chosen watersport, will be able to add their name to the rotation list at any time.

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading to revise rule LM.9.23, as attached.

*Renee Griffiths*

---

Renee Griffiths, Treasurer



**Current Rule**

LM.9.23 Slalom skiing has priority on the course.

**Proposed Revision (Redlined)**

LM.9.23 Slalom skiing has priority on the course **Monday – Friday from Sunrise until Noon (12:00 P.M.)**

**Revised Rule**

LM.9.23 Slalom skiing has priority on the course during Monday – Friday from Sunrise until Noon (12:00 P.M.)

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Treasurer Renee Griffiths

**RE:** 28 Day Reading – Revise Rule LM.9.24 A skiers turn is determined by boat rotation

---

---

**Background**

Now that there are multiple watersport enthusiasts enjoying the North Lake, specifically the front lake/slalom course area, it is necessary to change the word “skiers” to “riders.”

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading to revise rule LM.9.24, as attached.

*Renee Griffiths*

---

Renee Griffiths, Treasurer

**Current Rule**

LM.9.24 A skier's turn is determined by boat rotation

**Proposed Revision (Redlined)**

LM.9.24 A ~~skiers~~ rider's turn is determined by boat rotation

**Revised Rule**

LM.9.24 A rider's turn is determined by boat rotation

---

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Treasurer Renee Griffiths

**RE:** 28 Day Reading – Revise Rule LM.9.25 A skier’s turn is six one way passes or three falls

---

---

**Background**

While a “turn” for skiers is defined in rule LM.9.25, there is no definition for other watersports. It is important for all watersport enthusiasts know the length of their turn in the front water.

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading to revise rule LM.9.23, as attached.

*Renee Griffiths*

---

Renee Griffiths, Treasurer

**Current Rule**

LM.9.25 A skier's turn is six one way passes or three falls

**Proposed Revision (Redlined)**

~~LM.9.25 A skier's turn is six one way passes or three falls~~ **Ski and Watersports Turn**  
A skier's turn is six one way passes or three falls. **Wakeboarders, Wakesurfers, and all other towed watersports turn is either six (6) one-way passes or fifteen (15) minutes.**

**Revised Rule**

LM.9.25 Ski and Watersports Turn

A skier's turn is six one way passes or three falls. Wakeboarders, Wakesurfers, and all other towed watersports turn is either six (6) one-way passes or fifteen (15) minutes.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Director Tim Cook

**RE:** 28 Day Reading – Revise Rule LM.9.28 No Wake Surfing in the Slalom Course Area

---

---

**Background**

Upon review of the rule and discussion with the various clubs and users of the North Ski Area, it has been the consensus to recommend that LM.9.28 be revised to allow Wake Surfing in the slalom course area and to make reasonable restrictions on turnarounds for Ski, Wake Boarding and Wake Surfing.

The proposed revision to this rule would yet again allow Wake Surfing in the Slalom Course area and would place reasonable restrictions on turnaround parameters to help mitigate dock damage.

**Fiscal Impact**

N/A

**Recommendation**

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

*Tim Cook*

---

Tim Cook, Director

**Current Rule**

LM.9.28 No Wake Surfing in the Slalom Course Area Wake Surfing is not permitted in the Slalom Course area.

**Proposed Revision (Redlined)**

LM.9.28 ~~No Wake Surfing in the Slalom Course Area Wake Surfing is not permitted in the Slalom Course area.~~ Turnaround and U-Turn Restrictions

No turnaround or U-turns are permitted within 400 feet from a dock for Wake Enhancing Device Boats in the Slalom Course Area. No turnaround or U-turns permitted within 200 feet from a dock for any other type of motorized boat in the Slalom Course Area.

**Revised Rule**

LM 9.28 Turnaround and U-Turn Restrictions

No turnaround or U-turns are permitted within 400 feet from a dock for Wake Enhancing Device Boats in the Slalom Course Area. No turnaround or U-turns permitted within 200 feet from a dock for any other type of motorized boat in the Slalom Course Area.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Treasurer Renee Griffiths

**RE:** 28 Day Reading – New Rule LM.9.29 A maximum of two boats are allowed to run in the backwater at a time

**Background**

Currently there is no rule about the number of boats that are allowed to run in the backwater at the same time. The Ski Club and Wakeboard Club recognized the need to have a rule to help create a safe place for all watersport enthusiasts in the backwater. The two clubs worked collectively to create a rule to help create a safer ride for the members in the backwater.

The proposed rule will help to provide a safer ride for all members in the backwater.

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading to add rule LM.9.29, as attached.

*Renee Griffiths*

---

Renee Griffiths, Treasurer



**Current Rule**

N/A

**Proposed Revision (Redlined)**

LM.9.29 A maximum of two boats are allowed to run in the backwater at a time

**New Rule**

LM.9.29 A maximum of two boats are allowed to run in the backwater at a time

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

**DATE:** July 6, 2021 **ACTION:**

**TO:** Board of Directors

**FROM:** Treasurer Renee Griffiths

**RE:** 28 Day Reading – New Rule LM.9.30 A Rider's Turn in the Backwater

**Background**

Currently there are no rules about a rider's turn in the backwater. The Ski Club and Wakeboard Club recognized the need to have a rule, so all members have a clear understanding of the length of each rider's turn in the backwater. The two clubs worked collectively to create a rule that addresses a rider's turn in the backwater.

The proposed revision to this rule would help provide safety and fair play in the backwater.

**Fiscal Impact**

None

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading to add rule LM.9.30, as attached.

*Renee Griffiths*

---

Renee Griffiths, Treasurer

**Current Rule**

N/A

**Proposed Revision (Redlined)**

LM.9.30 A Rider's Turn in the Backwater

A rider's turn in the backwater is either six (6) one-way passes or fifteen (15) minutes. Other boats must wait for their turn.

**New Rule**

LM.9.30 A Rider's Turn in the Backwater

A rider's turn in the backwater is either six (6) one-way passes or fifteen (15) minutes. Other boats must wait for their turn.

## ACTIVITIES DEPARTMENT

The Activities Department staff has been working on the following:

### Senior Center Dept. 19

- The Senior Center reopened for card groups. Bingo is planning on resuming as of July 18.
- The Senior Committee meets at the Senior Center for their regular scheduled meeting on 1<sup>st</sup> Tuesdays at 9 am.

### Activities Dept. 50

- Reservation forms are available online and the Amphitheater has been added as an additional amenity. Members can check park reservations by going to the CLPOA website under lifestyles, park reservations and search a date to see if a park is available. You can call if you would like park reservations at 244-6841 Ext. 610, go to the CLPOA website and send an email request for park reservations or email [activities@canyonlakepoa.com](mailto:activities@canyonlakepoa.com).
- Gault Field reservations are now available online for fields 1-4, pending Activity department approval.
- Working with Clubs & Activities Groups on rescheduling events, meetings, programs for the rest of 2021, any clubs that have not updated their end of the year calendar, please do so as soon as possible, there are not many free dates available.
- Added Club/Activities Banner request online thru Civicplus, clubs can now reserve a spot on the banner stands at each gate online.
- Coordinating with Operations on new Community benches throughout community

### Pool Dept. 54

- Pool Stats for the Month of June:
  - 7,0751 people visited the pool
  - 740 people attended water aerobics
  - 474 people attended the pool all day and into the June 19 movie night
  - 520 people attended swim lessons
  - 80 people attended water polo lessons
- Summer Hours May 28 – September 5
  - Exercise and Lap Swim – Daily from 6 am to 10 am
  - Open Swim
    - Sunday – Thursday from 10 am to 9 pm
    - Friday – Saturday from 10 am to 10 pm

### Event & Activities Updates

- Canyon Lake Little League Hosted All Star Tournament June 18 – July 2
- Family Matters Graduation parade – June 19
- Woman's Club – Paint and Sip – June 24
- CLAMS – Golf tournament – June 29

### Upcoming Events

- 4<sup>th</sup> of July Fireworks

### Committees

Fiesta Day – two open positions

Recreation Committee – no open positions

Senior Committee – one open position

# COMMUNICATION REPORT

## Goals & Campaigns - June 2021

### GOALS & OBJECTIVES

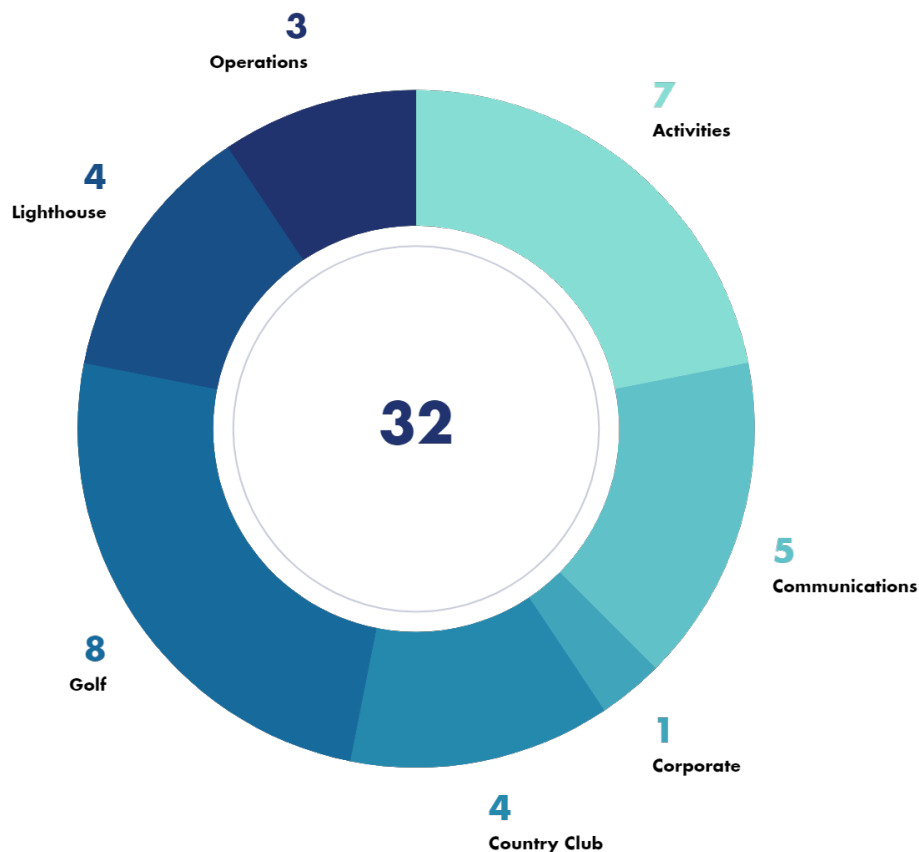
The primary goals of the Communication's team this fiscal year are:

- Expand the Canyon Lake POA's communication efforts, with a focus on increasing social media reach and engagement.
- Promote and market the Canyon Lake POA's revenue generating amenities:
  - Golf Course
  - Restaurants
  - Happy Camp & Propane Sales
- Promote Recreation & Events
- Promote Weddings & Banquets

### ACTIVE CAMPAIGNS

June 2021

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



# FEATURE CAMPAIGNS - CANYON LAKE POA

June 2021

## July 4 Fireworks Show

### Happy Camp Site Lottery



**4th of July**

**HAPPY CAMP SITE LOTTERY**

LOTTERY SIGN UPS  
JUNE 11 - JUNE 17

ONLINE SIGNUPS  
[www.clpoa.com/lottery](http://www.clpoa.com/lottery)

VIRTUAL LOTTERY  
June 19 at 10 a.m.  
Lottery may be viewed  
[vm.clpoa.net](http://vm.clpoa.net) or on Facebook  
[@canyonlakepoa](https://www.facebook.com/canyonlakepoa).

CANYON LAKE  
PROPERTY OWNERS ASSOCIATION

### July 4 | Brochure



Canyon Lake POA

**4TH OF JULY**

INDEPENDENCE DAY

DJ Mike Shroyer will be playing music starting at 8 p.m. leading up to the show in the Lodge patio.

Fireworks start at 9 p.m. Tune into 99.9 FM to hear music synchronized to the fireworks show!

### July 4 | Overview Video



Canyon Lake POA

**4TH OF JULY**

INDEPENDENCE DAY

@canyonlakepoa

### July 4 | Community Patrol Video



Canyon Lake POA

**4TH OF JULY**

INDEPENDENCE DAY

@canyonlakepoa

# FEATURE CAMPAIGNS - CANYON LAKE POA

June 2021

## Canyon Lake Marketing

### New Member Welcome Website



### New Member Welcome Letter



Dear New Homeowner,

On behalf of the Canyon Lake Property Owners Association, welcome to the beautiful community of Canyon Lake! We look forward to meeting you over the coming weeks. You will likely see our helpful team members throughout the community, managing our many amenities, providing excellent dining service at our two restaurants, assisting members in the office and out and about daily making sure the community aesthetics are maintained.

The Canyon Lake Property Owners Association is responsible for the operation and maintenance of the common areas within the community of Canyon Lake. Our purpose is to promote the recreation, benefit, and enjoyment of the homeowners in Canyon Lake. Our mission is to provide exceptional services that enhance the quality of life and sense of community, which makes Canyon Lake a desirable place to live and enjoy.

Please visit our new homeowner website [www.welcomecanyonlake.com](http://www.welcomecanyonlake.com) to learn more about all the great activities, amenities and recreational opportunities that await you!

Again, welcome to the Canyon Lake community! We know you will find it is an amazing place to live and play. We encourage your participation in our activities and functions.

Sincerely,

Your Canyon Lake Property Owners Association Management Team



## Restaurant Marketing

### Father's Day

CANYON LAKE COUNTRY CLUB BAR & GRILL

# Father's DAY

SUNDAY, JUNE 20  
**LUNCH & BEER SPECIAL**

\*CHOOSE YOUR MEAL\*

- COUNTRY CLUB BURGER
- CLUB SANDWICH
- CRISPY CHICKEN SALAD
- CUBAN SANDWICH

ONLY \$13

Call 951.246.1773 for reservations and takeout

CANYON LAKE COUNTRY CLUB BAR & GRILL @canyonlakecountryclub

LIGHTHOUSE RESTAURANT & BAR

CELEBRATE  
**Father's DAY**  
JUNE 20, 2021

LUNCH & DINNER SPECIALS 12 P.M. TO 8 P.M.

**BEEF RIB EYE STEAK**  
12 ounce grilled rib-eye steak with garlic mashed potatoes and grilled asparagus served with a mushroom red wine demi-glace.

**LOBSTER RAVIOLI**  
Ravioli with lobster and sautéed shrimp served with cherry tomatoes over a rich lobster cream sauce.

Call 951.246.2720 for reservations and pickup

LIGHTHOUSE RESTAURANT & BAR @canyonlakelighthouse  
22200 Canyon Club Drive, Canyon Lake, CA 92587

### Happy Hour

LIGHTHOUSE RESTAURANT & BAR

# Happy HOUR

4 P.M. - 6 P.M. WED - SAT

- \$5 Martinis
- \$5 Margaritas
- \$3 Drafts
- \$4.50 Wine
- \$4 Well Drinks
- Apps starting at \$5

LIGHTHOUSE RESTAURANT & BAR @canyonlakelighthouse  
www.canyonlakelighthouse.com

### July 4 Drink Specials



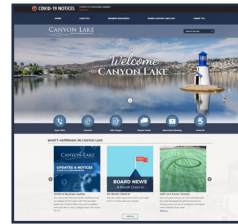
# COMMUNICATION REPORT

## Digital Highlights - June 2021

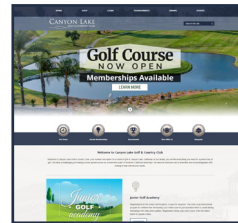
The Communications team manages the Canyon Lake POA's digital presence. This includes maintaining the Canyon Lake POA's websites, social media pages, email messages/notices, digital subscriptions.

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](http://www.clpoa.com/analytics).

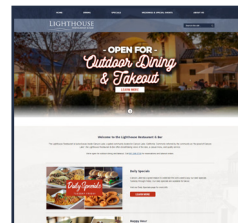
### WEBSITE ANALYTICS HIGHLIGHTS



**49,869**  
Pageviews  
(Canyon Lake POA)



**6,754**  
Pageviews  
(Country Club)



**4,126**  
Pageviews  
(Lighthouse)

### TOP 5 VISITED WEBSITE PAGES

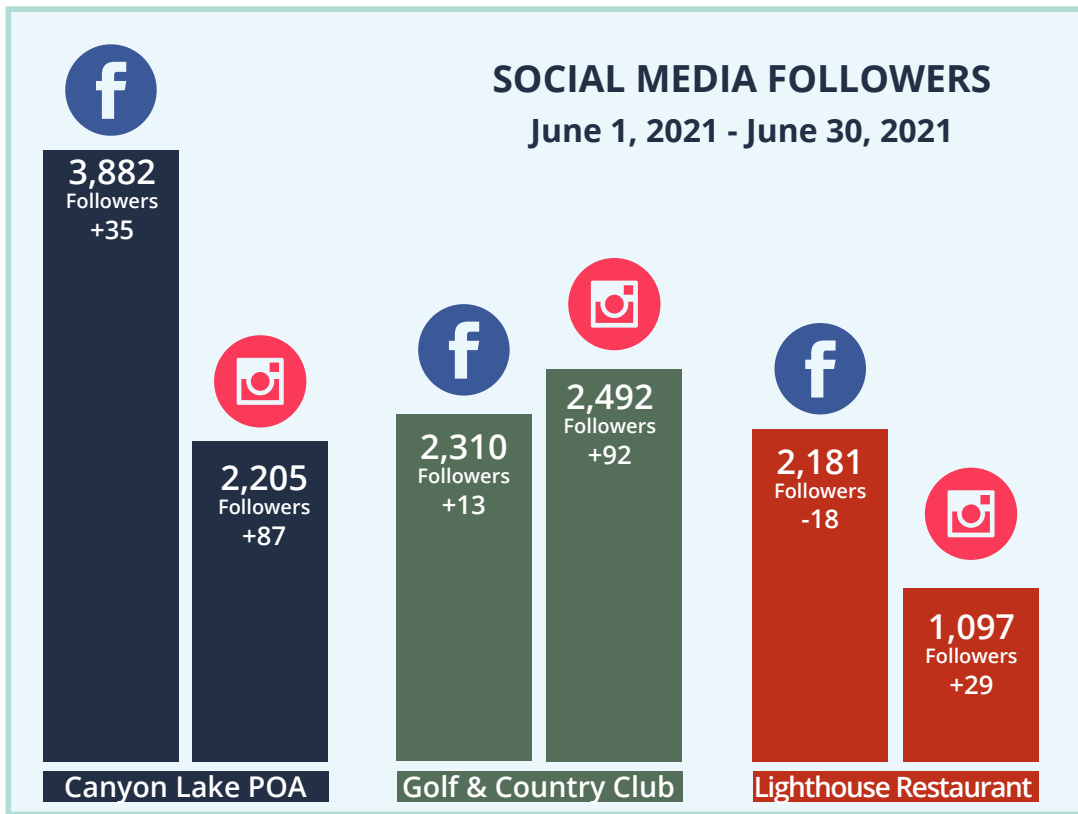
June 1, 2021 - June 30, 2021

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Bounce Rate
www.canyonlakepoa.com - homepage	7,864	5,954	00:00:57	26.01%
/462/Happy-Camp	2,706	2,135	00:02:11	67.89%
/173/Canyon-Lake-Golf-Country-Club	2,591	1,976	00:00:41	25.62%
/198/Lighthouse-Restaurant-Bar	1,537	1,269	00:00:39	29.84%
/270/Payment-Services	1,427	1,209	00:02:22	73.17%



# COMMUNICATION REPORT

Digital Highlights - June 2021



## FACEBOOK HIGHLIGHTS

**61**

Published Posts

(Canyon Lake POA)

**75,472**

Impressions

(Canyon Lake POA)

**13,009**

Engagements

(Canyon Lake POA)

## SUBSCRIPTION HIGHLIGHTS

June 1, 2021 - June 30, 2021

Subscription Category	Subscribers	+/- Prev. Month
Canyon Lake POA Email Newsletters	3,326	+15
Agenda Center	144	+10
Alert Center	1,471	+32
Newsflash	1,292	+37

# COMMUNICATION REPORT

## Digital Advertising Highlights - June 2021

**17,865**  
Impressions  
(Canyon Lake Golf)

**94,833**  
Impressions  
(Country Club Restaurant)

**29,667**  
Impressions  
(Lighthouse Restaurant)

View complete analytics at [www.clpoa.com/analytics](http://www.clpoa.com/analytics)

### GOLF COURSE | DIGITAL ADVERTISING HIGHLIGHTS

June 1, 2021 - June 28, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Golf & Country Club   Facebook Page Like Ad	2,291	3,165	163	\$0.17	\$27.46
Golf & Country Club   Google Display Ad	14,700	14,700	116	\$0.50	\$57.99

### COUNTRY CLUB RESTAURANT | DIGITAL ADVERTISING HIGHLIGHTS

June 1, 2021 - June 28, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Country Club   Facebook Ad	62,750	94,833	230	\$0.84	\$192.66

### LIGHTHOUSE RESTAURANT | DIGITAL ADVERTISING HIGHLIGHTS

June 1, 2021 - June 28, 2021

Campaign	Reach	Impressions	Clicks	Cost Per Click	Amount Spent
Lighthouse Restaurant   Facebook Page Like Ad	1,295	2,710	107	\$0.26	\$27.55
Lighthouse Restaurant   Facebook Ad	16,132	26,957	185	\$0.75	\$137.85

### DOORDASH/OPENTABLE | RESTAURANT HIGHLIGHTS

June 1, 2021 - June 28, 2021

Restaurant	Orders	Average Ticket	Net Sales	OpenTable Reservations
Canyon Lake Country Club Bar & Grill	39	\$23.31	\$823.86	202
Lighthouse Restaurant	28	\$42.25	\$1,034.21	123

# COMMUNICATION REPORT

Looking Forward - July 2021

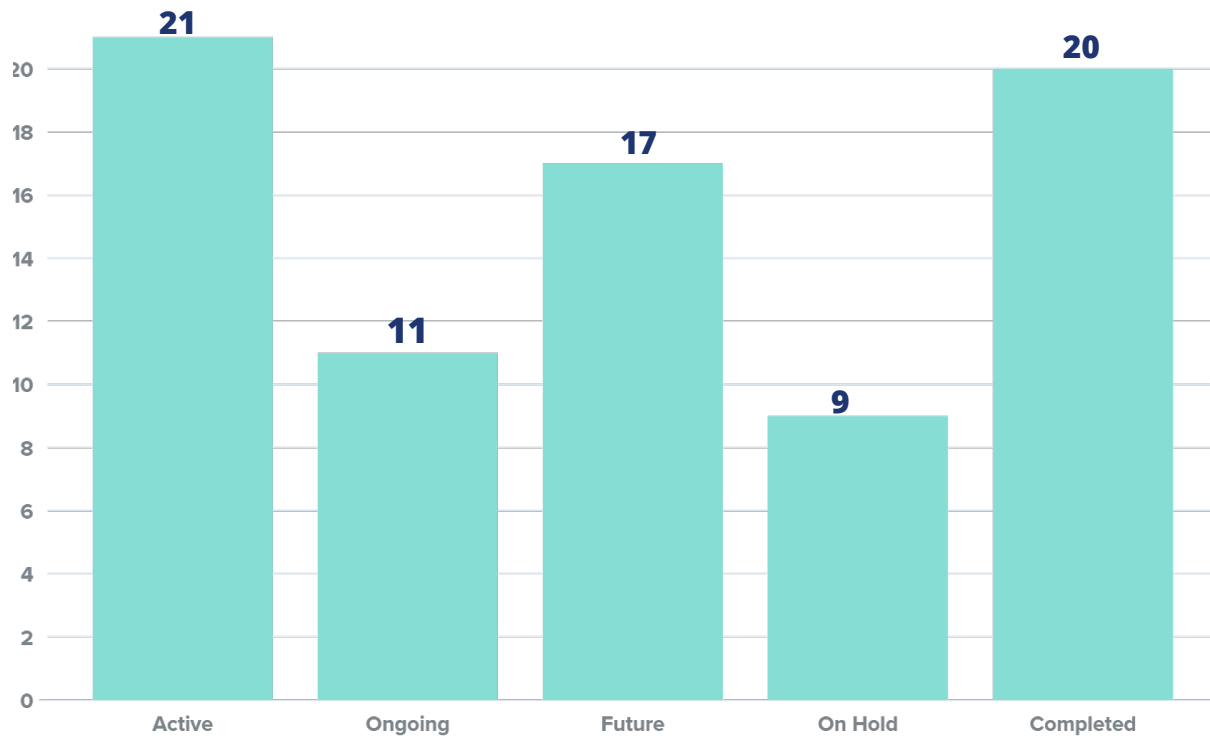
## GOALS & OBJECTIVES

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

- Software Conversion
  - Website Structure
  - Mobile App
  - Notification Methods
- Community Project Promotions
  - Golf Course Irrigation Project
- 4<sup>th</sup> of July Fireworks
- Amenity Promotions
- Summer Movie Nights
- 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

## Campaign Status

*Below is the status of the campaigns Communications manages. These numbers were updated in March 2021 to remove "Completed" campaigns from years prior to 2021. Completed campaigns in the current calendar year will only be included moving forward.*



Date: 7/6/21

To: Board of Directors

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

Total current items monitored by the department **1513** which includes permit due dates, violations, extension and escrow inspections, last month **1429**.

**Permit Breakdown - June**

1. 1039 (up) Open permit
  - a. 58 (up) new home/major additions
  - b. 118 (down) lakeside permits
  - c. 72 (up) solar panel permits
  - d. 78 (no change) fence permits
  - e. 10 (up) dumpster/pod permits
  - f. 157 (up) Same Day Permits
  - g. 759 (up) Improvements (multiple types)

**Violation/Escrow Breakdown - June**

1. 565 (up) Open violations
2. 66 (up) Open escrows

**ACC Committee Overview**

1. Total of 274 (up) items reviewed
2. Total of 158 (up) permits approved

**Items reviewed – Permit Breakdown**

1. New Home Reviewed/Permit (down) (3)
2. Grading Permit (0)
3. Improvements (down) (59)
4. Lakeside Improvement (down) (5)
5. Recorded Variance (down) (11)
6. Rejected Applications (down) (16)
7. Re-Submittal's (down) (7)
8. Permit issued same day (Over the counter) (down) (71)
9. Preliminary Applications (down) (0)

**Member Complaints**

1. 35 (up) Complaints investigated
2. 5 (up) already written

**Letter - Compliance**

1. 262 (down) compliance for May
2. 107 (up) Courtesy Notices

**Department Focus**

Weed abatement is nearing the end with only 8 lots that will need to be cleared by the CLPOA.

Over all items are up, which is normal for this time of year. The departments focus will continue to be on landscape maintenance visible from the street, lake and golf course.

31512 Railroad Canyon Road, Canyon Lake, CA 92587

951.244.6841

www.canyonlakepoa.com

## COMMUNITY PATROL

Weekly Activity Report

4/26/21 – 5/02/21

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: *Ebony Debow (Assistant Account Manager)*

---

### INCIDENT REPORTS

- Monday, April 26<sup>th</sup>, 2021\_ Incident Report (Patrol) While on patrol of Gault Field, the officer found the Woman's restroom to be vandalized. Paper wads were stuck to the ceiling. The area was patrolled further and no suspected were found. Operations was notified.

### PATROL ACTIVITY

- 6 parking violations issued for unsightly / inoperable vehicles (GR.5.3d). 1 service calls received.
- 1 parking violation issued for long term parking (GR.5.3e). 4 service calls received.
- 6 parking violation issued for vehicles extending beyond the curb (GR.5.3f). 0 service calls received.
- 25 other parking violations issued. 8 service calls received.
- 0 misc. traffic violations issued. 3 service calls received.
- 1 noise violation issued. 8 service calls received.
- 1 fishing related violation issued. 2 service calls received.
- 1 animal related violations issued. 2 service calls received.
- 1 gate runner violation issued.

**SPEED ENFORCEMENT ACTIVITY**

- Tuesday April 27<sup>th</sup>- 10:45 AM- (Mobile Enforcement) (Gr.5.1c) Citation issued for Speeding at Canyon Lake Dr S and Grey Fox. (Tobin)
- Tuesday April 27<sup>th</sup> – 12:51PM- (Mobile Enforcement) (Gr5.1c) Citation Issued for Speeding at Canyon Lake Dr and Outrigger (Tobin)
- Tuesday April 27<sup>th</sup>- 3:40 PM-(Mobile Enforcement) (Gr5.1c) Citation issued for Speeding at Canyon Lake Dr S and Grey Fox (Tobin) Tobin
- Tuesday April 27<sup>th</sup>- 3:39 PM-(Mobile Enforcement) (Gr.5.1C) Citation Issued for Speeding at Canyon Lake Dr and White Wake (Tobin)
- Tuesday April 27<sup>th</sup>- 5:17 PM-(Mobile Enforcement) (Gr.5.1C) Citation Issued for Speeding at Canyon Lake Dr and Fair Weather (Tobin)
- Wednesday April 28<sup>th</sup>- 11:46 PM- (Mobile Enforcement) Citation Issued for Speeding at Canyon Lake Dr N and Outrigger (Gr.5.1C) Tobin
- Wednesday April 28<sup>th</sup>- 11:55 AM- (Mobile Enforcement) Citation Issued for Speeding at Canyon Lake Dr N and Rim Rock (Gr.5.1C) (Thieke)
- Wednesday April 28<sup>th</sup>- 1:04 PM- (Mobile Enforcement) Citation Issued for Speeding at Vacation and Compass (Gr.5.1C) (Tobin)
- Wednesday April 28<sup>th</sup>- 3:18PM (Mobile Enforcement) Citation issued for Speeding at Canyon Lake Dr N and Calcutta (Gr.5.1c) (Tobin)
- Wednesday April 28<sup>th</sup> - 4:38PM- (Mobile Enforcement) Citation issued for Speeding at Canyon Lake Dr N and Cove View (Gr.5.1c) (Tobin)
- Thursday April 29<sup>th</sup> -11:07 PM (Stationary Enforcement) Citation Issued for speeding at Vacation and North Causeway (Gr.5.1c) (Dagraca)
- Thursday April 29<sup>th</sup> -4:45 PM- (Stationary Enforcement) Citation issued for speeding at Canyon Lake Dr S and Pheasant (Dagraca)

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

The speed trailers were deployed at various locations throughout the week. A Total of **55** citations were issued.

**ADDITIONAL INFORMATION**

Total Calls for Service	69
Calls for Service – Unable to Locate	14
Motor Vehicle Accidents	1
Vandalism of Amenities	1-Gault fiend Woman’s restroom

(Average Response Time)	2/14.5
-------------------------	--------

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	4,302
- East Gate	2,747
- North Gate	1,806
Total Guest Entries by Gate	
- Main Gate	9,524
- East Gate	6,110
- North Gate	3,885
Total RFID Entries by Gate	
- Main Gate	28,278
- East Gate	14,383
- North Gate	9,690
Confiscated Guest Passes	18

### TWO GUEST LANE ENTRY PROTOCOL\*

Total time in minutes	
- Main Gate	41



- 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

05/03/21 – 5/09/21

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: *Ebony Debow (Assistant Account Manager)*

---

### INCIDENT REPORTS

- No major incident this week.

### PATROL ACTIVITY

- **6** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **0** service calls received.
- **0** parking violation issued for long term parking (GR.5.3e). **4** service calls received.
- **1** Parking violation issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.
- **27** other parking violations issued. **6** service calls received.
- **0** misc. traffic violations issued. **4** service calls received.
- **2** noise violation issued. **16** service calls received.
- **22** animal related violations issued. **2** service calls received.
- **3** gate runner violation issued.

---

### SPEED ENFORCEMENT ACTIVITY

- Wednesday, May 5<sup>th</sup>- 10:53 AM (Mobile Enforcement) (Gr.5.1c) Citation issued for Speeding at Canyon Lake Dr N and White Wake. (Tobin)
- Wednesday, May 5<sup>th</sup>- 11:33 AM (Mobile Enforcement) (Gr5.1c) Citation Issued for Speeding at Canyon Lake Dr S and Calcutta (Tobin)

- Thursday, May 6<sup>th</sup>- 1:48 PM (Stationary Enforcement) (Gr5.1c) Citation issued for Speeding at Canyon Lake Dr S and Calcutta (Thieke)
- Thursday, May 6<sup>th</sup> -(Stationary Enforcement) (Gr.5.1C) Citation Issued for Speeding at Vacation and Cascade (Tobin)
- Friday, May 7<sup>th</sup>-(Mobile Enforcement) (Gr.5.1C) Citation Issued for Speeding at Canyon Lake Dr S and Cross Hill (Wells)

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

The speed trailers were deployed at various locations throughout the week. A Total of **69** citations were issued.

**ADDITIONAL INFORMATION**

Total Calls for Service	94
Calls for Service – Unable to Locate	27
Motor Vehicle Accidents	1
Vandalism of Amenities	0
<i>(Average Response Time)</i>	3/7

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	4,574
- East Gate	2,906
- North Gate	2,019
Total Guest Entries by Gate	
- Main Gate	10,108
- East Gate	6,336
- North Gate	4,025
Total RFID Entries by Gate	
- Main Gate	29,183
- East Gate	14,777
- North Gate	9,771
Confiscated Guest Passes	13

**TWO GUEST LANE ENTRY PROTOCOL\***

Total time in minutes	
- Main Gate	81
- 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

05/10/21 – 5/16/21

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: *Ebony Debow (Assistant Account Manager)*

---

### INCIDENT REPORTS

- Monday, March 10<sup>th</sup>\_ Incident report (Dispatched) Officer was dispatched to Tennis Courts for reports of vandalism. Upon arrival the Officer reported that the back of the toilets were removed and smashed on the floor of the stall. The area was patrolled further and no suspect were found. Operations was notified
- Tuesday, March 11<sup>th</sup>\_ Incident Report (Patrol) While on patrol of Holiday Harbor, a resident stopped the officer to report vandalism in the restrooms. Upon their arrival to the restrooms the officer reported that the paper towel dispenser was removed from the wall and smashed on the floor. The officer made contact with a suspected group of kids but they denied being involved. Operations was notified.
- Saturday, March 15<sup>th</sup>\_ Incident report (Patrol) While on patrol of the tennis courts the officer found the Tennis courts to be vandalized. The Officer reported that there was Graffiti on the cement seating between courts 3 and 5. The area was patrolled further and no suspects were located. Operations was notified.

### PATROL ACTIVITY

- **5** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **0** service calls received.
- **1** parking violation issued for long term parking (GR.5.3e). **6** service calls received.
- **5** Parking violation issued for vehicles extending beyond the curb (GR.5.3f). **1** service calls received.
- **27** other parking violations issued. **4** service calls received.
- **0** misc. traffic violations issued. **3** service calls received.

- **1** noise violation issued. **11** service calls received.
- **0** fishing related violation issued. **3** service calls received.
- **2** animal related violations issued. **14** service calls received.
- **1** gate runner violation issued.

**SPEED ENFORCEMENT ACTIVITY**

- Tuesday, May 11<sup>th</sup>- 12:27 PM (Mobile Enforcement on CLDN and Santa Maria) (Gr5.1c) Citation Issued for Speeding (Tobin)
- Tuesday, May 11<sup>th</sup>- 3:31 PM (Mobile Enforcement on CLDS and Calcutta) (Gr.5.1c) Citation Issued for speeding (Tobin)
- Wednesday, May 12<sup>th</sup>- 1:13 PM (Stationary Enforcement on CLDN and Santa Maria) Citation Issued for speeding (Tobin)
- Wednesday, May 12<sup>th</sup> – 1:25 PM (Stationary Enforcement on CLDS and Calcutta) (Gr5.1c) Citation issued for Speeding (Thieke)
- Thursday, May 13<sup>th</sup>- 1:34 PM (Mobile Enforcement on CLDS) (Gr.5.1c) Citation issued for speeding (Dagraca)
- Friday, May 14<sup>th</sup> -12:45 PM (Mobile Enforcement on CLDN (Gr.5.1C) Citation Issued for Speeding (Dagraca)
- Friday, May 14<sup>th</sup> -1:38 PM (Stationary Enforcement on CLDS and Pheasant) (Gr.5.1C) Citation Issued for Speeding (Thieke)
- Friday, May 14<sup>th</sup> – 1:41 PM (Stationary Enforcement on CLDS and Pheasant) GR.5.1C) Citation Issued for Speeding.

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

The speed trailers were deployed at various locations throughout the week. A Total of **56** citations were issued.

**ADDITIONAL INFORMATION**

Total Calls for Service	86
Calls for Service – Unable to Locate	37
Motor Vehicle Accidents	0
Vandalism of Amenities	<b>1-Tennis Court Restrooms</b> <b>2-Holiday Harbor Restrooms</b> <b>3- Tennis Courts</b>

(Average Response Time)	2/6
-------------------------	-----

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	3,934
- East Gate	2,705
- North Gate	1,789
Total Guest Entries by Gate	
- Main Gate	9,134
- East Gate	6,100
- North Gate	3,834
Total RFID Entries by Gate	
- Main Gate	28,302
- East Gate	14,560
- North Gate	9,797
Confiscated Guest Passes	6

### TWO GUEST LANE ENTRY PROTOCOL\*

Total time in minutes	
- Main Gate	47

- 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

05/17/21 – 5/23/21

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: *Ebony Debow (Assistant Account Manager)*

---

### INCIDENT REPORTS

- Tuesday, March 18<sup>th</sup> \_ Incident Report (Patrol) Officer was on patrol of the tennis courts and found it to be vandalized. The officer reported that on poles next to court 5 had graffiti. The area was patrolled further and no suspects were located. Operations was notified.

### PATROL ACTIVITY

- **10** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **1 service** calls received.
- **0** parking violation issued for long term parking (GR.5.3e). **7** service calls received.
- **2** Parking violation issued for vehicles extending beyond the curb (GR.5.3f). **1** service calls received.
- **40** other parking violations issued. **5** service calls received.
- **0** misc. traffic violations issued. **7** service calls received.
- **1** noise violation issued. **14** service calls received.
- **0** fishing related violation issued. **1** service calls received.
- **3** animal related violations issued. **11** service calls received.
- **0** solicitation violations issued. **1** service calls received.
- **4** gate runner violation issued.

---

### SPEED ENFORCEMENT ACTIVITY

- Tuesday, May 18<sup>th</sup>- 11:09 AM (Mobile Enforcement on Vacation at North ski) (Gr5.1c) Citation Issued for Speeding (Thieke)
- Tuesday, May 18<sup>th</sup> – 1:15 PM (Mobile Enforcement on CLDN and Outrigger) (Gr.5.1c) Citation Issued for speeding (Tobin)
- Tuesday, May 18<sup>th</sup>- 3:40 PM (Mobile Enforcement on CLDN and Lands End) Citation Issued for speeding (Tobin)
- Tuesday, May 18<sup>th</sup>- 4:07 PM (Stationary Enforcement on CLDS and Pheasant) (Gr5.1c) Citation issued for Speeding (Tobin)
- Tuesday, May 18<sup>th</sup>- 5:25 PM (Stationary Enforcement on CLDS and Pheasant) (Gr.5.1c) Citation issued for speeding (Tobin)
- Wednesday, May 19<sup>th</sup>- 7:05 AM (Mobile Enforcement on CLDS and Continental) (Gr.5.1C) Citation Issued for Speeding (Thieke)
- Wednesday, May 19<sup>th</sup>- 11:18 AM (Stationary Enforcement on CLDS and Pheasant) (Gr.5.1C) Citation Issued for Speeding (Tobin)
- Wednesday, May 19<sup>th</sup>- 1:42 PM (Mobile Enforcement on Continental and Grey Fox) GR.5.1C) Citation Issued for Speeding. (Tobin)

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

The speed trailers were deployed at various locations throughout the week. A Total of **21** citations were issued.

---

**ADDITIONAL INFORMATION**

Total Calls for Service	84
Calls for Service – Unable to Locate	19
Motor Vehicle Accidents	0
Vandalism of Amenities	1-Tennis Court 5
<i>(Average Response Time)</i>	4/8.5

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	3,977
- East Gate	2,909
- North Gate	1,957
Total Guest Entries by Gate	
- Main Gate	9,367
- East Gate	6,188
- North Gate	4,090
Total RFID Entries by Gate	
- Main Gate	28,207
- East Gate	14,468
- North Gate	9,769
Confiscated Guest Passes	6

**TWO GUEST LANE ENTRY PROTOCOL\***

Total time in minutes	
- Main Gate	17
- 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

05/24/21 – 5/30/21

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: *Ebony Debow (Assistant Account Manager)*

---

### INCIDENT REPORTS

- Monday, May 24<sup>th</sup>, 2021\_ Incident Report (Patrol) Officer was on routine patrol of Dam View gate and found there to be damage to the gate. The officer reported that the lock for the entrance gate was cut. It was later discovered that a Golf Cart crashed into the gate previously and the lock that was cut belonged to EVMWD. Operations was notified
- Monday, May 24<sup>th</sup>, 2021\_ Incident Report (Dispatched) Officer was dispatched to Road Runner Park for reports of vandalism. Upon arrival the Officer found a cardboard sign with "Indian Beach" written on it blocking the cameras. I also found that one of the fan blades had been broken off of the fan and one of the dining tables flipped over. The area was further patrolled and operations was notified. One of the suspects seen on camera vandalizing the park was later observed to be entering main gate pedestrian gate.
- Wednesday\_ May 26<sup>th</sup>, 2021\_ Incident report (Dispatched) Officer was dispatched to Indian Beach for reports of Vandalism. Upon arrival the Officer reported that there were scratch marks and carvings made by a knife. Reporting party stated that there were children using a knife to vandalize the tables. The area was patrolled further and operations was notified.

### PATROL ACTIVITY

- **0** parking violations issued for unsightly / inoperable vehicles (GR.5.3d). **1** service calls received.
- **1** parking violation issued for long term parking (GR.5.3e). **7** service calls received.

- **2** Parking violation issued for vehicles extending beyond the curb (GR.5.3f). **0** service calls received.
- **38** other parking violations issued. **6** service calls received.
- **0** misc. traffic violations issued. **3** service calls received.
- **4** noise violation issued. **16** service calls received.
- **0** golf cart related violations issued. **1** service calls received.
- **0** fishing related violation issued. **1** service calls received.
- **3** animal related violations issued. **11** service calls received.

**SPEED ENFORCEMENT ACTIVITY**

- Tuesday, May 25<sup>th</sup>- 3:41 PM (Stationary Enforcement on Vacation at North ski) (Gr5.1c) Citation Issued for Speeding (Tobin)
- Tuesday, May 25<sup>th</sup> 3: 51 PM Stationary Enforcement on Vacation at North Ski) (Gr.5.1c) Citation Issued for speeding (Tobin)

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

The speed trailers were deployed at various locations throughout the week. A Total of **86** citations were issued.

**ADDITIONAL INFORMATION**

Total Calls for Service	101
Calls for Service – Unable to Locate	22
Motor Vehicle Accidents	0
Vandalism of Amenities	<b>1</b> -Dam View Gate <b>2</b> - Road Runner Park Fan <b>3</b> - Tables at Indian Beach
<i>(Average Response Time)</i>	6/8.1

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
  - f. Spills
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	4,297
- East Gate	3,055
- North Gate	2,235
Total Guest Entries by Gate	
- Main Gate	9,889
- East Gate	6,676
- North Gate	4,266
Total RFID Entries by Gate	
- Main Gate	28,316
- East Gate	14,460
- North Gate	9,329
Confiscated Guest Passes	14

**TWO GUEST LANE ENTRY PROTOCOL\***

Total time in minutes	
- Main Gate	119
- 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

## Marine Patrol Report

MAY 2021

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	MARCH	APR	MAY
LM.2.5 Expired/ No Registration ( State )	0	0	0
LM.2.6 Expired/ No Registration ( POA )	0	0	1
LM.2.7 Expired / No Registration at a dock or lift	0	1	2
LM.7.3 Reckless behavior while operating a motorized boat	0	0	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	0	7	5
LM.6.7 Excessive Wake	0	0	0
GR.2.18a Loud Noise	0	0	0

### Warnings Issued

Warning	MARCH	APRIL	MAY
LM.2.5 Expired/ No Registration ( State )	0	0	0
LM.2.6 Expired/ No Registration ( POA )	0	0	0
LM.2.7 Expired / No Registration at a dock or lift	0	0	0
LM.7.3 Reckless behavior while operating a motorized boat	0	0	0
GR.6.2c Failure to present valid ID	0	0	0
GR.4.4 Fishing License	0	0	5
LM.6.7 Excessive Wake	0	6	38
GR.2.18a Loud Noise	0	0	4

**Additional Information**

	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>
Total Calls for Service	82	350	541
Boat Safety Inspection	65	130	384
Boat Tow (Out of fuel/mechanical)	9	8	7
Boat Tow (Adrift)	0	0	1
Battery Assist	1	1	1
P&C Inspector Escort Hours	6.9	10.2	13
Fishing License Checks	20	68	72
Quagga Inspection	36	50	55
White Tag Applied	18	25	20
Quarantine Tag Applied	1	2	1

**Boat Operating Hours**

	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>
Boat 1 START 8588.9 / END 9701.5	95.8	111.2	112.5
Boat 2 START 8167.3 / END 8283.3	113.5	91.8	116
Boat 3 START 1017.0 / END 1034.4	11.4	12.6	17.4
Boat 4 START 2096.9 / END 2210.7	43.9	68.7	113.8

**Boat Operating Hours by Location**

	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>
Main Lake	140.6	141.7	181.5
East Bay	124.0	130.0	160.9
North Ski	11.4	12.6	17.4

**Incident Report Summary**

	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>



NO REPORTS	0	0	1
------------	---	---	---

---

**Incident Report Detail**

<b>Incident Description</b>	<b>Location</b>
ASSISTED REMOVING DEAD BODY	North Ski Area

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

## RESERVE ITEMS & CIP SUMMARY

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

## OPERATIONS DEPARTMENT

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

### Completed Projects

- **Basketball Court Improvements** – The basketball rims and nets at East Port have been replaced and the backstops have been repainted.
- **Gault Field Improvements** – Field #1 has been leveled.
- **Surveillance Equipment at Happy Camp** – Cameras have been being installed at the campground.

### Developing Projects

- **Additional Office & Conference Room at POA** – Construction began a couple weeks ago to add a new office and conference room in the space where member files used to be stored.
- **CLDS Median at Main Gate** – This project is currently in design.
- **Diamond Point Park Playground** – The playground equipment and picnic tables are on order.
- **Family Park at Sierra Park North** – This project will renovate the currently empty lot to include a pump track, walking trails, parking, and exercise equipment. Construction will be completed in one (1) year and is slated to begin at the end of the summer.
- **Gault Field Improvements** – Staff is currently scheduling vendors to replace the netting, backstops, and redo the restroom floors.
- **Golf Course Irrigation System** – Work on replacing the outdated irrigation system at the golf course continues. The new irrigation system design is anticipated to save 14.6% savings in water, additional savings in power, along with reduced annual maintenance costs. The installation will be complete by the end of the summer and will replace controllers, irrigation heads, lateral piping, pump stations, soil sensors, weather station, and communication wiring.
- **Holiday Harbor Snack Bar** – This existing space has been updated for community clubs to use for fundraising purposes in the future. Final inspection for this project will take place this month.
- **Large Dog Park** – This project will rehab the current large dog park at East Port. Shade structures have been ordered but are several weeks out from being delivered and installed.
- **Lodge Bar Patio** – Plans for this project are currently in Plan Check with the RivCo Department of Health.
- **Mailbox Slabs and Lighting** – Concrete slabs are continuing to be replaced throughout the community by Touw Construction. Operations has begun installing mailbox lighting at some locations.

- **Marine Gas Pump for Happy Camp** – Staff has begun researching permitting requirements, associated costs, and gathering quotes to install a self-service gas pump on the dock.
- **Restrooms at Happy Camp** – Plans for this project are currently in Plan Check with the City.
- **Restrooms at Road Runner Park** – Plans for this project are currently in its third Plan Check with the City.
- **Resurfacing Tennis Courts** – Staff has received 3 quotes to resurface the tennis courts at the Lodge.
- **Sunset Beach Playground** – Rubber playground surfacing is deteriorating and will be replaced by J2 Builders.

### Functions with Staff Assistance

- As COVID-19 restrictions have relaxed, members have been able to begin hosting events again at the Association's common facilities. Operations staff assisted with the set-up and break-down for member-hosted events including wedding receptions, birthday parties, graduations, family gatherings, club events, etc.
- Operations also works closely with staff in Activities, Country Club, Lodge, and Pool providing event assistance for various meetings and scheduled events.
- Operations staff met with Activities and Community Patrol to begin planning for the 4<sup>th</sup> of July Fireworks Show.

### General Maintenance Items

- **Resident Matters** – Respond to residential requests and questions or concerns.
- **Vandalism** – Vandalism reports included are for the previous month (May); the vandalism report for the current month is in progress. Acts of vandalism have significantly increased this year throughout the community; if any residents are witness to these acts, please contact Community Patrol at (951) 244-6841 ext. 410.

### Public Works / Grounds Maintenance

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

### Landscape Maintenance

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

- No major issues to report this month.

### Golf Course Maintenance

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

- No major issues to report this month.

### **Parks and Beaches**

- Acts of vandalism have significantly increased this year throughout the community; if any residents are witness to these acts, please contact Community Patrol at (951) 244-6841 ext. 410.

### **Regulatory / Compliance**

- **Annual Fire Drop Door Test at Equestrian Center** – NFPA standards require rolling fire doors to be inspected and tested annually. The fire doors at the Equestrian Center were inspected last month and passed with no issues.
- **Annual Pressure Decay Test at Happy Camp** – This annual test is required by the State of California to maintain our permit to operate the aboveground storage tank (AST) that supplies fuel to the gas dock. The AST was inspected, tested, and passed with minor required repairs.

### **Safety / Training**

- **Annual Respiratory Protection Training** – Safety training and Fit Testing for respirators was conducted by the Safety Compliance Company with staff.
- **HAZWOPER Training** – Staff attended a 40 Hour HAZWOPER Class and received certification.
- **Semi-Annual Fire Alarm Inspection** – Interface Security Systems conducted fire alarm inspections at the Lodge.

## **EQUESTRIAN CENTER**

- **Fans in the Barn** – Operations is currently testing more fans in the barn to determine if installing one in each stall will help offset the heat..

## **HAPPY CAMP CAMPGROUND**

- **4<sup>th</sup> of July Lottery** – A digital lottery drawing was conducted through Zoom on the Association’s website. Lottery winners were emailed confirmation of selection and able to begin reserving their spaces on June 28<sup>th</sup>.

## **COMMITTEES / WORK GROUPS**

Refer to the recap below for Committee updates for the month of June.

**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 met in person on June 10<sup>th</sup> at 1:00pm in the Magnolia Room at the Country Club.

The following agenda items were addressed by the Green Committee:

- Old business was discussed including discussion to re-surface and laser level #17 and #18 teeing ground, ground erosion issue adjacent to cart paths, and the widening of the #18 cart path.
- New business was discussed including the golf course inspection scheduled for the end of June.

The Green Committee meets on the 2<sup>nd</sup> Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on July 8<sup>th</sup> at 1:00pm.

**Facilities Planning Committee:** The Facilities Planning Committee members met in person on June 10<sup>th</sup> at 3:30pm in the Magnolia Room at the Country Club.

The following agenda items were addressed by the Facilities Planning Committee:

- Old business was discussed including Board updates, final plans for the Happy Camp Restrooms, Reserve Study revisions, Lodge Patio design, CLDS Median modifications, evaluation of the Lighthouse foundation, status of EVMWD meetings for fish habitat, and motorcycle parking design.
- New business was discussed including extending the 25mph zone from Continental to Bluebird, design ideas for a cooling center at Indian Beach, review design for an ADA Ramp at East Port, Pickleball Courts presentation to the Board, options for kiosks at entry gates, and discussion regarding a community building.

The Facilities Planning Committee (FPC) typically meets on the 2<sup>nd</sup> Thursday of the month in the Magnolia Room at the Country Club. The next scheduled meeting is on July 8<sup>th</sup> at 3:30pm.

**Recreation Committee:** The Recreation Committee members met in person on June 8<sup>th</sup> at 4:00pm in the POA Conference Room. The following agenda items were addressed by the Recreation Committee:

- Old business was discussed including the Family Park at Sierra Park North and discussion of Park Hopper post-event thoughts.
- New business was discussed including a Disc Golf presentation and subsequent discussion.

The Committee meets on the 2<sup>nd</sup> Tuesday of the month at 4:00pm in the Conference Room at the POA. However, the Committee will not meet in May; the next scheduled meeting is on July 13<sup>th</sup>.

**Tuesday Work Group (TWG):** The TWG members met in person on June 15<sup>th</sup> at 1:00pm in the Magnolia Room at the Country Club. The following agenda items were addressed by the TWG:

- Old business was discussed including searching for a large toolbox for TWG headquarters at the Golf Course Maintenance Yard and recruiting efforts.
- New business was discussed including preparation for annual banquet, review of the past year and discussion on potential improvements.

The Committee meets on the 3<sup>rd</sup> Tuesday of the month in the Magnolia Room at the Country Club. The next TWG meeting is scheduled for July 20<sup>th</sup> at 1:00pm.

## CHALLENGES

This past month has become increasingly busy for Operations as the County's tier system restrictions were lifted allowing members of the community to begin hosting events at the community's beaches, facilities,

and parks. The Association's Park Hopper over Memorial Day Weekend was a remarkable success and our staff assisted with set-ups, break downs, trash pick-up, and general support for the 2-day inaugural event. And staff began planning with Activities and Community Patrol for the 4<sup>th</sup> of July Fireworks Show right after the conclusion of the Park Hopper. Our staff works hard to preserve the natural beauty of Canyon Lake and maintain its numerous amenities and facilities. Unfortunately, we have seen an increase in vandalism throughout the community and we ask that members contact Community Patrol at extension 410 if you witness any such activity. Canyon Lake is a wonderful niche in this unique world, and it takes all of our efforts to sustain this little slice of paradise as such.



---

Presented By: *Steve Schneider, Director of Operations*



**VANDALISM REPORT**  
**May 2021**

W.O. #	I.R. #	DATE	LOCATION	WORK REQUESTED	MATERIAL COST	HRS	TOTAL	MATERIAL USED
320970	20210000562	5/2/2021	COMMON AREAS / HOLIDAY HARBOR	REPAIR / REPLACE DAMAGED WATER FOUNTAIN BUTTON	\$0.00	0.5	\$25.00	NO MATERIALS USED
320971	20210000560	5/3/2021	COMMUNITY PATROL / MAIN GATE	REPAIR DAMAGED GATE ARM AT MAIN GATE	\$0.00	4	\$300.00	LABOR TIME ONLY
320991	N/A	5/4/2021	COMMON AREAS / HOLIDAY HARBOR	CLEAN / BUFF ALL GRAFFITI IN MENS RESTROOM AT HOLIDAY HARBOR	\$10.00	0.5	\$35.00	GRAFFITI REMOVER
321021	N/A	5/7/2021	GAULT FIELD	MAKE NEEDED REPAIRS TO GAULT FIELD	\$58.19	8	\$458.19	GENERAL SUPPLIES & HARDWARE
321050	20210000656	5/9/2021	GAULT FIELD	REPAIR GAULT FIELD MEN'S RESTROOM DAMAGES	\$0.00	1	\$50.00	HARDWARE
321036	20210000673	5/10/2021	TENNIS COURTS	REPAIR DAMAGES MADE TO TENNIS COURT TOILETS	\$82.48	2.5	\$207.48	REPLACEMENT TOILET TANK LID
321051	20210000695	5/11/2021	COMMON AREAS / HOLIDAY HARBOR	CLEAN / BUFF ALL GRAFFITI IN MENS RESTROOM AT HOLIDAY HARBOR	\$118.00	2.5	\$243.00	REPLACEMENT DISPENSERS
321078	20210000744	5/15/2021	TENNIS COURTS	REMOVE / CLEAN / BUFF ALL GRAFFITI FROM TENNIS COURT POLES	\$10.00	1	\$60.00	GRAFFITI REMOVER
321085	N/A	5/17/2021	COMMON AREAS / EMERALD PARK	REPLACE MISSING / STOLEN DOGIPOT WASTE BAGS	\$16.40	0.5	\$41.40	REPLACEMENT ROLLS OF DOGIPOT WASTE BAGS
321148	20210000886	5/25/2021	COMMON AREAS / DAM VIEW	REPAIR DAM VIEW GATE IF NEEDED & REPLACE DAMAGED LOCK	\$0.00	0.5	\$25.00	NO MATERIALS USED
321150	20210000910	5/25/2021	TENNIS COURTS	REPLACE MISSING / STOLEN LOCK AT TENNIS COURTS	\$37.00	0.5	\$62.00	REPLACEMENT LOCK

\$ 332.07 \$ 21.50 \$ 1,507.07  
\$ 860.00



**Canyon Lake Property Owners Association**  
**Repair & Replacement Fund Expenditures**

	FYE 2021	MAY 2021	FYE 2022	2021-2022 TOTAL
<b>HVAC Units</b>				
#0303 HVAC Lodge	16,750	-	-	16,750
#1350 HVAC Corporate Office	17,149	-	-	17,149
#1659 HVAC North Gate	-	-	-	-
<b>Total HVAC Units</b>	<b>33,899</b>	<b>-</b>	<b>-</b>	<b>33,899</b>
<b>Lighting</b>				
#1161 LED Lighting Eastport	-	-	-	-
#1403 CC Bollard Lighting	-	-	-	-
#1484 Parking Lot Lighting - Lodge	-	-	-	-
#1956 Lighting Grounds - Lodge	-	-	-	-
<b>Total Lighting</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Park Equipment &amp; Furnishings</b>				
#1005 Diamond Point Park - Playgroud Equipment	14,201	-	-	14,201
#1071 Moonstone Park - Tables	3,614	-	-	3,614
#1073 Moonstone Park - Waste Containers	2,123	-	-	2,123
#1124 Waste Container - Ski Slalom	1,983	-	-	1,983
#1605 Roadrunner Park	-	-	-	-
#1681 Refrigerator Holiday Harbor Snack Bar	1,806	-	-	1,806
#1852 Harrelson Park - Breaker Panel	1,547	-	-	1,547
#1992 Dog Park Drinking Fountains	4,847	-	-	4,847
2-2011-00 Large Dog Park \$100k-\$120k	2,800	-	-	2,800
2-2105-00 Lark Dog Park Phase #2 \$105741.70	-	14,259	14,259	14,259
2-2104-00 Road Runner Park Drinking Fountain	2,433	-	-	2,433
<b>Total Park Equipment &amp; Furnishings</b>	<b>35,352</b>	<b>14,259</b>	<b>14,259</b>	<b>49,611</b>
<b>Total Gault Field</b>	<b>3,650</b>	<b>-</b>	<b>-</b>	<b>7,300</b>
<b>Total East Port</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Equestrian</b>				
#1171 Equestrian Lighting, Barn	-	-	-	-
#1173 Equestrian Lighting, Poles, Wood	3,142	-	-	3,142
#1174 Equestrian - Sand Replacement	15,003	-	-	15,003
#1179 Equestrian Repairs	34,700	-	-	34,700
<b>Total Equestrian</b>	<b>52,844</b>	<b>-</b>	<b>-</b>	<b>52,844</b>
<b>Restaurant Equipment</b>				
#2117 Salad/Sandwich Prep Station	6,000	2,208	2,208	8,208
2-2011-01 Lodge Dishwasher \$71142.40	66,745	-	-	66,745
<b>Total Restaurant Equipment</b>	<b>72,745</b>	<b>2,208</b>	<b>2,208</b>	<b>74,952</b>
<b>Furniture</b>				
#1579 Furniture Senior Center	1,705	-	-	1,705
<b>Total Furniture</b>	<b>1,705</b>	<b>-</b>	<b>-</b>	<b>1,705</b>
<b>Total Flooring</b>	<b>7,851</b>	<b>-</b>	<b>-</b>	<b>7,851</b>
<b>Lodge</b>				
#1502 Lodge - Kitchen Walk-in Refrigerator	3,900	-	-	3,900
#0910 Lodge Remodel	2,288	-	-	2,288
2-2006 Lodge Front Patio/Event Space Design \$28k	38,826	-	-	38,826
2-2102 Lodge ADA Ramp Landscape Project	29,985	-	-	29,985
#2006 Artificial Turf & Landscape \$89,570.97	85,217	-	-	85,217
<b>Total Lodge</b>	<b>160,215</b>	<b>-</b>	<b>-</b>	<b>160,215</b>
<b>Country Club</b>				
#1387 CC Replace (6) Tables	1,791	-	-	1,791
#1730 CC Main Double Doors	2,750	-	-	2,750
#1759 CC Replace Folding Grille	3,903	3,903	3,903	7,805
2-2102-00 CC Plumbing Repairs	4,438	-	-	4,438
<b>Total Country Club</b>	<b>12,881</b>	<b>3,903</b>	<b>3,903</b>	<b>16,783</b>
<b>Total Senior Center</b>	<b>6,978</b>	<b>-</b>	<b>-</b>	<b>13,956</b>
<b>Total Signage</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Guard Shacks</b>				
#1635 Main Gate - Gate Operator	15,691	2,300	2,300	17,991
#1660 North Gate - Gate Operator	9,923	-	-	9,923
#1702 Card Reader - Main Gate	-	-	-	-
<b>Total Guard Shacks</b>	<b>25,614</b>	<b>2,300</b>	<b>2,300</b>	<b>27,914</b>
<b>Corporate Office</b>				
#1327 POA Office - Carpet	3,782	-	-	3,782
#1342 Admin Equipment Ofc	12,127	-	-	12,127
#1342 Card Reader Member Services	3,103	-	-	3,103

**Canyon Lake Property Owners Association**  
**Repair & Replacement Fund Expenditures**

	FYE 2021	MAY 2021	FYE 2022	2021-2022 TOTAL
#1352 Water Heater	2,125	-	-	2,125
#2172 IT Camera North Gate	10,180	-	-	10,180
2-2103-00 ADA Compliance Consultation	39,977	-	-	39,977
<b>Total Corporate Office</b>	<b>71,294</b>	<b>-</b>	<b>-</b>	<b>71,294</b>
<b>Computers</b>				
#0912 Office Equip Corp Admin	6,914	-	-	6,914
#1900 Lodge/Campground Servers for Cameras	2,585	-	-	2,585
#2155 Main Gate Server	6,232	-	-	6,232
#1900 CP Computers	-	-	-	-
<b>Total Computers</b>	<b>15,731</b>	<b>-</b>	<b>-</b>	<b>15,731</b>
<b>Operations</b>				
#1560 Motorola Repeater - Operations	4,113	-	-	4,113
#1546 Storage Containers - Operations	-	-	-	-
<b>Total Operations</b>	<b>4,113</b>	<b>-</b>	<b>-</b>	<b>4,113</b>
<b>Pool</b>				
#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
#1158 Pool Pump	3,537	-	-	3,537
#864 Lighting, Pool	-	2,550	2,550	2,550
2-1912-00 Pool Deck & Plaster Replacement \$278,817	67,144	-	-	67,144
<b>Total Pool</b>	<b>93,971</b>	<b>2,550</b>	<b>2,550</b>	<b>96,521</b>
<b>Lake</b>				
#1678 Buoy Replacements	3,533	-	-	3,533
#1687 Dock - Lucky Cove \$13,550 1/7/2020	9,497	-	-	9,497
#2007 Docks HC \$88,326 4/2/19	1,100	-	-	1,100
#1694 N Ski Access & Picnic \$38,651 5/7	1,552	-	-	1,552
#1686 Docks	6,822	-	-	6,822
<b>Total Lake</b>	<b>22,503</b>	<b>-</b>	<b>-</b>	<b>22,503</b>
<b>Campground</b>				
#1257 Campground Building - Carpet & Vinyl Flooring	6,953	-	-	6,953
#1271 Campground Fuel Tank Hose	2,072	-	-	2,072
#1278 Campground Pits, Horseshoe	1,850	-	-	1,850
2-2005-00 Campground Playground \$159,757.50	161,259	-	-	161,259
2-2009-00 Campground Restroom \$180k-\$200k	24,737	4,298	4,298	29,035
<b>Total Campground</b>	<b>196,870</b>	<b>4,298</b>	<b>4,298</b>	<b>201,169</b>
<b>Golf Course</b>				
#1228 Hole #13 Lake Refurbish	260,686	-	-	260,686
#1231 Golf - Concrete Repairs	12,725	-	-	12,725
#2087 Golf Maintenance Storage Shed	4,434	-	-	4,434
2-2007-00 GC Irrigation Sys Design \$95,700 7/7/20	38,725	-	-	38,725
2-2102-00 GC Irrigation Sys \$2,030,400	543,072	-	-	543,072
<b>Total Golf Course</b>	<b>859,642</b>	<b>-</b>	<b>-</b>	<b>859,642</b>
<b>Fairway Estates</b>				
#2174 Fairway Estates - Fencing Iron	13,000	18,800	18,800	31,800
#2176 Fairway Estates - Operators 2008	2,000	28,150	28,150	30,150
#2177 Fairway Estates - Operators 2016	3,148	-	-	3,148
<b>Total Fairway Estates</b>	<b>18,148</b>	<b>46,950</b>	<b>46,950</b>	<b>65,098</b>
<b>Grounds</b>				
#1726 Perimeter Fencing	3,500	-	-	3,500
#1800 Eastport Landscaping 03/03/20 \$29145	29,145	-	-	29,145
#1852 Irrigation System Repairs	5,085	-	-	5,085
#1853 Landscaping	69,948	4,767	4,767	74,715
#1848 Mailbox Slabs	110,205	41,026	41,026	151,231
#1867 Signs, street	-	3,481	3,481	3,481
2-2010-01 CLDS So Median Landscape \$100k-\$150k	9,288	-	-	9,288
<b>Total Grounds</b>	<b>227,171</b>	<b>49,274</b>	<b>49,274</b>	<b>276,444</b>
<b>Large Equipment</b>				
#1904 Tractor Rotary Harrow	-	-	-	-
<b>Vehicles</b>				
#2090 Tractor - OPS \$92,139.35 (12/03/19)	90,754	-	-	90,754
<b>Total Vehicles</b>	<b>90,754</b>	<b>-</b>	<b>-</b>	<b>90,754</b>
<b>Plumbing, Sewers, Drains &amp; Septics</b>				
#1855 Backflow Repairs	6,375	-	-	6,375
<b>Total Plumbing, Sewers, Drains &amp; Septics</b>	<b>6,375</b>	<b>-</b>	<b>-</b>	<b>6,375</b>
<b>Total Repair &amp; Replacement Fund Acct 02-0670</b>	<b>2,020,307</b>	<b>125,741</b>	<b>125,741</b>	<b>2,156,676</b>

## Canyon Lake Property Owners Association Road Reserve Fund Expenditures

	FYE 2021	May 2021	FYE 2022	2021-2022 TOTAL
3-1908-01 Re-pvng CLD/Pkg Its \$3,698,909	1,244,977	-	-	1,244,977
3-2101-00 Parking/Traffic (Rev.) \$2,000	1,800	-	-	1,800
3-2007-01 Striping (Longhorn & Continental) \$12k-\$15k	8,000	-	-	8,000
3-2009-01 Parking/Traffic Issues \$4,000	3,500	-	-	3,500
3-2101-01 Santana Court Pavement Rehabilitation \$75,434.10	65,842	-	-	65,842
3-2102-00 Pavement Condition Index	17,865	623	623	18,488
3-2102-01 Campground Road & Drainage	5,812	-	-	5,812
3-2104-00 Campground - Misc Road Repairs	23,124	-	-	23,124
3-9999-00 Minor Road Repairs	4,550	-	-	4,550
<b>Total Road Reserve Fund Acct 03-0670</b>	<b>1,375,471</b>	<b>623</b>	<b>623</b>	<b>1,376,093</b>

## Canyon Lake Property Owners Association Capital Improvement Fund Expenditures

	FYE 2021	MAY 2021	FYE 2022	2021-2022 TOTAL
<b>#05 Capital Improvement Fund</b>				
5-1907-01 Wave Devices \$19,740 07-08-19	11,820	-	-	11,820
5-1909-01 Marine Radar \$106,990.38 09-27-19	12,082	-	-	12,082
5-5004-00 Sierra Park North Pump Track \$88,690.00	110,603	-	-	110,603
5-2005-00 Pool Bldg Addition \$92,470.35 05-05-20	92,691	-	-	92,691
5-2005-01 Roadrunner ADA Ramp \$57,498.00	43,703	-	-	43,703
5-2006-01 Sierra Park Shade Structure \$3,255.00	3,255	-	-	3,255
5-2007-01 2015 Toyota Forklift \$20,364.75 07-2020	20,365	-	-	20,365
5-2008-00 Lodge Misting System \$7,787.00	9,928	-	-	9,928
5-2008-01 Community Bldg Design - Undrgrnd Utilities \$3210.50	3,211	-	-	3,211
5-2010-02 Camera Project Diamond Pt, Roadrunner & East Port	6,741	-	-	6,741
5-2010-03 Roadrunner Restroom \$31,800	23,624	1,729	1,729	25,353
5-2010-04 Mailbox Lighting \$100k-\$200k	2,836	-	-	2,836
5-2011-00 North Ski dock Gate \$2800.00	2,800	-	-	2,800
5-2012-01 2016 CASE Skid Steer Loader	18,318	-	-	18,318
5-2012-02 Steps, Walkways, Stairs Moonstone Bch	18,425	-	-	18,425
5-2101-00 Kitchen Breakroom Blue Bird Hall	6,841	-	-	6,841
5-2101-01 ADA Guardrail - Roadrunner Park \$57,498	13,220	-	-	13,220
5-2101-02 Hardware License - Diamond Point	1,663	-	-	1,663
5-2102-00 Camera Project Campground	10,187	-	-	10,187
5-2102-01 Mailbox Lighting Project \$145,320	60,825	60,825	60,825	121,650
5-2102-02 Park Shade Structures \$131,067	16,892	-	-	16,892
5-2103 00 Holiday Harbor Fish Cleaning Slab	1,950	-	-	1,950
5-2103-01 Happy Camp Benches, Tables, & Trash Receptacle	3,144	-	-	3,144
5-2103-02 Pickelball Courts Drinking Fountain w/Bottle-filling Station	2,421	-	-	2,421
5-2104-00 Holiday Harbor Snack Bar Project	12,650	-	-	12,650
5-2104-01 Holiday Harbor Fish Cleaning Slab & Drain	1,960	-	-	1,960
5-2105-00 Surveillance System -- Happy Camp	-	12,299	12,299	12,299
5-2105-01 Speed Trailer (3rd)	-	13,483	13,483	13,483
<b>Total #05 Capital Improvement Fund</b>	<b>512,155</b>	<b>88,336</b>	<b>88,336</b>	<b>600,491</b>